

DANOS AB7 Provide services to those affected by someone else's substance use

This unit is about providing services to those affected by someone else's substance use. In this unit 'those' includes anyone affected by another person's substance use e.g. spouses and significant others, children, siblings, parents or foster carers, relatives, carers. This unit covers enabling those people to explore and select options and alternatives, providing support to those people while they undertake the selected options and assisting them to review the effectiveness of the selected option. It also covers ensuring services are available to protect children and young people affected by someone else's substance use. You may be enabling and supporting one adult member, a child or sibling of the family or more than one person who is affected by the same person's drug and alcohol use.

Name of applicant:

I confirm that I am the line manager / supervisor for the above named.

I have assessed the applicant's competence in relation to each of the numbered items listed overleaf and have placed my initials against each numbered item to indicate my satisfaction that the applicant has demonstrated the competence to which it refers (see notes below).

My assessment of the applicant's competence in this unit is based on the following (see notes below):

Name:

Signed:

Date:

Notes

You should 'sign off' the applicant's competence in relation to each of the items listed below only where you have *clear evidence* that they have demonstrated the appropriate knowledge or skills in *real life* settings. Your assessment should be based on one or more of the following: observation of the applicant's practice, your supervision of the applicant, evidence provided by an appropriate third party (such as clients / colleagues / previous supervisor/line manager). Note - completion of a training course does NOT itself provide evidence of competence in a particular area.

In some cases the applicant will not have the opportunity within their existing position to demonstrate all of the required competences. Where this is the case arrangements will need to be made for their competence to be assessed in an alternative setting (such as on placement), or, where applicable, for it to be confirmed by a supervisor / line manager from a previous post.

Enable those affected by someone else's substance use to explore and select options

To perform to the standard you must ensure that:

1. you respect the individual's right to confidentiality
2. you set up the appropriate environment to make the individual as comfortable as possible
3. you encourage the individual to identify issues concerning them
4. you encourage the individual to explore the range of options open to them
5. you provide up to date information on the range of options
6. you encourage the individual to explore the advantages and disadvantages of the range of options
7. you encourage the individual to consider the implications of selecting an option
8. you encourage the individual to select an option and develop an action plan
9. you inform the individual of forms of support available to them
10. you manage your own feelings aroused by the selected option in a way which supports the right to such feelings whilst minimising any undue effects on the individual
11. you make accurate and complete reports and store your records in a way which maintains the individual's confidentiality

Support those affected by someone else's substance use to put selected options into practice

To perform to the standard you must ensure that:

1. you assist the individual in accessing the selected option, if required
2. you maintain contact with the individual which offers an optimum level of support without infringing on the individual's freedom
3. you review the action plan regularly and encourage and motivate the individual to keep to the action plan
4. you encourage the individual to maintain focus on themselves and their own progress
5. you encourage the individual to seek further help and support, if necessary
6. you respect the individual's right to change their mind about taking the matter any further or selecting a different option
7. you make services available to protect children and young people affected by someone else's substance use, where required
8. you manage your own feelings aroused by the selected option or alternative in a way which supports the right to such feelings whilst minimising any undue effects on the individual
9. you keep accurate and complete reports and store your records in a way which maintains the individual's confidentiality

Empower those affected by someone else's substance use to review the effectiveness of selected options

To perform to the standard you must ensure that:

1. you encourage the individual to feedback on progress
2. you encourage the individual to feedback on the effectiveness of support obtained
3. you identify any significant positive changes in the individual
4. you encourage and support the individual to review the action plan

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5. you manage your own feelings aroused by the feedback in a way which supports the right to such feelings whilst minimising any undue effects on the individual
6. you keep accurate and complete reports and store your records in a way which maintains the individual's confidentiality

Knowledge and Understanding

To perform competently in this unit, you need to know and understand:

Legislation and organisational policy and procedures

1. legal acts and policies relevant to the functions being carried out e.g. Children Act, Mental Health Act
2. the partner agencies in the local area and their eligibility criteria

Communication and interpersonal skills

1. how to communicate effectively with a variety of audiences
2. how to run groups and how group dynamics work
3. listening skills
4. counselling skills
5. how to explain complex material to improve people's understanding, both orally and in writing
6. motivational techniques and skills

Family dynamics

1. how family dynamics work - cause and effect
2. the different family structures
3. the different ways to solve problems in a family environment
4. how family dynamics work within different cultures and ethnic and minority groups
5. issues that affect children and young people within families affected by drug and alcohol use
6. issues that affect children and young people as carers
7. the protection that children and young people affected by someone else's substance use may require and how to make this protection available

Local and national knowledge

1. the range of different target populations, their different characteristics and needs
2. the training and development opportunities available in the local area
3. support groups - both formal and informal
4. benefits and financial assistance available.