



Australian Government

CHCAOD004 Assess needs of clients with alcohol and other drugs issues

Release: 1

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Modification History

Release	Comments
Release 1	<p>This version was released in <i>CHC Community Services Training Package release 2.0</i> and meets the requirements of the 2012 Standards for Training Packages.</p> <p>Significant changes to elements and performance criteria. New evidence requirements for assessment, including volume and frequency requirements. Significant change to knowledge evidence.</p>

Application

This unit describes the skills and knowledge required to prepare for and conduct assessments of alcohol and other drugs (AOD) clients to determine eligibility, service requirements and referral needs. This includes knowledge of factors affecting assessment for a range of different client groups including different genders, youth, older people, mandated and voluntary clients, Aboriginal and/or Torres Strait Islander people and those from culturally and linguistically diverse backgrounds.

This unit applies to people involved in the assessment of clients with AOD issues using established organisation or jurisdictional AOD assessment tools.

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. Prepare for assessment

1.1 Review existing information about the client and consult with relevant health or community services professionals based on client needs

1.2 Discuss with the client reasons for seeking help and other information that may assist in establishing a basis for further work

1.3 Explain organisation parameters of confidentiality

ELEMENT	PERFORMANCE CRITERIA
<i>Elements define the essential outcomes</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element</i>
	and policy/procedures to client
	1.4 Inform the client of the assessment purpose and process
	1.5 Confirm client's understanding of the purpose and process of assessment
2. Conduct assessment	2.1 Identify history and pattern of client's drug use through client discussion and questioning
	2.2 Identify and clarify co-existing issues in consultation with the client
	2.3 Identify the clients key familial and social relationships and how they are impacted by their AOD use
	2.4 Assess current status, patterns of use and levels of dependence using standardised or approved AOD screening and assessment tools
	2.5 Collaborate with other health professionals as indicated by assessment
	2.6 Identify indicators of other issues that may affect work with the client through observation and questioning
3. Record assessment and provide feedback	3.1 Accurately record assessment results according to defined guidelines
	3.2 Apply organisation criteria to determine entry to, or exclusion from, services
	3.3 Prepare clear and comprehensive client assessment report
	3.4 Provide feedback to the client based on assessment report
4. Identify and respond to need for referral	4.1 Identify client issues that are outside the scope of the service and/or the scope of the worker
	4.2 Identify appropriate service and other support options

ELEMENT**PERFORMANCE CRITERIA**

Elements define the essential outcomes

Performance criteria describe the performance needed to demonstrate achievement of the element

for the client and their family members

4.3 Inform the client of possible options and reasons for seeking other service and support options

4.4 Confirm the client's understanding of options

4.5 Work with the client to determine referral options and responsibilities

4.6 Make referral with client consent

4.7 Provide assessment information to others, including relevant health and/or community services professionals according to consent requirements

Foundation Skills

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

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e0c25cc-3d9d-4b43-80d3-bd22cc4fle53>