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**SUBSTANCE ABUSE PREVENTION PROGRAM OPERATING AND ACCESS  
STANDARDS**

**INTRODUCTION:**

The Nevada State Health Division, Bureau of Alcohol and Drug Abuse (BADA) decided to undertake the development of a strategic plan in order to meet federal and state requirements and establish a plan of action to guide the bureau for the next few years. Under the combined leadership of the BADA Advisory Committee and its Strategic Planning Subcommittee, seven strategic plans were developed. The Prevention Plan is one of the seven strategic plans to provide guidance for Nevada's substance abuse services delivery system. Several issues were identified and assessed within the Prevention Plan.

The Program Operating and Access Standards developed by the BADA Advisory Operating and Access Standards Subcommittee are intended to respond to those issues identified and assessed in the Prevention Plan, the issues include Workforce Development, Availability of Services, Funding for Services, Service Delivery, Public Education, and Program Evaluation.

Ten recommendations were identified:

1. Develop fiscal policies that support the strategic planning recommendations for substance abuse prevention services. Policies should seek to expand resources for prevention and ensure that funds are utilized in a manner that will maximize services and improve the ability for programs to be effectively evaluated.
2. Develop Prevention Program Operating Standards establish a guide for the delivery of prevention services that will encourage providers to move toward achieving Centers of Excellence standards and support prevention providers in the implementation of these standards.
3. Develop and implement policies to ensure that all prevention providers have the capacity to move toward attainment of Center of Excellence status. Policies must ensure that resources support existing needs, including infrastructure, prior to expansion into new services.

EXHIBIT <u>21</u> JuvJustice	Document consists of <u>7</u> pages
<input checked="" type="checkbox"/> Entire document provided.	
<input type="checkbox"/> Due to size limitations, pages ____ through ____ provided.	
A copy of the complete document is available through the Research Library (775-684-6827 or e-mail library@lcb.state.nv.us)	
Meeting Date <u>1-15-04</u>	

4. Develop and implement a comprehensive prevention workforce development strategy.
5. Continue to fund and support the gathering of risk and protective indicator data by community coalitions. Expand data gathering to all counties. Identify a subset of common indicators that must be collected across all counties.
6. Continue the allocation of resources to expand the number of community coalitions so that all counties can benefit from this approach to community development, education and mobilization for prevention services. Explore and, if reasonable, pilot test moving the responsibility for distribution of local prevention funds through local entities such as coalitions.
7. Develop and implement a substance abuse prevention education strategy. Target the public, other agencies, and policy makers with information about Nevada's substance abuse problems and the services that are available to address those problems.
8. Develop Units of Service and Model Costs that accurately reflect provider costs to meet program-operating standards. Incorporate infrastructure needs including data gathering and evaluation activities into the cost.
9. Support the integration of best business management practices in substance abuse prevention programming.
10. Explore the substance abuse prevention needs of the senior population. Develop and implement a comprehensive strategy to address identified needs. Seek necessary resources to implement the strategy.

## **SUMMARY:**

The Program Operating and Access Standards embodies the recommendations listed in the Prevention Strategic Plan and input from the BADA Advisory Subcommittee assigned to recommend a progressive set of standards that would encourage Nevada substance abuse providers to fully implement and adopt NIDA's best practices, and to establish centers of excellence throughout Nevada.

The Prevention Program Operating and Access Standards document is divided into two sections representing BADA's internal structure supporting comprehensive substance abuse prevention services, and a guide to achieving the centers of excellence. The first section references standards as it applies to one of the six main categories. The six main categories are:

- ☐ Workforce Development
- ☐ Availability of Services
- ☐ Funding for Services
- ☐ Service Delivery
- ☐ Public Education
- ☐ Program Evaluation

The second section references standards as it applies to the centers of excellence.

## **VISION INTO ACTION (VIA)**

Moving from one section to another may seem insurmountable without specific steps taken to get from today to 2005.

The following activities are scheduled to move Nevada substance abuse providers from this funding cycle to the next:

- Continue to work with CASAT to support appropriate training and ensure that all prevention funded programs move the field in the direction of connecting services with research.
- Request and receive technical assistance from CSAP.
- Continue to ensure that at least 20% of SAPT funding and other targeted funding goes toward support of prevention.
- Continue to pursue extramural grant funds.
- Improving and strengthening prevention systems through certification and monitoring activities.
- Convene a Work Group and draft a plan of action.
- Develop policies that address capacity to move toward attainment of Centers of Excellence.
- Continue to support and fund community coalitions.
- Explore the feasibility of funding distribution through local coalitions and if feasible pilot project.
- Coordinate the development of a public information plan to include issues identified in the other strategic plans.
- Compliance with HIPAA regulations as applicable.
- Include operating standards in Evaluation.

**SECTION I:  
BADA FY 2002-2005**

**A. WORKFORCE DEVELOPMENT**

The issues of recruiting and retaining qualified staff are critical factors for prevention service providers. Workforce issues include training of prevention practitioners, certification of prevention practitioners, and recruiting and retaining qualified staff working in BADA funded prevention programs.

**Training of Prevention Practitioners: BADA FY 2002-2005**

*Ensuring Quality Prevention Services*

- Provide access to formal prevention training and education on an on-going basis
- Utilize the Substance Abuse Prevention Specialist Training Curriculum as an accepted and commonly utilized skill set for prevention service delivery.
- Provide services that are research based that utilize best practices and promising practices to support certification for prevention workers.
- Develop a minor degree in substance abuse prevention at each state University as a resource in offering prevention training to programs.
- Create a central point of contact to access current prevention information such as the regional Prevention Resource Center.

**Certification of Prevention Practitioners: BADA FY 2002-2005**

*Prevention Certification*

- Require all prevention providers to receive prevention certification to receive funding and maintain services.

**Recruiting and Retaining Qualified Staff: BADA FY 2002-2005**

*Support*

- Access and keep competent staff.
- Recruit culturally diverse staff that are responsive to diversity in the state.

**SECTION I:  
BADA FY 2002-2005**

**B. AVAILABILITY OF SERVICES**

Concerns under this topic include Outreach Services, Prevention Infrastructure Needs, Access, and Prevention Needs Assessment.

**Outreach Services: BADA FY 2002-2005**

*Access*

- Include outreach services to conduct early identification and referral into prevention services.
- Delay the onset of alcohol and drug use.
- Reduce the cost of substance abuse, by increasing prevention services.

**Prevention Infrastructure Needs: BADA FY 2002-2005**

*Quality Management*

- Effective prevention essentials include data systems, computers, Internet access, and accounting consultation.
- Participate in statewide evaluation requirements.

**Transportation: BADA FY 2002-2005**

*Across the state*

- Implement unique plans to address transportation issues statewide.

**Prevention Needs Assessment: BADA FY 2002-2005**

*Need for Prevention Services*

- Utilize CSAP research based studies.
- Determine which populations are at risk for substance abuse.
- Determine which populations would benefit from prevention services.
- Ensure that all funded prevention programs have access to substance abuse community coalitions.
- Maintain community coalitions utilization of Communities That Care.

**SECTION I:  
BADA FY 2002-2005**

**C. FUNDING FOR SERVICES**

Funding for services and the costs of services raise a number of concerns for prevention programs and for BADA as the state agency responsible for developing a comprehensive substance abuse prevention system.

**Cost of Services: BADA FY 2002-2005**

*Providing substance abuse prevention*

- Develop a standard cost model.
- Determine, define and justify costs of prevention services.
- Define and justify resources needed to build and support prevention program infrastructure needs.

**Resource Allocation Issues: BADA FY 2002-2005**

*Sources of Revenue*

- Coordinate and integrate the grant application process to foster and encourage collaboration across and among Nevada prevention agencies.
- Educate policy makers on the full costs of community based programming.
- Pursue a state incentive grant (SIG) from CSAP.

**SECTION II:  
CENTERS OF EXCELLENCE**

**D. SERVICE DELIVERY-ACHIEVING CENTERS OF EXCELLENCE**

BADA can increase the capacity of prevention providers to maximize and improve their services by moving them toward the attainment of Centers of Excellence status.

**Comprehensive Prevention System: Centers of Excellence**

*Risk and Protective Factor Framework*

- Develop an understanding of the underlying causes of or factors that contribute to substance abuse and the strategies that can affect those factors.
- Carefully identify those risk factors most closely related to the identified substance abuse problems.
- Select prevention strategies that sound research has shown are effective.
- Conduct ongoing evaluation to determine whether goals and objectives are met

*Community Readiness*

- Determine the extent to which a community is adequately prepared to implement a drug abuse prevention program. May use key leader survey and other community data to assess the level of readiness of community members to implement prevention programs.
- Engage all sectors of a community in a community-wide prevention effort; may be organized via a community coalition.
- Contribute to the coalition's success by participating in prevention program planning.

*Community Assessment*

- Implement a systematic process for examining the current conditions of substance abuse and identify the level of risk and protection in your community.
- Create an objective profile of your community.
- Determine the geographic and demographic areas that are at greatest risk.

*Risk and Protective Factors*

- Prioritize two to five risk factors; identified as most prevalent in the community and which can be addressed by the organization.
- Prioritize protective factors that should be enhanced.
- Prevention programs should be designed to enhance "protective factors" and move toward reversing or reducing known "risk factors".

**SECTION II:  
CENTERS OF EXCELLENCE**

**E. SERVICE DELIVERY-ACHIEVING CENTERS OF EXCELLENCE (Continued)**

BADA can increase the capacity of prevention providers to maximize and improve their services by moving them toward the attainment of Centers of Excellence status.

*Resource Assessment*

- Implement a systematic process for examining the current resources in your community that are reducing risk factors and increasing protective factors. Answer the question: "What's going on in my community?"
- Review all "resources". Resources include anything that can be activated to reduce the likelihood that individuals or communities will begin or continue to abuse alcohol, tobacco, and other drugs.
- Identify gaps where new services should be implemented
- Avoid duplication in services.
- Build collaboration among service providers.
- Modify existing programs to meet prevention needs.
- Identify existing resources to sponsor new programs.
- Ensure you are putting your time and money where it will have the greatest impact
- Ensure you are creating a comprehensive prevention strategy for your community.
- Ensure you are effectively impacting the priority risk and protective factors that you identified when completing your community assessment.

**SECTION II:  
CENTERS OF EXCELLENCE**

**F. SERVICE DELIVERY-ACHIEVING CENTERS OF EXCELLENCE (Continued)**

BADA can increase the capacity of prevention providers to maximize and improve their services by moving them toward the attainment of Centers of Excellence status.

*Targeting Efforts*

- Select universal, selective, or indicated populations.
- To determine what type strategy you need, answer the following questions:
- Can your priority risk/protective factors and resource gaps be addressed with a universal strategy? Or would those risk/protective factors and gaps be better addressed with selective or indicated strategies? For example, if your priority risk factor is family management problems but you know through your resource assessment that several local programs already offer parenting classes aimed at the general population, then you may want to look at implementing a selective or indicated strategy.
  - Do you need a program/strategy that impacts the broader community (e.g. a city, a school), not a particular segment of that community? If so, you may want to implement a universal program/strategy.
  - Do you need to implement a program/strategy with greater intensity and duration for a specific population with identified risks? If so, you may want to choose a selective or indicated program/strategy to implement.
  - If you are looking at implementing a selective or indicated program/strategy, do you have adequate funding? (Many selective and indicated programs/strategies require more funds than do universal programs/strategies.)
  - Once you have answered the above questions and have determined what type of prevention strategy you need, make sure you are clear as to: what age group(s) you want to address; whether you are targeting both genders or just one; in which developmental stage your target group is; and from which culture your target group is.

**SECTION II:  
CENTERS OF EXCELLENCE**

**G. SERVICE DELIVERY-ACHIEVING CENTERS OF EXCELLENCE (Continued)**

BADA can increase the capacity of prevention providers to maximize and improve their services by moving them toward the attainment of Centers of Excellence status.

*Prevention Strategies*

- Use scientifically defensible best practices and guiding principles to implement prevention strategies.
- Review current “best practices” literature and identify most appropriate practices for implementation. Best practices are those strategies, activities, or approaches that have been shown through research and evaluation to be effective at preventing and/or delaying substance abuse.
- Review current “guiding principles” literature. Guiding principles are recommendations on how to create effective prevention programs. When a community already has a prevention program or strategy in place, the guiding principles can be used to gauge the program's potential effectiveness. They can also be used to design an innovative program/strategy when none of the best practices are appropriate to the community's needs.

*Evaluate*

- Conduct evaluation planning, implementation, analysis, and use results for future program planning.
- Use the logic model as an evaluation-planning tool.

Consider the following questions when developing you logic model.

- What risk and protective factors does your program address?
- What services and activities will your program provide?
- Who will participate in your program?
- How will these activities lead to outcomes?
- What are your program's long and short-term goals?
- What immediate changes are expected?
- What changes would your program ultimately like to create?