

# Community Employment – Procedures Manual

## Appendix 3

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### Nine Points Revised Conditions for Drug Rehabilitation Places, 2015

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The overall objective of the CE Drug Rehabilitation places is to provide opportunities for people in recovery from substance misuse to re-engage into active community and working life. Nine special conditions for the delivery of the CE Drug Rehabilitation places have been agreed as follows:

#### 1. Entry Requirements

- The age of entry is reduced to 18 years of age for referred clients

#### 2. Referral Procedures

- The normal DSP CE referral requirements are waived based on evidence of an appropriate referral following an assessment of the applicant as part of their Care Plan in the context of the National Drug Rehabilitation Framework (HSE).
- Referral documentation should be kept at Scheme level and be made available to DSP for monitoring purposes.

#### 3. Training and Development

- The training and development budget allocated is agreed with DSP on the approval of the 3-year application for the Scheme and is based on the development of the CE Individual Learner Plan (ILP) process.

#### 4. Programme Duration

- Referred participants are eligible for up to a maximum of 4 years participation on CE based on quarterly and annual reviews and with the approval of the Scheme Sponsor and DSP.
- In exceptional circumstances and subject to DSP approval, a participant may be eligible for one additional year on a Mainstream CE programme.

#### 5. Programme Participation

- A referred participant can re-engage with a Drug Rehabilitation CE project without the 12-month qualifying period.
- In the case of a relapse, a referred participant on a CE Scheme can avail of an absence (a recovery period) of a maximum of 4 weeks leave in any one 52 week period, based on the written approval of the Sponsor Chairperson. Back up documentation must be retained at Scheme level and made available to DSP for monitoring purposes.
- A participant who has previously been on CE Scheme can be considered for a CE Drugs Rehabilitation Programme provided they have not been on CE in the previous five years.

#### 6. Supervisor/Referred Participant Ratio

- The supervisor to referred participant ratio is 1:7.

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### 7. National Programme Approval

- The application for a Drug Rehabilitation Scheme is noted by the CE National Monitoring Committee. Applications will be submitted on a 3 year cycle for approval by DSP.

### 8. Accredited Certification

- Access to recognised accreditation is a key objective of CE in order to support progression. In recognition of particular needs, DSP will facilitate up to 30% non-accredited activities where this is shown to benefit the referred participant.

### 9. Support Workers (Mainstream CE participants)

- In addition to the referred places on a CE programme, there is a facility for mainstream jobseekers to act as support workers in the delivery of the CE Scheme, where the scheme can provide development opportunities for the jobseeker with a view to their progression into employment. This means a ratio of 7:1+2. Support workers must comply with mainstream CE eligibility conditions.
- Support workers are eligible for up to 3 years continuous participation, subject to quarterly and annual reviews and must be engaged in training leading to a Major Award as approved by DSP. The progression rate for Support Workers will be in line with mainstream CE requirements.