

NATIONAL AUTHORITY FOR THE CAMPAIGN AGAINST ALCOHOL AND DRUG ABUSE

MID-YEAR REVIEW OF ADA PREVENTION INDICATOR 2022/23

Public Education & Advocacy Department February 2023



NACADA Agenda FOR A NATION FREE FROM ALCOHOL AND DRUG ABUSE Agenda

01

Opening remarks

02

ADA Prevention indicator-2023

03

Status report



Q&A



Objective of ADA indicator

√ To reduce the prevalence and mitigate the negative effects of ADA in the public sector



Performance ADA Prevention Indicator 2022-2023





ACADA Preliminary Activities Level 1

1



Develop annual workplan and allocate resources for implementation

2



- Establish/reconstitute and operationalize ADA control committee
- Training of ADA control committee on workplace-based prevention interventions

3



Sensitization of staff (and students) on ADA

NB: 1. Activities must be done but attract no score 2. Failure to undertake and submit evidence for the above means the National Authority For the Campaign Against Alcohol and Drug Abuse institution will not be evaluated





Core Activities Level 1

01 02 03 04 **Establish and Submit quarterly Development /** Undertake a operationalize performance reports review of workplace and evidence baseline survey on support mechanisms **ADA** prevention & alcohol and drug for staff and students through online management policy with Substance Use system to NACADA abuse (30%). (40%) (10%) Disorders (20% √ Guidelines for Guidelines for EAP guide and survey provided on Guidelines and policy fillable reporting Support the website development forms available on form provided on required provided on the the website the website website



Indicators Level 1 (Preliminary)

Activities	Indicators (Evidence to be submitted)
Develop annual work plan and allocate resources for implementation	 Costed annual work plan in prescribed format (workplan submitted using form the costed plan attached as evidence)
2. Establish/reconstitute and operationalize ADA control committee Training of ADA control committee on workplace based prevention interventions	 Copies of letters of appointment of established/ reconstituted committee Signed minutes of meetings held (quarterly) # members trained at least 3/4 (Copies of member certificates)
3. Sensitization of staff (and students) on ADA	 # sensitization forums sensitization reports registration lists



Indicators Level 1 (Core)

Activities	Indicators (Evidence to be submitted)
Undertake baseline survey on alcohol and drug abuse in the institution Disseminate the survey findings to all staff	 Letter of engagement for the survey Report of survey Dissemination report Registration lists # staff sensitized on the findings #students sensitized
2. Development of ADA Prevention and Management Workplace Policy	 Signed minutes of review meetings held Drafting/review team meeting(s) Staff input meeting Copy of Workplace ADA prevention policy
3. Establishment of support mechanisms for employees with Substance Use Disorders	 Schedule of EAP services available/ offered EAP utilization report # staff/students referred for counselling and treatment including counselling(fillable form available on website) # sensitization forums on EAP services
4. Submission of quarterly reports and evidence in prescribed format	 Progress reports in prescribed format Submit evidence of activities conducted via online system



Feedback

Indicator	Comments/Gaps identified
 Develop annual work plan and allocate resources for implementation 	 ✓ Not uploading the online work plan after approval and sharing of password. ✓ Not submitting the approved costed work plan as evidence ✓ Noncompliance with the activities in the submitted work plans. ✓ Late submissions of work plan
 Establish/reconstitute and operationalize ADA control committee Training of ADA control committee on workplace-based prevention interventions 	✓ Submission of unsigned minutes
 Sensitization of staff (and students) on ADA 	 ✓ Registration list not clear labeled ✓ Submission of pictures, registration list, posters, fliers, brochures, PowerPoint presentations and screenshots of power point presentation, booklets, etc without the report ✓ Topic on sensitizations not included



Indicator	Comments/ Gaps identified
 Undertake a baseline survey on alcohol and drug abuse (30%). 	 ✓ Submission of the questionnaire and not the report ✓ No engagement letters ✓ No dissemination reports
 Development / review of workplace ADA prevention & management policy (40%) 	 ✓ Submitting draft policy which are non compliant to the guidelines ✓ Not submitting the minutes of policy review
 Establish and operationalize support mechanisms for staff and students with Substance Use Disorders (20%) 	 ✓ Fillable EAP forms not used ✓ EAP schedule not provided or a taking picture of medical card ✓ Inconsistency in filling the form
 Submit quarterly performance reports and evidence through online system to NACADA (10%) 	 ✓ Submission of online report with no evidence. ✓ Submission of evidence in a format that is not accessible ✓ Not following the guidelines provided in submission of evidence thus submission of unnecessary documents
	✓ Having each quarterly report submitted by different entities.
	✓ Non responsive to reminders on submission of missing or required





Preliminary Activities Level 2



Develop annual work plan and allocate resources for implementation





- Train Supervisors & Managers on Workplace Based Prevention Interventions or
- Training of staff in charge of student welfare on ADA or
- Training of peer educators (where applicable)

2



Operationalize ADA control committee





Sensitization of staff and their families (and students) on ADA

NB:

- 1. Activities must be done but attract no score
- 2. Failure to undertake and provide evidence for the above means that the institution will not be evaluated





Core Activities Level 2

01 02 03 04



Activity

Implement interventions to address <u>two</u> risk factors identified in the baseline/follow up survey (40%).

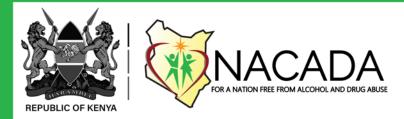
Implement ADA
prevention and
management workplace
policy to address issues
of whole workplace, at
risk population and the
dependent population.
(25%)

Provide support for employees at risk of and those with substance use disorders (25%).

Submit quarterly performance reports and evidence through online system to NACADA (10%)



- ✓ Specify the 2 risk factors & strategies to mitigate them.
 ✓ 2 factors each for staff & students in tertiary institutions
- ✓ Specify strategies for i. Whole workplace ii. at risk population iii.
 Dependent population as provided in policy
- ✓ EAP guide and fillable reporting form provided on the website
- ✓ Other strategies to increase utilization
- ✓ Guidelines and forms available on the website



Indicators Level 2 (Preliminary)

Activities	Indicators (Evidence to be submitted)
Develop annual work plan and allocate resources for implementation	 Costed annual work plan in prescribed format (workplan submitted using form the costed plan attached as evidence)
2. Operationalize ADA control committee	Signed minutes of quarterly meetings
3. Train Supervisors and Managers on Workplace Based Prevention Interventions or Training of staff in charge of student welfare on ADA or Training of peer educators (where applicable) to improve peer support among staff and students	 # Supervisors and managers trained or student welfare staff trained for tertiary institutions or peer educators (where applicable) Copy of certificates
4. Sensitization of staff and their family members on ADA (topics derived from survey findings)	 # sensitization forums (at least twice per year) sensitization reports registration lists



Indicators Level 2 (Core)

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Activities	Indicators (Evidence to be submitted)	
1. Address two risk factors identified in the baseline/follow up survey	Implementation plan (specify 2 risk factors and strategies to mitigate the risk factors; in case of tertiary institutions – specify for both students and staff) Implementation report in prescribed format (template provided on the website)	
2. Implement ADA prevention and management workplace policy to address issues of whole workplace, at risk population and the dependent population.	Implementation plan (Specify strategies for (i) Whole workplace (ii) at risk population (iii) Dependent population as provided in policy) Implementation report in prescribed format	
3. Provide support for employees at risk of and with substance use disorders	 Schedule of EAP services available/ offered EAP utilization report # staff/students referred for counselling and treatment including counselling (fillable form available on website) # sensitization forums on EAP services 	
4. Submission of quarterly reports and evidence in prescribed format	 Progress reports in prescribed format Submit evidence of activities conducted via online system 	

NACADA

Feedback

REPU	Indicator	Comments/ Gaps identified
	Develop annual work plan and allocate resources for implementation	 ✓ Not uploading the online work plan after approval and sharing of password. ✓ No costed/implementation workplans ✓ Non-compliance with the submitted work plans
	Operationalize ADA control committee	✓ No minutes✓ Submission of unsigned minutes
	Train Supervisors and Managers/ Training of staff in charge of student welfare/ Training of peer educators	 ✓ Supervisors and managers not trained ✓ Student welfare staff not trained/ trained but not in work plan ✓ Non-compliance with activities signed up
_	Sensitization of staff and their family members on ADA (topics derived from survey findings	 ✓ Registration list not clear labeled ✓ Submission of pictures, registration list, posters, fliers, brochures, PowerPoint presentations and screenshots of power point presentation, booklets, etc without the report ✓ Topic on sensitizations not included



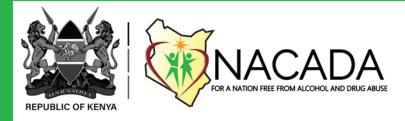
Feedback

UBLI	Indicator	Comments/Gaps identified
	Address two risk factors identified in the baseline/follow up survey (40%)	✓ Registration lists without report✓ Activity not done
	Implement ADA prevention and management workplace policy to address issues of whole workplace, at risk population and the dependent population.(25%)	 ✓ Noncompliance with the activities in the submitted work plans. ✓ Submission of pictures, registration list, posters, fliers, brochures, PowerPoint presentations and screen shoots of power point presentation etc without the report. ✓ Activity not done
	Provide support for employees at risk of and with substance use disorders (25%)	 ✓ Fillable EAP forms not used ✓ Report on senstization of EAP services not provided
	Submit quarterly reports and evidence (10%)	✓ Submission of online report with no evidence ✓ Submission of unnecessary documents



MACADA Mid Year Review: Reporting ANATON FREE FROM ALCOHOL AND DRUG ABUSE MID Year Review: Reporting

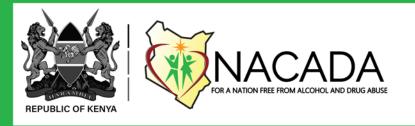
	Submissions	No. of institutions
1.	Online work plan	352
2.	Quarter 1 & 2 online report	Q1-340
		Q2- 324



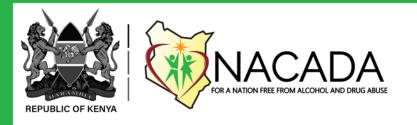
Way forward

Trainings

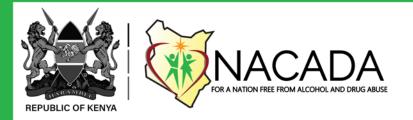
- Committee and student welfare training are done by respective regional offices
- Details 5 days- pay the officers perdiem if out of work station, pay facilitation fee as per the Government rates
- Managers & supervisors training done by HQ
- Details 3 days- pay officers perdiem if out of work station, pay facilitation fee as per the Government rates
- Online trainings for committee & student welfare is free
- To attain a certificate you are required to attend the full training, undertake the pre and post test and training evaluation.
- ADA Sensitizations conducted by NACADA,
- Other sensitizations -EAP service providers appropriate or any other party/consultant they choose to use as long as its content appropriate











Need Someone to talk to on Alcohol and Drug Abuse?







