CHCAODXXX Develop and review alcohol and other drugs support plans

# Modification History

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| --- | --- |
| Release | Comments |
| Release 1 | CHCAODXXX Develop and review alcohol and other drugs support plans supersedes and equivalent to CHCAOD009 Develop and review alcohol and other drugs treatment plans.  Changes to title, performance criteria, performance evidence and knowledge evidence. |

# Application

This unit describes the skills and knowledge required to work collaboratively with people to establish goals, and develop, implement and review individual support plans in the context of alcohol and other drugs work.

This unit applies to workers who develop support plans based on existing assessments, in line with established organisation guidelines. Planning may be conducted independently or in collaboration with others. Workers may or may not be the person conducting the assessment.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

# Elements and Performance Criteria

| ELEMENT | PERFORMANCE CRITERIA |
| --- | --- |
| Elements define the essential outcomes | Performance criteria describe the performance needed to demonstrate achievement of the element |
| 1. Identify support needs and available services | 1.1 Review assessment findings to identify the person’s presenting issues and support needs  1.2 Collaborate with the person to explore how their presenting issues relate to their health status and personal circumstances  1.3 Identify when referral or collaboration with other services is required  1.4 Consult with other professionals or specialists to inform the service plan  1.5 Explain the purpose of support planning process and the roles of different people involved  1.6 Discuss the person’s readiness to begin support planning |
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| 2. Set goals and select support strategies | 2.1 Collaborate with the person to identify desired outcomes, priorities and long term goals  2.2 Identify barriers and/or cultural factors that may affect the person’s ability to achieve their goals  2.3 Provide information about service and support options relevant to the person’s needs and preferences  2.4 Support the person to evaluate and choose strategies to work towards their goals  2.5 Identify and prioritise the person’s preferred actions  2.6 Confirm the person’s capacity to manage the practical aspects of selected strategies  2.7 Establish timelines that account for overlaps between different services and supports  2.8 Agree on type and frequency of ongoing contact  2.9 Identify with the person who in their support network will be involved in the support plan, and their roles  2.10 Document goals and selected strategies in the support plan according to organisation protocols |
|  |  |
| 3. Review progress and update the support plan | 3.1 Monitor the person’s progress against agreed goals and actions  3.2 Record and report progress according to organisation guidelines  3.3 Review and revise actions and timelines in collaboration with the person  3.4 Document changes in the support plan according to organisation protocols  3.5 Plan and support the person’s exit from the program in line with organisation policies and available resources  3.6 Review outcomes of support with supervisor and/or colleagues |

# Foundation Skills

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| The Foundation Skills describe those required skills (language, literacy, numeracy and employment skills) that are essential to performance. |
| Foundation skills essential to performance are explicit in the performance criteria of this unit of competency. |

# Unit Mapping Information

CHCAODXXX Develop and review alcohol and other drugs support plans is superseded and equivalent to CHCAOD009 Develop and review alcohol and other drugs treatment plans.

# Links

Companion Volume implementation guides are found in VETNet -

Assessment Requirements for CHCAODXXX Develop and review individual alcohol and other drugs treatment plans

# Modification History

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| --- | --- |
| Release | Comments |
| Release 2 | CHCAODXXX Develop and review alcohol and other drugs support plans supersedes and equivalent to CHCAOD009 Develop and review alcohol and other drugs treatment plans.  Changes to title, performance criteria, performance evidence and knowledge evidence. |

# Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be demonstrated evidence that the candidate has:

* developed support plans for 2 people, each with differing support needs and types of interventions or services, based on existing assessments and in line with organisational guidelines

# Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the work role. This includes knowledge of:

* legal and ethical considerations (international, national, state/territory, local) in AOD work, and how these are applied in organisations and individual practice:
* rights and responsibilities of workers and the people they support
* duty of care, dignity of risk, informed consent
* privacy, confidentiality and disclosure (including limitations)
* mandatory reporting and relevant AOD legislation
* codes of conduct and codes of practice
* practice standards, policy frameworks, and workplace boundaries
* WHS requirements
* models and principles of AOD support
* person-centred, strengths-based, and recovery-oriented approaches
* effective communication and negotiation techniques
* stages of change and their application in planning
* case management and support planning models
* barriers (including cultural) that may impact support planning
* referral processes and interagency collaboration
* planning and service coordination
* principles and processes of person-centred planning and service coordination in AOD contexts
* importance of collaboration and informed choice in support planning
* organisational policies, procedures and documentation requirements for support planning
* indicators of when referral or interagency collaboration is needed for issues outside the scope of AOD services
* roles of the person’s support network in developing, implementing and reviewing support plans
* how to interpret assessment information, including common terminology used in AOD assessments
* characteristics of effective support goals for people experiencing AOD-related challenges
* types and features of AOD service delivery models, including:
* inpatient
* outpatient
* residential
* home-based
* outreach
* technology-based support
* range of brief and longer term interventions and how they are matched to individual needs and goals
* strategies for supporting abstinence, harm reducation, or controlled use, and how to align these with the person’s goals and stage of change
* application of the stages of change model to support planning, goal setting and referral decisions
* common barriers and cultural considerations that may affect a person’s ability to achieve support goals, and approaches to addressing them
* how and where to access current, evidence-informed AOD-specific information
* considerations when supporting people from specific groups including:
* men
* women
* young people
* older adults
* Aboriginal and/or Torres Strait Islander peoples
* people from culturally and linguistically diverse (CALD) backgrounds

# Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions. The following conditions must have been met for this unit:

* use of suitable facilities, equipment and resources, including:
* individual assessments
* organisation policies and procedures
* modelling of industry operating conditions, including opportunities for the candidate to engage with people in scenarios that reflect AOD practice

# Links

Companion Volume implementation guides are found in VETNet -