

H5V3 04 (SFH AF1) — Carry Out Screening and Referral Assessment

Overview

This standard 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, particularly the children of substance users.

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

Additional Information

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

Dimension: HWB2 Assessment and care planning to meet people's health and wellbeing needs

Performance Criteria — What you do in your job

You must provide evidence to meet all the 20 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.

	Performance Criteria	Evidence Number where this criteria has been met
1	Regularly update your knowledge about the range of substances which may be misused and the possible indications of substance misuse.	
2	Remain constantly alert to possible indications of substance misuse by those with whom you come into contact.	
3	Investigate situations sufficiently to allow you to make a reasonable judgement about whether individuals are misusing substances.	
4	Obtain specialist assistance where you are unable to make a reasonable judgement about whether individuals are misusing substances.	
5	Respond promptly to individuals presenting for substance misuse services in order to maintain their motivation and seize the opportunity for intervention.	
6	Assess any immediate risk to the individual and to others which may result from substance misuse and/or co-existent problems.	
7	Take prompt action appropriate to your assessment of risk in line with legal and organisational requirements.	
8	Record situations and actions taken in line with organisational requirements.	

	Performance Criteria	Evidence Number where this criteria has been met
9	Provide information about situations and actions taken only to those entitled to have it.	
10	Have access to up to date and accurate information on services in your locality.	
11	Consider possible alternative services according the needs of the individual.	
12	Present the possibility of referral to the individual in a positive manner and review the advantages and disadvantages with them.	
13	Refer the individual to a service with the required degree of urgency.	
14	Make referrals in line with local protocols and the eligibility criteria for accessing services.	
15	Establish the availability, accessibility and any cost of services to the individual prior to confirming the referral.	
16	Plan arrangements for the referral with the individual and facilitate their contact with the service.	
17	Agree with the individual the information to be passed to the service.	
18	Provide the service with complete and accurate information about the situation.	
19	Obtain feedback from the service following the referral to evaluate and refine referral practices.	
20	Provide continuing support to individuals who do not want to be referred.	

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 19 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.

	Knowledge and Understanding <i>You need to know and understand:</i>	Evidence Number where this knowledge point has been met
1	Organisational requirements and policies relevant to risk assessments.	
2	The importance of keeping full and accurate records, and how to do so.	
3	The importance of providing full and accurate information, and how to do so.	
4	The principle of confidentiality: what information may be given to whom.	
5	How to present information to individuals in a positive manner.	
6	The importance of monitoring the situation regarding an individual's misuse of substances, and how to do so.	
7	How to assess the risk to individuals and to others from their substance misuse and/or co-existent problems.	
8	The risks to children of substance users, and how to assess these risks.	
9	The importance of regularly reviewing risk assessments.	
10	The range of different substances and their effects.	

	Knowledge and Understanding <i>You need to know and understand:</i>	Evidence Number where this knowledge point has been met
11	The range of different indications of substance misuse: physical, behavioural and information provided by the individual or from other sources.	
12	Ways of keeping your knowledge about substances and indications of substance misuse up to date.	
13	How to investigate situations in order to make a reasonable judgement about substance misuse.	
14	Substance misuse specialists, and procedures for referring individuals to them.	
15	The range of actions you can take when individuals may be misusing substances, and how to decide what action is appropriate.	
16	Sources of information on substance misuse services and treatment interventions.	
17	The eligibility criteria for accessing services in your locality.	
18	How to plan and facilitate referrals to substance misuse services.	
19	How to assess the required degree of urgency when referring individuals to services.	

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

Unit assessed as being complete

Candidate's name	
Candidate's signature	
Date submitted to Assessor as complete	

Assessor's name	
Assessor's signature	
Date assessed complete	

Internal Verification

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

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

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

Date of admin check	Internal verifier's signature	Internal verifier's name

Unit completion confirmed

Internal verifier's name	
Internal verifier's signature	
Date completed	