



DDAL Processes and Penelope Reporting

What has changed in relation to DDAL referrals?

To enhance reporting between Victoria Police and AOD services COATS in consultation with Victoria Police's Drug Diversion Unit, Turning Point's telephone service - Drug Diversion Appointment Line (DDAL) and the Department of Health and Human Services (DHHS) made some changes to the processes involved. These included the replacement of the Caution Notice with the new TCA Clinical Outcomes – DDAL document, therefore **assessment providers are no longer required to complete the Caution Notices and return it to the police.**

Other changes included questions regarding the mode of service provision, the number of appointments attended or not attended, and the dates of the scheduled appointments. These changes were implemented to enhance reporting compliance to Victoria Police.

In May 2016, the **Victoria Police Drug Diversion Unit gained access to the Penelope portal.** This allows the Victoria Police Drug Diversion Unit to view the appointment details, attendance status and outcomes relating to the client.

Drug Diversion Appointment Line (DDAL)

Victoria Police may refer clients to the Drug Diversion Appointment Line at Turning Point, when they have been arrested for use and/or possession of illicit drugs (excluding cannabis). Victoria Police will issue the client with a Caution, where the client is required to attend two mandatory appointments with an assessment provider. Turning Point will arrange the DDAL Assessment with a relevant provider, and forward the information to COATS who process the appointment in Penelope.

Who can undertake DDAL Assessments?

- Catchment based Intake and Assessment providers
- Aboriginal Community Controlled Health Organisations (ACCHOs) approved by DHHS
- Youth specific providers approved by DHHS

What do the two appointments involve?

There are two service delivery options available for DDAL assessments, including:

1. Two concurrent or individual sessions incorporating screening and brief intervention
2. Two concurrent or individual sessions incorporating screening, assessment (if required) and brief intervention
3. Two concurrent or individual sessions incorporating screening and assessment

Clients who are identified as needing AOD treatment beyond the mandated intervention should be referred on for a voluntary comprehensive assessment and treatment as required.

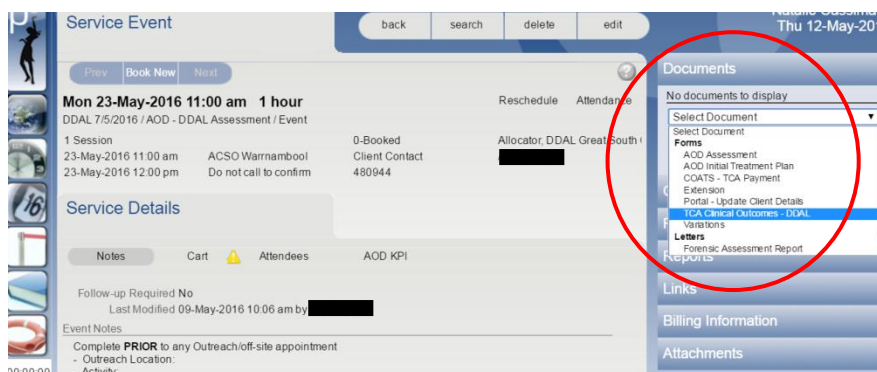
TCA Clinical Outcomes - DDAL document in Penelope

Once DDAL Assessment appointments have either been completed or the client has been provided with three attempts to engage, attendance information must be provided to Victoria Police Diversion Unit through the Penelope portal. The TCA Clinical Outcomes - DDAL document is available in Penelope for all AOD service providers in Victoria.

The information provided in the document by assessors will be used by Victoria Police to verify compliance and confirm attendance.

Where can I find the TCA Clinical Outcomes – DDAL document in my Penelope portal?

1. The TCA Clinical Outcomes – DDAL document is located in the *Documents* drop down menu in the DDAL Assessment *Service Event* in Penelope.



2. Below is a copy of how the new DDAL TCA will appear once it's selected:

Case	TEST CASE (19186)
Presenting Participant	TEST 8 TEST 8 01-Jan-1080 (108491)
Service	AOD - DDAL Assessment(197226)
Primary Worker	[REDACTED]
Event ID	491434
Event Start	26-May-2016 8:00 am
Event End	26-May-2016 9:00 am
Duration (Minutes)	60
Attending Members	[REDACTED]
Non-attending Members	TEST 8 TEST 8
Document	TCA Clinical Outcomes - DDAL
Date	26-May-2016
Completed For	TEST 8, TEST 8
Description	[REDACTED]
Created	[REDACTED]
Modified	[REDACTED]

Compliance with DDAL

Please note that this information will be supplied to Victoria Police in order to ensure clients compliance.

Attendance	0	1	2
Number of attended Sessions	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Clinician Full Name	Police Officer
Contact Details	Police Station
Date of First Appointment	Was an Initial Treatment Plan developed for the client? <input type="radio"/> Yes <input type="radio"/> No
Date of Second Appointment	How was this assessment conducted? <input type="radio"/> Face to Face <input type="radio"/> Phone Call
Needs additional follow up with	Assessment Type <input type="radio"/> Brief Intervention <input type="radio"/> Initial <input type="radio"/> Assessment

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2. Two concurrent or individual sessions incorporating screening and brief intervention

Future Treatment

Please provide details of further treatment appointments if recommended for brokerage purposes. Not to be used for Variation requests.

First Treatment Appointment / Referral Acceptance Date:	Preferred Treatment Site:	Clinician Agency Name & Full Name:	Time (am/pm) **REMEMBER TO CLICK THE PLUS ICON**
No Data to Display			

Clinical Summary Notes

3. You will also need to complete the TCA Payment document after completion of the TCA Clinical Outcomes – DDAL document.