

FY20 Monitoring Program - Substance Use Disorder Prevention

Local Authority:							
Contract Number(s):							
Review Date(s):							
Reviewer(s):							
Risk Score:							
Compliance							
	Reference	Monitoring Activity	Results/ Comments (include date of review if different than site visit)	Compliance		Tool	S = Site Visit D = Desk Review O = Outside Source
				Y	N/NA		
1	E.i.a.1	Assessment * Did the LSAA assess local prevention needs based on epidemiological data? * When was the last comprehensive assessment (looking at multiple data sources)? * What evidence does the LSAA have that they completed an assessment? Examples: Binders with the reviewed data, reports.	Assessment * Did the LSAA assess local prevention needs based on epidemiological data? * When was the last comprehensive assessment? * What evidence does the LSAA have that they completed an assessment?				

2	E.i.b.1-5	<p>Capacity</p> <ul style="list-style-type: none"> * Did the LSAA Build prevention capacity, including assurances that all prevention personnel are certified and trained for implementation and delivery for all approved programs? * How many staff are SAPST trained? * How has the LSAA strengthened partnerships? * How has the LSAA increased the availability of fiscal, human, organizational and other resources? * How did the LSAA engage stakeholders? * List the current coalitions, any trainings provided to coalitions, trainings for staff, training for evidence based programs, any capacity building for upcoming coalitions or new coalitions. Examples: Outline trainings/dates. Outline of activities to build capacity. 	<p>Capacity</p> <ul style="list-style-type: none"> * Did the LSAA Build prevention capacity, including assurances that all prevention personnel are certified and trained for implementation and delivery for all approved programs? * How many staff are SAPST trained? * How has the LSAA strengthened partnerships? * How has the LSAA increased the availability of fiscal, human, organizational and other resources? * How did the LSAA engage stakeholders? * List the current coalitions, any trainings provided to coalitions, trainings for staff, training for evidence based programs, any capacity building for upcoming coalitions or new coalitions. 				
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3	E.i.c	<p>Planning</p> <p>* Did the LSAA develop a Strategic Plan?* A Strategic plan outlines the actions on the five steps (Assessment, Capacity Building, Planning, Implementation, and Evaluation.) Is it posted publicly? When was it created? (Should be within past two years)</p> <p>* Did they engage a coalition or community board? How?</p> <p>* Where is the plan kept?</p> <p>* What process was used to develop the strategic plan? Examples: A strategic plan separate from area plan. shows the community and the five SPF steps. mgt team is aware of prioritized risk and protective factors? What are they?</p>	<p>Planning</p> <p>* Did the LSAA develop a Strategic Plan?* A Strategic plan outlines the actions on the five steps (Assessment, Capacity Building, Planning, Implementation, and Evaluation.) Is it posted publicly?</p> <p>* Did they engage a coalition or community board? How?</p> <p>* Where is the plan kept?</p> <p>* What process was used to develop the strategic plan? Examples: A strategic plan separate from area plan. shows the community and the five SPF steps.</p>				
4	E.i.d	<p>Implementation</p> <p>*Did the LSAA implement effective community prevention programs, policies, and practices?</p> <p>* Were they implemented with fidelity?</p> <p>* How did you monitor this? Examples: Any monitoring tools, fidelity checklists.</p>	<p>Implementation</p> <p>*Did the LSAA implement effective community prevention programs, policies, and practices?</p> <p>* Were they implemented with fidelity?</p> <p>* How did you monitor this? Examples: Any monitoring tools, fidelity checklists.</p>				
5	E.i.e.	<p>Evaluation</p> <p>* Did the LSAA implement effective community prevention programs, policies, and practices?</p> <p>* Were they implemented with fidelity? How did you monitor this?</p>	<p>Evaluation</p> <p>* Did the LSAA implement effective community prevention programs, policies, and practices?</p> <p>* Were they implemented with fidelity? How did you monitor this?</p>				

6	E.i.f	<p>Annual Report</p> <p>*Did the LSAA submit an annual report that summarizes performance of prevention programs, policies and strategies based on the short and long term outcomes identified in the logic models?</p> <p>*How was this report shared with your community (ies)? Example: Annual report, reports to key leaders (presentations)</p>	<p>Annual Report</p> <p>*Did the LSAA submit an annual report that summarizes performance of prevention programs, policies and strategies based on the short and long term outcomes identified in the logic models?</p> <p>*How was this report shared with your community(ies)?</p>				
7	E.i.g	<p>Budget</p> <p>* Did the LSAA spend a minimum of 30% of SAPT Block Grant funds on prevention policies, programs, strategies, administration?</p> <p>* Please share agency budget showing all prevention dollars</p>	<p>Budget</p> <p>* Did the LSAA spend a minimum of 30% of SAPT Block Grant funds on prevention policies, programs, strategies, administration?</p> <p>* Please share agency budget showing all prevention dollars</p>				

8	E.i.h	<p>How did the LSAA incorporate the principles outlined in NIDA Research Guide for Preventing Drug Use?</p> <ul style="list-style-type: none"> * How are risk and protective factors addressed in prevention programs? * Describe the structure, content and delivery of each evidence based strategy. * How is the area implementing and sustaining effective programs? * Describe the marketing of prevention programs in your area. * Please share the evaluation tools used to evaluate specific programs and strategies. * How is the area sharing the cost benefits of community prevention programs? Examples: Highlight components of current Strategic plan that tie to the principles. Identify how you WILL incorporate the principles. * Review in detail the logic models submitted with the Area Plan. * Evaluation tools for each program. 	<p>How did the LSAA incorporate the principles outlined in NIDA Research Guide for Preventing Drug Use?</p> <ul style="list-style-type: none"> * How are risk and protective factors addressed in prevention programs? * Describe the structure, content and delivery of each evidence based strategy. * How is the area implementing and sustaining effective programs? * Describe the marketing of prevention programs in your area. * Please share the evaluation tools used to evaluate specific programs and strategies. * How is the area sharing the cost benefits of community prevention programs? . * Review in detail the logic models submitted with the Area Plan. * Evaluation tools for each program. 				
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9	Utah Code 17-43-201 (5)(m) Administrative Rule R523-11	Manager's Discussion: DUI <ul style="list-style-type: none"> • Verify participants receive a substance use disorder Screening and assessment if indicated prior to participating in Prime For Life • Verify participants receive and keep a new PRIME For Life workbook • Verify classes are divided by age? NOTE: New rule change cut at age 18, was 21. • Verify the course lasts at least 16 hours • Number of individuals attending Prime For Life DUI Education • Number of individuals attending "Not a Drop" 	Manager's Discussion: DUI <ul style="list-style-type: none"> • Verify participants receive a substance use disorder Screening and assessment if indicated prior to participating in Prime For Life • Verify participants receive and keep a new PRIME For Life workbook • Verify classes are divided by age? NOTE: New rule change cut at age 18, was 21. • Verify the course lasts at least 16 hours • Number of individuals attending Prime For Life DUI Education • Number of individuals attending "Not a Drop" 				
10	UCA 62A-15-103(2) (f) Prior Year Monitoring Report	Manager's Discussion Review Corrective Action Plan and previous year findings, if applicable.					
Performance							
	Reference	Monitoring Activity	Results/ Comments (include date of review if different than site visit)	Compliance Y	N/NA	Tool	
1	G.iii.a	Review Data in Current System Did LSAA enter within 60 days of service delivery?	Review Data in Current System Did LSAA enter within 60 days of service delivery?				

2	G.iii.b	Review Synar Report * Did LSAA reach the target of 90% of retail establishments that refused to sell tobacco to a minor during compliance checks? * Does LSAA participate in these checks?	Review Synar Report * Did LSAA reach the target of 90% of retail establishments that refused to sell tobacco to a minor during compliance checks? * Does LSAA participate in these checks?				
3	G.iii.c	Review the trend of the percent of students in each grade (6, 8, 10, 12) using alcohol during the past 30 days. * Describe how the LSAA is impacting these trends. * What is the strategy? * Is this addressed in LSAA strategic plan?	Review the trend of the percent of students in each grade (6, 8, 10, 12) using alcohol during the past 30 days. * Describe how the LSAA is impacting these trends. * What is the strategy? * Is this addressed in LSAA strategic plan?				
4	G.iii.d	Review the trend of the percent of students in each grade (6,8, 10,12) using illegal drugs during the past 30 days. * Describe how the LSAA is impacting these trends. * What is the strategy? * Is this addressed in the LSAA Strategic Plan	Review the trend of the percent of students in each grade (6,8, 10,12) using illegal drugs during the past 30 days. * Describe how the LSAA is impacting these trends. * What is the strategy? * Is this addressed in the LSAA Strategic Plan				
5	G.iii.e	Did the LSAA increase the number of Eliminate Alcohol Sales to Youth (EASY) alcohol compliance checks from the previous reported year? * How does the LSAA participate in these checks?	Did the LSAA increase the number of Eliminate Alcohol Sales to Youth (EASY) alcohol compliance checks from the previous reported year? * How does the LSAA participate in these checks?				

6	G.iii.f	<p>Report the number of coalitions in the LSAA as defined by DSAMH.</p> <p>* What model of coalition mobilization and organization is used? Examples: Minutes from coalition meetings, action or strategic plans from coalitions</p>	<p>Report the number of coalitions in the LSAA as defined by DSAMH.</p> <p>* What model of coalition mobilization and organization is used?</p>				
7	E.i.i.1.a-b	<p>What is the percentage of Evidence Based Policies, Programs and/or Practices? Goal of 90%.</p> <p>* If not at 90%, what steps are being taken to increase percentage? Examples: Logic Models with evidence based tiers identified.</p>	<p>What is the percentage of Evidence Based Policies, Programs and/or Practices? Goal of 90%.</p> <p>* If not at 90%, what steps are being taken to increase percentage?</p>				
8	UCA 62A-15-103(2) (f) Prior Year Monitoring Report	<p>Manager's Discussion</p> <p>Review Corrective Action Plan and previous year findings, if applicable.</p>					
9	Division Directives	<p>Technical Assistance and Training</p> <p>What Technical Assistance and Training would be helpful to your Agency?</p>					