



## **Developments in the ACT Alcohol, Tobacco and Other Drugs Qualification Strategy (previously the MQS) in 2014**

**February 2014**

### **1. Purpose**

The purpose of this paper is to inform stakeholders about developments in the ACT Alcohol, Tobacco and Other Drugs Qualification Strategy (QS) for 2014 and to outline a structure for training in 2014. This paper also describes the ways in which ATODA is responding to stakeholder feedback on the QS. It is envisaged that the policy will be reviewed again at the end of 2014 / early 2015.

### **2. Background and rationale**

The ACT alcohol, tobacco and other drugs (ATOD) sector is currently in the process of implementing the QS, which aims to ensure the development and maintenance of a competent and professional workforce. It also aims to ensure that all workers have a shared minimum ATOD specific knowledge and skill base. The QS evolved from an agreement between ACT Health and specialist ATOD services funded and delivered by ACT Health to introduce a minimum qualification for all workers in the ACT ATOD sector. It commenced in 2007 and has been updated regularly to keep it in line with the National Community Services Training Package and other developments locally and nationally.

The QS policy was developed through input from the sector, including members of the ACT ATOD Executive Directors and Workers Groups; the ACT ATOD Minimum Qualification Strategy Development and Implementation Committee; and participants of the ACT ATOD Minimum Qualification Strategy (MQS) Policy Development Workshops in 2010 and 2011. The National Centre for Education and Training on Addictions provided support to develop this policy. Please see the latest version of the policy at Attachment One.

The success of the postgraduate pilot and the support for the continuation of this pilot adds another level to the training delivered. As such, it is now more appropriate to talk about an ACT ATOD Qualification Strategy (QS) rather than a minimum qualification strategy. The QS will continue to coordinate a minimum qualification for the ACT but will also offer opportunities for higher levels of qualifications within the available resourcing.

The policy states that in order to attain the minimum qualification in the ACT, specialist ATOD services funded and delivered by ACT Health will require workers to successfully complete:

1. A current First Aid qualification to a Senior / Level 2 standard.

**AND**

2. A qualification in ATOD or addiction studies which is equivalent to, or above, the Australian Qualifications Framework Certificate IV in Alcohol and Other Drugs (CHC40408).

**OR**

3. A health, social, or behavioural science related tertiary qualification plus “4 Core Competencies”:
  - CHCAOD402B: Work effectively in the AOD sector
  - CHCAOD406E: Work with clients who are intoxicated
  - CHCAOD408B: Assess needs of clients with AOD issues
  - CHCAOD411B: Provide interventions for clients with AOD issues

In response to feedback and the ACT sector’s changing context and needs, the QS has undergone a number of iterations and has purchased a large range of delivery and training opportunities since 2007. These include:

- 4 Core Competencies delivery by an interstate specialist AOD registered training provider (Turning Point, ReGen Uniting Care, Odyssey House Victoria);
- 4 Core Competencies delivery by local mainstream registered training provider (Canberra Institute of Technology (CIT)); and
- Remaining units of the Certificate IV in Alcohol and Other Drugs delivery by local mainstream registered training provider (CIT and Train4Life).

In response to stakeholder feedback, a series of pilots were undertaken in 2012 and 2013, which had a particular focus on the engaging industry specific training providers, alternative delivery modalities and creating opportunities to engage with higher level of ATOD specific qualifications.

### **3. ACT Context**

The ACT faces a range of infrastructure challenges that impact on the delivery and quality of the QS, including a lack of:

- An ATOD industry specific vocational education registered training organisation (which has resulted in having to broker in training from interstate providers);
- An ATOD specific course or unit at tertiary level at Canberra universities; and
- An ATOD Centre of Excellence or specific research body.

As this infrastructure becomes more essential to delivering high quality services and further building a competent workforce, there can be significant resourcing implications such as a potential doubling of costs and time to undertake activities through sourcing

expertise from interstate. While online technologies may, in part, help to address these issues, they alone are not the solution and can present unique challenges.

ATODA is working to address some of these issues, such as by bringing together researchers and academics in a variety of universities around the ACT region who are undertaking research in the ATOD field. In October 2013, ACT researchers, policy makers and services came together to showcase the researchers' work and to network, exchange ideas and support future collaborations and develop a structured mechanisms for strengthening connections between research, policy and practice. It is hoped that more regular initiatives will occur through the Canberra Collaboration to generate important networking and collaborative opportunities including ATOD specific post-graduate study opportunities. However, this work is still in its infancy, is unfunded and the above infrastructure gaps will still impact on the delivery of the QS into the future.

#### **4. Recent developments in the Qualification Strategy**

A number of developments in the QS have occurred over the past couple of years. This included undertaking a range of pilot activities to explore how the QS can better ensure the maintenance of a qualified and professional workforce and meet the needs of a diverse workforce. There has been an increased focus on the provision of education and training through AOD specialist industry providers. Three pilots and a range of other training opportunities have been undertaken as part on the ongoing development of the QS, which have included:

- 4 Core Competencies training conducted by ReGen UnitingCare through a face to face mode;
- 4 Core Competencies training conducted by Odyssey House Victoria through an online mode;
- ATOD Graduate Certificate conducted by University of Queensland or Turning Point Alcohol and Drug Centre through external or online study; and
- Remaining units from the Certificate IV in Alcohol and Other Drugs conducted by Train4Life through face to face training.

In 2013, the aforementioned training opportunities enabled:

- 25 workers to participate in the 4 Core Competencies training with 20 workers obtaining certificates of attainment for the 4 Core Competencies, 17 through face to face training and 3 through online training. The remaining 5 workers continue to work towards completing the assignments;
- 4 workers to enrol in the Graduate Certificate in Alcohol, Tobacco and Other Drugs, 3 workers completed the Graduate Certificate in 2013, with one worker deferring their enrolment until 2014;

- 17 workers to enrol in or finalise the remaining units of a Certificate IV in Alcohol and Other Drugs, 14 workers completed and were awarded a Certificate IV, one worker withdrew from the course and 2 continue to work towards completing their assignments; and
- 38 workers to participate in the Senior First Aid Course and obtain a Certificate.

In November 2013, ATODA sought feedback through meetings and an online survey on all the training and education undertaken under the QS from participants and other stakeholders. The survey covered administration, coordination, course content, training delivery and the ACT ATOD MQS Policy. A large number of respondents provided feedback. A number of recurrent themes were found in the feedback and these themes and comments are outlined below.

## **5. Responding to stakeholder feedback**

In summary, stakeholders were satisfied with the content of the courses and that the content was current, evidenced based and achieved the stated learning outcomes. They were satisfied with the material provided and the trainers conducting the training. Almost all supported the training being delivered by specialist ATOD registered training organisations. They supported the continuation of the post graduate pilot and the online option for the 4 Core Competencies. However, there were significant opportunities for improvement highlighted which are addressed in the table.

ATODA is seeking to address the issues raised by stakeholders and seeking to address them in the 2014 iteration of the QS. Broadly, ATODA will be implementing the following in 2014 to address stakeholder issues:

- The 4 Core Competency face to face training will be conducted as a pilot in the first half of 2014. This will entail 2 Core Competencies being delivered. Timeframes for assessment and feedback will clearly outlined in the information package.
- Delivery approach for the face to face 4 Core Competencies will be changed to allow for additional time for assignments to be set and completed, for assessment and feedback to be completed and continued monitoring and closer engagement between the training provider and ATODA.
- The face to face 4 Core Competency training will be evaluated to demonstrate the skills and knowledge acquired by participants, giving the sector a greater understanding of the outcomes and skills acquired as a result of the training and an opportunities to reflect on the necessary skills needed for workers to competently work in the ATOD field.
- Continued monitoring of participant satisfaction with the course delivery and content.

## 6. Specific responses to stakeholder feedback

Below is a summary table of stakeholder feedback received throughout 2013 and a response from ATODA on strategies to address the feedback.

Feedback	Response from ATODA
<b>Support for ATOD industry Providers</b>	
<p>All of the respondents supported having specialist AOD training providers delivering the training for the MQS.</p>	<p>ATODA will continue to support industry providers to deliver training for the QS where possible and within the resources available. This will include an essential focus on industry focused training for ATOD specific content (4 Core Competencies). Given the limited number of industry providers nationally, with none based in the ACT, a pilot approach will continue to be utilised for the provision of the 4 Core Competencies. See section 6 for training opportunities that will be purchased in 2014.</p>
<b>Course content</b>	
<p>Positive feedback was received about the content of the courses run from all the industry specific pilots with around 65 to 75% of people somewhat to very satisfied with the currency, evidence base and achieved stated learning outcomes.</p>	<p>ATODA will continue to monitor participant satisfaction with course content.</p> <p>ATODA will continue to engage industry specific training providers, particularly for the ATOD specific content.</p>
<b>Course administration (with a focus on the 4 Core Competencies Pilots)</b>	
<p>Feedback was received on opportunities for improvement in assessment support and communication elements of the training delivery.</p>	<p>For the QS training purchased in 2014, ATODA will seek to continue implementing training as a pilot (to allow for more engaged monitoring and feedback). In particular, units will be delivered further apart to allow for completion of assessment and all other requirements prior to the next unit commencing. This will include articulating the expectations regarding administration, communication and specific timelines in which assessment will be returned and the commitments by participants in the information package.</p>

<b>Delivery of the training (with a focus on the 4 Core Competencies Pilot)</b>	
Positive feedback was received about the delivery of the training in the areas of material provided and trainers with around 65 to 75% of people somewhat to very satisfied.	ATODA will continue to monitor participant satisfaction with course delivery.
Some feedback suggested that the course needed more ACT specific content / context embedded.	ATODA will work with the training providers to support more ACT specific content to be included in the training, (e.g. directory of services, legislative and policy contexts).
Some feedback suggested that participants found the assessment was at a more advanced level than was needed for a Certificate IV.	ATODA to work with training providers to clearly communicate competency based training requirements, including in the information package so that people are more clearly informed on requirements for assignments and assessment.
Some feedback suggested that a larger venue needed to be provided for the face to face training.	ATODA will find a larger and more appropriate venue for future training.
<b>Support for continuing of Post Graduate Pilot</b>	
The majority of people supported the continuation of the Post-Graduate Pilot.	Within available resourcing, ATODA will seek to offer post-graduate training opportunities in 2014. For the first half of 2014, current participants will be supported to finish their studies. It is hoped that a new round of post-graduate training will be available for semester 2, 2014.
<b>Support for continuing online option for 4 Core Competencies</b>	
The majority of people supported the continuation of the online option for the 4 Core Competencies.	ATODA will again purchase some online training in the 4 Core Competencies, in the second half of 2014 allowing time for current participants to finalise their studies. Note: the time to complete online study during the pilot has taken approximately twice as long to complete then face to face training.

<b>Skills Acquisition</b>	
Feedback from managers outlined their uncertainty of the skills acquired through the training.	ATODA will seek to implement pre and post evaluation with a focus on identifying the skills and knowledge acquired by the participants.
<b>MQS Policy and coordination by ATODA</b>	
Feedback suggested that there needs to be more clarity around the time commitment required to complete the training and assessment by both the participants and the services and the individual commitment and accountability to complete the course.	ATODA will obtain more detailed information from training providers regarding the time required to complete the course (including assessment), and make this information available to workers and services, including through the information package.
Feedback suggested that explanations were also needed about competency based training and the differences between it and university study.	See comment above about competency based training.
<b>Other</b>	
Feedback suggested that networking opportunities are perceived as being very valuable.	ATODA will continue to support face to face options in the delivery of the MQS training.
Some feedback suggested that some staff are not receiving paid work time to participate in training.	ATODA will seek to better clarify and communicate the current policy that services are to provide paid time for workers to participate in the MQS.

## **7. Summary of training provided in 2014**

Please see below for a summary of training being provided through the QS for 2014. ATODA will provide information packages relevant to different areas.

It is proposed that training for 2014 will include the 4 Core Competencies training in both face to face and online delivery, first aid training and the post-graduate training.

Activity	Term 1	Term 2	Term 3	Term 4	Comments
4 Core Competencies	CHCAOD402B: Work effectively in the AOD sector (20 participants)	CHCAOD406E: Work with clients who are intoxicated (20 participants)	CHCAOD408B: Assess needs of clients with AOD issues (20 participants)	CHCAOD411B: Provide interventions for clients with AOD issues (20 participants)	Pilot for ReGen in first semester Confirmation of the provider of the training in terms 3 and 4 will be provided after the evaluation of the pilot
Evaluation	Core competency evaluation	Core competency evaluation	Core competency evaluation	Core competency evaluation	
Rest of units for Cert IV	X	X	X	X	Planned to be run in 2015.
First Aid	First Aid		AOD Specific First Aid Pilot		St Johns for 1 <sup>st</sup> half of the year, ReGen for 2 <sup>nd</sup> half
Online	Completion of current participants		4 Core Competencies via online mode		Odyssey House Victoria
Post graduate	Completion of current participants and development of new information package.		Depending on resourcing, post-graduate training opportunities offered		

### 7.1 4 Core Competencies face to face training

The 4 Core Competencies will be delivered over the course of the year. Due to the limited number of specialist ATOD accredited training providers available in Australia and because of the positive feedback received about the content of the courses delivered in 2013, it was decided that a further pilot would be run in 2014 with ReGen Uniting Care where each unit would be delivered over two months rather than one month to allow time for assignments to be completed, assessed and finalised, before the start of the next unit.

### 7.2 4 Core Competencies online training

Additionally ATODA will again purchase some online training for all of the 4 Core Competencies, in the second half of 2014 allowing time for current participants to finalise their studies and for information on online participation to be drafted.

### 7.3 Post-graduate training

The post-graduate pilot will continue subject to available resourcing. It is proposed for the first half of 2014, that current participants will be supported to finish their studies. ATODA will, at the same time, draft information for post-graduate training to start from semester 2, 2014.

### 7.4 Training for the remaining units of the Certificate IV in Alcohol and Other Drugs

For the workers that need to continue their training to obtain a Certificate IV, they will be able to apply for the remaining units of the Cert IV at the start of 2015. Information for participating in the training for the remaining unit of the Certificate IV will be drafted during 2014.

### 7.5 Evaluation and review

An evaluation will be done on the face to face 4 Core Competencies with a focus on identifying the skills and knowledge acquired by participants. It is hoped this information will help the sector have a better understanding of the outcomes for participants, of industry specific provider training and promote discussion in the sector regarding current and future workforce needs.

ATODA will also conduct an online satisfaction survey after delivery and completion of each of the units to monitor participants' satisfaction with the delivery of the training.

ATODA will seek ongoing feedback from stakeholders, particularly through the ACT ATOD Workers Group.

## **8. Further information**

For further information please contact Carrie Fowlie, ATODA, on [carrie@atoda.org.au](mailto:carrie@atoda.org.au) or (02) 6255 4070.

## Attachment One

### **ACT Alcohol, Tobacco and Other Drug**

#### **Minimum Qualification Strategy**

### **ACT Government Health Directorate**

Effective from 1 July 2011

This policy was developed through input of members of the ACT ATOD Executive Directors and Workers Groups; the ACT ATOD Minimum Qualification Strategy Development and Implementation Committee and allied stakeholders at the ACT ATOD Sector Consultation Workshop in May 2011. The National Centre for Education and Training on Addiction at Flinders University provided support to develop this policy.

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## 1. Background and Introduction

In recent years, a number of Australian jurisdictions have introduced a minimum qualification strategy for their alcohol, tobacco and other drugs (ATOD) workforce. While it is acknowledged that there is an extensive depth of knowledge and skills within the Australian ATOD workforce, the recent move towards the introduction of minimum qualification strategies highlights the need for ATOD workers to have accredited credentials specific to their field. That is, that there is a consistent approach to learning and skills developed based on nationally recognised standards. In line with this, the ACT is implementing a minimum qualification strategy (MQS) for workers in services funded by Health Directorate.

The ACT ATOD MQS aims to ensure the development and maintenance of a competent and professional ATOD workforce in the ACT. It also aims to ensure that all ATOD workers in the ACT have a shared minimum knowledge and skill base.

The ACT ATOD MQS has evolved from an agreement between Health Directorate and community organisations funded by Health Directorate to provide ATOD services to introduce a minimum qualification for all workers in the ACT ATOD sector. It commenced in 2007 and is updated regularly in line with the national Community Services Training Package and other sector and policy developments.

This policy was developed through input of members of the ACT ATOD Executive Directors and Workers Groups; the ACT ATOD Minimum Qualification Strategy Development and Implementation Committee and allied stakeholders at the ACT ATOD Sector Consultation Workshop in May 2011. The National Centre for Education and Training on Addiction at Flinders University provided support to develop this policy.

The operation of the ACT ATOD MQS is overseen by the Alcohol Tobacco and Other Drug Association ACT (ATODA), which is responsible for:

- Overseeing the allocation of training places for the ACT ATOD MQS;
- Ensuring the maintenance of equity and transparency in relation to decision-making involving the operation of the ACT ATOD MQS; and
- Assisting in the development of sector wide policies in relation to the development, amendment and implementation of the ACT ATOD MQS.

This document provides a brief overview of the ACT ATOD MQS including eligibility criteria, the key components of the MQS, reporting, monitoring and evaluation requirements and policy implementation and review.

## **2. About the Minimum Qualification Strategy**

### **2.1 What is the minimum qualification?**

In order to attain the minimum qualification in the ACT, Health Directorate and community organisations funded by Health Directorate to provide ATOD services will require staff to successfully complete:

1. A First Aid qualification to a level 2 standard.

**AND**

2. A qualification in ATOD or addiction studies which is equivalent to, or above, the Australian Qualifications Framework Certificate IV in Alcohol and Other Drugs (CHC40408).

**OR**

3. A health, social, or behavioural science related tertiary qualification plus four “4 Core Competencies”:

CHCAOD402A	Work effectively in the AOD sector
CHCAOD406D	Work with clients who are intoxicated
CHCAOD408A	Assess needs of clients with AOD issues
CHCAOD411A	Provide interventions for clients with AOD issues

All training and assessment purchased and delivered through the MQS will have focus on working effectively with people experiencing comorbid ATOD and mental health issues and will include tobacco.

### **2.2 Who does the MQS apply to?**

The MQS applies to all workers employed by ATOD services operated by either the Health Directorate or community organisations funded by the Health Directorate to provide ATOD services who have contact with ATOD clients. Managers, supervisors, team leaders and coordinators will be required to attain the MQS if their work involves contact with ATOD clients.

### **2.3 What is the timeline to complete the MQS?**

Workers should either:

- Possess the specified minimum qualification; or
- Have an agreed plan and timeline with their agency to meet the minimum qualification by July 2013 or 3 years from commencement of employment.

## **2.4 The MQS is not an entry requirement**

The MQS is a *strategy* to ensure the development and maintenance of a competent and professional ATOD workforce in the ACT. In this policy, the MQS is not an entry requirement for employment.

## **2.5 Recognition of Prior Learning**

Processes to undertake recognition of prior learning will be articulated in each ACT ATOD MQS package.

### 3. Worker subsidies, access, priority and support through the MQS

The Health Directorate provides funding to support the development and implementation of the MQS through ATODA (see Attachment 2 for further information). The following table outlines what priority different workers have to access the subsidies and support provided through the MQS.

Priority	Workers	Subsidies and support available through the MQS
One	<p>Workers from community organisations funded by Health Directorate to provide ATOD services, in the following priority:</p> <ol style="list-style-type: none"> <li>1 Workers who are involved in direct provision of ATOD treatment (e.g. counsellors, case managers, outreach workers)</li> <li>2 Other workers with client contact (e.g. administrators, receptionists, intake and assessment officers)</li> <li>3 Workers who have a key role in managing ATOD workers and services (e.g. supervisors, managers, coordinators)</li> </ol>	<ul style="list-style-type: none"> <li>• Access to subsidised places in training and assessment offered each year through the MQS.</li> <li>• Access to subsidised places in up to, 2 First Aid courses offered each year through the MQS.</li> <li>• Access to subsidised services from the National Drug Sector Information Services (Alcohol and other Drug Council of Australia) (optional).</li> <li>• Leadership, support, coordination and monitoring from ATODA.</li> </ul>
Two	<p>Workers from the Alcohol and Drug Program, Health Directorate, in the following priority:</p> <ol style="list-style-type: none"> <li>1 Workers who are involved in direct provision of ATOD treatment (e.g.</li> </ol>	<ul style="list-style-type: none"> <li>• Equitable access to places in training and assessment offered each year through the MQS on a fee for service basis.</li> <li>• Equitable access to places in up to, 2 First Aid courses offered each year through the MQS a fee for service basis.</li> </ul>

	<p>counsellors, case managers, outreach workers)</p> <p>2 Other workers with client contact (e.g. administrators, receptionists, intake and assessment officers)</p> <p>3 Workers who have a key role in managing ATOD workers and services (e.g. supervisors, managers, coordinators).</p>	<ul style="list-style-type: none"> <li>• Access to services from the National Drug Sector Information Services (Alcohol and other Drug Council of Australia) (optional) on a fee for service basis.</li> <li>• If there are unused subsidised places for workers from community organisations funded by Health Directorate to provide ATOD services they can be made available to Health Directorate’s ATOD service.</li> <li>• Leadership, support, coordination and monitoring from ATODA.</li> </ul>
Three	<p>Non-government and government workers from allied sectors (such as mental health, youth, corrections, etc) are encouraged to engage in the opportunities provided through the MQS</p>	<ul style="list-style-type: none"> <li>• Access to places in training and assessment offered each year through the MQS on a negotiated fee for service basis. Please note that partial subsidies may be negotiated.</li> <li>• Access to places in up to, 2 First Aid courses offered each year through the MQS a negotiated fee for service basis. Please note that partial subsidies may be negotiated.</li> <li>• Access to services from the National Drug Sector Information Services (Alcohol and other Drug Council of Australia) (optional) on a fee for service basis. Please note that partial subsidies may be negotiated.</li> <li>• Leadership, support, coordination and monitoring from ATODA.</li> </ul>

## **4. Agencies' roles in supporting the implementation of the MQS**

### **4.1 Timelines and plans to attain the minimum qualification**

#### Timelines

All workers (as described in 2.2) should either possess the minimum qualification or have an agreed timeline and plan to attain the minimum qualification within three years.

For example, from 1 July 2010 all current workers who do not possess the minimum qualification will be required to successfully complete it by 30 June 2013.

#### Plans

- New workers: All agencies will be required to develop an agreed plan with each new worker to attain the minimum qualification within 3 years of commencement.
- Existing workers: All agencies will be required to develop an agreed plan with each existing worker to attain the minimum qualification by 30 June 2013 or 3 years from employment. Existing workers may choose not to develop and agreed plan with their agency to attain the minimum qualification. However; the decision not to do so would make them ineligible to apply for a transfer to a more senior ATOD workers role in their organisation.

These plans should to be in writing and signed by the worker and their employer and incorporated, where relevant, with individual worker's existing professional development plan.

Annually, each Chief Executive / Executive Director of all ATOD services funded by Health Directorate will be required to complete a template provided by Health Directorate to indicate the progress of workers towards attaining the MQS. This will support planning, monitoring and development of the ACT ATOD MQS.

### **4.2 First Aid**

A current First Aid qualification to a level 2 standard is an essential requirement of the minimum qualification.

All workers who have contact with ATOD clients are required to have a current First Aid qualification to a level 2 standard.

It is the responsibility of Health Directorate and community organisations funded by Health Directorate to provide ATOD services to ensure their employees who have contact with ATOD clients have a current First Aid qualification to a level 2 standard.

Some subsidies and support are provided to achieve this, see section 3 for further information.

### **4.3 Worker payment to participate in the MQS and backfill**

As part of agencies' commitment to a continuous learning culture, the Health Directorate expects:

- That subsidies for training and assessment places through the MQS will be available to agencies who pay their workers to participate; and

- Backfill costs where incurred by ATOD services for workers participating in the MQS to be met from within ATOD services operational budgets.

## **5. Governance of the ACT ATOD MQS**

### **5.1 Governance and Decision-Making**

The following governance arrangements have been established to oversee the ACT ATOD MQS.

The Health Directorate funds the ATODA to conduct the ACT ATOD MQS with the ATOD sector. The Health Directorate makes the final decisions relating to the operation of the ACT ATOD MQS. These decisions are based on advice from the ACT ATOD MQS Implementation and Development Committee:

- Which has a public terms of reference, which includes ensuring training and assessment opportunities are equitably distributed across the sector;
- Has its membership is open to all interested individuals and services from Health Directorate funded ATOD services; and
- Is provided with secretariat and project management support by ATODA.

An information package regarding the ACT ATOD MQS will be:

- Developed every six months by ATODA with support from the ACT ATOD MQS Implementation and Development Committee, which will describe what funded training and assessment opportunities are available; how workers and agencies can access the funds available;
- Provided to Health Directorate and Health Directorate funded ATOD services; and
- Then distributed to the ACT ATOD and allied sector.

### **5.4 Monitoring, evaluation and review**

The MQS will be evaluated annually by ATODA with stakeholders by using a combination of quantitative data (e.g. number of successful completions) and qualitative data (e.g. seeking stakeholder perspectives both at the individual and agency level).

This policy:

- Will come into effect on 1 July 2011;
- Document will be provided to all Health Directorate funded ATOD services (government and non-government) as part of the continued implementation of the ACT ATOD MQS.
- Is accessible from [www.atoda.org.au](http://www.atoda.org.au)
- Will be reviewed throughout 2011/12 in line with agreements to review the qualification strategies for the ACT ATOD sector.

## **Attachment 1: Funding provided by the Health Directorate to support the implementation and development of the MQS**

ATODA is funded by the Health Directorate to take leadership of, including developing, implementing and monitoring, the ACT ATOD MQS. This includes:

- Providing leadership, support, coordination and monitoring;
- Identifying and purchasing training and assessment opportunities (including recognition of prior learning) to support workers to attain the MQS;
- Purchasing and providing up to two First Aid courses for the sector per annum; and
- Purchasing and coordinating participating worker membership to the National Drug Sector Information Services at the Alcohol and other Drug Council of Australia (ADCA) (this is optional for participating workers).

The Health Directorate will annually fund ATODA \$84,870 (GST exclusive) to conduct the ACT ATOD MQS with the sector. Of this, approximately \$64,000 of the available funding will be allocated annually to develop and implement the MQS and other workforce development opportunities for the sector. Commencing 1 July 2010 and indexed annually.