

**Elements of competence**

- GE7.1 Identify Alcohol Users Who May Benefit from Brief Interventions  
GE7.2 Provide Brief Interventions to Alcohol Users

**About this Unit**

This Unit is about working with individuals to help them recognise risky or harmful drinking behaviour and provide support and guidance to help them cut down drinking. It addresses identifying who may be appropriate to receive brief interventions that help people reduce the harm or risk to their health caused by excessive drinking.

**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.

**Recognised screening tools include** AUDIT screening tool and abbreviated version of AUDIT, other recognised screening tools.

**Recognised evidence-based techniques include** motivational interviewing, brief cognitive-behavioural therapy, other recognised evidence-based techniques.

**Target Group**

This Unit is relevant for all workers in the Justice sector and, in particular, the substance misuse workforce.

**Evidence Requirements for the Unit**

**It is essential that you adhere to the Evidence Requirements for this Unit — please see details overleaf.**

<b>SPECIFIC EVIDENCE REQUIREMENTS FOR THIS UNIT</b>
<b>Simulation:</b>
<ul style="list-style-type: none"> <li>◆ Simulation is not permitted for any part of this Unit.</li> </ul>
<b>The following forms of evidence ARE mandatory:</b>
<ul style="list-style-type: none"> <li>◆ <b>Direct Observation:</b> Your assessor or expert witness must observe you in real work activities that provide a significant amount of the Performance Criteria for most of the elements in this Unit. For example the use of Screening Tools or evidence based techniques such as cognitive behaviour therapy, motivational interviewing or other evidence based techniques</li> <li>◆ <b>Reflective Account/professional discussion:</b> These will be a description of your practice in particular situations based on working practices. For example implementing screening tools, gathering and compiling reports on individuals problem behaviour and offering alternative strategies in consultation with others</li> </ul>
<b>Competence of performance and knowledge could also be demonstrated using a variety of evidence from the following:</b>
<ul style="list-style-type: none"> <li>◆ <b>Questioning/professional discussion:</b> may be used to provide evidence of knowledge, legislation, policies and procedures that cannot be fully evidenced through observation or reflective accounts. In addition the assessor/expert witness may also ask questions to clarify aspects of your practice</li> <li>◆ <b>Expert Witness:</b> A designated expert witness may provide direct observation of practice, questioning. Working with offending behaviour can pose a number of challenges for Direct Observation of practice by Assessors not based in the Workplace and it is vital that Expert Witnesses are identified at the Planning stage as they will be require to work closely with your Assessor in the Evidence gathering process</li> <li>◆ <b>Witness testimony:</b> can be a confirmation or authentication of the activities described in your evidence that your assessor has not seen. A work colleague or another key person could provide this. It is NOT appropriate to use witness testimony from any offenders/member of their family or circle of friends.</li> <li>◆ <b>Products:</b> These can be risk assessments, incident/reports, AUDIT or other recognised screening tools agency approved forms and records</li> <li>◆ <b>Due to the nature of this Unit considerable care should be given to the inclusion of any anonymised records in your Portfolio. They should remain where they are normally stored and checked for their authenticity by your Assessor as well as occasionally by your Verifier. Where records are included care should be taken to ensure they are anonymised to ensure confidentiality.</b></li> </ul>

**GENERAL GUIDANCE**

- ◆ Prior to commencing this Unit you should agree and complete an assessment plan with your assessor which details the assessment methods (including potential products) and the tasks you will be undertaking to demonstrate your competence
- ◆ Evidence must be provided for ALL of the Performance Criteria ALL of the knowledge and parts of the scope that are relevant to your job
- ◆ Candidates and Assessors should ensure that knowledge evidence should be **integrated** into the reflective accounts, direct observations and if appropriate in professional discussions. Care should be taken to **avoid** assessment of knowledge through set or banks of questions as they generally do not reflect real work practice.
- ◆ Candidates **MUST** provide evidence of working with one recognised screening tool as well as one evidence based technique when working with individuals abusing alcohol
- ◆ The evidence must reflect the policies and procedures of your workplace and be linked to the current legislation, values and principles of best practice within the Community Justice Sector and in particular those staff working with Offenders
- ◆ ALL evidence must relate to your own work practice

**KNOWLEDGE SPECIFICATION FOR 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 provide evidence for ALL knowledge points listed below. There are a variety of ways this can be achieved so it is essential that you read the 'knowledge evidence' section of the Assessment Guidance.**

<b>You need to show that you know, understand and can apply in practice:</b>	<b>Enter Evidence Numbers</b>
<b>Alcohol</b>	
1 the physical, psychological, social, legal and emotional effects of alcohol	
2 the risks alcohol can present to an individual's health	
3 what constitutes normal, hazardous and harmful drinking as defined by the World Health Organisation	
4 the changes which can be made to drinking behaviour to improve health	
<b>Local knowledge</b>	
5 the availability and characteristics of alcohol agencies and support groups in the local community	
6 the eligibility criteria and protocols for accessing services in your locality	
<b>Organisational context</b>	
7 the extent and limit of your own role and responsibilities	
8 the relevant national, local, professional, and organisational requirements relating to equal opportunities, discrimination, health and safety, security, confidentiality, and data protection	
9 the availability and characteristics of alcohol agencies and support groups in the local community	
<b>Providing interventions</b>	
10 the principles of active listening, and how to apply them	
11 how to present and explore options with different individuals	
12 how to present information and advice fully, accurately, concisely and in ways appropriate to people's needs	
13 the provision of culturally appropriate interventions	
14 the cycle of change model	
15 the principles of dependence	
16 how to identify and assess risks	

<b>You need to show that you know, understand and can apply in practice:</b>	<b>Enter Evidence Numbers</b>
<b>Providing interventions (cont)</b>	
17 the importance of brief interventions to enable individuals who do not need specialised treatment to change their drinking behaviour	
18 the role of brief interventions to engage individuals in treatment	
19 how to help individuals make and review decisions and establish priorities	

**GB7.1 Identify Alcohol Users Who May Benefit From Brief Interventions**

Performance Criteria	DO	RA	EW	Q	P	WT
	1 create an environment suitable for frank, confidential discussion					
2 respond to individuals who express concern about their drinking levels						
3 initiate discussions about risky drinking behaviour						
4 explain why you have an interest in the individual's drinking						
5 identify, using recognised screening tools or techniques, individuals who may have problematic drinking behaviour						
6 collect and record information about an individual's problematic drinking behaviour						
7 decide whether providing a brief intervention is the most appropriate response to their drinking behaviour						
8 keep an accurate record of the actions you have taken						
9 identify individuals with established alcohol dependence or serious alcohol related problems who need referral for specialist help						
10 arrange for a follow-up appointment to check on progress if the individual is willing to attend specialist services						

## GE7.2 Provide Brief Interventions to Alcohol Users

Performance Criteria	DO	RA	EW	Q	P	WT
	1 use recognised evidence-based techniques to provide brief Interventions to alcohol users					
2 check the individual's understanding of the impact of their drinking behaviour and whether they want to change this behaviour						
3 provide information and feedback about the risks associated with current alcohol intake						
4 make links between information about risks and the individual's own drinking behaviour						
5 give advice about how to achieve a less harmful level of drinking						
6 provide a menu of alternative strategies for changing drinking behaviour, including specialist help for those with established alcohol dependence and/or serious alcohol related problems						
7 support the individual to set drinking goals						
8 support the individual to identify and overcome barriers to changing their drinking behaviour						
9 provide relevant supplementary information leaflets or resources and signpost local specialist services if the individual wishes to seek further help.						
10 keep an accurate record of your intervention and the information and advice you gave						

DO = Direct Observation

RA = Reflective Account

Q = Questions

EW = Expert Witness

P = Product (Work)

WT = Witness Testimony

*To be completed by the Candidate*

**I SUBMIT THIS AS A COMPLETE UNIT**

Candidate's name: .....

Candidate's signature: .....

Date: .....

*To be completed by the Assessor*

*It is a shared responsibility of both the candidate and assessor to claim evidence, however, it is the responsibility of the assessor to ensure the accuracy/validity of each evidence claim and make the final decision.*

**I CERTIFY THAT SUFFICIENT EVIDENCE HAS BEEN PRODUCED TO MEET ALL THE ELEMENTS, PCS AND KNOWLEDGE OF THIS UNIT.**

Assessor's name: .....

Assessor's signature: .....

Date: .....

**Assessor/Internal Verifier Feedback**

*To be completed by the Internal Verifier if applicable*

***This section only needs to be completed if the Unit is sampled by the Internal Verifier***

Internal Verifier's name: .....

Internal Verifier's signature: .....

Date: .....