

## **Domain 1: Planning and Evaluation**

### **Task 1 Determine the level of community readiness for change.**

#### **Knowledge of:**

- 1 information gathering and data analysis techniques
- 2 stages of community readiness

#### **Skill In:**

- 1 collecting, organizing, and interpreting data
- 2 assessing and building community resources and readiness
- 3 identifying and engaging key stakeholders

### **Task 2 Identify appropriate methods to gather relevant data for prevention planning.**

#### **Knowledge of:**

- 1 information gathering and data analysis techniques
- 2 prevention program evaluation instruments/models
- 3 validity and reliability of evaluation instruments/models

#### **Skill In:**

- 1 collecting, organizing, and interpreting data
- 2 assessing and building community resources and readiness

### **Task 3 Identify existing resources available to address the community needs.**

#### **Knowledge of:**

- 1 information gathering and data analysis techniques
- 2 financial, human, and organizational resources

#### **Skill In:**

- 1 assessing and building community resources and readiness
- 2 collecting, organizing, and interpreting data
- 3 capacity building
- 4 community engagement

### **Task 4 Identify gaps in resources based on the assessment of community conditions.**

#### **Knowledge of:**

- 1 logic models as a planning and evaluation tool
- 2 information gathering and data analysis techniques
- 3 financial, human, and organizational resources

#### **Skill In:**

- 1 assessing and building community resources and readiness
- 2 collecting, organizing, and interpreting data

### **Task 5 Identify the target audience.**

#### **Knowledge of:**

- 1 continuum of care
- 2 Risk and Protective Factor Theory and other theories relevant to prevention
- 3 community characteristics

#### **Skill In:**

- 1 collecting, organizing, and interpreting data
  - 2 cultural responsiveness
- Task 6 Identify factors that place persons in the target audience at greater risk for the identified problem.**
- Knowledge of:**
- 1 continuum of care
  - 2 Risk and Protective Factor Theory and other theories relevant to prevention
  - 3 community characteristics
- Skill In:**
- 1 information gathering and data analysis
  - 2 cultural responsiveness
- Task 7 Identify factors that provide protection or resilience for the target audience.**
- Knowledge of:**
- 1 continuum of care
  - 2 Risk and Protective Factor Theory and other theories relevant to prevention
  - 3 community characteristics
- Skill In:**
- 1 information gathering and data analysis
  - 2 cultural responsiveness
- Task 8 Determine priorities based on comprehensive community assessment.**
- Knowledge of:**
- 1 strategies to build community capacity
  - 2 logic models as a planning and evaluation tool
  - 3 Theory of Change concepts
  - 4 problem prioritization strategies
- Skill In:**
- 1 collecting, organizing, and interpreting data
- Task 9 Develop a prevention plan based on research and theory that addresses community needs and desired outcomes.**
- Knowledge of:**
- 1 logic models as a planning and evaluation tool
  - 2 Risk and Protective Factor Theory and other theories relevant to prevention
  - 3 evidence-based prevention interventions in behavioral health
  - 4 components of effective prevention program planning
  - 5 community characteristics
- Skill In:**
- 1 developing and implementing effective, outcome focused prevention programming
  - 2 interpreting and applying prevention program evaluation activities
  - 3 collecting, organizing, and interpreting data

**Task 10** **Select prevention strategies, programs, and best practices to meet the identified needs of the community.**

**Knowledge of:**

- 1 Risk and Protective Factor Theory and other theories relevant to prevention
- 2 strategies to build community capacity
- 3 problem prioritization strategies
- 4 evidence-based prevention interventions in behavioral health
- 5 components of effective prevention program planning
- 6 community characteristics

**Skill In:**

- 1 implementing effective, outcome focused prevention programming
- 2 collecting, organizing, and interpreting data
- 3 cultural responsiveness

**Task 11** **Implement a strategic planning process that results in the development and implementation of a quality strategic plan.**

**Knowledge of:**

- 1 assessment, capacity building, planning, implementation, and evaluation methods
- 2 sustainability strategies
- 3 cultural diversity

**Skill In:**

- 1 conducting activities consistent with strategic prevention planning models
- 2 implementing effective, outcome focused prevention programming
- 3 cultural responsiveness

**Task 12** **Identify appropriate prevention program evaluation strategies.**

**Knowledge of:**

- 1 components of effective prevention program planning
- 2 prevention program evaluation instruments/models
- 3 validity and reliability of evaluation instruments/models

**Skill In:**

- 1 implementing effective, outcome focused prevention programming
- 2 collecting, organizing, and interpreting data
- 3 interpreting and applying prevention program evaluation findings

**Task 13** **Administer surveys/pre/posttests at work plan activities.**

**Knowledge of:**

- 1 information gathering and data analysis techniques
- 2 prevention program evaluation instruments/models
- 3 validity and reliability of evaluation instruments/models

**Skill In:**

- 1 collecting, organizing, and interpreting data

**Task 14** **Conduct evaluation activities to document program fidelity.**

**Knowledge of:**

- 1 information gathering and data analysis techniques
- Skill In:**
- 1 collecting, organizing, and interpreting data
- Task 15 Collect evaluation documentation for process and outcome measures.**
- Knowledge of:**
- 1 information gathering and data analysis techniques
- 2 prevention program evaluation instruments/models
- 3 validity and reliability of evaluation instruments/models
- Skill In:**
- 1 collecting, organizing, and interpreting data
- Task 16 Evaluate activities and identify opportunities to improve outcomes.**
- Knowledge of:**
- 1 guidelines for program adaptation
- 2 prevention program evaluation instruments/models
- 3 information gathering and data analysis techniques
- Skill In:**
- 1 collecting, organizing, and interpreting data
- 2 interpreting and applying prevention program evaluation findings
- Task 17 Utilize evaluation to enhance sustainability of prevention activities.**
- Knowledge of:**
- 1 strategies needed to build community capacity
- 2 evidence-based prevention interventions in behavioral health
- 3 sustainability strategies
- 4 validity and reliability of evaluation instruments/models
- Skill In:**
- 1 interpreting and applying prevention program evaluation findings
- 2 collecting, organizing, and interpreting data
- Task 18 Provide applicable workgroups with prevention information and other support to meet prevention outcomes.**
- Knowledge of:**
- 1 financial, human, and organizational resources
- 2 strategies to build community capacity
- 3 logic models as planning and evaluation tools
- 4 Risk and Protective Factor Theory and other theories relevant to prevention
- Skill In:**
- 1 conducting strategic planning activities
- 2 collecting, organizing, and interpreting data
- Task 19 Incorporate cultural responsiveness into all planning and evaluation activities.**
- Knowledge of:**
- 1 guidelines for program adaptation
- 2 components of effective prevention program planning

- 3 prevention program evaluation instruments/models
- 4 validity and reliability of evaluation instruments/models

**Skill In:**

- 1 selecting culturally relevant evaluation instruments/models
- 2 interpreting and applying prevention program evaluation findings

**Task 20 Prepare and maintain reports, records, and documents pertaining to funding sources.**

**Knowledge of:**

- 1 financial, human, and organizational resources
- 2 information gathering and data analysis techniques
- 3 best practices in documentation

**Skill In:**

- 1 collecting, organizing, and interpreting data
- 2 interpreting and applying prevention program evaluation findings

**Domain 2: Prevention Education and Service Delivery**

**Task 1 Coordinate prevention activities.**

**Knowledge of:**

- 1 group processes
- 2 training and group facilitation techniques
- 3 interagency dynamics and/or power relationships
- 4 prevention program best practices and models
- 5 target audience
- 6 financial, human, and organizational resources
- 7 appropriate evaluation instruments and delivery
- 8 culturally appropriate materials for the target audience

**Skill In:**

- 1 effective written and interpersonal communication
- 2 facilitating group processes
- 3 working within existing organizational and community structures
- 4 working with diverse populations
- 5 following a work plan

**Task 2 Implement prevention education and skill development activities appropriate for the target audience.**

**Knowledge of:**

- 1 cultural diversity
- 2 prevention program best practices
- 3 learning styles, instructional strategies, and presentation methods
- 4 Risk and Protective Factor Theory and other theories relevant to prevention
- 5 guidelines for program adaptation
- 6 training and group facilitation techniques

7 culturally appropriate materials for the target audience

**Skill In:**

- 1 demonstrating cultural competence and sensitivity
- 2 obtaining copyright permission prior to implementing copyrighted materials/content
- 3 effective written and interpersonal communication
- 4 facilitating group processes
- 5 working with diverse populations

**Task 3 Provide prevention education and skill development programs that contain accurate, relevant, and timely content.**

**Knowledge of:**

- 1 information gathering techniques and data sources
- 2 training evaluation models, instruments, and processes
- 3 cultural diversity
- 4 prevention program best practices
- 5 learning styles, instructional strategies, and presentation methods
- 6 Risk and Protective Factor Theory and other theories relevant to prevention
- 7 guidelines for program adaptation
- 8 training and group facilitation techniques
- 9 current behavioral health trends and research

**Skill In:**

- 1 collecting, organizing, and interpreting data
- 2 synthesizing prevention theories and models
- 3 interpreting evaluation data and revising programming as necessary
- 4 demonstrating cultural competence and sensitivity
- 5 obtaining copyright permission prior to implementing copyrighted materials/content
- 6 effective written and interpersonal communication
- 7 facilitating group processes
- 8 working with diverse populations
- 9 working within the context of the organizational culture

**Task 4 Maintain program fidelity when implementing evidence-based practices.**

**Knowledge of:**

- 1 principles and guidelines of fidelity and adaptation
- 2 prevention intervention protocols

**Skill In:**

- 1 modifying and implementing instructional materials
- 2 maintaining core components when modifying evidence-based programs

**Task 5 Serve as a resource to community members and organizations regarding prevention strategies and best practices.**

**Knowledge of:**

- 1 policies, procedures, and legal/programmatic limitations that guide the practice of related professions
- 2 current evidence-based strategies and best practices
- 3 prevention resources for instructional programming
- 4 current behavioral health trends and research
- 5 Risk and Protective Factor Theory and other theories relevant to prevention
- 6 assessment, capacity building, planning, implementation, and evaluation methods

**Skill In:**

- 1 implementing evidence-based practices
- 2 networking and outreach to community stakeholders
- 3 providing technical assistance
- 4 effective written and interpersonal communication

### **Domain 3: Communication**

**Task 1 Promote programs, services, and activities, and maintain good public relations.**

**Knowledge of:**

- 1 policies, procedures, regulations, and ethical codes that guide interactions with the media and public
- 2 learning styles, instructional strategies, and presentation methods
- 3 cultural diversity and social justice
- 4 media literacy and advocacy
- 5 effective communication methods
- 6 behavioral health promotion
- 7 current behavioral health trends
- 8 media outlets

**Skill In:**

- 1 developing, modifying, and implementing culturally appropriate materials
- 2 developing and implementing media strategies
- 3 identifying target audience
- 4 advocacy and public health promotion
- 5 effective written and interpersonal communication
- 6 utilizing media outlets
- 7 evaluating effectiveness of media campaign

**Task 2 Participate in public awareness campaigns and projects relating to health promotion across continuum of care.**

**Knowledge of:**

- 1 public health models
- 2 information gathering and data analysis techniques
- 3 logic models as planning and evaluation tools
- 4 continuum of care
- 5 community engagement
- 6 behavioral health promotion

- 7 shared risk and protective factors between physical health, substance use, and other behavioral health disorders
- 8 prevention interventions to reduce the factors between physical health disorders such as depression, substance use, and conduct disorders
- 9 current behavioral health trends and research
- 10 local, state, and national behavioral health systems and their strategic goals
- 11 policies, procedures, regulations, and ethical codes that guide interactions with the media and public
- 12 media and advocacy resources
- 13 copyright laws and reference procedures

**Skill In:**

- 1 identifying target populations
- 2 identifying change agents
- 3 collaboration
- 4 networking
- 5 advocacy and public health promotion
- 6 integrating behavioral and physical health
- 7 effective written and interpersonal communication
- 8 cultural responsiveness
- 9 conducting evaluation methods

**Task 3 Identify marketing techniques for prevention programs.**

**Knowledge of:**

- 1 effective marketing strategies
- 2 cultural diversity
- 3 target audience
- 4 media literacy and advocacy
- 5 communication models
- 6 financial, human, and organizational resources
- 7 current trends in media marketing

**Skill In:**

- 1 collecting, organizing, and interpreting data
- 2 effective written and interpersonal communication
- 3 facilitating focus groups
- 4 engaging the media
- 5 building sustainable relationships and alliances
- 6 creative processes
- 7 involving target audience in all stages of the marketing campaign
- 8 planning a media campaign

**Task 4 Apply principles of effective listening.**

**Knowledge of:**

- 1 principles of ethics



- 2 rules/laws related to mandated reporting
- 3 target audience
- 4 interviewing techniques

**Skill In:**

- 1 effective written and interpersonal communication
- 2 demonstrating cultural competence and sensitivity
- 3 active listening

**Task 5 Apply principles of public speaking.**

**Knowledge of:**

- 1 audience characteristics
- 2 culturally appropriate materials for the target audience
- 3 subject matter
- 4 desired outcomes

**Skill In:**

- 1 effective written and interpersonal communication
- 2 researching topic materials
- 3 organizing presentation logically
- 4 story telling
- 5 leading discussion
- 6 handling unexpected issues
- 7 seeking and utilizing feedback
- 8 identifying appropriate visual aids
- 9 utilizing technological resources in presentation delivery
- 10 building rapport

**Task 6 Employ effective facilitation skills.**

**Knowledge of:**

- 1 audience characteristics
- 2 learning styles, instructional strategies, and presentation methods
- 3 subject matter
- 4 meeting agenda
- 5 communication models

**Skills in:**

- 1 modeling appropriate behaviors and communication skills
- 2 ensuring outcome-based decisions
- 3 creating comfortable environments
- 4 encouraging participation
- 5 preventing and managing conflict
- 6 listening and observation
- 7 facilitating group processes
- 8 ensuring quality decisions
- 9 time management

**Task 7 Communicate effectively with various audiences.**

**Knowledge of:**

- 1 group processes
- 2 training and group facilitation techniques
- 3 learning styles, instructional strategies, and presentation methods
- 4 subject matter
- 5 interagency dynamics and/or power relationships
- 6 federal and local confidentiality laws
- 7 audience characteristics
- 8 communication models

**Skills In:**

- 1 effective written and interpersonal communication
- 2 facilitating group processes
- 3 working within existing community structures and norms
- 4 demonstrating cultural competence and sensitivity
- 5 synthesizing prevention theory and models
- 6 active listening
- 7 seeking and utilizing feedback

**Task 8 Demonstrate interpersonal communication competency.**

**Knowledge of:**

- 1 basic communication theories
- 2 learning styles, instructional strategies, and presentation methods

**Skill In:**

- 1 effective written and interpersonal communication
- 2 networking and outreach to community partners
- 3 facilitating group processes
- 4 cultural competence and sensitivity
- 5 active listening

**Domain 4: Community Organization**

**Task 1 Identify the community demographics and norms.**

**Knowledge of:**

- 1 information gathering techniques and data analysis techniques
- 2 basic terms in epidemiology

**Skill In:**

- 1 collecting, organizing, and interpreting data
- 2 effective written and interpersonal communication

**Task 2 Identify a diverse group of stakeholders to include in prevention programming activities.**

**Knowledge of:**

- 1 cultural diversity

- 2 strategies for engaging community members
- 3 community characteristics
- 4 community sector representatives

**Skill In:**

- 1 implementing capacity-building strategies among diverse groups
- 2 demonstrating cultural competence and sensitivity
- 3 identifying current and emerging community leaders

**Task 3 Build community ownership of prevention programs by collaborating with stakeholders when planning, implementing, and evaluating prevention activities.**

**Knowledge of:**

- 1 capacity-building strategies
- 2 engagement strategies
- 3 effective written and interpersonal communication
- 4 role of community ownership

**Skill In:**

- 1 identifying current and emerging community leaders
- 2 facilitating group processes
- 3 providing community training
- 4 working with existing organizational and community structures
- 5 fostering shared leadership

**Task 4 Offer guidance to stakeholders and community members in mobilizing for community change.**

**Knowledge of:**

- 1 training and group facilitation techniques
- 2 level of community readiness
- 3 assessment, capacity building, planning, implementation, and evaluation methods
- 4 intercommunity organizational structures and patterns of communication
- 5 strategies for moving leaders to higher levels of readiness
- 6 advocacy strategies

**Skill In:**

- 1 transferring ownership of prevention programs to the community
- 2 increasing level of involvement of local and state organizations and cultural groups
- 3 training, mentoring, and organizing community groups, volunteers, and other stakeholders
- 4 effective written and interpersonal communication

**Task 5 Participate in creating and sustaining community-based coalitions.**

**Knowledge of:**

- 1 group processes
- 2 cultural diversity
- 3 identifying current and emerging community leaders
- 4 intercommunity organizational structures and patterns of communication

- 5 interagency dynamics and/or power relationships
- 6 financial, human, and organizational resources
- 7 strategies for engaging community members
- 8 assessment, capacity building, planning, implementation, and evaluation methods

**Skill In:**

- 1 training, mentoring, and organizing community groups and volunteers
- 2 facilitating group processes
- 3 effective written and interpersonal communication
- 4 cultural responsiveness
- 5 conducting strategic planning activities

**Task 6 Develop or assist in developing content and materials for meetings and other related activities.**

**Knowledge of:**

- 1 prevention principles
- 2 evidence-based practices
- 3 Risk and Protective Factor Theory and other theories relevant to prevention
- 4 prevention program evaluation instruments/models
- 5 logic models as a planning tool
- 6 current behavioral health trends and research
- 7 learning styles, instructional strategies, and presentation methods
- 8 resources for education, training, and professional development related to prevention
- 9 culturally appropriate materials for the target audience

**Skill In:**

- 1 effective written and interpersonal communication
- 2 collecting, organizing, and analyzing data
- 3 developing, modifying, and implementing materials for the target audience

**Task 7 Develop strategic alliances with other service providers within the community.**

**Knowledge of:**

- 1 group processes
- 2 cultural diversity
- 3 intercommunity organizational structures and patterns of communication
- 4 interagency dynamics and/or power relationships
- 5 financial, human, and organizational resources

**Skill In:**

- 1 negotiation
- 2 effective written and interpersonal communication
- 3 networking and outreach to community partners
- 4 building sustainable relationships and alliances
- 5 demonstrating cultural competence and sensitivity

**Task 8 Develop collaborative agreements with other service providers within the community.**

**Knowledge of:**

- 1 intercommunity organizational structures and patterns of communication
- 2 policies, procedures, and legal/programmatic limitations that guide the practice of related professions
- 3 key leaders of other services providers
- 4 interagency dynamics and/or power relationships
- 5 elements of formal agreements

**Skill In:**

- 1 working within existing community structures and norms
- 2 building sustainable relationships and alliances
- 3 effective written and interpersonal communication

**Task 9 Participate in behavioral health planning and activities.**

**Knowledge of:**

- 1 local, state, and national behavioral health systems and their strategic goals
- 2 community planning
- 3 current behavioral health trends and research
- 4 continuum of care
- 5 shared risk and protective factors between physical health, substance use, and other behavioral health disorders
- 6 prevention interventions to reduce the incidence of behavioral health disorders such as depression, substance use, and conduct disorders
- 7 behavioral health promotion

**Skill In:**

- 1 collaboration
- 2 integrating behavioral health and physical health
- 3 networking
- 4 advocacy and public health promotion
- 5 training, mentoring, and organizing community groups and volunteers
- 6 facilitating group processes
- 7 effective written and interpersonal communication
- 8 cultural responsiveness

**Domain 5: Public Policy and Environmental Change**

**Task 1 Provide resources, training, and consultation to promote environmental change.**

**Knowledge of:**

- 1 group processes
- 2 political processes
- 3 environmental change strategies
- 4 information gathering techniques and data sources
- 5 evidence-based prevention policies

- 6 community characteristics
- 7 theory of change
- 8 financial, human, and organizational resources
- 9 learning styles, instructional strategies, and presentation methods
- 10 socioecological systems theories
- 11 public health model

**Skill In:**

- 1 facilitating groups
- 2 collecting, organizing, and analyzing data
- 3 communicating prevention policies to decision makers
- 4 working within local political systems
- 5 implementing environmental change strategies
- 6 effective written and interpersonal communication
- 7 advocacy in public health promotion and prevention
- 8 public speaking
- 9 training, mentoring, and organizing community groups and volunteers
- 10 providing technical assistance

**Task 2 Participate in enforcement initiatives to affect environmental change.**

**Knowledge of:**

- 1 political processes
- 2 environmental change strategies
- 3 information gathering techniques and data sources
- 4 community norms and other characteristics
- 5 theory of change
- 6 financial, human, and organizational resources
- 7 law enforcement and regulatory agencies
- 8 socioecological systems theories
- 9 interagency dynamics and/or power relationships

**Skill In:**

- 1 collecting, organizing, and analyzing data
- 2 developing and implementing social marketing strategies
- 3 working with political, judicial, and law enforcement systems
- 4 effective written and interpersonal communication
- 5 advocacy in public health promotion and prevention
- 6 public speaking

**Task 3 Participate in public policy development to affect environmental change.**

**Knowledge of:**

- 1 political processes
- 2 environmental change strategies
- 3 information gathering techniques and data sources
- 4 community norms and other characteristics

- 5 theory of change
- 6 financial, human, and organizational resources
- 7 socioecological systems theories
- 8 interagency dynamics and/or power relationships
- 9 community characteristics
- 10 public health model
- 11 current behavioral health trends and research

**Skill In:**

- 1 collecting, organizing, and analyzing data
- 2 developing and implementing social marketing strategies
- 3 working with political, judicial, and law enforcement systems
- 4 effective written and interpersonal communication
- 5 advocacy in public health promotion and prevention
- 6 public speaking
- 7 technical assistance
- 8 resource sharing
- 9 networking and outreach to policy makers

**Task 4 Use media strategies to support policy change efforts in the community.**

**Knowledge of:**

- 1 political processes
- 2 media advocacy and outlets
- 3 environmental change strategies
- 4 information gathering techniques and data sources
- 5 financial, human, and organizational resources
- 6 socioecological systems theories
- 7 interagency dynamics and/or power relationships
- 8 community norms and other characteristics
- 9 current behavioral health trends and research

**Skill In:**

- 1 collecting, organizing, and analyzing data
- 2 developing and implementing social marketing strategies
- 3 working within local political systems
- 4 implementing environmental change strategies
- 5 effective written and interpersonal communication
- 6 advocacy in public health promotion and prevention
- 7 public speaking
- 8 engaging the media
- 9 cultural competence and sensitivity

**Task 5 Collaborate with various community groups to develop and strengthen effective policies supporting prevention**

**Knowledge of:**

- 1 group processes
- 2 environmental change strategies
- 3 information gathering techniques and data sources
- 4 evidence-based prevention policies
- 5 training, mentoring, and organizing community groups and volunteers
- 6 community characteristics
- 7 financial, human, and organizational resources
- 8 cultural competence and sensitivity
- 9 interagency dynamics and/or power relationships

**Skill In:**

- 1 facilitating groups
- 2 collecting, organizing, and analyzing data
- 3 implementing environmental change strategies
- 4 effective written and interpersonal communication
- 5 advocacy in public health promotion and prevention
- 6 cultural competence and sensitivity
- 7 networking and outreach to community stakeholders

**Task 6 Advocate to bring about policy and/or environmental change.**

**Knowledge of:**

- 1 political processes
- 2 information gathering techniques and data sources
- 3 evidence-based environmental strategies
- 4 theory of change
- 5 community norms and other characteristics
- 6 financial, human, and organizational resources
- 7 current behavioral health trends and research
- 8 media outlets and resources
- 9 the difference between lobbying and advocacy

**Skill In:**

- 1 facilitating groups
- 2 collecting, organizing, and analyzing data
- 3 developing and implementing social marketing strategies
- 4 communicating prevention policies to decision makers
- 5 working within local political systems
- 6 implementing environmental change strategies
- 7 effective written and interpersonal communication
- 8 advocacy in public health promotion and prevention
- 9 public speaking
- 10 identifying and engaging change agents and policy makers
- 11 negotiating
- 12 networking and outreach to community stakeholders



## **Domain 6: Professional Growth and Responsibility**

### **Task 1 Demonstrate knowledge of current prevention theory and practice.**

#### **Knowledge of:**

- 1 assessment, capacity building, planning, implementation, and evaluation methods
- 2 components of effective prevention program planning
- 3 continuum of care
- 4 cultural diversity
- 5 current behavioral health trends and research
- 6 current evidence-based prevention interventions in behavioral health
- 7 financial, human, and organizational resources
- 8 group processes
- 9 guidelines for program fidelity and adaptation
- 10 personal biases, beliefs, limitations, and cultural assumptions
- 11 professional associations and organizations related to behavioral health
- 12 professional codes of conduct/ethics related to the prevention profession
- 13 public health model
- 14 Risk and Protective Factor Theory and other theories related to prevention
- 15 shared risk and protective factors between physical health, substance use, and other behavioral health disorders
- 16 sustainability strategies
- 17 the process of addiction, its effect on the brain, developmental processes and family systems
- 18 theory of change

#### **Skill In:**

- 1 applying current prevention theory and evidence-based practice to prevention work
- 2 conducting comprehensive strategic planning activities
- 3 demonstrating cultural competence and sensitivity
- 4 effective written and interpersonal communication
- 5 facilitating group processes
- 6 following a work plan
- 7 maintaining fidelity when adapting evidence-based programs
- 8 working collaboratively within the public health system

### **Task 2 Adhere to all legal, professional, and ethical principles.**

#### **Knowledge of:**

- 1 principles of ethics
- 2 professional codes of conduct/ethics related to the prevention profession
- 3 advocacy guidelines
- 4 basic budget requirements set by funders
- 5 federal and local confidentiality laws
- 6 laws related to the reporting of abuse and neglect

- 7 personal biases, beliefs, limitations, and cultural assumptions
- 8 policies, procedures, and legal/programmatic limitations that guide the practice of related professions
- 9 recipient rights and informed consent
- 10 copyright laws and reference procedures

**Skill In:**

- 1 applying current prevention theory and evidence-based practice to prevention work
- 2 applying federal and local mandates regarding confidentiality and reporting of suspected abuse and neglect of service recipients
- 3 demonstrating cultural competence and sensitivity
- 4 demonstrating ethical decision-making in prevention work
- 5 demonstrating personal use of strategies for healthy living
- 6 obtaining informed consent of participants
- 7 continuing professional development through education, self-evaluation, supervision, and consultation to maintain competence and enhance professional effectiveness
- 8 implementing strategies to ensure the safety of program participants

**Task 3 Demonstrate cultural responsiveness as a prevention professional.**

**Knowledge of:**

- 1 creative and adaptive uses of community resources
- 2 cultural characteristics that influence attitudes, behaviors, and perceptions that relate to substance use and mental health
- 3 culturally appropriate materials for the target audience
- 4 personal biases, beliefs, limitations, and cultural assumptions
- 5 professional codes of conduct/ethics related to the prevention profession
- 6 health disparities that impact diverse communities
- 7 importance of diverse representation in planning

**Skill In:**

- 1 active listening
- 2 modeling cultural competence and sensitivity
- 3 developing, modifying, and implementing culturally appropriate materials
- 4 effective written and interpersonal communication and facilitation skills
- 5 encouraging multiple perspectives
- 6 networking and relationship building
- 7 working with diverse populations
- 8 working within existing organizational and community structures

**Task 4 Demonstrate self-care consistent with prevention messages.**

**Knowledge of:**

- 1 organization and community resources that support health and well-being
- 2 healthy living strategies

- 3 personal biases, beliefs, limitations, and cultural assumptions
- 4 professional codes of conduct/ethics related to the prevention profession
- 5 resources for education, training, and professional development related to prevention
- 6 conflict resolution strategies

**Skill In:**

- 1 demonstrating personal use of strategies for healthy living
- 2 modeling appropriate behaviors and communication skills
- 3 preventing and managing conflict
- 4 seeking and utilizing feedback from peers
- 5 recognizing personal limitations and seeking assistance when needed

**Task 5 Recognize importance of participation in professional associations locally, statewide, and nationally.**

**Knowledge of:**

- 1 advocacy strategies
- 2 current behavioral health systems of care
- 3 elements of formal agreements
- 4 financial, human, and organizational resources
- 5 organizational dynamics and characteristics
- 6 interagency dynamics and/or power relationships
- 7 local, state, and national stakeholders
- 8 local, state, and national behavioral health systems and their strategic goals
- 9 policies, procedures, and legal/programmatic processes that guide the practice of related professions
- 10 professional associations and organizations related to behavioral health
- 11 working within the context of the organizational culture
- 12 intercommunity organizational structures and patterns of communication

**Skill In:**

- 1 public health advocacy
- 2 training, mentoring, and organizing community groups and volunteers
- 3 working collaboratively within the public health system
- 4 working within local political systems
- 5 effective written and interpersonal communication and facilitation
- 6 networking and relationship building

**Task 6 Demonstrate responsible and ethical use of public and private funds.**

**Knowledge of:**

- 1 advocacy strategies
- 2 basic budget requirements/guidelines set by funders and organizational policy
- 3 regulations and practices regarding ethical fundraising
- 4 professional codes of conduct/ethics related to the prevention profession
- 5 elements of formal agreements

- 6 conflicts of interest

**Skill In:**

- 1 collecting, organizing, analyzing, and reporting funding data
- 2 demonstrating ethical decision-making in prevention work
- 3 following a work plan
- 4 adhering to budget requirements/guidelines
- 5 applying professional codes of conduct/ethics related to the prevention profession

**Task 7 Advocate for health promotion and prevention across the life span.**

**Knowledge of:**

- 1 advocacy strategies
- 2 behavioral health promotion
- 3 health disparities that impact diverse communities
- 4 current behavioral health systems of care, theory, and practice
- 5 current behavioral health trends and research
- 6 effective communication methods
- 7 environmental change strategies
- 8 healthy living strategies
- 9 collecting, organizing, analyzing, and reporting data and information
- 10 media and advocacy resources
- 11 political processes
- 12 professional associations and organizations related to behavioral health
- 13 resources for education, training, and professional development related to prevention

**Skill In:**

- 1 advocacy in public health promotion and prevention
- 2 collecting, organizing, and analyzing data
- 3 communicating health disparities that impact diverse communities
- 4 demonstrating personal use of strategies for healthy living
- 5 effective written and interpersonal communication
- 6 engaging the media
- 7 facilitating group processes
- 8 identifying target audience
- 9 implementing environmental change strategies
- 10 networking and relationship building
- 11 identifying change agents

**Task 8 Advocate for healthy and safe communities.**

**Knowledge of:**

- 1 advocacy strategies
- 2 behavioral health promotion
- 3 health disparities that impact diverse communities
- 4 current behavioral health systems of care, theory, and practice

- 5 current behavioral health trends and research
- 6 effective communication methods
- 7 environmental change strategies
- 8 healthy living strategies
- 9 collecting, organizing, analyzing, and reporting data and information
- 10 media and advocacy resources
- 11 political processes
- 12 professional associations and organizations related to behavioral health
- 13 resources for education, training, and professional development related to prevention
- 14 community based processes
- 15 federal and local confidentiality laws

**Skill In:**

- 1 advocacy in public health promotion and prevention
- 2 collecting, organizing, and analyzing data
- 3 communicating health disparities that impact diverse communities
- 4 demonstrating personal use of strategies for healthy living
- 5 effective written and interpersonal communication
- 6 engaging the media
- 7 facilitating group processes
- 8 identifying target audience
- 9 implementing environmental change strategies
- 10 networking and relationship building
- 11 identifying change agents
- 12 working with diverse populations

**Task 9 Demonstrate knowledge of current issues of addiction.**

**Knowledge of:**

- 1 health disparities that impact diverse communities
- 2 current behavioral health systems of care, theory, and practice
- 3 biases, beliefs, and cultural assumptions related to addictions
- 4 signs, symptoms, and progressive stages of addiction
- 5 addicted family dynamics
- 6 effects of drugs on the brain and the body
- 7 health promotion and prevention within the continuum of care
- 8 prevention within a Recovery Oriented System of Care (ROSC)
- 9 co-occurring disorders

**Skill In:**

- 1 applying current prevention theory and evidence-based practice to prevention work
- 2 demonstrating cultural competence and sensitivity
- 3 working collaboratively within the public health system

- 4 identifying signs, symptoms, and progressive stages of addiction
  - 5 brief intervention and referral
- Task 10 Demonstrate knowledge of current issues of mental, emotional, and behavioral health.**
- Knowledge of:**
- 1 the effects of mental, emotional, and behavioral health on the family
  - 2 co-occurring disorders
  - 3 biases, beliefs, and cultural assumptions related to addictions
  - 4 healthy living strategies and wellness promotion
  - 5 health disparities that impact diverse communities
  - 6 current behavioral health systems of care, theory, and practice
  - 7 evidence-based environmental strategies
- Skill In:**
- 1 applying current prevention theory and evidence-based practice to prevention work
  - 2 working collaboratively within the public health system
  - 3 demonstrating cultural competence and sensitivity
  - 4 public health advocacy
  - 5 identifying signs and symptoms of mental, emotional, and behavioral health issues
  - 6 brief intervention and referral

## Sample Questions

The questions on the examination are multiple-choice with four (4) choices. There is only one correct or best answer for each question. Carefully read each question and all the choices before making a selection. Choose the single best answer. Mark only one answer for each question. You will not be given credit for any question for which you indicate more than one answer. It is advisable to answer every question since the number of questions answered correctly will determine your final score. There is no penalty for guessing.

The following are **sample** questions that are similar to those you will find in the examination.

**1. A community coalition is advocating for an ordinance to ban the sale of alcohol at the annual fall family festival. This is an example of:**

- A. an alternative activity strategy.
- B. a family intervention strategy.
- C. an environmental strategy.
- D. an enforcement strategy.

*Domain: Public Policy and Environmental Change*