

Strategy	Procedure Code Description	Direct / Indirect	Unit Def	Proc. Code Definition
Prevention & Intervention	Health Fairs/Tool Kits	Indirect	15 minutes	Generally, a school- or community-focused gathering, such as a carnival or bazaar, traditionally held for barter or sale of goods, often for charity. These events offer an opportunity to disseminate materials and information on substance abuse prevention and health-related issues. Examples include school health promotion gatherings, health screening programs in shopping malls, church fairs or carnivals, and public health or health education fairs.
Prevention Alternative Activities	College/Higher Education Visits	Direct	Client	Academic Enrichment Activities
Prevention Alternative Activities	Community Drop-in Centers Activities	Direct	Client	Substance abuse prevention activities and events held at community drop-in centers that offer social, recreational, and learning environments free of alcohol, tobacco, and other drugs. Examples include teen center activities, community center activities, recreation center activities, and senior citizen center activities.
Prevention Alternative Activities	Community Events Targeting Risk/Protective Factors	Direct	Client	Community events designed to enhance protective factors or reduce risk factors in one of the five domains (Individual/Peer, School, Family, Community, Environment/Society)
Prevention Alternative Activities	Community Service/Service Learning Activities	Direct	Client	Functions intended to prevent substance abuse by involving youth and adults in providing a variety of community services. Examples include community clean-up activities, events to repair or rebuild neighborhoods, fundraising for charitable causes, and support to the elderly, handicapped, ill, etc. Count the number of attendees who participated in the event, not the recipient of the event (e.g., count the number of youth repairing the buildings, not the number of buildings repaired).
Prevention Alternative Activities	Cultural Programs/Events	Direct	Client	Programs or events designed to provide an understanding of a group's or members' language, beliefs, norms, and values, as well as socioeconomic and political factors that may have a significant impact on their well-being, and incorporating those variables into programs.
Prevention Alternative Activities	Drug-free Dances and Parties	Direct	Client	Drug-free Dances and Parties that specifically exclude the use of alcohol, tobacco, and other drugs (ATOD).
Prevention Alternative Activities	Drug-free Social and Recreational Activities	Direct	Client	Social and recreational activities for youth and adults that specifically exclude the use of alcohol, tobacco, and other drugs (ATOD). Examples include project Graduation and similar events, after-prom parties, alcohol, tobacco- and other drug-free school events, alcohol, tobacco- and other drug-free community events, and smoke-free gatherings and events.
Prevention Alternative Activities	Mentoring Programs	Direct	Client	Defined as a relationship over a prolonged period of time between two or more people in which the older, wiser, more experienced individual(s) provide stable, as needed support, guidance, and concrete help to the younger, at-risk person(s).
Prevention Alternative Activities	Youth and Adult Leadership Activities	Direct	Client	Services through which youth/adult role models work with youth to help prevent substance abuse. Examples include tutoring programs, coaching activities, adult-led youth groups, and youth/peer mentoring programs.
Prevention Commtly-Based Proce	Assessment: Needs Assessment, Readiness Assesmen	Indirect	15 minutes	Implementing prevention-focused tasks to determine the need for prevention services, identify at-risk and high-risk populations, or determine priority prevention populations for service delivery. Examples include: conducting/participating in statewide prevention needs assessments, conducting community prevention needs assessments, and conducting neighborhood needs assessments, or activities related to developing a written understanding of the substance abuse prevalence and related risk and protective factor profile of the local community. Additionally needs assessment includes, but is not limited to the following methods: Face-to-Face Administered Survey (A face-to-face administered survey is where the interviewer and the respondent are physically in the same location for a personal interview), Focus Groups (Structured interviews with small groups (8 to 10 per group) of like individuals using standardized questions, follow-up questions, and exploration of other topics that arise to better understand participants), Law Enforcement Assessment (Collecting information from law enforcement officers concerning alcohol-related issues in their community), and Self-Administered Survey (A self-administered survey is where the respondent completes a paper survey on his/her own).
Prevention Commtly-Based Proce	Assessment: Organizational Assessment, Resource A	Indirect	15 minutes	Implementing prevention-focused tasks to assess existing mental health and/or drug and alcohol services
Prevention Commtly-Based Proce	Engagement: Multi-Agency Coordination and Collabo	Indirect	15 minutes	Structured meetings to enhance the ability of the community to more effectively provide prevention services for alcohol, tobacco, and other types of drug abuse and mental health services. Types of activities include: planning, interagency collaboration, coalition building, and community planning teams that are done to enhance efficiency and effectiveness of services implementation.
Prevention Commtly-Based Proce	Engagement: Organization/Facilitation of Focus Gr	Indirect	15 minutes	Structured interviews with small groups (8 to 10 per group) of like individuals using standardized questions, follow-up questions, and exploration of other topics that arise to better understand participants.
Prevention Commtly-Based Proce	Engagement: Coalition Building	Indirect	15 minutes	Activities to build the membership of a coalition or build the capacity of that membership to conduct the steps of the Strategic Prevention Framework Assessment, Coalition Building, Strategic Planning, Progress Monitoring
Prevention Commtly-Based Proce	Engagement: Community and Volunteer Training	Indirect	15 minutes	Structured prevention activities intended to impart information and teach organizational development skills to individuals or community groups. Examples include community volunteer services, action planning for community decision-makers, multicultural leadership mobilization activities, and neighborhood action services.
Prevention Commtly-Based Proce	Engagement: Community Team Building	Indirect	15 minutes	TBD
Prevention Commtly-Based Proce	HIV - Multi-Agency Coordination and Collaboration	Indirect	15 minutes	(Specific to HIV Prevention) Activities or services conducted with or sponsored by formalized community teams for the purpose of fostering, supporting, or enhancing community HIV and sexually transmitted disease prevention services.
Prevention Commtly-Based Proce	Problem Gambling-Multi-Agency Coordination and Col	Indirect	15 minutes	(Specific to Problem Gambling Prevention) Activities or services conducted with or sponsored by formalized community teams for the purpose of fostering, supporting, or enhancing community Problem Gambling prevention and early intervention services.
Prevention Community-Based Processes	Flex Funds: Schools	Indirect	Dollar	Dollar for dollar expenses that are approved by ADAMH.
Prevention Community-Based Processes	Multi-Agency Coordination and Collaboration	Indirect	15 minutes	Activities or services conducted with or sponsored by formalized community teams for the purpose of fostering, supporting, or enhancing community prevention services.
Prevention Community-Based Processes	Suicide Prevention-Multi-Agency Coordination and Collaboration	Indirect	15 minutes	(Specific to Suicide Prevention) Activities or services conducted with or sponsored by formalized community teams for the purpose of fostering, supporting, or enhancing community Suicide Prevention and early intervention services.
Prevention Dissemination of Info	Staffed Information Booths	Indirect	15 minutes	These events offer an opportunity to disseminate materials and information on substance abuse prevention and behavioral health-related issues.
Prevention Dissemination of Info	Clearinghouse and Other Centers	Indirect	15 minutes	A central repository of and dissemination point for current, factual, and culturally relevant written and audiovisual information and materials concerning substance use and abuse. Examples include information resource centers, resource libraries, electronic bulletin boards, and prevention resource centers.
Prevention Dissemination of Info	Health Fairs	Indirect	15 minutes	Generally, a school- or community-focused gathering, such as a carnival or bazaar, traditionally held for barter or sale of goods, often for charity. These events offer an opportunity to disseminate materials and information on substance abuse prevention and health-related issues. Examples include school health promotion gatherings, health screening programs in shopping malls, church fairs or carnivals, and public health or health education fairs.
Prevention Dissemination of Info	HIV-Newsletter, Brochure, Webpage or Other Publica	Indirect	15 minutes	(Specific to HIV population) - The creation of original documents and other educational pieces for use in information dissemination activities related to substance abuse and its effects on individuals, schools, families, and communities. Services under this category include audiovisual materials, printed materials, curricula, newsletters
Prevention Dissemination of Info	Mass Media Message (Billboard, Press release, PSA,	Indirect	15 minutes	The creation and distribution of mental health promotion messages or anti-drug media messages designed for target populations (children, teens adults and families)
Prevention Dissemination of Info	Newsletter, Brochure, Webpage or Other Publication	Indirect	15 minutes	The creation of original documents and other educational pieces for use in information dissemination activities related to substance abuse and its effects on individuals, schools, families, and communities. Services under this category include audiovisual materials, printed materials, curricula, newsletters
Prevention Dissemination of Info	Problem Gambling-Newsletter, Brochure, Webpage or	Indirect	15 minutes	(Specific to Problem Gambling population) - The creation of original documents and other educational pieces for use in information dissemination activities related to substance abuse and its effects on individuals, schools, families, and communities. Services under this category include audiovisual materials, printed materials, curricula, newsletters
Prevention Dissemination of Info	Resource Directories/Tool Kits	Indirect	15 minutes	The creation of original documents and other educational pieces for use in information dissemination activities related to substance abuse and its effects on individuals, schools, families, and communities. Services under this category include resource directories and Tool Kits
Prevention Dissemination of Info	Speaking Engagements/Webcasting added webcasting	Indirect	15 minutes	A wide range of prevention activities intended to impart information about substance abuse issues to general and/or targeted audiences. Examples include speeches, talks, news conferences, briefings, one-time classroom presentations, one-time assembly presentations, hearings, and volunteer speakers bureaus.
Prevention Education	Brief Early Intervention: Group	Direct	Client	Provision of educational services to youth or adults in groups of not more than 16 members. Examples include substance abuse education groups, short-term education groups, youth education groups, parent education groups, business education groups, and church education groups.
Prevention Education	Brief Early Intervention: Individual	Direct	Client	Activities conducted with individuals seeking guidance for remaining drug free or with tier 2 or 3 mental health prevention needs. This service is for the purpose of determining the extent of the presenting problem, giving guidance/education around protective factors, and, if necessary, making a referral to a prevention program or other appropriate service, usually no more than three to five sessions; this is not a service for a person who needs substance abuse or mental health treatment; this service is not drug treatment or mental health screening.
Prevention Education	Professional Development of School Personnel - Direct	Direct	Client	Formal, training or activities to enhance the school personnel's attitudes, knowledge and skills around mental health and/or drug and alcohol.
Prevention Education	Professional Development of School Personnel - Indirect	Indirect	15 minutes	Services to help schools develop online curriculum or other web based materials.
Prevention Education	Suicide Prevention: Classroom or School-Wide Universal Prevention	Direct	Client	(Specific to Suicide Prevention) Prevention activity intended to impart information about mental health and/or Substance abuse to general and/or targeted audiences through one-time classroom presentations or one-time assembly presentations.
Prevention Education	Suicide Prevention: Professional Development of School Personnel	Indirect	15 minutes	(Specific to Suicide Prevention) Formal, training or activities to enhance the school personnel's attitudes, knowledge and skills around mental health and/or drug and alcohol.
Prevention Education	Classroom or School-wide Universal Prevention	Direct	Client	Prevention activity intended to impart information about mental health and/or Substance abuse to general and/or targeted audiences through one-time classroom presentations or one-time assembly presentations.
Prevention Education	Parent Workshops/Community Trainings	Direct	Client	Prevention activity intended to impart information about mental health and/or Substance abuse to general and/or targeted audiences through one-time parent or community workshop. (Generally this is education to the general public)

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Prevention Education	Classroom, Small Group or One on One Instruction	Direct	Client	Prevention activity intended to impart information about mental Health and/or Substance abuse to general and/or targeted audiences through face to face interaction via evidenced base curriculum or discussion group, topical conversations
Prevention Education	Education Programs for Youth/Adult Groups	Direct	Client	Structured mental health and/or substance abuse prevention lessons, seminars, or workshops directed to a variety of youth groups (children, teens, young adults) and youth organizations. Examples include substance abuse education for youth groups such as Boys & Girls Clubs and Scouts, and general substance abuse prevention education for other groups or organizations serving youth. For counting purposes, educational services for youth groups includes youth and young adults served and adults who serve youth.
Prevention Education	Groups for Children of Substance Abusers, Support	Direct	Client	Substance abuse prevention educational services targeted to youth and adults who are children of substance abusers. Examples include children of Substance Abusers programs, short-term educational groups, risk and protective factor programs, and adult Children of Alcoholics (ACOA) meetings.
Prevention Education	HIV- Classroom, Small Group or One on One Instruct	Direct	Client	(Specific to HIV Prevention) Structured substance abuse prevention and early intervention lessons, seminars, or workshops directed to a variety of youth groups (children, teens, young adults) and youth organizations.
Prevention Education	HIV-Education Programs for Youth/Adult Groups	Direct	Client	(Specific to HIV Prevention) Structured substance abuse prevention lessons, seminars, or workshops directed to a variety of youth groups (children, teens, young adults) and youth organizations. Examples include substance abuse education for youth groups such as Boys & Girls Clubs and Scouts, and general substance abuse prevention education for other groups or organizations serving youth. For counting purposes, educational services for youth groups includes youth and young adults served and adults who serve youth.
Prevention Education	HIV-Training/Workshops/Conferences: Prevention tra	Direct	Client	(Specific to HIV Prevention) Delivering structured substance abuse prevention training events intended to develop proficiency in prevention program design, development, and delivery skills. (General public education or being a guest speaker at a training delivery is not included in this set of services and should be counted under a different procedure code.
Prevention Education	Mentoring Program: education, training or activity	Direct	Client	Structured activities and programs intended to assist adults and youth in developing skills to coach or mentor children, teens or adults or for mentees to help them better understand how a mentor can impact their life.
Prevention Education	Parenting and Family Education/Skills Training	Direct	Client	Structured programs intended to assist parents and families in developing skills to address substance abuse risk factors, implement protective factors, and to learn about the effects of substance abuse on individuals and families. Topics typically include parenting skills, family communications, decision-making skills, conflict resolution, family substance abuse risk factors, family protective factors, and related topics. Examples include parent effectiveness training, parenting and family management classes, prevention programs targeting the family, and programs designed to strengthen families. (Note: This procedure code should only be used when providing services that work directly with parents to acquire specific skills. Informational sessions for parents on topics in MH/AOD should be billed under Parent Workshops/Community Trainings
Prevention Education	Peer Leader and Peer Educator/ Helper Programs	Direct	Client	Structured, recurring prevention services that use peers (people of the same rank, ability, or standing) to provide guidance, support, and other risk reduction activities for youth or adults. Examples include peer resistance development, peer/cross-age tutoring programs, student non-using groups, teen leadership institutes, and peer support activities (e.g., clubs, church groups).
Prevention Education	Problem Gambling-Training/Workshops/Conferences: P	Direct	Client	(Specific to Problem Gambling Prevention) Delivering structured substance abuse prevention training events intended to develop proficiency in prevention program design, development, and delivery skills. (General public education or being a guest speaker at a training delivery is not included in this set of services and should be counted under a different procedure code.
Prevention Education	Training/Workshops/Conferences: Prevention trainin	Direct	Client	Delivering structured substance abuse prevention training events intended to develop proficiency in prevention program design, development, and delivery skills. (General public education or being a guest speaker at a training delivery is not included in this set of services and should be counted under a different procedure code.
Prevention Environmental Approaches	Access & Availability: Compliance Checks	Indirect	15 minutes	Activities intended to prevent underage drinking by monitoring retail outlets adherence to laws governing availability and distribution of alcohol and legal drugs, product pricing strategies, and modification of practices of advertising alcohol. Ex: an enforcement operation where an undercover, underage buyer works with law enforcement to test compliance of an alcohol retailer with local and state laws.
Prevention Environmental Approaches	Policy/Practice Change: Advocacy Activities	Indirect	15 minutes	Efforts to establish or change community standards, codes, and attitudes and thus influence incidence and prevalence of substance abuse. Approaches can center on legal and regulatory issues or can relate to service and action-oriented initiatives. (e.g., presentation or petitions at school board of education, city council, state legislatures)
Prevention Environmental Approaches	Policy/Practice Change: Establish/Review Change P	Indirect	15 minutes	Efforts to establish or change community standards, codes, and attitudes and thus influence incidence and prevalence of substance abuse. Approaches can center on legal and regulatory issues or can relate to service and action-oriented initiatives. (e.g., the development of school or workplace policies, community organizations enforcement of policies
Prevention Environmental Approaches	Policy/Practice Change: Environmental Scan	Indirect	15 minutes	Activities intended to prevent the underage drinking, the use and trafficking of illegal drugs, or to promote mental health (e.g., working with coalitions, schools, local law enforcement and communities to identify community needs and resources, assessments examine needs external to the organization and include community readiness, rates of substance use, prevention resources (e.g., call centers and trained counselors), partnerships, community prevention experience, and other monetary and non-monetary resources.
Prevention Environmental Approaches	Norm Change: Social Norms Marketing Campaign Chang	Indirect	15 minutes	Activities using social marketing principles of commercial marketing to develop, implement, and evaluate programs designed to influence the behavior of a target audience. Rather than dictating the way that information is to be conveyed, social marketing involves listening to the needs and desires of the target audience and building the program from there.
Prevention Environmental Approaches	Access & Availability: Server/Seller Oriented Act	Indirect	15 minutes	Activities intended to prevent the sale of alcohol products to minors. Efforts to educate retailers and law enforcement personnel about these issues, e.g., retail outlet cashier and management education, working with Division of Alcoholic Beverage and Tobacco field agents to monitor underage sales, etc.
Prevention Environmental Approaches	Access & Availability: Interventions Addressing Lo	Indirect	15 minutes	Activities intended to prevent the sale of alcoholic beverages to minors or the sale of illegal drugs by reducing access and availability. Examples include technical assistance to communities to maximize enforcement of laws governing availability and distribution of legal drugs and illegal drugs.
Prevention Environmental Approaches	Access & Availability: Product Pricing/Placement S	Indirect	15 minutes	Activities intended to prevent the sale of alcoholic beverages to minors and the sale of illegal drugs in the community. Examples include technical assistance to communities to maximize enforcement of laws governing product pricing strategies in stores and outdoor festivals.
Prevention Environmental Approaches	Access & Availability: Regulating Youth Access to	Indirect	15 minutes	Activities intended to prevent the sale of alcoholic beverages to minors, to track activities such as the placement of legally required signs in bars, restaurants, stores, or other establishments regarding the dangers of alcohol use, or efforts to educate retailers and law enforcement personnel about these issues, e.g., retail outlet server and management education, working with Division of Alcoholic Beverage and Tobacco field agents to monitor underage sales, etc.
Prevention Environmental Approaches	Access & Availability: Technical assistance to com	Indirect	15 minutes	Technical assistance to communities to sale of alcoholic beverages to minors, to track activities such as the placement of legally required signs in bars, develop activities to prevent the use and trafficking of illegal drugs, e.g., working with local law enforcement and neighborhoods to establish neighborhood watch programs, making drug trafficking an enforcement priority, establishing a drug court, etc.
Prevention Environmental Approaches	HIV- Norm Change -Mass Media Message (Billboard, P	Indirect	15 minutes	The creation of media messages to reduce the risk of HIV and sexually transmitted diseases for teens and adults. Designed to bring about change in behavior for target population.
Prevention Environmental Approaches	Norm Change -Mass Media Message (Billboard, Press	Indirect	15 minutes	The creation of mental health promotion or anti-drug media messages for children, teens, adults and families designed to bring about change in behavior for target population.
Prevention Environmental Approaches	Norm Change -Media Literacy	Indirect	15 minutes	Activities or programs that foster the ability to analyze and evaluate messages in the media (e.g., working with children to teach them to evaluate the images and messages in a beer ad).
Prevention Environmental Approaches	Problem Gambling-Norm Change -Mass Media Message	Indirect	15 minutes	Activities using social marketing principles of commercial marketing to develop, implement, and evaluate programs designed to influence problem gambling behavior of a target audience. Rather than dictating the way that information is to be conveyed, social marketing involves listening to the needs and desires of the target audience and building the program from there.
Prevention Problem ID & Referral	Assessment, Referral & Linkage	Direct	Client	Activities intended to provide a risk screening, assessment, and referral to prevention service populations for placement in prevention or other appropriate services.
Prevention Problem ID & Referral	Consultation: Students, Parents, School Personnel	Direct	Client	Information and referral.
Prevention Problem ID & Referral	MH Consultation	Direct	Client	Information and referral.
Prevention Problem ID & Referral	Teen Courts	Direct	Client	Activities related to peer-run courts where youth sentence their peers for minor delinquent and status offenses and other problem behaviors, providing positive alternative sanctions for first-time offenders.
Prevention Problem ID & Referral	Consumer Advocacy and Linkage	Direct	Client	Activities that advocate on behalf of known consumers to be linked with needed services. (eg, attending school disciplinary meetings of youth currently in group or individual prevention services).
Prevention Problem ID & Referral	Driving-while-intoxicated Education Programs	Direct	Client	Structured prevention education programs intended to change the behavior of youth and adults who have been involved in the use of alcohol and/or other drugs while operating a motor vehicle. Examples include alcohol-related highway traffic safety classes, alcohol and other drug awareness seminars, and court-mandated alcohol and other drug awareness and education programs.
Prevention Problem ID & Referral	Employee-Assistance Programs	Direct	Client	Activities intended to provide information to individuals experiencing substance abuse-related problems that are interfering with work performance, e.g., workplace prevention education, risk reduction education, health education and promotion, supervisor training, screening and referral.
Prevention Problem ID & Referral	Problem Gambling -Assessment, Referral & Linkage	Direct	Client	(Specific to Problem Gambling) Activities intended to provide brief risk screening, assessment, and referral to prevention services populations for placement in prevention, early intervention or other appropriate services.
Prevention Problem ID & Referral	Referral to Drug-free Workplace Programs/ EAP Prog	Direct	Client	Referrals to Drug-free Workplace Programs/ EAP Prog
Prevention Problem ID & Referral	Referral to Student Assistance Program Services	Direct	Client	Referrals to Student Assistance Program Services for placement in prevention or other appropriate services.
Prevention Problem ID & Referral	Crisis Intervention (School)	Direct	Client	Activities that assist students experiencing psychiatric crisis in linking with psychiatric evaluation services.