

SACO Certification Course

Response



Identification of Marines

- **Routine drug testing**
- **Monitoring alcohol- and drug-related incidents on base and surrounding area**
 - **Civilian or military police reports/blotters**
 - **Duty log books**
 - **Mishap/accident reports**
 - **Sensitive message reports**
 - **Emergency Medical Treatment Facility (MTF) records**
 - **Family Advocacy Program (FAP)**
- **On-base inspections**
- **Breathalyzer testing**
- **CO referral**



Observation

- **Be alert!**
- **Possible signs of substance use issues:**
 - Any use of alcohol for Marines under age 21
 - Repeated excessive drinking or appearance of impairment
 - Driving or operating heavy machinery while appearing to be under the influence of alcohol or drugs
 - Appearance of impairment while on duty
 - Drug odors or paraphernalia
 - Rumors or reports of drug use
 - Spending time in areas known for drug activity during liberty hours



Self-Referral

- **Give them information about options BEFORE they disclose sensitive information**
- **Once a case file is opened the process cannot be stopped without adverse consequences!**
- **Describe how the referral process works**
- **Discuss guidelines about drinking risk**
- **Provide civilian resources**



New Arrivals

- **Check for previous incidents or treatment**
 - Check for SSN in ADMITS
- **Casual conversation**
 - Discuss command policies
 - Get an impression of risk level
 - Ask about previous incidents or treatment



Sample Interview



Goals of Initial Assessment/ Fact-Finding Interview

- **To explain to the Marine how the substance abuse program works**
- **To gather as much information about the case as possible**



Preparing for an Interview

- **Set aside dedicated time**
- **Reserve a professional, private and quiet space**
- **Notify the Marine and his or her supervisor of the appointment**
- **Have a blank case file on hand**
- **Tell the Marine to bring:**
 - **Copy of page 11 of SRB/OQR**
 - **Copy of medical record**



Case Files

- **Required Forms**
 - **Privacy Act Statement**
 - **SACO Referral Information**
 - **Supervisor Input**
 - **Medical Record Review**
 - **Chronological Log**
- **Other documents**



Fact-Finding Interview Steps

- **Introductions and overview**
- **Privacy and confidentiality**
- **Fact-finding**
- **What is next?**
- **Close the interview**



Privacy and Confidentiality

- 1. Review Privacy Act Statement with Marine, highlighting key points**
- 2. Marine reads Privacy Act Statement**
 - Voluntary cooperation
 - Case file protection
 - Limited information release
 - File destroyed in 5 years
 - Disclosure of certain activities reported to CO
 - Illegal activity
 - Risk to self or others
 - Factors that significantly impact the command
- 3. Marine signs Privacy Act Statement**



Fact-Finding

- **Collect information about:**
 - The incidents at hand
 - The Marine's general substance use
- **Use open-ended questions, prompts, and follow-up questions to get the Marine to provide as much information as possible**
- **Take detailed notes during the interview**



Interview Skills

- Work on **building rapport**
- Show **compassion**
- Practice **active listening**
- Use **motivational interviewing techniques**
- Be aware of **non-verbal cues**

Reminder: SACOs are not counselors



Wrapping Up an Interview

- **Completing the interview**
 - What happens next?
 - Closing the interview



Demonstration: Conduct a Fact-Finding Interview

**Demonstration of the process of
conducting an interview**



Exercise: Practice Conducting a Fact-Finding Interview

Practice skills used to conduct a fact-finding interview

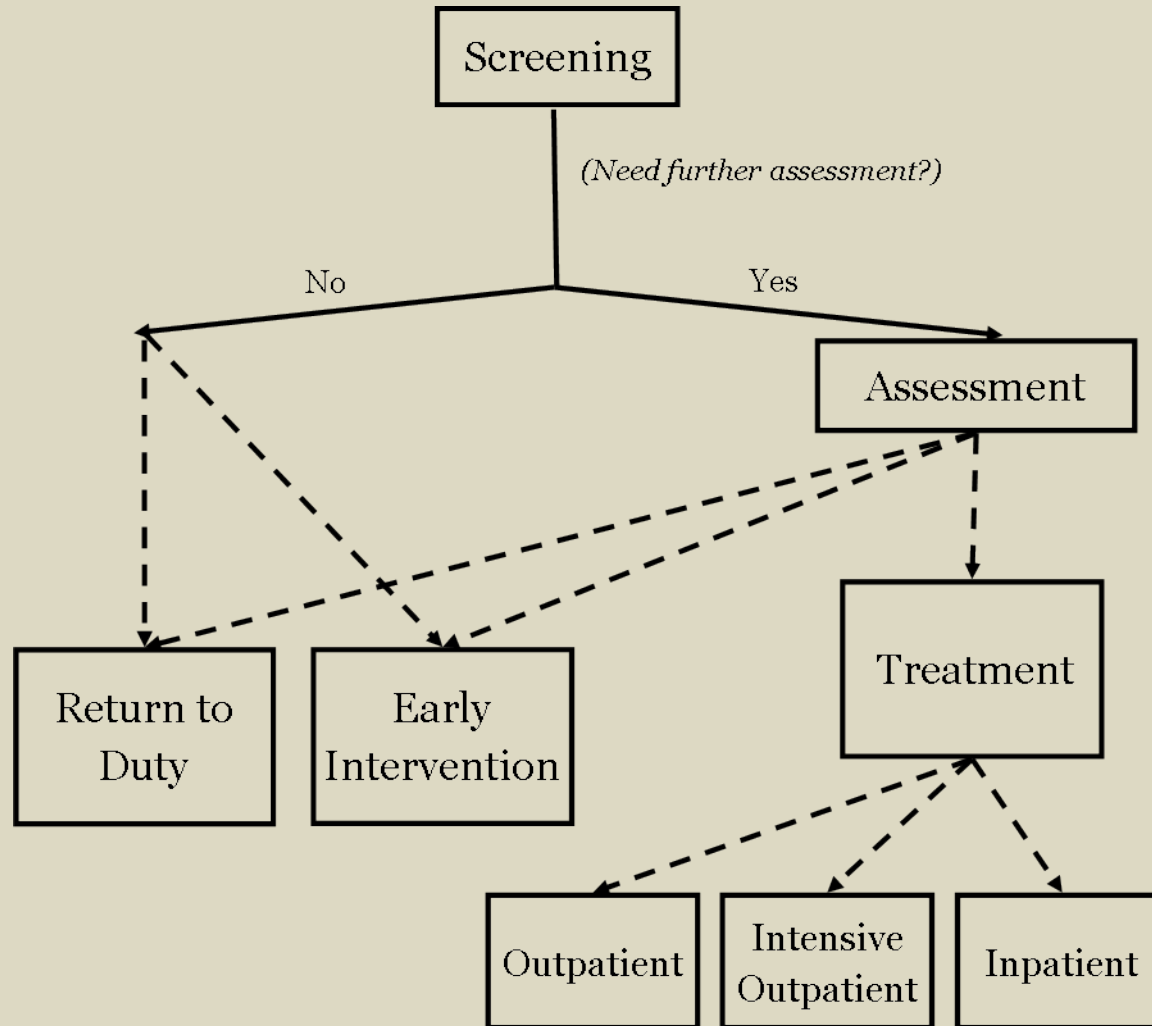


After the Interview

- **Complete the case file**
- **Brief the CO**
- **Collect Supervisor's input**
- **Refer the Marine to the SACC**



Possible Outcomes of SACC Referrals



Substance Abuse Treatment

- **Treatment placement:**
 - Outpatient services
 - Intensive outpatient services
 - Inpatient/residential services
- **Individualized treatment plan**
- **SACO responsibilities during treatment**
- **Treatment refusal**

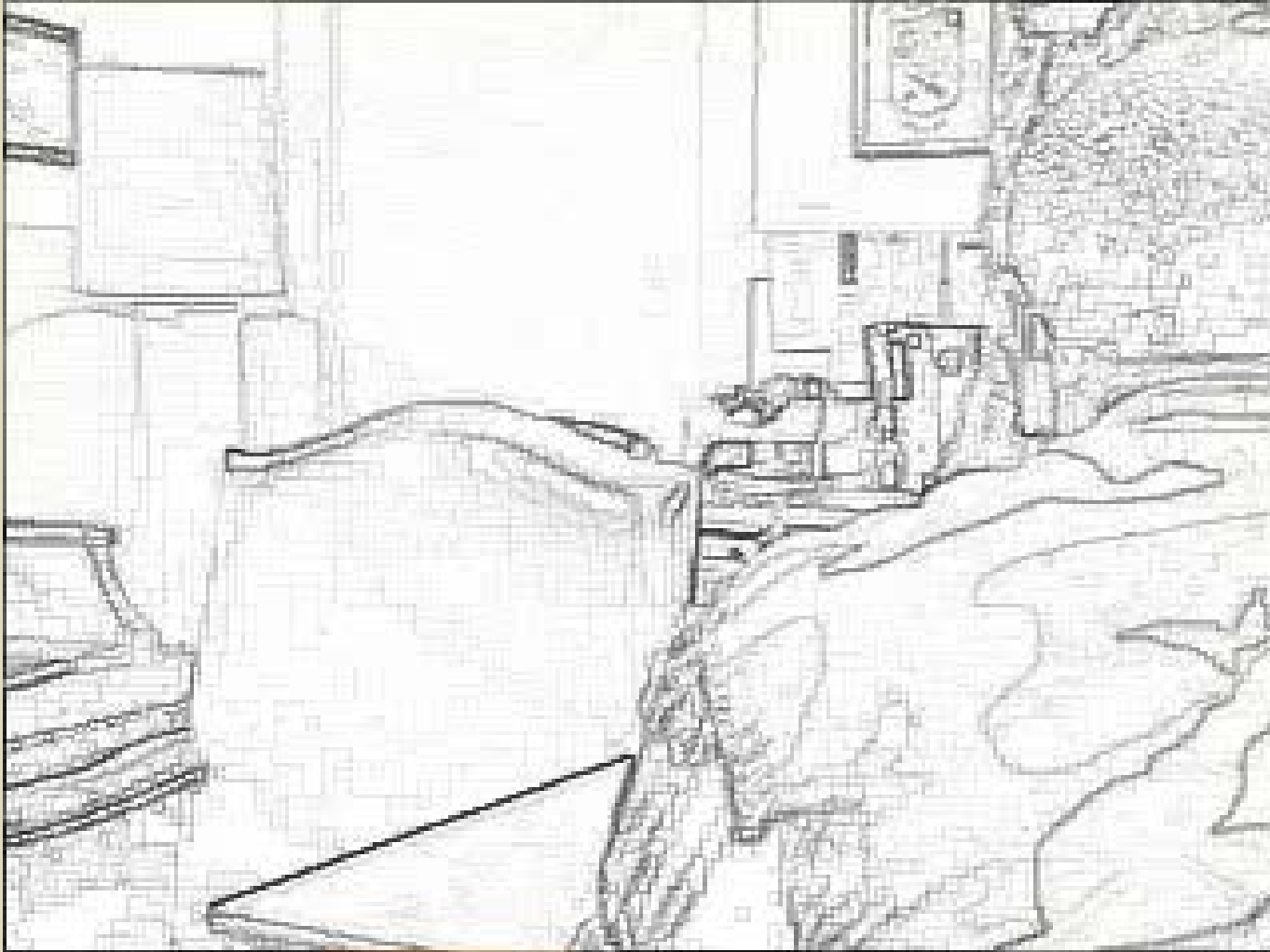


Aftercare

- **Purpose of aftercare**
- **After completion of treatment, Marines must attend aftercare meetings with you at least twice a month to monitor progress/compliance**
- **SACO aftercare duties**
 - **Observe the Marine's behavior**
 - **Meet with the Marine as detailed in the aftercare plan**
 - **Ensure Marine is following aftercare plan guidelines**
 - **Keep the CO informed**



Aftercare Video



Aftercare Meetings

- **Establish ground rules**
- **Begin with open-ended questions**
- **Ask specific questions**
- **Explore stress levels and well-being**
- **Explore recent substance use**
 - **Alcohol dependent Marines**
 - **Marines who are not alcohol dependent**
 - **Risky situations**
- **Establish compliance with aftercare plan**



Testifying in Court

- **Know where to be and when to be there**
- **Review your records beforehand**
- **Wear uniform of the day**
- **Be professional**
- **Make eye contact**
- **Be consistent and accurate**
- **Answer only what is asked**
- **Avoid the words “never” or “always”**
- **Stay calm and relaxed**
- **Maintain positive body language**
- **Stop talking if there is an objection**



Questions?

