

# SFJGE5 - SQA Unit Code DK3N 04

## Carry out screening and referral assessment for substance misuse



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### Overview

This unit is about recognising substance misuse problems and referring individuals to a substance misuse or other service appropriate to their immediate needs. It includes the assessment of risk to the individual and others, including the children of substance users, where relevant.

#### There are two elements

- 1 Identify substance misuse and related or co-existent problems
- 2 Refer individuals to substance misuse and/or services

#### Target Group

This unit is applicable to those whose responsibilities include screening individuals and recognising where substance misuse is occurring, such that they can be referred appropriately.

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#### Performance criteria

#### Identify substance misuse and related or co-existent problems

*You must be able to:*

- P1 update your knowledge regularly about the range of substances which may be misused and the possible indications of substance misuse
- P2 remain constantly alert to possible indications of substance misuse by those with whom you come into contact
- P3 investigate situations sufficiently to allow you to make a reasonable judgement about whether individuals are misusing substances
- P4 obtain specialist assistance where you are unable to make a reasonable judgement about whether individuals are misusing substances
- P5 respond promptly to individuals presenting for substance misuse services in order to maintain their motivation and seize the opportunity for intervention
- P6 assess any immediate risk to the individual and to others which may result from substance misuse and/or co-existent problems
- P7 take prompt action appropriate to your assessment of risk in line with legal and organisational requirements
- P8 record situations and actions taken in line with organisational requirements
- P9 provide information about situations and actions taken only to those entitled to have it

#### Refer individuals to substance misuse and/or services

*You must be able to:*

- P10 access up to date and accurate information on services in your locality
- P11 consider possible alternative services according to the needs of the individual
- P12 present the possibility of referral to the individual in a positive manner and review the advantages and disadvantages with them
- P13 refer the individual to a service with the required degree of urgency
- P14 make referrals in line with local protocols and the eligibility criteria for accessing services
- P15 establish the availability, accessibility and any cost of services to the individual prior to confirming the referral
- P16 plan arrangements for the referral with the individual and facilitate their contact with the service
- P17 agree with the individual the information to be passed to the service
- P18 provide the service with complete and accurate information about the situation
- P19 obtain feedback from the service, following the referral, to evaluate and refine referral practices
- P20 provide continuing support to individuals who do not want to be referred

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#### Knowledge and understanding

*You need to know and understand:*

#### Legislation and organisational policy and procedures

K1 organisational requirements and policies relevant to risk assessments

#### Information handling

*You need to know and understand:*

K2 the importance of keeping full and accurate records, and how to do so  
K3 the importance of providing full and accurate information, and how to do so  
K4 the principle of confidentiality, what information may be given to whom  
K5 how to present information to individuals in a positive manner

#### Monitoring and evaluation

*You need to know and understand:*

K6 the importance of monitoring the situation regarding an individual's misuse of substances, and how to do so

#### Risk assessment

*You need to know and understand:*

K7 how to assess the risk to individuals and to others from their substance misuse and/or co-existent problems  
K8 the risk to children of substance users, and how to assess these risks  
K9 the importance of reviewing risk assessments regularly

#### Substance misuse

*You need to know and understand:*

K10 the range of different substances and their effects  
K11 the range of different indications of substance misuse, physical, behavioural and information provided by the individual or from other sources  
K12 ways of keeping your knowledge about substances and indications of substance misuse up to date  
K13 how to investigate situations in order to make a reasonable judgement about substance misuse  
K14 substance misuse specialists, and procedures for referring individuals to them  
K15 the range of actions you can take when individuals may be misusing substances, and how to decide what action is appropriate

#### Substance misuse services and interventions

*You need to know and understand:*

K16 sources of information on substance misuse services and treatment interventions

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- K17 the eligibility criteria for accessing services in your locality
- K18 how to plan and facilitate referrals to substance misuse services
- K19 how to assess the required degree of urgency when referring the individuals to services

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#### **Additional Information**

#### **Links to external NOS**

This unit is imported from the Health and Social Care suite of standards, and was developed as part of the Drugs and Alcohol National Occupational Standards (DANOS).

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**Developed by** Skills for Justice

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**Status** Original

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**Original URN** SfJ GE5

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**Relevant occupations** Public Services; Public Service and Other Associate Professionals;

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**Suite** Resettlement of Offenders;

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**Key words** Screening, referral, assessment, substance misuse