**IMPLEMENTATION OF THE SUPPORT DELIVERY OF ALCOHOL TREATMENT REQUIREMENT SPECIFICATION**

This instruction applies to: NOMS HQ

Providers of Probation Services

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<th>Reference:</th>
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<th>PI 05/2015</th>
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Issued on the authority of NOMS Agency Board

For action by All staff responsible for the development and publication of policy and instructions  
☑ NOMS HQ  
☑ National Probation Service (NPS)  
☑ Community Rehabilitation Companies (CRCs)  
☐ Other Providers of Probation and Community Services  
☐ Heads of Groups  
☑ NOMS Rehabilitation Contract Services Team

**Instruction type** service specification support

For information Deputy Directors of NPS, Chief Executives of CRCs, Directorate of Rehabilitation Services Account Managers

Contact Ken Elliot, Senior Co-commissioning Manager - Community, Health Wellbeing and Substance Misuse Co-Commissioning Team, Commissioning Group  
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Provide a summary of the policy aim and the reason for its development/ revision Amends and replaces PI 13/2011, which was issued on 26 September 2011, to align with the Transforming Rehabilitation Programme (TRP) service design and the updated NOMS service specification. The revised specification defines the service to be provided by the National Probation Service (NPS) and contracted providers (Community Rehabilitation Companies) and the mandatory outcomes and outputs which must be implemented.

Associated documents The Support Delivery of Alcohol Treatment Requirement Service Specification, found at:  

PI 57/2014 - PSI 41/2014 Process for CRCs to refer cases in custody or the community to National Probation Service for Risk Review including escalation.

Replaces the following documents which are hereby cancelled:- PI 13/2011 – Implementation of the Support Delivery of Alcohol Treatment Requirement Specification

**Audit/monitoring:** Compliance with this Probation Instruction will be monitored as part of the regular contract management arrangements for CRCs and NPS service level agreement via
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<td><strong>Introduces amendments to the following documents:</strong> None</td>
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<td><strong>Notes:</strong> <em>All Mandatory Actions throughout this instruction are in italics and must be strictly adhered to.</em></td>
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1. **Executive Summary**

**Background**

1.1. The service specification for Support Delivery of Alcohol Treatment Requirement was issued to Probation Trusts on 11th February 2011. This has been revised to reflect changes introduced by the Transforming Rehabilitation Programme (TRP) and made available in 'approved for planning' form. The revised specification defines the service to be provided by the National Probation Service (NPS) and contracted providers (Community Rehabilitation Companies) and the mandatory outcomes and outputs which must be implemented. Delivery under the specification is subject to the requirements set out in the NPS Service Level Agreement and the CRC Contract.

1.2. This instruction amends PI 13/2011 which implemented the original service specification. It sets the effective date for implementation of the revised specification from 1 June 2014, with implementation to be fully and demonstrably complete by 1st February 2015.

1.3. The Assessment & Reports Pre-Sentence specification requires that 'the offender receives a specialist assessment, where the report writer judges this to be necessary to assist sentencing decision making, to include: sexual offending, domestic abuse, mental health, alcohol and/or substance misuse, suitability for Requirements or Community Orders.'

1.4. The NOMS service specifications make a clear distinction between the role of the officer of the provider of probation services in managing the community order or suspended sentence order and the role of the treatment provider in delivering structured treatment. Management of the order is provided by CRCs/NPS and is specified in an updated Manage the Sentence for a Community Order or Suspended Sentence Order Service specification. This defines all common offender management services that are required to safely and effectively manage community sentences. Treatment is generally provided by another provider, commissioned and specified via local health commissioning arrangements under the authority of Directors of Public Health within Local Authorities in England. In Wales, responsibility for commissioning of treatment and testing services is the responsibility of the Director of NOMS in Wales.

1.5. The separation of the delivery of offender management (and supervision) and treatment requires clarity of role between the various providers. It also places additional requirements on officers of the provider of probation services to liaise and communicate with treatment providers. This instruction covers the additional activity required from officers of the provider of probation services directly resulting from the alcohol treatment requirement.

1.6. There are likely to be a number of cases where the provider of probation services changes during the course of the supervision period as a result of increasing risk. The need to re-assess offenders risk during the course of the requirement is included in the strategic context of the Support Delivery of the ATR specification and replicated in the specification for Manage the Sentence for a Community Order or Suspended Sentence Order Service. Further advice on managing risk is contained in PI 57/2014 - PSI 41/2014 Process for CRCs to refer cases in custody or the community to National Probation Service for Risk Review including escalation.

1.7. Updated practice guidance will be issued to reflect the new commissioning and delivery environment created by the Government's health reforms and the TRP.

1.8. The main purpose of the alcohol treatment requirement is to reduce or eliminate alcohol dependency and associated offending. The offender is required to attend appointments with the officer of the provider of probation services and the treatment provider.
Desired outcomes

1.9. That alcohol treatment requirements are delivered throughout England and Wales in accordance with this specification under contracts with CRCs and SLAs with the NPS.
   • Providers of probation services understand their responsibilities in delivering the specification;
   • Staff responsible for managing alcohol treatment requirements understand and act upon the mandatory requirements set out in the service specification;
   • Commissioners and providers monitor performance against the specification.

Mandatory actions

1.10. CRCs/NPS must ensure that alcohol treatment requirements are delivered in accordance with the service specification as mandated by the CRC Contract or NPS SLA. Staff commissioning, managing and delivering alcohol treatment requirements therefore must ensure that the minimum outputs and outcomes in the service specification are met.

Resource Impact

1.11. The direct service costs of supervision of offenders are subject to NPS SLA and CRC contract. Note that these costs are direct running costs only and they must not be used on their own to determine resource allocations or make comparisons beyond the public sector. The costs of alcohol treatment services are met by local commissioning arrangements as outlined in 1.4 above. Therefore, there is a nil resource impact.

(Approved for Publication)

Sarah Payne
Director, NOMS in Wales

pp. Ian Poree
Director, Rehabilitation Services
Commissioning & Contract Management, NOMS
2. **Operational Instructions**

2.1. The mandatory operational instructions and non-mandatory guidance relating to specified activities is referenced in the appropriate columns of the specification.

2.2. Alcohol treatment requirements will be monitored in accordance with performance metrics and management information set out in contract Schedules and SLAs.

2.3. The specification also contains information about how commissioners will measure and gain assurance on delivery against individual outputs in the specification in line with the performance and assurance framework.