

## Prevention CPS Exam Domains

### Domain 1: Planning and Evaluation

1.1	Use needs assessment strategies to gather relevant data for ATOD prevention planning.
1.2	Identify gaps and prioritize needs based on the assessment of community conditions.
1.3	Select prevention strategies, programs, and best practices to meet the identified needs of the community.
1.4	Develop an ATOD prevention plan based on research and theory that addresses community needs and desired outcomes.
1.5	Identify resources to sustain prevention activities.
1.6	Identify appropriate ATOD prevention program evaluation strategies.
1.7	Conduct evaluation activities to document program implementation and effectiveness.
1.8	Use evaluation findings to determine whether and how to adapt ATOD prevention strategies.

In order to perform the tasks identified in Domain 1, professionals will have to possess the following knowledge, skills, and/or attitudes.

- a. Knowledge of information gathering techniques and data sources.
- b. Ability to collect, organize and interpret data.
- c. Knowledge of strategic planning processes.
- d. Ability to conduct strategic planning activities.
- e. Knowledge of current ATOD prevention program best practices, logic-models, and the continuum of care.
- f. Knowledge of the components of effective ATOD prevention program planning
- g. Ability to develop effective, outcome focused ATOD prevention programming.
- h. Knowledge of financial and non-financial resources.
- i. Ability to access financial and non-financial resources.
- j. Knowledge of ATOD prevention program evaluation instruments/models.
- k. Ability to participate in ATOD prevention program evaluation activities.
- l. Ability to interpret and apply ATOD prevention program evaluation findings.
- m. Knowledge of and ability to demonstrate effective written and interpersonal communication skills.

## Domain 2: Education and Skill Development

2.1	Develop ATOD prevention education and skill development activities based on target audience analysis.
2.2	Connect prevention theory and practice to implement effective prevention education and skill development activities.
2.3	Maintain program fidelity when implementing evidence-based programs.
2.4	Assure that ATOD education and skill activities are appropriate to the culture of the community being served.
2.5	Use appropriate instructional strategies to meet the needs of the target audience.
2.6	Ensure all ATOD prevention education and skill development programs provide accurate, relevant, timely, and appropriate content information.
2.7	Identify, adapt, or develop instructor and participant materials for use when implementing ATOD prevention activities.
2.8	Provide professionals in related fields with accurate, relevant, timely, and appropriate ATOD prevention information.
2.9	Provide technical assistance to community members and organizations regarding ATOD prevention strategies and best practices.

In order to perform the tasks identified in Domain 2, professionals will have to possess the following knowledge, skills, and/or attitudes.

- a. Knowledge of information gathering techniques and data sources.
- b. Ability to collect, organize and interpret data.
- c. Knowledge of current ATOD prevention program best practices, models, and the continuum of care.
- d. Knowledge of current ATOD theory and models.
- e. Ability to synthesize ATOD prevention and ATOD theory models to develop education and skill development programs.
- f. Ability to maintain program fidelity when modifying and/or implementing evidence-based programs.
- g. Knowledge of accurate and timely ATOD content resources for instructional programming.
- h. Knowledge of copyright issues.
- i. Ability to obtain copyright permission prior to implementing copyrighted materials/content.
- j. Knowledge of adult learning styles, instructional strategies, and presentation methods.

- k. Ability to develop, modify, or implement instructional materials.
- l. Knowledge of training and group facilitation techniques.
- m. Knowledge of group processes (consensus building, conflict resolution, etc.)
- n. Knowledge of cultural diversity.
- o. Ability to demonstrate cultural competence and sensitivity.
- p. Ability to implement educational/skill building programs and facilitate group processes.
- q. Knowledge of training evaluation models, instruments and processes.
- r. Ability to interpret evaluation data and revise programming as necessary.
- s. Knowledge of the policies, procedures, and legal/programmatic limitations that guide the practice of related professions
- t. Knowledge of interagency dynamics and/or power relationships within the community, agency or institution and their impact on the intended audience
- u. Ability to successfully work within existing organizational and community structures.
- v. Knowledge of and ability to demonstrate effective written and interpersonal communication skills.

### Domain 3: Community Organization

3.1	Identify the community's demographic characteristics and core values.
3.2	Identify key community leaders to ensure diverse representation in ATOD prevention programming activities.
3.3	Build community ownership of ATOD prevention programs by collaborating with key community leaders/members when planning, implementing and evaluating prevention activities.
3.4	Provide technical assistance to community members/leaders in implementing ATOD prevention activities.
3.5	Develop capacity within the community by recruiting, training, and mentoring ATOD prevention-focused volunteers.
3.6	Assist in creating and sustaining community-based coalitions.

In order to perform the tasks identified in Domain 3, professionals will have to possess the following knowledge, skills, and/or attitudes.

- a. Knowledge of information gathering techniques and data sources.
- b. Ability to collect, organize and interpret data.
- c. Knowledge of cultural diversity.
- d. Ability to demonstrate cultural competence and sensitivity.
- e. Knowledge of group processes (consensus building, conflict resolution, etc.)
- f. Ability to facilitate group processes.
- g. Knowledge of intercommunity organizational structures and patterns of communication.
- h. Knowledge of informal and formal power systems.
- i. Ability to work successfully within existing community structures and norms.
- j. Ability to identify current and emerging community leaders.
- k. Knowledge of capacity-building strategies.
- l. Ability to implement capacity-building strategies among diverse groups.
- m. Knowledge of training and group facilitation techniques.
- n. Ability to train, mentor, and organize community groups, volunteers, etc.
- o. Understanding of the role of community ownership.
- p. Ability to foster community ownership of ATOD prevention programs.
- q. Ability to transfer ownership of ATOD prevention programs to the community.
- r. Knowledge of and ability to demonstrate effective written and interpersonal communication skills.

#### **Domain 4: Public Policy and Environmental Change**

4.1	Examine the community's public policies and norms to determine environmental change needs.
4.2	Make recommendations to policy makers/stakeholders that will positively influence the community's public policies and norms.
4.3	Provide technical assistance, training, and consultation that promote environmental change.
4.4	Participate in public policy development and enforcement initiatives to affect environmental change.
4.5	Use media strategies to enhance prevention efforts in the community.

In order to perform the tasks identified in Domain 4, professionals will have to possess the following knowledge, skills, and/or attitudes.

- a. Knowledge of information gathering techniques and data sources.
- b. Ability to collect, organize, and interpret data.
- c. Ability to analyze and evaluate data against a standard.
- d. Knowledge of effective social marketing strategies.
- e. Ability to design, develop, and implement social marketing strategies.
- f. Knowledge of effective ATOD prevention policies.
- g. Ability to effectively communicate ATOD prevention policies to decision makers.
- h. Knowledge of environmental change strategies.
- i. Ability to implement environmental change strategies.
- j. Knowledge of political processes.
- k. Ability to work successfully within local political systems.
- l. Knowledge of group processes (consensus building, conflict resolution, etc.)
- m. Ability to facilitate group processes.
- n. Knowledge of and ability to demonstrate effective written and interpersonal communication skills.

### **Domain 5: Professional Growth and Responsibility**

5.1	Maintain personal knowledge, skills, and abilities related to current ATOD prevention theory and practice.
5.2	Network with others to develop personal and professional relationships.
5.3	Adhere to all legal, professional, and ethical standards.
5.4	Build skills necessary for effectively working within the cultural context of the community.
5.5	Demonstrate self-care consistent with ATOD prevention messages.

In order to perform the tasks identified in Domain 5, ATOD prevention professionals will have to possess the following knowledge, skills, and/or attitudes.

- a. Knowledge of resources for on-going education, training and professional development related to ATOD issues.
- b. Knowledge of professional associations and organizations.
- c. Ability to apply new ATOD knowledge to professional and personal activities.
- d. Knowledge of group processes (consensus building, conflict resolution, etc.)
- e. Ability to facilitate group processes.
- f. Knowledge of federal and local confidentiality laws.
- g. Knowledge of professional codes of conduct/ethics.
- h. Knowledge of recipient rights and informed consent.
- i. Ability to demonstrate ethical decision-making.
- j. Knowledge of cultural diversity.
- k. Ability to demonstrate cultural competence and sensitivity.
- l. Knowledge of stress reduction, time management, and healthy living techniques.
- m. Ability to demonstrate personal use of stress reduction, time management, and healthy living techniques.
- n. Knowledge of personal biases, beliefs, limitations, and cultural assumptions.
- o. Ability to perform as a prevention specialist when personal issues differ with professional issues.
- p. Knowledge of and ability to demonstrate effective written and interpersonal communication skills