# Curriculum Name: \_\_\_\_\_\_\_\_\_\_\_\_ \_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Submitting A&D Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Course Information: an outline or summary of the main points of a text, lecture, or course of study. A syllabus must contain “detailed course information,” which should include each of the following components, to satisfy section 31(c)(1)(A):

[ ]  Course information (course title, course length and session days and times)

[ ]  Statement of intended audience

[ ]  Course description and objectives (stated learning objectives and goals of course)

[ ]  Course policies (attendance, participation, course completion requirements, etc.)

[ ]  Identification of course materials (handouts, books, videos, etc.)

If any of the above components are missing, please explain a recommendation that the curriculum be approved without the information:

# Course Lesson Plans and Educational Content: must contain each of the following components to satisfy section 31(c)(1)(B):

 [ ]  Agenda

 [ ]  Individual or group learning activities, or both

 [ ]  Learning activities reflect learning objectives

*[ ]* Definitions of substance use disorder (mild, moderate, and severe)

*[ ]* Warning signs, red flags, or effects of substance use disorders (family, social, legal, spiritual, health, financial, and occupational)

 *[ ]* Impaired driving

 [ ]  Heredity versus environment

 [ ]  Effects on the body (such as brain functioning, withdrawal, blackouts)

[ ]  The concept of tolerance

*[ ]*  Lifestyle change (risk reduction and abstinence)

*[ ]* Applicable laws and statutes

[ ]  Progression of the disease (describing symptoms at each stage)

[ ]  Quizzes or Pre/Post Tests

[ ]  Additional materials (please describe):

If any of the above components are missing, please explain a recommendation that the curriculum be approved without the information:

# Supporting Materials: handouts, individual or group activities, and other materials as appropriate. The following materials must be included to satisfy section 31(c)(1)(C), but the program must submit a list, copies, or descriptions of all materials used in the curriculum for review:

#  [ ]  Handouts/Workbooks [ ]  Participant course evaluations

[ ]  Individual or group activities [ ]  Documentation of completion

*[ ]*  List of resources for continued support

 [ ]  Additional materials (please describe):

# General References: media sources, magazine articles, newspaper articles, pamphlets, website associations, and reference to program initiatives. At least one of the following references must be included to satisfy section 31(c)(1)(D):

[ ]  Bibliography that cites general references (including title, author, source, and date of each reference)

[ ]  Summary of each general reference

# Research References: journal articles, case studies, and additional references that provide qualitative or quantitative data relevant to the subject matter. At least one of the following references must be included to satisfy section 31(c)(1)(E):

[ ]  Bibliography that cites research references (including title, author, source, and date of each reference)

 [ ]  Entire research document

1. **Cognitive-Based Education**: Section 4 of the Rules defines “cognitive-based” as “an approach to substance abuse education that attempts to reduce the desire to use alcohol and drugs by weakening the beliefs that promote risky use and teaching ways to modify behavior.” The program has demonstrated the following five characteristics outlined in the commentary to section 31(c) to verify compliance with “cognitive-based education”:

**ALL** of the main, numbered boxes must be checked, but only one of the supporting boxes under each main box must be checked to show how the curriculum demonstrates each characteristic.

1. [ ]  Active client participation - Lesson plan demonstrates:

 [ ]  Interactive discussions of course content

[ ]  Educational activities

[ ]  Client journaling

[ ]  Other (please describe):

1. [ ]  Self-guided discovery and empirical testing of beliefs

[ ]  Pre- and Post-Tests

[ ]  Self-evaluations

[ ]  Educational activities

[ ]  Other (please describe):

1. [ ]  Highly structured and focused content - Content of course

[ ]  Lesson outlines

[ ]  Workbooks/journals

[ ]  Other (please describe):

1. [ ]  Concrete problem-solving techniques for alcohol and drug problems

 [ ]  Problem-solving tools and worksheets (i.e. Alcohol and Drug Refusal Skills)

 [ ]  Thought/behavior link activities (identify thinking patterns that lead to risky behavior)

[ ]  Development of a specific, individual plan for behavior change

[ ]  Other (please describe):

1. Documented by Research: curriculum is be based upon objective findings that are documented by research and that support the content of the material*.* The program has provided at least one of the following supporting documents to verify compliance with “documented by research”:

[ ]  Bibliography that cites research references (including title, author, source, and date of each reference)

 [ ]  Entire research document

 [ ]  Additional documentation (please describe):

1. Substance Abuse Self-Assessment or Self Reflection Module: curriculum contains a “substance abuse self-assessment module” that addresses topics of substance use disorder.

[ ]  The program has provided a substance abuse self-assessment module

Describe method of self-assessment:

Source of self-assessment module:

 If published, please list author, date and publication:

**Result:**

Based on the overall evaluation of the curriculum:

[ ]  The curriculum as submitted satisfies section 31(c)

[ ]  The curriculum as submitted does not satisfy section 31(c). To satisfy section 31(c), the program should provide the following information to IOCS:

[ ]  The curriculum as submitted does not satisfy section 31(c)

**Education Subcommittee Recommendation to CADPAC:**

[ ]  Approve

[ ]  Deny

Reason(s) for Recommendation:

Reviewed by:

Date:

**CADPAC Decision:**

[ ]  Approved

[ ]  Denied

Reason(s) for Decision:

Reviewed by:

Date: