

## **Factsheet for Drug and Alcohol Services Inspection**

**Key Guidance, Legislation and Regulation, National Policy and Reporting, and Workforce Development and Training**

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## Practice Delivery Guidance

1. [Quality Principles: standard expectations of care and support for drug and alcohol services](#) (Scottish Government, 2014) - covers full integrated care pathway
2. [Recovery Outcomes Web](#) (ROW) tool (Scottish Government, 2015) validated for Drug and Alcohol services to show holistic improvement in service users – the ROW tool, guidance, recording and reporting of ROW Data (Excel) – this tool is being rolled out over 2016
3. [A guide to good practice in the management of controlled drugs in primary care - Scotland](#) (NES, Version 2, September 2014): This is the 2nd version of the Scottish guide to good practice in the management of controlled drugs (CDs) in primary care, including non-medical prescribing
4. [Safer Management of Controlled Drugs](#) - Standard Operating Procedures, CEL 14 (2007), 17th October 2007
5. [Good practice in prescribing and managing medicines and devices](#) (GMC, 2013): guidance on a range of prescribing issues, including remote prescribing by telephone, video link or online
6. [Standards for Medicines Management: Standard 8 - Medication Administration](#) (Nursing & Midwifery Council, 2008)
7. [Clinical Guidelines for Management of Dependency \(DoH UK Orange Guidelines \(2007\)\)](#) (currently under review and due for publication 2016)
8. [Guidance About Medication Personal Plans, Reviews, Monitoring, and Record Keeping in Residential Care Services](#). (Care Inspectorate, 2012)
9. [Prompting, Assisting and Administration of Medication in a Care Setting: Guidance for Professionals](#) (Care Inspectorate, 2015)
10. [Health Guidance: National Naloxone Programme](#) – (Care Inspectorate, 2013). Guidance for Care Inspectorate staff
11. Supply of Naloxone: National Naloxone Competency Framework to support non-clinical staff, working in services which offer drug treatment i.e. opioid replacement therapies and injecting equipment, with the supply of Take-Home-Naloxone (Scottish Naloxone Network, 2016)
  - a. [Naloxone supply competency framework](#)
  - b. [Take Home Naloxone Supply Competency Framework](#)
  - c. [Service Specification](#)
  - d. [Standard Operating Procedure \(SOP\) Recommendations](#)
12. [Drugs, Alcohol and Tobacco Health Services in Scottish Prisons: Guidance for Quality Service Delivery](#) (National Prisoner Healthcare Network, Feb 2016) – National guidance on the management and screening of prisoners in Scotland with suspected drug, alcohol or tobacco dependency
13. (Withdrawn) [SIGN 74 Guideline on the Screening, Assessment and Management of Harmful and Hazardous Drinking and for Alcohol Dependence in Primary Care and the Health Technology:](#)

## Drug and alcohol legislation and regulation

1. [Controlled Drugs \(Supervision, Management and Use\) Regulation \(DoH \(Scotland and England\) 2013\)](#):
2. Misuse of Drugs (Safe Custody) Regulations 1973 and Misuse of Drugs and Misuse of Drugs (Safe Custody) (Amendment) Regulations 2007:
  - a. <http://www.legislation.gov.uk/ukxi/1973/798/schedule/2/made> (Initial, 1973)
  - b. <https://www.gov.uk/government/publications/misuse-of-drugs-and-misuse-of-drugs-safe-custody-amendment-regulations-2007> (Amendment, 2007)
3. [The Waste Management Licensing \(Scot\) Regulation 2011](#) - covers disposal of controlled drugs:
4. [Widening the Availability of Naloxone](#) (UK Government, Nov 2015) – Regulations enabling drug services to order and supply Naloxone without a prescription.
5. [Misuse of Drugs Act 1971](#) (UK Legislation):

## National Drug and Alcohol Policy Reporting

1. [Drug & Alcohol Information System \(DAISy\)](#): online national monitoring of drug and alcohol services: referral, follow-up, Waiting Times LDP Standards and ROW Outcome tool, (due late 2016)
2. [The Road to Recovery: A New Approach to Tackling Scotland's Drug Problem](#) (Scottish Government, 2008) – Scotland's Drug Strategy
3. [Changing Scotland's Relationship with Alcohol: A Framework for Action](#) (Scottish Government, 2009) – Scotland's Alcohol Strategy
4. [Delivering Recovery-Opioid Replacement Therapies \(ORT\) in Scotland](#) Independent Expert Review (2013) – An independent expert group commissioned by the Scottish Government and led by the then CMO, Sir Harry Burns, to gather and explore evidence on opiate replacement therapies (ORT) used to treat people with drug addictions.
5. [Quality Alcohol Treatment and Support \(QATS\) Report \(SG, 2011\)](#)
6. [Scottish Naloxone Programme](#) – Take-home Naloxone for individuals, carers and services in Scotland to prevent fatal opiate related overdose. Services, service users or a carer (with relative's consent) may store/carry their own prescribed Naloxone supply

## Workforce Development and Training

1. [PDA Health and Social Care: Administration of Medicine at SCQF level 7](#): for social service staff providing administration of controlled drug medication. The following links provides information on the course such as suitability for staff, venues for training, etc. As a minimum staff should achieve the competencies found in the unit HSC 375/CHS3 - Administer Medication to Individuals. See heading: Unit(s) and Delivery Tools for competency information).
2. [Safe Administration of Medication](#) - (SSSC, 2015) - pdf and e-learning modules 1-3.
3. [Royal College of General Practitioners \(RCGP\)](#) a) Certificate in the Management of Drug Misuse (Part 1 & 2) or b) Certificate in the Management of Alcohol Problems in Primary Care consisting of a compulsory e-learning module and training day for GPs with a special interest in substance misuse, drug workers, and related professionals, and c) Associated Health Conditions courses on Hepatitis B and C, and Sexual Health.
4. Academic qualifications in Drugs and Alcohol are available in Scotland through the West of Scotland University, University of Stirling and University of Dundee.
  - a. [http://www.uws.ac.uk/postgraduate/alcohol\\_and\\_drug\\_studies/](http://www.uws.ac.uk/postgraduate/alcohol_and_drug_studies/) - West of Scotland University
  - b. <http://www.stir.ac.uk/social-science/courses/cpd/drug-alcohol/> - University of Stirling
  - c. <https://medicine.dundee.ac.uk/centre-addiction-research-education-scotland> - Centre for Addiction Research and Education Scotland, University of Dundee
5. [Crew 2000 Training Programme](#) on Novel Psychoactive Substances newly emerging onto the drug scene in Scotland, training available across Scotland
6. [Scottish Drugs Forum Workforce Development Programme](#) (previously STRADA): workforce training, tailored programmes and strategic workforce development on drugs and alcohol, including the ROW outcome Tool.
7. [NHS Ayrshire & Arran Addictions Training](#) Information programme.

For further information on the above information please contact Biba Brand, Health Improvement Networks Advisor ([biba.brand@careinspectorate.com](mailto:biba.brand@careinspectorate.com)) or Joyce O'Hare, Health & Wellbeing Improvement Manager ([joyce.ohare@careinspectorate.com](mailto:joyce.ohare@careinspectorate.com))

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