

 <p style="text-align: center;">County of Sacramento Department of Health Services Division of Behavioral Health Services Policy and Procedure</p>	Policy Issuer (Unit/Program)	SUPT
	Policy Number	SUPT-04-01
	Effective Date	4/27/21
	Revision Date	N/A
Title: Prevention Services Overview		Functional Area: Prevention Services
Approved By: Signed version available upon request		
Lori Miller, LCSW Division Manager, Substance Use Prevention and Treatment Services		

BACKGROUND/CONTEXT:

Substance Use Prevention and Treatment (SUPT) Services is a recipient of Substance Abuse Prevention and Treatment Block Grant (SABG) funds. SABG funds are administered and dispersed by the California Department of Health Care Services (DHCS) on behalf of the Substance Abuse and Mental Health Services Administration (SAMHSA). SABG funds financially support the provision of substance use disorder (SUD) primary prevention and Friday Night Live and Club Live prevention programs. SABG-funded prevention programs include a broad array of prevention strategies directed at individuals not identified to be in need of SUD treatment.

DEFINITIONS:

Primary Prevention: Includes strategies, programs and initiatives that reduce both direct and indirect adverse personal, social, health and economic consequences resulting from problematic alcohol and other drug availability, manufacture, distribution, promotion, sales and use. The desired result of primary prevention is to promote safe and healthy behaviors and environments for individuals, families and communities.

Friday Night Live: The Friday Night Live (FNL) program is designed for high school-aged young people. FNL offers participants the opportunity to connect to their schools and communities through fun, skill-building activities, and caring relationships in environments free of alcohol, tobacco, other drugs and violence. The focus is youth/adult partnerships that create youth-organized activities to improve local communities. FNL programs encourage youth to care about each other and their environment, and conferences and trainings are offered for young people to develop leadership skills.

Club Live: Club Live (CL) is an extension of the FNL program and is aimed at middle school-aged students. CL fosters resiliency and protective factors through the development of action-oriented chapters (*i.e.*, student action groups) in which positive activities are planned and implemented by young people working together with adults. Activities are organized to expand the ability of youth to express themselves in social environments and to help youth actively engage their peers. CL programs also encourage youth to care about each other and their environment, and conferences and trainings are offered for young people to develop leadership skills.

PURPOSE:

The purpose of this policy and procedure is to provide an overview of SUD prevention services and the roles and responsibilities of the SUPT Prevention Coordinator and contracted prevention providers.

DETAILS:

As a recipient of SABG funds, SUPT is required to develop a Strategic Prevention Plan (SPP) approximately every 3-5 years. The Sacramento County SSP is developed utilizing the SAMHSA Strategic Prevention Framework (SPF). The five areas of the SPF are listed below, which should also address cultural competence and sustainability for each of the five areas.

1. Assessment: Identify local prevention needs based on data
2. Capacity: Build local resources and readiness to address prevention needs
3. Planning: Find out what works to address prevention needs and how to do it well
4. Implementation: Deliver evidence-based programs and practices as intended
5. Evaluation: Examine the process and outcomes of planned programs and practices

The SUPT Prevention Coordinator, who serves as the lead for developing the Sacramento County SPP, participates in the Community Prevention Initiative (CPI) Strategic Training and Education for Prevention Planning (STEPP) Project. The STEPP Project is a 16-month process that includes a team of CPI consultants and DHCS analysts who provide technical assistance to help SUPT develop a SPP for the following year.

The Prevention Coordinator should submit the final draft of the SPP to the SUPT Division Manager and Behavioral Health Director for approval prior to submitting to DHCS for final approval. The DHCS approved SPP is utilized to guide the development of prevention services and the need for contracted service providers to implement planned prevention service provisions.

DHCS requires that County staff and contracted prevention providers comply with all elements of the approved SPP. Contracted prevention providers are also required to input planning, service/activity and evaluation data into the Primary Prevention Substance Use Disorder Data Service (PPSDS) database. All persons responsible for inputting prevention data into the PPSDS database, whether employed by the County or a contracted provider, shall participate in PPSDS training prior to inputting any data.

Contracted providers are required to input prevention data by date of occurrence on an ongoing basis throughout each month. All data for each month must be submitted no later than the 10th day of the following month.

County and provider staff responsible for inputting data into the PPSDS database are required to comply with PPSDS Data Quality Standards, which include:

- Quality data is timely;
- Quality data is logical;
- Quality data is accurate;
- Quality data is complete; and,
- Quality data is valid.

As required by DHCS, the SUPT Prevention Coordinator will review PPSDS data quarterly to ensure compliance with the DHCS Data Quality Standards. DHCS submits quarterly data to the County to be reviewed. The following documents are to be used to guide the review of quarterly PPSDS data:

- *DHCS Data Quality Standards*
- *DHCS Quarterly Data Review Requirements for Counties*
- *DHCS PPSDS Data Entry User Guide*

The SUPT Prevention Coordinator must complete review of PPSDS data and submit to DHCS within 30 days of receipt of the data review request.

Additionally, the Prevention Coordinator is responsible for conducting monthly, mid-year, and annual monitoring of contracted prevention providers to ensure compliance of contractual requirements and SPP goals and objectives.

REFERENCE(S)/ATTACHMENTS:

“A Guide to SAMHSA’s Strategic Planning Framework”

<https://www.samhsa.gov/sites/default/files/20190620-samhsa-strategic-prevention-framework-guide.pdf>

Center for Applied Research Solutions

<https://www.cars-rp.org/>

Community Prevention Initiative

<http://ca-cpi.org/dhcs-cpi-team/>

DHCS Primary Prevention

<https://www.dhcs.ca.gov/provgovpart/Pages/Primary-Prevention.aspx>

STEPP Project

<http://www.ca-cpi.org/docs/STEPP-Project-Brochure.pdf>

RELATED POLICIES:

P&P #02-06 Contract Monitoring

P&P #11-03 Data Reporting

DISTRIBUTION:

Enter X	DL Name	Enter X	DL Name
X	SUPT Administration	X	SUPT Prevention Providers
	SUPT County Counselors		SUPT Adult Treatment Providers
	SUPT Collaborative Courts		SUPT Youth Treatment Providers
	SUPT System of Care		Advisory Board
	SUPT Administrative Support Staff		BHS Quality Management
	SUPT Options for Recovery		
	SUPT Proposition 36		

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