

HSC339 Carry out assessment to identify and prioritise needs (Level 3)

Elements of Competence

- HSC339a** Assess the individual's substance misuse problem and their understanding of services available
- HSC339b** Assess the need for referral to substance misuse services or to a comprehensive substance misuse assessment
- HSC339c** Make referral to a substance misuse service or comprehensive substance misuse assessment

About this unit

For this unit you have to refer individuals with less complex needs directly to less structured substance misuse services (such as drop-in advice services) and identify when an individual has more complex needs which require referral to a comprehensive substance misuse assessment.

Scope

The scope is here to give you guidance on possible areas to be covered in this unit. The terms in this section give you a list of options linked with items in the performance criteria. You need to provide evidence for any option related to your work area.

Information: personal details; treatment history; substances used

Risks: self harm; harm to others; physical health problems; mental health problems.

Co-existent problems: physical; psychological; social.

Information: directories; databases; local, regional and national networks.

Services: internal to your organisation; external to your organization.

Intervention: comprehensive substance misuse assessment; co-ordinated programme of care; less structured substance misuse services (e.g. drop in advice service); other services (e.g. health, social, housing, legal).

This is Drugs and Alcohol National Occupational Standard (DANOS) AF2

Key Words and Concepts

This section provides explanations and definitions of the key words and concepts used in this unit. In occupational standards it is quite common to find words or phrases used which you will be familiar with, but which, in the detail of the standards, may be used in a very particular way. **Therefore, we would encourage you to read this section carefully before you begin working with the standards and to refer back to this section as required.**

Individuals

The actual people requiring health and care services. Where individuals use advocates and interpreters to enable them to express their views, wishes or feelings and to speak on their behalf, the term individual within this standard covers the individual and their advocate

HSC339a Assess the individual's substance misuse problem and their understanding of services available

Performance Criteria

You need to show that,

1. you conduct the assessment of the individual promptly to maintain the individual's motivation and seize the opportunity to engage them in treatment
2. you conduct the assessment in line with locally agreed criteria and using standardised documentation
3. you obtain information from the individual and if applicable, from the referring agency, in line with protocols
4. you take account of historical factors where disclosed by the individual as well as presenting factors
5. you assess the individual's understanding of services available and readiness to engage in a treatment programme
6. you deal with challenging, abusive, aggressive or chaotic behaviour
7. you assess any risk to the individual which may result from substance misuse and/or co-existent problems
8. you encourage the individual to ask questions, seek advice and express any concerns
9. you seek support from the appropriate person as soon as possible when there are any problems with the assessment
10. you record accurate, legible and complete details of the assessment, agreements reached with the individual and the resulting actions to be taken.

HSC339b Assess the need for referral to substance misuse services or to a comprehensive substance misuse assessment

Performance Criteria

You need to show that,

1. you have access to up to date and accurate information on services within your locality
2. you present the possible interventions to the individual in a positive manner and review the advantages and disadvantages with them
3. you present the possible interventions to the individual in a manner, level and pace appropriate to them
4. you agree an appropriate course of action with the individual according to the intensity of intervention required
5. you give the individual appropriate support to check any information on the agreed intervention before it is finalised
6. you record accurate, legible and complete details of the assessment, agreements reached with the individual and the resulting actions to be taken

7. the outcomes of the assessment and the agreements reached achieve the best balance between the interests of the individual, any inherent risks and the legal duty of care
8. you are able to justify the choice of intervention according to locally agreed criteria
9. you discuss assessments with other members of the substance misuse service team in order to ensure consistency of approach
10. you provide continuing support to individuals who do not want to be referred.

HSC339c Make referral to a substance misuse service or comprehensive substance misuse assessment

Performance Criteria

You need to show that,

1. you make referrals in line with local protocols and the eligibility criteria for accessing services
2. you refer the individual to the appropriate service with the required degree of urgency
3. you share information obtained during the assessment with services to which the individual is referred according to agreed protocols
4. you plan arrangements for the referral with the individual and facilitate their contact with the service
5. you agree with the individual the information to be passed to the service
6. following the referral, you obtain feedback from the service to evaluate and refine referral practices
7. you record details of the assessment and referral for reporting and evaluation purposes.

Knowledge Specification for the whole of this unit

Competent practice is a combination of the application of skills and knowledge informed by values and ethics. This specification details the knowledge and understanding required to carry out competent practice in the performance described in this unit.

When using this specification **it is important to read the knowledge requirements in relation to expectations and requirements of your job role.**

You need to show that you know, understand and can apply in practice:

Legislation and organisational policy and procedures

1. the principles of Children's legislation and the UN Convention on the Rights of the Child 1989
2. how to obtain information from individuals and other agencies in line with protocol
3. show to pass information obtained during an assessment to another agency in line with local protocols

Theory and practice

Assessment of individuals:

4. how to involve an individual in the assessment of their needs
5. how to assess an individual's understanding of services available and readiness to engage in a treatment programme
6. how to assess the required degree of urgency when referring individuals to services
7. how to deal with challenging, abusive, aggressive or chaotic behaviour
8. how to assess individuals who are intoxicated
9. who can provide support when there are any problems with the assessment
10. how to achieve consistency in assessments with other workers in your organisation
11. the importance of adhering to locally agreed criteria and documentation when carrying out assessments
12. how to involve adults with parental responsibility in the assessment and referral of children and young people
13. how to take account of a child or young persons age and maturity when involving them in assessment

Information handling:

14. the importance of keeping full and accurate records, and how to do so
15. the principle of confidentiality: what information may be given to whom
16. how to present information in a manner, level and pace appropriate to the individual

Monitoring and evaluation:

17. the importance of monitoring the situation regarding an individual's misuse of substances, and how to do so

Risk assessment:

18. how to assess the risk to individuals and to others from their substance misuse and/or co-existent problems
 19. the importance of regularly reviewing risk assessments
- Substance misuse:
20. the range of different substances and their effects
 21. the range of different indications of substance misuse: physical, behavioural and information provided by the individual or from other sources
 22. ways of keeping your knowledge about substances and indications of substance misuse up to date
 23. how to understand the jargon used by substance misusers in your locality