Substance Abuse Prevention Skills Training (SAPST)

Facilitator’s Agenda

| **Time** | | **Topic** | **Slides/Handouts** | **Details** | **Who** | **Notes** |
| --- | --- | --- | --- | --- | --- | --- |
| **SESSION 1** | | | | | | |
| **Note:** Optional Activities for this day can add up to 15 minutes. | | | | | | |
| 30 Minutes  (9:00–9:30) | | Introduction to SAPST; Participant Introductions | **Slides 1-4** | Slide 1-2: Title & Contract Information  Slide 3: Trainer Comments (10 min)  Slide 4: Discussion–Introductions (20 min) | **2** | 30 |
| 45 Minutes  (9:30–10:15) | | Agenda, Training Overview & Logistics | **Slides 5-10**  -Information Sheet 1.1 (Slide 6) | Slide 5: Agenda and Trainer Comments (10 min)  Slide 6: Training Overview & Expectations (15 min)  Slide 7: Learning Environ., Trainer Comments & Discussion (5 min)  Slide 8-10: Parking Lot; Session 1 Agenda & Objectives; Trainer Comments (15 min) | **1** | 45 |
| **Setting the Foundation: From Theory to Practice** | | | | | | |
| 1 Hour  (10:15–11:15) | | Section Introduction;  Behavioral Health; Eight Dimensions of Wellness | **Slides 11-14**  -Information Sheet 1.2 (Slide 12)  -Information Sheet 1.3 (Slide 13)  -Information Sheet 1.4 & Worksheet 1.5 (Slide 14) | Slide 11: Title  Slide 12: Activity–Decades (30 min)  Slide 13: Behavioral Health; Trainer Comments & Discussion (15 min)  Slide 14: Trainers comments & Activity–Your Eight Dimensions (15 min) | **2** | 60 |
| **11:15–11:30 Break (15 min)** | | | | | | |
| 1 Hour  (11:30–12:30) | | Continuum of Care | **Slides 15-20**  -Worksheet 1.6 (Slide 15)  -Worksheet 1.7 (Slide19) | Slides 15-18: Cont. of Care; U, S, I; Trainer Comments & Discussion (35 min)  Slide 19: Activity–U, S, or I? (15 min)  Slide 20: Treatment & Maintenance; Trainer Comments & Discussion (10 min) | **1** | 60 |
| **12:30–1:30 Lunch (1 hour)** | | | | | | |
| 20 Minutes  (1:30–1:50) | | Introduction to Public Health Characteristics | **Slides 21-22** | Slide 21: Key Characteristics; Trainer Comments & Discussion (10 min)  Slide 22: Frog or Pond; Trainer Comments (10 min) | **2** | 20 |
| 1 Hour and 15 Minutes  (1:50–3:05) | | Risk and Protective Factors | **Slides 23-27**  -Information Sheet 1.8 (Slide 27) | Slide 23-25: R & P Factors; Multiple Contexts; Trainer Comments & Discussion (25 min)  Slide 26: Activity–10 Factors (30 min)  Slide 27: Evidence–Based R & P Factors; Trainer comments & Discussion (10 min) | **1** | 75 |
| **3:05–3:20 Break (15 min)** | | | | | | |
| 25 Minutes  (3:20–3:45) | | Shared Risk and Protective Factors & Developmental Perspective | **Slides 28-29**  -Information Sheet 1.9 (Slide 28)  -Information Sheet 1.10 (Slide 29) | Slide 28-29: Shared R & P Factors; Dev. Perspectives; Trainer Comments & Discussion (25 min) | **2** | 25 |
| 20 Minutes  (3:45–4:05) | | Conclude Risk and Protective Factors & Review Public Health Questions | **Slide 30-31**  Information sheet 1.11 (slide 31) | Slide 30: Work in Progress; Trainer Comments & Discussion (10 min)  Slide 31: Review: Public Health Q’s; Trainer Comments (10 min) | **2** | 20 |
| 15 Minutes  (4:05–4:20) | | Intro to the SPF | **Slides 32** | Slide 32: SPF flower; Trainer Comments & Discussion (15 min) | **1** | 15 |
| 40 Minutes  (4:20–5:00)  **Note:** Add 15 minutes for optional activity. | | Session Wrap-up | **Slide 33-40** | Slide 33: Activity – SPF in Action (20 min)  Slide 34: Review Learning Objectives (10 min)  Choice of Optional Activities (add 15 minutes)  Slide 35: Questions (10 min)  Slide 36-38: References | **2** | 40 |
| **SESSION 2** | | | | | | |
| **Note:** There are no additional optional activities for Session 2. | | | | | | |
| 10 Minutes  (9:00–9:10) | Session 2 Introduction, Agenda & Objectives | | **Slides 1-4** | Slide 1-2: Title & Contract Information  Slide 3-4: Agenda & Objectives; Trainer Comments | **1** | 10 |
| 10 Minutes  (9:10–9:20) | Review – Public Health Questions | | **Slide 5** | Slide 5: Public Health Q’s; Trainer Comments & Discussion (10 min) | **1** | 10 |
| **Step 1: Assessment** | | | | | | |
| 5 Minutes  (9:20–9:25) | Section Introduction | | **Slide 6** | Slide 6: Title slide; Trainer Comments | **2** | 5 |
| 10 Minutes  (9:25–9:35) | What to Assess | | **Slide 7** | Slide 7: Trainer Comments | **2** | 10 |
| 15 Minutes  (9:35–9:50) | Introduction to Behaviors and Related Problems | | **Slides 8 – 9** | Slides 8 - 10: Logic Model; Examples; Trainer Comments & Discussion | **2** | 15 |
| **9:50 - 10:05 Break (15 min)** | | | | | | |
| 40 Minutes  (10:05–10:45) | Understanding the Problem – Epidemiology &  Health Disparities | | **Slides 10 - 16**  -Information sheet 2.1 (Slide 10) | Slides 10: What is Epi; Trainers Comments & Discussion (15 min)  Slides 11-14: Health Disparities; Steps to Equity; Trainers Comments (10 min)  Slide 15: Facing Concerns; Trainers Comments & Discussion (10 min)  Slide 16: Understanding the Nature of Problems (5 minutes) | **1** | 40 |
| 1 Hour  (10:45-11:45) | Examining Data –  Types of Data & Data Sources | | **Slides 17 - 21**  -Information Sheet 2.2 & 2.3 (Slide 17)  -Information Sheet 2.4 (Slide 18)  -Information Sheet 2.5 (Slide 19)  -Information Sheet 2.6 (Slide 21) | Slide 17: Types of Data; Trainer Comments & Discussion (10 min)  Slide 18: Examples of Data; Trainer Comments & Discussion (15 min)  Slide 19: Case Study Activity–Looking at Data (15 min)  Slide 20 - 21: Tips; Making Comparisons; Trainer Comments & Discussion (10 min) | **2** | 60 |
| **11:45 – 12:45 Lunch (1 hour)** | | | | | | |
| 40 Minutes  (12:45-1:25) | Problem Prioritization | | **Slides 22 - 23**  -Worksheet 2.7 (Slide 23) | Slide 22: Problems; What to Address; Trainer Comments (10 min)  Slide 23: Case Study Activity–Choosing the Problem (30 min) | **1** | 40 |
| 55 Minutes  (1:25–2:20) | Risk & Protective Factors | | **Slides 24 -28**  -Information Sheet 2.8 (Slide 25-26)  -Worksheet 2.9 (Slide 27) | Slide 24: Logic Model; Trainer Comments & Discussion (10 min)  Slide 25: Examples of Risk Factors; Trainer Comments & Discussion (10 min)  Slide 26: Examples of Protective Factors (10 minutes)  Slide 27: Activity–Match Up (20 min)  Slide 28: Logic Model; Trainer Comments (5 minutes) | **2** | 55 |
| **2:20–2:35 Break (15 min)** | | | | | | |
| **Step 2: Capacity** | | | | | | |
| 15 Minutes  (2:35–2:50) | Capacity Introduction | | **Slide 29 - 30** | Slide 29: Title (5 minutes)  Slide 30: Assessing Capacity; Trainer Comments & Discussion (10 min) | **1** | 15 |
| 35 Minutes  (2:50–3:25) | Assessing Resources | | **Slide 31 - 32** | Slide 31: Resources; Trainer Comments & Discussion (15 min)  Slide 32: Activity–Identifying Resources (20 min) | **1** | 35 |
| 30 Minutes  (3:25–3:55) | Assessing Readiness | | **Slide 33 - 34**  -Information Sheet 2.10 (Slide 34) | Slide 33: Community Readiness; Trainer Comments (10 min)  Slide 34: Activity–High/Low (20 min) | **2** | 30 |
| 30 Minutes  (3:55–4:25) | Applying the ideas of resources and readiness to the case study | | **Slide 35**  -Worksheet 2.11 (Slide 36) | Slide 35: Case Study Activity–Determining Resources & Readiness (30 min) | **1** | 30 |
| 20 Minutes  (4:25–4:45) | Session Wrap-up | | **Slides 36 - 40** | Slide 36: Review SPF (10 min)  Slide 37: Slide 28: Review of Learning Objectives (5 min)  Slide 38: Wrap-up and Questions (5 min)  Slides 39-40 References | **2** | 20 |
| **SESSION 3** | | | | | | |
| Note: Optional Activities for this day can add up to 20 minutes. | | | | | | |
| 10 Minutes  (9:00–9:10) | Session 3 Introduction | | **Slides 1-4** | Slide 1-2: Title & Contract Information (5 min)  Slide 3-4: Agenda and Objectives; Trainer Comments (5 min) | **2** | 10 |
| 20 Minutes  (9:10–9:30) | Review | | **Slide 5** | Slide 5: Review Activity–SPF Steps 1 & 2; Trainer Comments (20 min) | **2** | 20 |
| **Building Capacity** | | | | | | |
| 7 Minutes  (9:30–9:37) | Introduction to Capacity Building | | **Slide 6**  -Information Sheet 3.1 (Slide 6) | Slide 6: Building Capacity Involves; Trainer Comments (7 min) | **1** | 7 |
| 40 Minutes  (9:37–10:17) | Building Capacity:  Engage Stakeholders,  Levels of Involvement,  Strengthen Collaborative Groups,  Raise Awareness | | **Slide 7-10** | Slide 7: Engage Stakeholders; Trainer Comments (10 min)  Slide 8: Levels of Involvement; Trainer Comments; Levels of Involvement Activity, 3 options (15 min)  Slide 9: Collaborative Groups; Trainer Comments & Discussion (7 min)  Slide 10: Raise Awareness; Trainer Comments (8 min) | **1** | 40 |
| **10:17–10:32 Break (15 min)** | | | | | | |
| 35 Minutes  (10:32–11:07) | Improving Readiness | | **Slide 11 - 13**  -Information Sheet 3.2 (Slide 11) | Slide 11: NMUPD Media Campaign Example; Trainer Comments (5 minutes)  Slide 12: Activity–Improving Readiness (25 min)  Slide 13: Assessing & Building Capacity; Trainer Comments (5 minutes) | **2** | 35 |
| **Building Capacity: The Role of Cultural Competence** | | | | | | |
| 73 Minutes  (11:07–12:20) | Introduction to Cultural Competency | | **Slides 14 - 19**  -Information Sheet 3.3 (Slide 19) | Slide 14: Title; Trainer Comments (3 min)  Slide 15-16: Activity–Opening Activity (20 minutes)  Slide 17: Cultural Iceberg; Trainer Comments (10 min)  Slide 18: Explore How We Perceive Different Identity Groups Cultures; Large Group Activity (20 minutes)  Slide 19: Cultural Competence; Levels of Involvement activity (20 min) | **1** | 73 |
| **12:20–1:20 Lunch (1 hour)** | | | | | | |
| 35 Minutes  (1:20–1:55)  **Note:** Add 20 minutes for optional activity. | Culture; Culturally Competent Professionals and Organizations | | **Slides 20 - 23**  -Information Sheet 3.4 (Slide 21)  -Information Sheet 3.5 and 3.5A (Slide 22)  -Information Sheet 3.6 (Slide 23) | Slides 20 -21: Cultural Humility; Practicing Cult. Comp; Trainer Comments & Discussion (15 min)  Slide 22: Activity – Addressing Barriers to Cultural Competence (20 min)  Slide 23: Optional Activity– Cultural Competence and the SPF (20 min) | **2** | 35 |
| **Step 3: Planning** | | | | | | |
| 20 Minutes  (1:55–2:15) | Overview | | **Slides 24 - 25**  Information Sheet 3.7 (Slide 25) | Slide 24: Title Slide (5 min)  Slide 25: Overview of Planning; Trainer Comments & Discussion (15 min) | **1** | 20 |
| **2:15-2:30 Break (15 min)** | | | | | | |
| 75 Minutes  (2:30-3:45) | Prioritizing Risk & Protective Factors | | **Slides 26 - 36**  -Information Sheet 3.8 (Slide 26)  -Worksheet 3.9 (Slide 30)  -Worksheet 3.9 and 3.10 (Slides 31-32)  -Worksheet 3.10 (Slides 32) | Slides 26 - 29: Logic Model; Prioritizing R&P Factors; Importance; Changeability; Trainer Comments (20 min)  Slide 30: Review Assessment Information from Case Study (10 min)  Slide 31-33: Case Study Activity–Prioritizing Risk Factors (30 min)  Slide 34: Session 3 Learning Objectives (5 min)  Slide 35: Wrap-up & Questions (10 min)  Slides 36: References | **2** | 75 |
| **SESSION 4** | | | | | | |
| **Note:** Optional Activities for this day can add up to **30 minutes**. This may be ideal for participants who are moving through material quickly or having trouble mastering a certain section. | | | | | | |
| 10 Minutes  (9:00–9:10) | Session 4 Introduction | | **Slides 1-4** | Slide 1-2: Title & Contract Information (5 min)  Slide 3-4: Agenda & Objectives (5 min) | **1** | 10 |
| **Step 3: Planning (Continued)** | | | | | | |
| 20 Minutes  (9:10-9:30) | Planning (continued);  Examples of interventions;  Interventions in multiple contexts | | **Slides 5-7**  -Information Sheet 4.1 (Slide 6) | Slides 5: Logic Model; Trainer Comments (5 min)  Slide 6: Examples of Interventions; Trainers Comments & Discussion (10 min)  Slide 7: Interventions in Multiple Contexts; Trainers Comments (5 min) | **2** | 20 |
| 60 Minutes  9:30-10:30 | Things to consider;  Effectiveness  Conceptual fit;  Practical fit;  Best fit;  Case study  Review data driven decision making | | **Slides 8-14**  Information Sheet 4.2 (Slide 8)  -Information Sheet 4.3 (Slide 10)  -Worksheet 4.4 (Slide 13) | Slides 8-12: Things to Consider; Effectiveness; Conceptual Fit; Practical Fit; How Select the Best Fit; Trainer Comments & Discussion (40 min)  Slide 13: Case Study Activity–Determining Fit (15 min)  Slides 14: Review Data-Driven Decision Making (5 min) | **1** | 60 |
| **10:30-10:45 Break (15 min)** | | | | | | |
| **Step 4: Implementation** | | | | | | |
| 65 Minutes  (10:45–11:50)  **Note:** Add up to 25 minutes for two optional activities. | Introduction to Implementation; What Does Implementation Involve – Mobilize Support; Fidelity & Adaptation; Case Studies | | **Slides 15-24**  -Information Sheet 4.5 (Slide 16, 18, 23, 24)  -Information Sheet 4.6 (slide 19)  - Worksheet 4.7 (slide 20, 22) | Slide 15: Title Slide; Opening Activity- 7-Up; Trainer Comments & Discussion (15 min)  Slides 16 – 19: What Does Implementation Involve; Mobilize Support & Capacity; Carrying Out EBI; Adapting EBI; Trainer comments and Discussion (15 min)  Slide 17: Optional Activity–Building and Mobilizing Support (add 15 minutes)  Slide 18: Optional Activity–House drawing experience (add 10 minutes)  Slide 20-21: Case Study Part 1; Sample Plan; Trainer Comments & Discussion (15 min)  Slide 22: Case Study Part 2; Trainers Comments (15 min)  Slide 23: Monitoring Implementation; Trainer Comments (3 min)  Slide 24: Three Central Features of Implementation; Trainer Comments and Discussion (2 min) | **2** | 65 |
| **Step 5: Evaluation** | | | | | | |
| 50 Minutes  (11:50–12:40) | Introduction to Evaluation;  Process and Outcome Evaluation | | **Slide 25 – 29**  -Information Sheet 4.8 (Slide 27)  -Worksheet 4.9 (Slide 28) | Slide 25: Title Slide; Group Discussion (15 min)  Slide 26-27: Why Evaluation is Important; Evaluating Outcomes; Trainer Comments & Discussion (20 min)  Slide 28: Activity–Process or Outcome (10 min)  Slide 29: Examples of Evaluation Tools; Trainer Comments (5 min) | **1** | 50 |
| **12:40- 1:40 Lunch (1 hour)** | | | | | | |
| 40 Minutes  (1:40-2:20) | Short- and Long-term Outcomes | | **Slides 30 – 35** | Slide 30 - 33: Logic Model; Examples; Trainer Comments (20 min)  Slide 34-35: Case Study Activity–Determining Outcomes (20 min) | **2** | 40 |
| **Sustainability** | | | | | | |
| 5 Minutes (2:20-2:25) | Introduction to Sustainability | | **Slide 36 - 37** | Slide 36: Title Slide; Trainer Comments (2 min)  Slide 37: Sustainability in Substance Misuse Prevention (3 min) | **1** | 5 |
| 40 Minutes  (2:25-3:05) | Thinking About Sustainability; (Sustaining Successful Outcomes); Adapting or Phasing Out Strategies; Reporting Evaluation Results | | **Slide 38 – 45**  -Information Sheet 4.10 (Slide 44)  - | Slide 38: Thinking About Sustainability; Activity; Trainer Comments and Discussion (15 min)  Slide 39: Considerations for Sustaining Successful Outcomes; Trainer Comments (4 min)  Slide 40: Regularly Examine Evaluation Findings; Trainer Comments (4 min)  Slides 41-42: Adapting or Phasing Out Strategies (5 min)  Slide 43: Document Reductions in Substance Misuse Behaviors; Trainer Comments (4 min)  Slide 44: Reporting Your Evaluation Results; Trainer Comments and Discussion (5 min)  Slide 45: Frame the Importance of Your Outcomes; Trainer Comments (3 min) | **1** | 40 |
| **3:05 - 3:20 Break (15 min)** | | | | | | |
| 20 Minutes  (3:05-3:25) | Thinking About Sustainability (Sustaining the SPF Process); Implementing the SPF Process with Fidelity; The SPF and Keys to Sustainability; SPF at a Glance | | **Slide 46 – 52**  -Information Sheet 4.11 (slide 48)  -Information Sheet 4.12 (Slide 52) | Slide 46: Transition slide to Sustaining the SPF Process; Trainer Comments (2 min)  Slide 47: Implementing the SPF Process with Fidelity; Trainer Comments (3 min)  Slide 48-51: Keys; Trainer Comments and Discussion (12 min)  Slide 52: SPF at a Glance; Trainer Comments (3 min) | **2** | 20 |
| **Bringing It All Together** | | | | | | |
| 30 Minutes  (3:25-3:55) | Bringing It All Together –Curriculum Summary; Assess Your Learning Experience | | **Slides 53 - 54**  -Worksheet 4.13 (Slide 54) | Slide 53: Curriculum Summary; Trainer Comments (5 min)  Slide 53: Optional Curriculum Review Slide Show (add 5 minutes)  Slide 54: Assess Your Learning Experience; Individual Activity; Group Closure Activity (option included); Trainer Comments and Discussion (25 min) | **1** | 30 |
| 5 Minutes  (3:55-4:00) | Training Wrap-up | | **Slide 55 - 57** | Slide 55-56: Thank you & Final Comments Questions (5 min)  Slide 57: References | **1** | 5 |
| 15 Minutes  (4:00-4:15) | **Make** **sure to leave at least 15 minutes for participants to fill out evaluations. In order to gain quality feedback,**  **it is important that participants do not rush through it.** | | | | | |