

## **H5VG 04 (SFH AE1) — Test for Substance Use**

### **Overview**

For this standard you need to test individuals to see if they have been using substances, such as alcohol and controlled drugs. This includes preparing to test for substance use, taking samples for testing, communicating and recording the results of testing.

Users of this standard will need to ensure that practice reflects up to date information and policies.

## **Additional Information**

### **External Links**

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: HWB6 Assessment and treatment planning

## Performance Criteria — What you do in your job

You must provide evidence to meet all the 19 Performance Criteria for this Unit. The Performance Criteria are grouped under headings to assist you with planning how best to meet these points.

Place the number of the piece of work where this Performance Criteria has been met in the evidence box after each criteria.

	<b>Performance Criteria</b>	<b>Evidence Number where this criteria has been met</b>
1	Accurately identify those individuals to be tested for substance misuse.	
2	Schedule tests in accordance with requirements.	
3	Confirm that the environment in which the tests are to be carried out, and the procedures to be used comply with health, safety and security policies.	
4	Make arrangements for tests to be witnessed, where required.	
5	Confirm that those involved in carrying out tests are competent and fully understand their roles and the procedures to be followed.	
6	Confirm the availability of all necessary equipment for testing.	
7	Confirm that individuals being tested understand the purpose of the tests, their rights, and any consequences of not submitting to the testing procedures.	
8	Obtain any necessary consent for testing procedures from individuals, or from their carers or guardians where required.	
9	Explain clearly and precisely to individuals what they have to do to provide their samples.	

	<b>Performance Criteria</b>	<b>Evidence Number where this criteria has been met</b>
10	Provide opportunities for individuals to describe their substance use and explain possible false positives before they are tested.	
11	Take samples according to clinical and organisational policies and procedures.	
12	Ensure that the samples are authentic and have not been contaminated.	
13	Promptly refer to relevant people if you suspect that samples are not authentic or have been contaminated.	
14	Test samples, or refer them for testing, in accordance with clinical and organisational policies and procedures.	
15	Follow supplier's/maker's instructions for use of equipment, where appropriate.	
16	Dispose of samples safely, in accordance with clinical and organisational policies and procedures.	
17	Communicate the outcomes of the tests to individuals, and their carers or guardians where required, and ensure they understand the consequences.	
18	Respect individuals' rights and the required standards of confidentiality.	
19	Keep full and accurate records of tests and make reports in accordance with your organisation's policy and procedures.	

## Knowledge and Understanding — Why and how you do what you do in your job

You must provide evidence of your knowledge and understanding to meet all the 16 knowledge points for this Unit. The knowledge points are grouped under headings to assist you with planning how best to meet them.

Place the number of the piece of work where each knowledge point has been met in the 'evidence number' box after each point.

	<b>Knowledge and Understanding</b> <i>You need to know and understand:</i>	<b>Evidence Number</b> <b>where this knowledge</b> <b>point has been met</b>
1	The legal requirements relating to testing for substance misuse.	
2	Health, safety and security policies and how to ensure the testing environment and procedures meets these.	
3	Whom to refer to if you suspect that samples are not authentic or have been contaminated.	
4	The principles and processes of effective communication and how to apply them.	
5	The principles and standards of confidentiality and how to apply them.	
6	The importance of keeping full and accurate records and how to do so.	
7	The purpose of testing and the consequences of non-compliance for individuals.	
8	The importance of accurately identifying those individuals to be tested for substance use and how to do so.	
9	The competences required of those involved in testing for substance use.	
10	Clinical and organisational procedures for testing for substance use.	

	<b>Knowledge and Understanding</b> <i>You need to know and understand:</i>	<b>Evidence Number where this knowledge point has been met</b>
11	When testing needs to be witnessed and how to make appropriate arrangements.	
12	The importance of obtaining consent for substance testing, how to do so and when carer and/or guardians need to be involved.	
13	The possible causes of false readings in the types of tests carried out.	
14	The equipment required for testing for substance use and how to use this in accordance with supplier's/manufacturer's instructions.	
15	How to dispose of samples safely.	
16	Individuals' rights when being tested for substance use.	

The candidate and assessor must only sign below when all Performance Criteria and knowledge points have been met.

**Unit assessed as being complete**

<b>Candidate's name</b>	
<b>Candidate's signature</b>	
<b>Date submitted to Assessor as complete</b>	

<b>Assessor's name</b>	
<b>Assessor's signature</b>	
<b>Date assessed complete</b>	

**Internal Verification**

To be completed in accordance with centre's internal verifier (IV) strategy.

<b>Evidence for this Unit was sampled on the following date/s</b>	<b>Internal verifier's signature</b>	<b>Internal verifier's name</b>

This Unit has been subject to an admin check in keeping with the centre's IV strategy.

<b>Date of admin check</b>	<b>Internal verifier's signature</b>	<b>Internal verifier's name</b>

**Unit completion confirmed**

<b>Internal verifier's name</b>	
<b>Internal verifier's signature</b>	
<b>Date completed</b>	