

Sub-sector: Substance misuse

Title	Basic principles of monitoring and evaluation for service providers
Developed by	Mark C Connelly Lanarkshire Alcohol and Drug Action Team
Year published	2004
Developed for	Organisations providing drug and alcohol services
Available from	Drug Misuse Information Scotland
Price	Free to download from the website Drug Misuse Information Scotland
Approach	Self-evaluation
Practical tools	Templates for possible outcomes and indicators and a suggested format for writing an evaluation report.
Use of case examples	No, but examples are given of outcomes and indicators relevant to drugs and alcohol services
Lists additional resources	No
Size	26pp
Description	The aim of the booklet is to provide guidance to service providers on the principles of monitoring and evaluation and to provide a template for planning, conducting and reporting on evaluation. The guidance document is based primarily on materials provided by Partners in Evaluation Scotland who were commissioned by the Scottish Executive Effective Interventions Unit in 2002 to provide a Scotland-wide workshop series: <i>'Developing a clear strategy to improve monitoring and evaluation of drug and alcohol services in Scotland.'</i>

Title	Evaluation Guides 1 – 10
Developed by	Scottish Executive, Effective Interventions Unit
Year published	2001 - 2002
Developed for	Those working in the field of substance misuse, although some of the guides have more general application.
Available from	Effective Interventions Unit website www.drugmisuse.isdscotland.org
Price	Downloadable for free. Paper copies can also be requested through the website
Approach	Self-evaluation
Practical tools	Minimal
Use of case examples	Examples from the substance misuse field are used for illustration in each of the guides
Lists additional resources	Further resources are suggested in each of the guides.
Size	4pp per guide
Description	<p>A set of guides covering the following:</p> <ul style="list-style-type: none"> • Guide 1: Definitions and Common Concepts • Guide 2: Planning an Evaluation • Guide 3: Designing an Evaluation • Guide 4: Implementing an Evaluation • Guide 5: Reporting and Dissemination • Guide 6: Designing an Economic Evaluation • Guide 7: Using Assessment Data for Evaluation • Guide 8: Evaluating Outreach Services • Guide 9: Evaluating Employability Programmes • Guide 10: Evaluating Community Engagements • Guide 11: Evaluating Arrest Referral Schemes • Guide 12: Intensive Interventions with Young People • Guide 13: Supporting Carers and Families of Drug Users

Title	Getting to outcomes: promoting accountability through methods and tools for planning, implementation and evaluation
Developed by	Matthew Chinman, Pamela Imm, Abraham Wandersman for the US Rand Corporation
Year published	2004
Developed for	Those working in the field of substance misuse/abuse prevention
Available from	Rand Corporation website www.rand.org only
Price	Download for free at www.rand.org/pubs/technical_reports/TR101/
Approach	Incorporates traditional evaluation, empowerment evaluation, results-based accountability, and continuous quality improvement
Practical tools	Downloadable worksheets including examples of surveys that can be used with different audiences and planning templates to address needs and resources assessment; set goals and objectives; consider capacity, planning, process, and outcome evaluation; continuous quality improvement; and sustainability
Use of case examples	Different organisational examples to demonstrate the use of the tools
Lists additional resources	Additional resources and sources of support are listed. These are US based.
Size	177pp
Description	This manual provides a model for identifying outcomes in prevention practice. It can be downloaded chapter by chapter. The ten-step process, outlined in the manual is aimed at enhancing practitioners' prevention skills while empowering them to plan, implement, and evaluate their own programs.

Title	Monitoring and evaluating youth substance abuse prevention programme*
Developed by	United Nations Office on Drugs and Crime (UNODC) and the World Health Organisation (WHO)
Year published	2006
Developed for	For workers in the field of youth substance abuse prevention.
Available from	UNODC P.O. Box 500, A-1400 Vienna, Austria Email: youthmail@unodc.org
Price	Free to download from their website: www.unodc.org/youthnet/youthnet_action_planning_evaluation.html#youthtools
Approach	Self-evaluation
Practical tools	No
Use of case examples	No
Lists additional resources	Yes
Size	82pp
Description	This guide contains material on the importance of evaluation, the difference between monitoring and evaluation and how to plan an evaluation. Chapters 5-8 cover how to set it up, who to involve and how monitoring and evaluation fits within a project's cycles. There are also chapters on data collection and analysis.

Title	Evaluation guidance for practitioners: a practical guide to evaluating drug education and prevention services for young people*
Developed by	Richard Ives for The Drug Education and Prevention Information Service (DEPIS) team at DrugScope. Funded by the Department of Health.
Year published	2005
Developed for	Practitioners and managers and all those concerned about evaluating their work with young people in drug education and prevention.
Available from	Limited print copies of the handbook are available from DrugScope and Department of Health. Please contact Joanne Bell Joanne.bell@bradford.nhs.uk or Carol Marsh carolm@drugscope.org.uk or free to download from Drugscope website.
Price	Free to download from: www.drugscope.org.uk/
Approach	Self-evaluation
Practical tools	None
Use of case examples	An evaluation planning grid is included.
Lists additional resources	Yes
Size	41pp
Description	An introduction to the process of evaluation. It looks at the basics (what is the difference between monitoring and evaluation) as well as the specifics of evaluating drug education and prevention interventions. The guide sets out key questions to ask at each stage of the evaluation from defining the purpose and scope to presenting results and recommendations and putting them into action. There is also a brief explanation of information collection techniques including literature searches, interviewing, focus groups, participant observation and non-participant observation, games and role-plays, reflective diaries etc.

Title	Alcohol outcomes spider: scales and guidance notes*
Developed by	Sara Burns for Alcohol Concern
Year published	2005
Developed for	It is designed to be used by workers together with their clients and must be used at least twice to be meaningful.
Available from	Alcohol Concern Contacts: 020 7395 4000, info@alcoholconcern.org.uk
Price	£11
Approach	Outcomes
Practical tools	The Spider is a practical tool in itself
Use of case examples	No
Lists additional resources	No
Size	26pp
Description	<p>The Spider is a tool for measuring the outcomes of work with alcohol service users. Change is measured on 8 'legs': internal journey; social contacts; managing physical health; mental and emotional health; occupation; crime; family and alcohol consumption. Each leg is given 8 scale points, each of which is described to provide consistency of measurement.</p> <p>The booklet provides guidance for use of the Spider and highlights opportunities for training. It can be used as a record of change by individual service users and/or input into an IT system for analysis across the whole service.</p> <p>Training and IT support packages available from Alcohol Concern.</p>

* These three entries have been sourced with permission from the Evaluation Support Scotland website: www.evaluationsupportscotland.org.uk