



HERTFORDSHIRE DRUG EDUCATION FORUM

Guidance for Completing Form

Web database of Educators and Trainers in Hertfordshire

For educators and trainers involved in preventing drug misuse through education for young people and parents/carers and training for professionals working in Hertfordshire.

All members to sign up to DEF pledge and agree to be evaluated annually to ensure consistency in the delivery of drug and alcohol education.

Please note that all the information supplied will be placed on a website for public access. Certain sections contained within the form are specific to either drugs education or training.

Please fill in the form electronically. All subsequent information and copies of qualifications, and CRB clearances to be sent directly to Jane Holton, Young Peoples Substance Misuse Team, SFAR102, Farnham House, Six Hills Way, Stevenage SG1 2FQ. with a copy of completed signed form.

Location

Please write down where you are willing to work within Hertfordshire.

Disclosure Date

Please state the date of your CRB disclosure (this should be within the last 3 years).

Key Skills

Please detail all your key skills.

Specific Topics Offered

What specific areas of drug education/training can you offer? Please include any relevant publications, information with your form.

Costs

What are the estimated costs for training/education work? Please specify

Availability

What is your availability for providing drugs training within the county e.g. location, limitations (please specify).

Drugs Education Delivered

Educators please give details of course, which you have delivered, **over the last 2 years**, stating your role, target trainees and course evaluation.

Drugs Training Delivered

Please give details of courses, which you have delivered, **over the last 2 years**, stating your role, target trainees and course evaluation.

Drugs Training Received

Please give details of the training organisations, the training programmes and dates of the courses attended in **the last 2 years**.

Professional Qualifications

List all appropriate professional qualification or equivalent – please give dates and institution. (Also give details and dates, as appropriate, of: competency based scheme, occupational training or any current training you are undertaking.) **Proof of qualifications listed must be submitted with the form.**

Professional Body

Are you a member of any professional body – please specify

If you are unsure about any sections please contact Jane Holton on 01438 843879.