



Bracknell Forest Drug & Alcohol Action Team

Partnership name

Adult drug treatment plan 2010/11

Part 3: Planning grids

Publication date: April 2010

Planning grid 1: Commissioning a local drug treatment system

Identification of key priorities following needs assessment relating to commissioning system:

Membership of the Bracknell Forest JCG will be reviewed to ensure that the make up of the group includes all relevant partners. Service user and carer representation at both this group and the Berkshire East Joint Commissioning Group is a priority.

There is still a lack of participation within the treatment system in respect of General Practitioners.

All providers will be required to provide exception reports in respect of any waiting times over the national guideline of 3 weeks.

Whilst the quality of data being submitted to the NDTMS has improved we still need to ensure that all of the data fields are completed by providers and that the data quality is of the required level.

Objective 1

To ensure that mechanisms are in place so that a full range of substance misuse services are commissioned and that best value is achieved.

Delivery Plan:

Actions and milestones	By when	By whom
The local joint commissioning group will ensure that key stakeholders including health, social care, criminal justice, housing and employment services, drug treatment providers, local drug users and carers are involved in the commissioning and monitoring of services and the development of future plans.	March 2011	JCG/DAAT Manager & Commissioner
Commissioning mechanisms will include formal arrangements with local drug user groups, service providers, carers and other key stakeholders to enable consultation and involvement in the needs assessment, planning, commissioning and review of the local drug treatment system	March 2011	JCG/DAAT Manager & Commissioner

Expected outcomes:

Services will be commissioned according to identified needs and will be monitored to ensure that targets are achieved.

Service users and carers will be involved in the development and monitoring of services

Objective 2

The needs assessment will be reviewed on an annual basis and will look at the need to provide services to the diverse populations within the Borough, treatment saturation and the impact of treatment on the health of service users, public health and offending rates. The needs

assessment will also be used to identify any gaps in service provision. The needs assessment will feed into the Joint Strategic Needs Assessment.

Delivery Plan:

Actions and milestones	By when	By whom
Data will be collected throughout the year in order to feed into the annual needs assessment.	December 2010	DAAT Manager & Commissioner
Service coverage will be mapped as part of the needs assessment process, in order to identify areas where outreach services may be of benefit.	December 2010	DAAT Manager & Commissioner/CADIS Analyst
Monthly data will be analysed to identify any emerging trends in respect of main drug of use, route of administration, gender and ethnicity.	Ongoing	DAAT Manager & Commissioner
Regular consultations will be undertaken to identify any gaps in service provision.	Ongoing	DAAT Manager & Commissioner

Expected outcomes:

The annual needs assessment will provide a realistic and timely picture of the drug treatment system in Bracknell Forest. It will identify any gaps in service provision and any significant changes in drug use. In particular, any increases in the number of injecting drug users will be used to inform the capacity within BBV and harm reduction services. Any needs in respect of hard to reach groups will be identified and included in future planning processes.

Objective 3

The information systems used by service providers will comply with national requirements and all providers will be signed up to the relevant information sharing protocols.

Delivery Plan:

Actions and milestones	By when	By whom
Monthly contract monitoring meetings will be used to ensure that data is being submitted correctly and particular emphasis will be placed on TOPs forms.	March 2010	DAAT Manager & Commissioner
Exception reports will be shared with providers when TOPs have not been completed. Providers will be required to evidence the action they have taken to ensure that all forms are completed within the required timescales.	March 2010	DAAT Manager & Commissioner
All service providers will be required to sign up to the relevant CDRP information sharing protocols.	April 2010	DAAT Manager & Commissioner/Community Safety Manager

Expected outcomes:

Data submitted by providers will be accurate.
Information will be shared appropriately.
Completion rates for TOPs will improve.

Planning grid 2: Access and engagement with the drug treatment system**Identification of key priorities following needs assessment relating to access and engagement with the drug treatment system:**

There is a need to improve the way that treatment providers work with each other to ensure that clients have a smooth transition between services. Equally, there is also a need to ensure that clients can access the services they require subject to need. There will be work done with the Royal Borough of Windsor & Maidenhead and Slough DAATs to further develop the Berkshire East Shared Care Group.

The diversity of the clients accessing our services will continue to be monitored and services developed according to need. We also need to establish closer links with community and faith groups to increase awareness of the services available. We will run a series of events to publicise the work of the DAAT and will regularly submit articles for inclusion in local news papers, parish magazines and faith magazines. The completion rates of treatment outcome profiles have improved but there are still issues with the completion of the reviews.

Objective 1

To ensure that clients move between services in a planned way.

Delivery Plan:

Actions and milestones	By when	By whom
All service users will have a named key worker and will be involved in the development and review of their individual care plan. This plan will include details of positive steps and goals.	March 2011	Service providers
Service providers will provide copies of all relevant documents when making referrals to other providers, which will include care plans and reviews in order for the transition from one service to another to be smooth. On occasions, this may require joint sessions with the client in order to allay any concerns with regards to the change in treatment modality.	March 2011	Service providers
As part of the contract monitoring process, services will be required to evidence that regular reviews have been undertaken as part of individual treatment episodes. Service providers will also be required to undertake internal audits on request.	March 2011	DAAT Manager & Commissioner

Expected outcomes:

Service users will feel far more empowered in respect of their treatment and will regularly be in a position to identify positive steps. The transitional stages will become smoother and the number of unplanned exits will reduce.

Objective 2

Service users will be in a position to access services that are appropriate to their needs.

Delivery Plan:

Actions and milestones	By when	By whom
Services will be reviewed regularly to ensure that they meet the needs of the client group. Where appropriate, the DAAT will negotiate with providers to make changes to the way that services are delivered.	March 2011	DAAT Manager & Commissioner/Service Providers
Service users and their carers will be asked to input into any reviews in respect of service delivery. A specific questionnaire on the effectiveness of the new service will be rolled out. The findings will be used to inform the commissioners in respect of any issues.	March 2011	DAAT Manager & Commissioner/Service Users & Carers
We will seek to increase the numbers of female clients and parents coming into treatment by taking into account their needs. The newly established women's group will be further developed.	March 2011	DAAT Manager & Commissioner/Service Providers
The Service User Group and Family & Friends Group will be consulted in respect of increasing the engagement and retention of females and parents.	March 2010	DAAT Manager & Commissioner/Service Users & Carers

Expected outcomes:

Service users will have individually tailored treatment which is regularly reviewed and meets need.

Objective 3

To improve multi-agency working.

Delivery Plan:

Actions and milestones	By when	By whom
To work with the DAATs in Slough & the Royal Borough of Windsor & Maidenhead to further establish	Ongoing	DAAT Manager &

the Berkshire East Shared Care Group, the membership of which will include all key stakeholders. The DAAT in RBWM will lead on the development of this group.		Commissioners in Bracknell, Slough & RBWM
The Berkshire East Shared Care Group will seek to improve communication between service providers, share good practice and ensure that all those involved in the treatment systems across Berkshire East can access appropriate training, in order to ensure that the services provided are of the highest level.	Ongoing	Berkshire East Shared Care Group

Expected outcomes:
Services will communicate more effectively and will improve.

Objective 4
To further improve and deliver a fully attended training programme.

Delivery Plan:

Actions and milestones	By when	By whom
A Training Needs Assessment will be sent out to all services in the borough detailing what training they require and what courses they would like to see available.	March 2010	DAAT Development Officer
Previous training programmes will continue to be delivered this year with the addition of a drugs and housing course which a large number would like to see available.	March 2011	DAAT Development Officer
Training courses will be offered to all services in Berkshire East in order to ensure services that are provided are being delivered to the highest standard.	March 2011	DAAT Development Officer

Expected outcomes:
To constantly improve the services that are being delivered and improve the knowledge of the workforce.

Planning grid 3: Retention in and effectiveness of the drug treatment system

Identification of key priorities following needs assessment relating to retention in and effectiveness of the drug treatment system:

The number of clients in effective treatment continues to increase year on year and we will monitor progress on a monthly basis to ensure that we identify any changes at an early stage. Care planning is key in assisting clients to make progress towards agreed goals and outcomes. Clients have reported that they have not been provided with harm reduction information and advice.

Services for the family and friends of drug users are limited and need to improve so that more support is available.

The changing needs of clients will be taken into account in delivering services and services will continue to be developed for stimulant users and clients who work.

Objective 1

Harm reduction underpins the treatment systems in Bracknell Forest. Confidential Enquiries will be undertaken as required.

Delivery Plan:

Actions and milestones	By when	By whom
A Berkshire East Harm Reduction Group will be further developed with Slough DAAT identified as the lead for this. The membership of the group will reflect the key stakeholders in delivering harm reduction services i.e. Pharmacists, GPs, and Public Health.	Ongoing	DAAT Manager & Commissioner Bracknell

		Forest/Slough/RBWM
The Berkshire East Harm Reduction Group will identify training needs and training providers to ensure that the workforce can deliver harm reduction services to the highest level.	Ongoing	DAAT Manager & Commissioner Bracknell Forest/Slough/RBWM
The current Berkshire East Harm Reduction Action Plan will be developed and enhanced and any outstanding actions from the harm reduction self assessment are included.	Ongoing	DAAT Manager & Commissioner Bracknell Forest/Slough/RBWM
If required, the confidential enquiries process will be initiated by the Berkshire East Harm Reduction Group and any learning will be shared across Berkshire East.	As required	DAAT Manager & Commissioner Bracknell Forest/Slough/RBWM
The current Berkshire Wide Drug Related Deaths Group will be reviewed as to the purpose of the group and how it fits within the structures of Berkshire East. As there is a need for confidential enquiries to be undertaken when required it may be that we need to cover this in the Berkshire East Harm Reduction Group and no longer participate in the Berkshire wide group.	June 2010	Slough DAAT/Berkshire East Harm Reduction Group

Expected outcomes:

Harm reduction services will improve.

There will be a reduction in the number of clients identified with BBVs.

Findings from any confidential enquiries will be used to further develop the harm reduction services across Berkshire East.

Objective 2

Treatment services will continue to retain clients in treatment.

Delivery Plan:

Actions and milestones	By when	By whom
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The DAAT will monitor the number of clients in effective treatment on a monthly basis to ensure that the percentages do not drop below the national targets.	Monthly	DAAT Manager & Commissioner
Service providers will be required to account for any adverse changes in the number of clients in effective treatment.	Monthly	Service providers

Expected outcomes:
 Clients will be retained in treatment and outcomes will be more positive.

Objective 3
 Additional services for the carers of service users will be available.

Delivery Plan:

Actions and milestones	By when	By whom
Family Group Therapy and Behavioural Couples Therapy will be available across Berkshire East.	March 2011	Berkshire East JCG
The number of sessions delivered to family groups will be monitored.	Ongoing	DAAT Manager & Commissioner

Expected outcomes:
 Carers will be supported and more informed.

Objective 4
 Service Users and their families will be in a position to access the parenting early interventions programme.

Delivery Plan:

Actions and milestones	By when	By whom
The PEIP worker will support (referred) families coping with drug or alcohol issues providing them with access to individual family intervention.	Ongoing	Parenting Early Intervention Programme Worker
The PEIP worker will offer families coping with drug or alcohol issues the opportunity to participate in relevant parenting programmes, for example, "Strengthening Families".	Ongoing	Parenting Early Intervention Programme Worker
The PEIP worker will set up a 'son and daughters' support group, for young people whose parents misuse drugs and/or alcohol.	August 2010	Parenting Early Intervention Programme Worker

Expected outcomes:

Families will be supported and more informed.

Objective 5

Additional services for stimulant services will be available.

Delivery Plan:

Actions and milestones	By when	By whom
The DAAT will work with service users and providers to increase the number of interventions for stimulant users in Bracknell Forest. Stimulant users will be able to access therapeutic complimentary	March 2011	DAAT/Service Users/Service

interventions such as acupuncture and relexology.		providers
The DAAT will work with service providers to ensure that the workforce is trained to competently deliver stimulant services and increase capacity within the services as required.	Ongoing	DAAT/Service Users

Expected outcomes:
Stimulant users will be in a position to access a range of services.

Planning grid 4: Outcomes, discharge and exit from the drug treatment system

Identification of key priorities following needs assessment relating to outcomes, discharge and exit from the drug treatment system:

The number of clients who leave treatment in a planned way has improved. However, there are still quite high numbers of unplanned discharges and we need to reduce this.

Better links need to be established with other agencies in order to help clients to integrate back into the community.

Clients leaving both community and residential treatment programmes will be supported to access mainstream services such as housing and employment.

Care pathways and referral routes need to be reviewed to ensure that they include access to drug related support and mutual aid groups for clients who have left structured treatment.

Objective 1

To reduce the number of unplanned discharges.

Delivery Plan:

Actions and milestones	By when	By whom
The DAAT will monitor the percentages of planned and unplanned discharges and will work with service providers to ensure that more clients leave treatment in a planned way.	Monthly	DAAT Manager & Commissioner
Service providers will be required to provide evidence of how they seek to re-engage with service users who have dropped out of treatment.	Monthly	Service Providers
Once developed, the Service User Group will work with providers to offer support and advice in respect of the clients who drop out of treatment in an unplanned way.	Ongoing	Service User Group/Service Providers

Expected outcomes:

The number of planned discharges will increase.

Objective 2

To ensure that service users can be re-integrated into mainstream services.

Delivery Plan:

Actions and milestones	By when	By whom
Service providers will establish links with mainstream services to ensure that clients who still require support are in a position to access this.	Ongoing	DAAT/Service Providers
Training will be provided to ensure that mainstream services are involved in care planning at an early stage to ensure that levels of communication improve.	Ongoing	DAAT/Service Providers
Service users will be supported in accessing and maintaining accommodation in partnership with the providers of local supported accommodation projects and outreach services.	Ongoing	DAAT/Service Providers
Key Workers will work with the local authority housing allocations team and homeless services to identify suitable accommodation and support service user in managing their benefits in order to maintain their accommodation.	Ongoing	DAAT/Service Providers

Expected outcomes:

Service users will be supported to access mainstream and generic support services.

Objective 3

To ensure that all service users are working towards abstinence.

Delivery Plan:

Actions and milestones	By when	By whom
Care plans will include goals in achieving abstinence and progress towards set goals will be reviewed every quarter.	Ongoing	DAAT/Service Providers
Service users will be provided with details of Mutual Aids Groups which are available locally and will be supported to establish links with these groups	Ongoing	DAAT/Service Providers
Service users will be in a position to access peer support where available in order to improve outcomes	Ongoing	DAAT/Service Providers

Expected outcomes:

Service users will be supported in trying to achieve abstinence.

Planning Grid 5: Service users and carers

Identification of key priorities following needs assessment relating to service users and their carers:

The extension of the Family and Friends Group will be a priority this year, as will the development of an effective Service User Group.

Objective 1

Service users will be involved in developing the treatment plan, reviewing the needs assessment, undertaking consultations and promoting the services.

Delivery Plan:

Actions and milestones	By when	By whom
Service users will be supported to establish a Service User Group. Advice and support will be provided by the DAAT to the service user group on how to develop a constitution and how to apply for charitable status.	March 2011	DAAT manager & commissioner/Service Users
Members of the Service User Group will become involved in the Neighbourhood Policing process by attending Neighbourhood Action Groups when appropriate.	Ongoing	Family & Friends Group/DAAT/Community Safety Manager
The Service User Group will identify projects which will promote the services available, raise funding and improve the communities perceptions of drug users throughout the Borough	Ongoing	Service User Group
Service Users will be supported in order that they can access training to enable them to provide peer support to other service user's.	Ongoing	Community Development Officer
Service Users will be supported to identify suitable voluntary work either within substance misuse services or other areas to improve their chances of accessing paid employment. This support will include appropriate training.	Ongoing	Community Development Officer

Expected outcomes:

Service users will be involved in all aspects of the treatment system

The Service User Group will support other service users.

Harm reduction information and advice will be provided to service users by service users

The neighbourhood policing process will be more informed and more accurately reflect the population of the Borough

Objective 2

The families and friends of service users will be involved in developing the treatment plan, reviewing the needs assessment, undertaking consultations and promoting services.

Delivery Plan:

Actions and milestones	By when	By whom
The Family and Friends Group will be supported and assisted to become more self-sufficient	Ongoing	DAAT/SMART
Subjects to be covered during the Family and Friends Group sessions will be identified i.e. Harm Reduction, Overdose etc	Ongoing	Family and Friends/DAAT/SMART
Members of the Family and Friends Group will work with the local authority communications team to promote the group and their personal experiences of attending the group.	Ongoing	Family and Friends/Comms Team
Members of the Family and Friends Group will become involved in the Neighbourhood Policing process by attending Neighbourhood Action Groups when appropriate.	Ongoing	Family & Friends Group/DAAT/Community Safety Manager

Expected outcomes:

Members of the Family & Friends Group will be more informed

Membership of the group will increase.

The profile of the group will be expanded.

Objective 3

Service users and members of the Family and Friends Group will be in position to become volunteers within the local services.

Delivery Plan:

Actions and milestones	By when	By whom
Training will be identified in order to empower members of the Service User Group and Family & Friends Group to become actively involved as volunteers at New Hope	July 2009	Family & Friends Group/DAAT/Service User Group
We will work with partners and stakeholders (Police, Probation, Community Safety etc) to identify community based projects for New Hope volunteers to become involved with.	Ongoing	DAAT/Partners/Stakeholders
Links will be established with Bracknell Voluntary Action in order to maximise the potential of the New Hope volunteers.	Ongoing	Family & Friends Group/DAAT/Service User Group

Expected outcomes:

Members of the Service User Group and the Family & Friends Group will become involved in voluntary schemes which will benefit the whole community

Objective 4

The Community Development Officer will work with service users and carers within the DAAT and Adult Social care, to further develop service user and carer involvement and identify funding sources.

Delivery Plan:

Actions and milestones	By when	By whom
The DAAT will continue to employ a Community Development Officer to support both the service user forum and family and friends group	March 2011	DAAT Manager & Commissioner

The community development officer will actively seek funding in order to fund projects identified by members of the family & friends group or service user forum	Ongoing	Community Development Officer
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Expected outcomes:
 Service users and carers will be supported by a dedicated worker
 Funding opportunities will be identified and bids will be submitted to improve community engagement and develop new projects and initiatives.

Planning Grid 6: Criminal Justice

Identification of key priorities following needs assessment relating to Criminal Justice:

Clients who are within the criminal justice system need to be able to access treatment services as a priority. DIP workers need to ensure that service users leaving custody are given an appointment on release to ensure that they do not slip through the net.

Objective 1

Local mechanisms will be in place to ensure that the DIP programme is effective and has sufficient capacity to meet local need.

Delivery Plan:

Actions and milestones	By when	By whom
The local joint commissioning group will oversee the implementation of the programme including review or development, to ensure effective work with users who cause most harm, including Prolific and Priority Offenders (PPOs) and by ensuring that DIP priorities are fully taken into consideration and are properly reflected in local commissioning and treatment planning processes, and that DIP cases are engaged effectively in structured treatment.	March 2011	DAAT Manager & Commissioner/JCG
Arrangements will be in place to accept and continue treatment for those who live in local areas, referred to them from other CJITs, including those who have been required to have a Required Assessment or have been given Restriction on Bail conditions.	March 2011	DIP Team
Local arrangements will be in place to accept and continue treatment on release from prison.	March 2011	DIP Team
The local PPO group will work with key stakeholders to identify and seek to engage with PPOs who misuse substances.	March 2011	PPO Group
Clients who are sentenced to a DRR will be able to access an appropriate group programme in liaison with the probation service.	March 2011	DAAT Manager & Commissioner/Probation
The DAAT Manager & Commissioner & Community Development Officer will identify potential grant funding in order to expand the current Restrictions on Bail initiative to be used in respect of the NI38 cohort to increase their participation in treatment programmes and reduce levels of re-offending.	June 2011	DAAT Manager & Commissioner/Community Development Officer

Expected outcomes:

Criminal justice clients will have rapid access to treatment services and will be supported to reduce both substance misuse and offending.

A reduction in the re-offending rates of PPOs.

An increase in the number of DRRs successfully completed.

Objective 2

To establish and deliver an alcohol specific arrest referral pilot project.

Delivery Plan:

Actions and milestones	By when	By whom
Monthly monitoring will be undertaken to evidence the effectiveness of the service and increased performance in respect of the relevant key performance indicators.	Monthly	DAAT Manager & Commissioner/Service Provider
Quarterly performance reports will be provided to the appropriate partnership boards.	Quarterly	DAAT Manager & Commissioner
The DAAT Manager & Commissioner and Community Development Officer will identify potential grant funding in order to sustain the service in future years.	June 2010	DAAT Manager & Commissioner/Community Development Officer

Expected outcomes:

- A reduction in the number of alcohol related violent crimes.
- A reduction in the number of Domestic Violence incidences in which alcohol is a factor.
- An increase in the number of people misusing alcohol who access services.
- A reduction in the rates of hospital admissions related to alcohol.

Planning Grid 7: Skills & Employment

Identification of key priorities following needs assessment relating to improving skills, training and employment.

The DAAT will establish links with the Jobcentre Plus and develop and embed clear pathways and referral routes between employment and drug services.

Objective 1

To establish links with the new Job Centre Plus Drug Co-ordinator and ensure that the Job Centre Plus is signed up to the CDRP Information Sharing Protocol.

Delivery Plan:

Actions and milestones	By when	By whom
The Drugs Co-ordinator from Job Centre Plus will continue to be an active member of the Berkshire East Substance Misuse Joint Commissioning Group and will report on the number of referrals made by JCP on a regular basis.	Ongoing	JCP/Berkshire East Substance Misuse JCG
The Berkshire East Substance Misuse Joint Commissioning Group will contribute to any consultations within JCP and will monitor the progress for the Welfare Reform Drugs Recovery Pilot Scheme on a regular basis.	Ongoing	JCP/Berkshire East Substance Misuse JCG

Expected outcomes:

Clear referral routes will be in place.
Information will be shared appropriately.

Objective 2

Job Centre Plus Staff will be in a position to identify and signpost clients who have substance misuse issues.

Delivery Plan:

Actions and milestones	By when	By whom
Raise awareness among the workforce in the Job Centre Plus in respect of the local services and ensure that an effective two way referral process is in place.	Ongoing	DAAT
Ensure that staff at the Job Centre Plus can access the DAAT training programme.	Ongoing	DAAT Development Officer
The Job Centre Plus will be involved in the annual treatment planning process and will specifically identify needs within their client group.	Ongoing	Job Centre Plus Co-ordinator

Expected outcomes:

An increase in the number of referrals from the Job Centre Plus.

Increased awareness.

Effective Treatment Planning