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### Leadership Experience at Alcohol and Drug Services of Guernsey County

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# Leadership Experience at Alcohol and Drug Services of Guernsey County

Practicum Presentation by: Kate Paul

December 1, 2016



# A little bit about Alcohol and Drug Services of Guernsey County

- 8 total employees
  - Director of Alcohol and Drug Services
  - 4 Counselors
  - 3 Administrative Staff\*
- The agency is supported by levy dollars from the Mental Health Recovery Board, donations, client's insurance, and self pay.
- Small agency that serves over 163 people.



# Programs/Services

- Individual Counseling
- Intensive Out-Patient Therapy (IOP)
- Support Groups
  - Family
  - Group
  - Vivitrol
- Education in the Schools
- Be Aware Trailer
- Community Partnerships

# The Drug Epidemic

- In the United States, the illicit drug use has been on an incline. Every 13 minutes there is a death related to drug use in the United States (Office of National Drug Control Policy: Office of Public Affairs, 2014).
- The 2014 the National Survey on Drug Use and Health reported one in ten Americans (12 years of age or older) used drugs in the past 30 days. The Substance Abuse & Mental Health Administration provides statistics that in 2012-2013 Ohio was similar to the national percentage.

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- According to the Centers for Disease Control (CDC) the number one cause of injury-related deaths in Ohio was drug overdose in 2014 (Ohio Department of Health, 2014).
  - Opioids, which include heroin and prescription painkillers, were the cause of 70% of overdose deaths (OhioMHAS, 2015).
  - Over the past 10 years there have been approximately one million drug treatment admissions recorded annually (Office of National Drug Control Policy: Office of Public Affairs, 2014).
  - Ohio ranks ranked second for drug overdose deaths in the country with 2,744 deaths in 2014 (The Ohio Council Of Behavioral Health & Family Service Providers, 2016).



# Guernsey County Statistics

- Locally, according to the Community Health Rankings Guernsey County reported 32 deaths in 2015.
- As of November 15, 2016 the Cambridge-Guernsey County Health Department Vital Statistics Department (Rose Ball) reports:
  - 10 overdose deaths
  - 5 pending autopsy
  - 3 infant deaths related to drugs

# The director's top priorities

## Needs/Wants/Partnerships

- Children
  - Support/Education
  - Group for Children of addicts
  - Education in Schools
  - Counseling
  - Prevention K-5
- Seniors
  - Prevention
  - WISE
  - Senior Living Housing
  - Churches
- Community
  - Detox
  - Website
  - Sober Living
- Jobs and Family Services
  - Support groups
  - Job training
  - Parenting sober

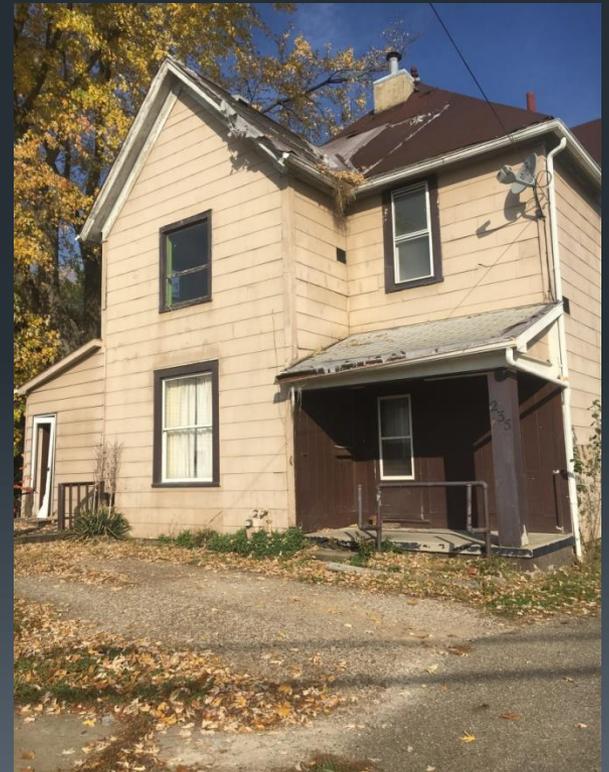


# Summary of Goals

1. The Recovery Housing project.
2. Explore Ethics in the administrative experience
3. Job shadow the Executive Director (Karen)
4. Apply Program Planning, Implementation and Evaluation knowledge to practicum experience.
5. Utilize the Organizational Leadership Course in practicum experience.

# Activities

- Independent studies on topics relating to addiction.
  - Dreamland
  - Good Samaritan Law
- Recovery Housing
- Community meetings
- Administrative experiences



# Projects Completed

- Identified ethical situations within the organization. These included clinical processes, confidential issues, executive director decisions, staff policies and community threats/activities.
- Organized and completed the application for the Recovery House capital dollars funds from the State.
  - Included information on zoning, budget and policies.
- Drafted a rationale for hire, created PowerPoint presentation for staff, drafted website information for the recovery house, and informational newspaper articles for the future.
- Productivity policy and incentives to be implemented by January 2017.

# Ethics

- ADSSGC policy on Ethical boundaries-ensures that the staff and clients maintain a professional relationship.
- I created a [PowerPoint](#) for a staff training on Ethics.
- Several times in meetings it was evident the propose of treatment and services is to help get the client well, not a quick fix and not for profit.
- Insurance Coverage
- Billing and Services



# Recovery Housing

- Named the House: The Chrysalis House
- BEFORE Pictures ([PowerPoint](#))
- HEART coalition attendance
- Met with fiscal manager of Mental Health and Recovery
- Completed applications and forms for capital funds to be approved
  - (Zoning, Prevailing wage waiver, ProForma and Budget)
- Started sharing information about the house at community meetings and word of mouth.
- Website materials: <http://www.ohiorecoveryhousing.org/info-sheets>



# My focus

- Since there was a longer approval process than anticipated, and my practicum/semester was coming to an end, I put more time and attention to projects that we had a little more control over.





# Modified Goals

- At the beginning of the practicum I had established goals with aggressive timelines considering I was going to be completing my practicum in ONE semester (estimated 20 hrs per week).
- Preparing for my practicum site visit, it was clear, some of the activities were not going to be implemented during my practicum and the timelines were too aggressive.

# Productivity Project

- Currently no policy on minimum billable hours. The billable hours for the counselors are inconsistent month to month.
- Other counseling agencies have policies that address billable hours.
- Pulled reports of billable over a 6 month time period for each counselor.
- Through her experience, Karen wanted to make it realistic and still client focused.
- Implementing it January and will reevaluate the goals of each counselor.  
([PowerPoint](#))

# Organizational Management Course

- As we were planning and meeting about issues the chapters and topics of the MBA course were aligning to our discussions, issues and project!
  - For example: Innovation and Change



My Practicum is over.

**BUT...**



# Housing Project must go on!

- At the end of my practicum hours, the Recovery House is in the planning stages of reconstruction. The bidding process needs to be redone. The requirement for funding is to have three bids and we only received two on November 14<sup>th</sup>.

# Reflection of Experience

- After it was obvious my time at Alcohol and Drug Service was ending, I was sad to not see the sober living house project further along.
- But I fully appreciated the time and attention I received. I hope my knowledge and outside perspective helped Karen. I value the learning experience I had working with her and her staff.



Questions?

Thank you for your time and attention!

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