



DMHMRSAS Office of Substance Abuse Services
Guidance Bulletin No. 2003-04
August 1, 2003

Title: Required Activities for Prevention Services Units Funded Wholly or in Part by the Substance Abuse Prevention and Treatment Block Grant Prevention Set-Aside.

[] **Advisory (Best Practices)**

[X] **Mandate (Requirement)**

RECIPIENTS: Community Services Boards (CSBs), Behavioral Health Authorities (BHAs), and Local Government Departments (LGDs) with Policy Advisory CSBs

PURPOSE:

To define work activities and program elements required of prevention services units funded wholly, or in part, by Substance Abuse Prevention and Treatment Block Grant prevention set-aside funds.

BACKGROUND:

The Department is preparing to respond to the change of the SAPT Block Grant to a performance partnership agreement. For prevention services, the Department will be required to report on outcome measures related to risk factors experienced by program participants, and youth statewide, in addition to the youth tobacco purchase rates now reported. To accomplish this, it will become necessary to select and implement prevention services and programs that can be evaluated, and to conduct a statewide random sample youth survey. The following requirements are not new, but are part of the performance contract or other initiatives, and will assure that we will comply with federal regulations.

POLICY:

1. CSB prevention directors are expected to convene or meet with local prevention planning groups to identify and prioritize risk factors, and develop a prevention plan that includes community goals, objectives, and non-duplicative complementary prevention services.
2. All community prevention plans must have a smoking prevention objective.
3. All CSB prevention personnel should participate in entering data into the PBPS (Performance-Based Prevention System). CSB prevention directors are expected to follow the guidelines for utilizing the PBPS and should use PBPS-generated reports as management and planning tools and to monitor staff data input. CSB personnel should have appropriate computer equipment and a minimum of two computers to use for entering data into PBPS.

DMHMRSAS OFFICE OF SUBSTANCE ABUSE SERVICES

GUIDANCE BULLETIN NO. 2003-04: Required Activities for Prevention Services Units Funded Wholly or in Part by the Substance Abuse Prevention and Treatment Block Grant Prevention Set-Aside
Page 2 of 2

4. SAPT prevention set-aside funds can be use to support salaries for only staff providing and supporting appropriate prevention services for universal and selective populations. (See OSAS Guidance Memo 2003-03.)
5. Prevention services must be consistent with the six strategies outlined in the federal regulations and include participant pre- and post evaluations, to ensure the reduction of the targeted risk factors. Prevention programs must be recognized science-based programs or programs that include the core components of science-based programs.
6. CSB Prevention staff should work closely with community-based prevention planning groups, schools, and local governments to support and enable the administration of the Virginia Community Youth Survey and the Virginia Youth Tobacco Survey. These surveys are mandated by federal funding sources, and necessary for the continuation of federal block grant funding.
7. CSB prevention directors and staff should have a minimum of a bachelor's degree in a human service field, supervised experience in providing prevention services, and knowledge, skills, and abilities in: community organization and planning, needs assessment, program selection and development, evaluation, prevention practice, and policy. CSB Prevention directors must be certified, or eligible for certification, as Certified Prevention Professionals or Certified Prevention Professionals ATOD by the Substance Abuse Certification Alliance of Virginia (SACAVA).

SOURCES OF FURTHER INFORMATION:

CARF: Rehabilitation Certification Commission. (200) *Behavioral Health Core Program Standards*.

DMHMRSAS. (2002) *Community Services Performance Contract General Requirements Document*.

Substance Abuse and Mental Health Services Administration: Center for Substance Abuse Prevention. (2002) *Science-Based Prevention Programs and Principles 2002: Effective Substance Abuse and Mental Health Programs for Every Community*. DHHS Publication No. (SMA) 03-3764. Washington, DC: U.S. Government Printing Office.

Substance Abuse Certification Alliance of Virginia. (2003) Certified Prevention Professional – Alcohol Tobacco and Other Drugs: *Performance Domains*. www.sacava.org