

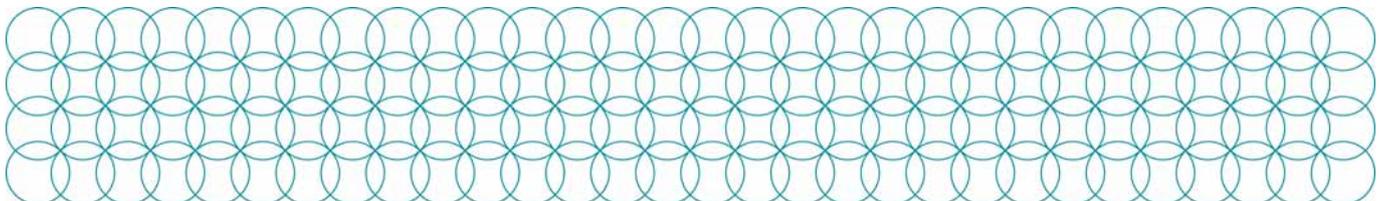


Ministry of
JUSTICE

National Offender
Management Service

The Correctional Services Accreditation Panel Report

2010–2011





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This information is also available on the Ministry of Justice website:
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Foreword

I am pleased to introduce the twelfth report summarising the work completed by the Correctional Services Accreditation Panel (CSAP). Overall the Panel considers that the accreditation process has proved successful in many ways. The Panel's contribution has been to assess rigorously programmes for accreditation and to safeguard and promote standards for the quality of delivery. During the course of the year, the Panel considered a number of applications from NOMS and external providers for accreditation guidance or review. The outcome of Panel consideration of these submissions included the following:

Three programmes were fully accredited:

- The Control of Violence for Angry Impulsive Drinkers – Group Community. This is a cognitive behavioural therapy programme for delivery in the community. It was provisionally accredited in 2009 and was put forward for full accreditation in 2010.
- The Control of Violence for Angry Impulsive Drinkers – Group Secure. This is the custodial version of the same programme. It gained full accreditation status in 2009 and in 2010 it was brought back to the panel for review based on the recommendations made by the Panel in 2009.
- RAPt – Women's Substance Dependency Treatment Programme is an Offending Behaviour Programme for female offenders with a history of drug dependence.

Two programmes were awarded provisional accredited status:

- Learning Disability Therapeutic Community – This is a specialist intervention for prisoners with learning disabilities to address offence related risk and associated personality and psychological disorders.
- Belief in Change – This is a high intensity reintegration programme for medium to high risk general offenders in their last year in custody.

Advice and guidance was provided to programmes currently under development as well as relating to issues surrounding already accredited programmes. The Panel was also involved in a number of strategic discussions with NOMS and provided advice on issues relating to Drugs, Violence, and Sex Offending programmes.

The Panel, through its Research Advisory Sub-Group, advised the Offender Management Statistical Analytical Services (OMSAS) in the Ministry Of Justice on research methods.

I would like to thank the Panel members for their continued hard work in offering expert advice on Offending Behaviour Programmes.

A handwritten signature in black ink, appearing to read 'Nicola Hewer', written in a cursive style.

Nicola Hewer
CSAP Chair

Diversity Statement

The Government is committed to building a fairer, more inclusive society in which public authorities improve links with the community and demonstrate equal opportunities for staff and service users. The Panel is committed to ensuring that diversity and equality are valued and permeate every aspect of how it discharges its role and responsibilities with regard to the What Works agenda and its own practices. The Panel requires programme designers and providers to demonstrate evidence of due regard for equality, diversity and inclusiveness in terms of equality of access to programmes on the basis of need.

The Panel is committed to:

- Examining its own practices to ensure that it is accessible, open and responsive to all stakeholders and in particular to those from ethnic minorities.
- Ensuring an environment in which all its members and participants in its business can contribute effectively regardless of gender, ethnicity, ability, age, sexuality, learning style, marital status, nationality, disability, religion or belief and past and present life experiences.

Introduction

This is the twelfth report of the Correctional Services Accreditation Panel, the first three being under the Panel's former name of the Joint Prison/Probation Services. It records the outcomes of the Panel's meetings during the year, including advice and decisions on programmes seeking accreditation, the Panel's work in safeguarding the quality of offending behaviour programme delivery by establishing criteria and overseeing audit, and the Panel's discussions in sub-panels. Attached to the report are:

Annex A a budget statement for the financial year 2010/11

Annex B the accreditation criteria

Annex C guidance on preparing programme materials for accreditation

Annex D a schedule of accredited programmes

Separate to this report is Annex E. This contains both the applications for accreditation made by programme developers and also Panel's feedback letters in relation to the programmes that have been fully accredited during this period.

The Correctional Services Accreditation Panel

The Correctional Services Accreditation Panel became a non-statutory body on 1 May 2008. It sits within the Justice Policy Group (JPG), Ministry of Justice. The Ministry of Justice, established in 2007, brings responsibility for the entire justice system together in one place, including courts, prisons and probation services. The Justice Policy Group's work includes developing a criminal justice and offender management strategy and working closely with other parts of the criminal justice system. It sets the strategic direction for the National Offender Management Service (NOMS) and for HM Courts Service in relation to criminal justice.

Up to 30 April 2008 the Correctional Services Accreditation Panel (CSAP) was an Advisory Non-Departmental public body with an independent chair. The establishment of the National Offender Management Service in 2004 created a different framework for the provision of correctional services and, following an internal review in 2004, Ministers agreed that final decisions on accreditation should be made by a senior official within the Department on advice from a Panel of experts. The measure to enable the accreditation process to be brought in-house was included in the Offender Management Act which received Royal Assent in July 2007. A new Panel of experts was recruited in January 2008 and the provision to bring the accreditation process in-house came into effect on 1 May 2008, when the previous Panel members' appointments ended. Nicola Hewer, Justice Policy Group took up the chairmanship of CSAP in November 2008.

The Correctional Services Accreditation Panel helps the Ministry of Justice and NOMS to develop and implement high quality offender behaviour programmes and promotes excellence in programme design. Its main work is to use an evidence based approach to accredit programmes designed to reduce re-offending. Applications are assessed against a set of accreditation criteria (Annex B) derived from the lessons learnt from international research about what works in reducing re-offending

The 'What Works' evidence, based on systematic reviews of the evidence for a wide range of interventions with offenders, suggests that clearly defined and structured programmes using particularly, but not exclusively, cognitive-behavioural techniques can significantly reduce re-offending. The meta-analytic reviews do not suggest that there is any single, outstanding approach that is, by itself, guaranteed to work as a means of reducing re-offending, but broadly, the principles associated with effective interventions include:

- A research evidence based model of change
- Effective risk management
- Targeting offending behaviour
- Addressing the specific factors linked with offenders' offending
- Relevance to offenders' learning styles
- Promoting community re-integration
- Maintaining quality and integrity of programme delivery.

These are demanding principles to meet. There is good evidence about what is effective but large-scale implementation is very difficult. There are many threats to programme integrity. Accreditation is a mechanism which has been developed to help counter these threats. It supports consistent delivery of effective practice and helps to ensure there is continuous quality improvement in the correctional services.

Panel membership in April 2011

Chair

Nicola Hewer, Head of Performance and Regulation, Ministry of Justice.

Members

- Dr Linda Blud
Independent forensic psychology consultant. Has served on the Scottish and Canadian Accreditation Panels and is currently a member of the Parole Board.
- Dr Eric Cullen
Former Consultant Forensic Psychologist and Senior Research Fellow (Hon.) Depart. Psych., University of Birmingham.
- Dr Gerald Gaes
Criminal Justice consultant and Visiting Researcher Florida State University. Retired Director of Research for the Federal Bureau of Prisons in the United States Department of Justice.
- Professor Michael Gossop
Head of Research, Drugs and Alcohol Addiction Services, Maudsley Hospital.
- Professor Donald Grubin
Professor of Forensic Psychiatry, Newcastle University and Northumberland, Tyne and Wear NHS Trust.
- Professor Friedrich Lösel
Director, Institute of Criminology, University of Cambridge and Chair Psychology 1, Institute of Psychology, University of Erlangen-Nuremberg.
- Professor Doris Layton Mackenzie
Director, Justice Centre for Research, College of Liberal Arts and Professor, Crime, Law and Justice Programme, Department of Sociology, Penn State University.
- Professor Mike Maguire
Professor of Criminology and Criminal Justice, Cardiff University and University of Glamorgan.
- Dr William Murphy
Professor of Psychiatry, University of Tennessee Health Sciences Centre.
- Dr Frank Porporino
Senior Partner, T3 Associates Training and Consulting Inc, Canada.

- Dr Barbara Rawlings
Honorary Research Fellow, Department of Sociology, Manchester University.
- Dr Stanley Renwick
former Head of Clinical Psychology, Ministry of Defence. Currently Director of Research, Personality Disorder Directorate, Care Principles Ltd.
- Dr Lynn Stewart
National Manager, Living Skills, Counter point and Family Violence Prevention programmes, Correctional Service, Canada.
- Professor Faye Taxman
Distinguished Professor, Administration of Justice, Evidenced Based Corrections and Treatment Research Programme, George Mason University.
- Dr David Thornton
Treatment Director for the Wisconsin Department of Health Services Sexually Violent Persons Programme and Adjunct Professor in the Department of Clinical Psychology at Bergen University, Norway.

Secretariat

Maureen Nwafor is the CSAP Secretary. She can be contacted by telephone on 020 3334 2475 or by e-mail: maureen.nwafor@justice.gsi.gov.uk.

Advisors

During the course of the year, the Panel engaged the services of Dr Daryl Harris, a chartered psychologist, to advise the Panel in its consideration of the COVAID programmes.

Register of Interests

The Panel's Code of Conduct requires the Panel to make available for public inspection a Register of the Interests of all members. The Register is maintained by the CSAP Secretariat and is available for inspection on request.

Applications considered

Accreditation Criteria

Ministers approved a revised set of programme accreditation criteria in August 2002. In 2003–4 there was a further review of the accreditation criteria that led to minor revisions to the scoring system. The Panel made further, minor changes to the accreditation criteria in March 2009 following discussions on how the accreditation process could be strengthened. The accreditation criteria are attached to the body of this report at Annex C. A copy of the accreditation criteria can also be obtained from the CSAP Secretary, Maureen Nwafor.

The Panel's criteria allows for programmes to become accredited based on the reconviction evidence supporting the general approach and the methods used. For newer programmes, reconviction data may not be available for the programme in its present form. In that event, the Panel requires that a basic level of research evidence should be provided to support the general approach and the majority of the methods specified in the model. The model of change should be in the form of plausible hypotheses based on the research literature. The Panel requires an ongoing commitment to the evaluation of outcomes based on reconviction data and will keep accredited programmes under periodic review in the light of up-to-date evidence. In granting 'accredited' status the Panel has also, in all cases to date, identified some specific points for improvement. These issues are identified in the Panel's decision letters which the Panel expects to be addressed. In addition to the audit process, the Secretariat monitors progress on improvement by seeking updates from the programme developers.

Programmes are normally accredited for a five year period, following which they should be brought back for review. The Panel will consider whether an accredited programme needs to be reviewed within the five year period. This may be the case, for example, where evidence from evaluation is required. If any substantial changes are made to an accredited programme within that five year period, programme developers will submit the programme to CSAP for review and endorsement of the changes.

In addition, programmes and systems can be 'recognised' (provisionally accredited). Such programmes and systems have received a sufficiently high rating to justify immediate use in custody and the community, however some issues will have been identified by the Panel as necessary to address. Within 12 months (unless otherwise specified by the Panel) a further submission will

be required to demonstrate that specific measures have addressed these issues in order to attract the award of 'accredited' status.

A total of eight programmes were presented to the Panel this year. Three programmes were fully accredited, two programmes provisionally accredited and the other three programmes came to CSAP for advice.

Programmes awarded Full Accreditation

Control of Violence for Angry Impulsive Drinkers – Group Community (COVAID GC)

COVAID GC is cognitive-behavioural programme, suitable for young male offenders, that aims to reduce the likelihood of aggression and violence. The programme aims to encourage self-control skills, identifying those already used and developing new ones.

The COVAID GC is a ten-session programme designed for a community setting.

This programme was provisionally accredited in 2009 and gained full accreditation in November 2010 for a period of three years. In 2013, when this programme is resubmitted for review, the Panel would like to see evaluation data that includes data on characteristics of the offenders, dropout rates and other relevant process information.

RAPt (Rehabilitation for Addicted Prisoners Trust) Women's Substance Dependency Treatment Programme (custody)

The Women's Substance Dependency Treatment Programme (WSDTP) is an offending behaviour programme aimed at medium to high risk female offenders with a history of drug dependence. The programme is 18–22 weekly sessions and is designed to be run in a prison setting, ideally on dedicated residential units. WSDTP was fully accredited in July 2010 for three years. The Panel considered that the programme was of good standard and recommended some revisions to the programme manuals.

More information is available at:

<http://www.justice.gov.uk/publications/corporate-reports/moj/2011/the-correctional-services-accreditation-panel-report-2010-11>

Programmes awarded Provisional Accreditation

Learning Disability Therapeutic Community (LDTC) (custody)

The Learning Disability Therapeutic Community programme provides a specialist intervention for prisoners with learning disabilities to address offence related risk and associated personality and psychological disorders. The programme delivers a core treatment model suitable for sentenced offenders with a wide range of offending needs including sexual, violent and indeterminate prisoners whose complex needs cannot be adequately met by a single intervention. Treatment consists of group therapy and structured community living where members have shared responsibility for the day to day running of the community, decision making and problem solving.

Democratic Therapeutic Community for Learning Disability Offenders was provisionally accredited in July 2010 for three years. It is due for review in 2013 by which time all or most of the specified changes by the Panel should have been addressed including providing the Panel with monitoring and evaluation data.

Belief in Change Programme (custody)

Belief in Change is a high intensity reintegration programme for medium to high risk general offenders in their last year in custody. The programme lasts for one year in prison and then offers coordinated services on release to help participants back into a stable lifestyle. Belief in Change also supports the incorporation of personal faith and spiritual perspectives in helping participants bring meaning and positive purpose to their lives.

The programme was provisionally accredited in July 2010 for three years. The Panel recognised that the Belief in Change programme is a significant step forward for faith-informed programmes and that it represents a clear attempt to meet the criteria for evidence-based interventions. It is expected that after three years the research programme should be sufficiently advanced to provide monitoring and evaluation data.

Programmes for Review/Advice

Control of Violence for Angry Impulsive Drinkers – Group Secure (custody)

COVAID GS is similar to the COVAID GC programme above but designed for a custodial setting.

This programme gained full accreditation for three years in 2009 however the Panel made a number of recommendations about the programme and in

October 2010, the programme came back to the Panel to report on how the Panel's recommendations had been addressed. The Panel was satisfied by these amendments and awarded three years' full accreditation with effect from October 2010.

Nehemiah Project – New Direction Programme

The Nehemiah project is an abstinence based programme targeted at treating the criminogenic needs of medium to high risk substance dependent offenders. It is a rolling six month residential programme. The programme was submitted to the Panel for advice in February 2011. The Panel acknowledged the efforts of the programme developers and offered constructive feedback.

The Panel suggested that quantity of programme materials should be reduced and this in turn would allow facilitators sufficient time for full coverage of the taught materials and allow participants to engage more fully. In addition, the Panel felt that the selection criteria should explicitly state which offenders would be suitable to attend the programme.

RESPOND Programme (custody and community)

RESPOND is an individual cognitive skills programme suitable for offenders serving their sentence in custody or the community. The programme is targeted at male and female offenders aged 18 years and over who are unable to participate in a group programme such as TSP. RESPOND consists of 12 sessions and was brought forward to the Panel for advice in March 2011.

The Panel generally approved of the programme developers' efforts to consider creative solutions for ensuring the programme could be utilised in a flexible and adaptable manner. The Panel offered constructive feedback on areas where the programme could be further strengthened.

The Panel suggested that in addition to the Generic Management Manual for Community Programmes, consideration be given to the development of a RESPOND-specific Programme Management Manual. The Panel encouraged the programme developer to give some consideration on the model of engagement that will be adapted for programme. The Panel was of the view that this would assist in establishing the method of delivery and the level of participation from the participants.

Generic Booster Programme (custody or community)

The Generic booster programme is targeted at young adult and adult male and female offenders who have been assessed as medium or high risk of offending and have completed a relevant feeder programme. The offender should either be in the final stages of a custodial or community sentence,

or have recently been released from prison. The programme is 13 sessions and is designed for a group size of ten participants.

The programme was brought to the panel for advice in March 2011.

The Panel offered constructive feedback to the programme developers on areas where the programme could be strengthened. The Panel advised the programme developers that it was very important to have knowledgeable, skilled and well trained facilitators. The Panel encouraged the programme developers to include in the manuals this need for knowledgeable and well trained facilitators. The Panel also highlighted the need for due care to be taken in selecting the mix of offender groups that attend the programme thereby avoiding inappropriate combinations of age, gender or risk level.

Peer Review

Prison Partnership twelve step programme

Professor Michael Gossop reviewed a proposal from the programme developers of the Prison Partnership twelve step programme requesting advice on their proposal to enable primary alcohol users to participate in a mixed cohort with primary drug users. Michael Gossop's opinion was that it is acceptable to provide access to primary dependent alcohol users as well as dependent drug users in the programme. What was not clear from the proposal was the selection criteria for violent offenders. He advised that the selection criteria should explicitly state what offender groups will be included or excluded from the programme.

Sub-Panel Business

Three sub-panels met during the reporting year to discuss wider issues relating to Offending Behaving Programmes.

1. Drug Treatment programmes – sub-panel

The Drugs sub-panel met in November 2011 and NOMS updated the sub-panel on a number of developments including:

- The transfer of funding responsibility for the prison substance misuse treatments from the Ministry of Justice to the Department of Health from April 2011 onwards.
- The requirement for the Models of Care for substance misuse to be reviewed following the publication of the Green Paper. The proposal is that there will be one framework for both drugs and alcohol including both prisons and community settings.
- An introduction and overview of the new Building Skills for Recovery Programme.
- An update was given on the ongoing work to continue to develop accredited programmes within the NOMS suite of accredited interventions.

Discussions included:

- Concerns that there has been an increase in the number of Probation Trusts adapting accredited programmes and running them as specified activities rather than under an accredited programmes requirement. This process has the potential to undermine the programmes' integrity. It was agreed that upon a programme achieving accreditation, the Panel will specify that the programme name should only be used where the programme is run in accordance with the set requirements.

Drug Recovery Wings

- NOMS is working with the Department of Health to reshape drug treatment in prisons to better sustain a path to abstinence; developing and piloting five drug recovery wings, (at HM prisons Manchester, Holme House, High Down, Bristol and Brixton) focussed on being drug-free and connecting offenders with community drug recovery services on release; and increasing the number of drug free environments. NOMS will review the progress of the pilot drug recovery wings by June 2012 and, subject to

the lessons learned, work with the Department of Health to use this approach more widely.

2. Sex Offender programmes sub-panel

In January 2010, the Panel approved a proposal to redesign the prison and probation sex offender treatment programmes. The redesign project began in July 2010. In November 2010, the programme developers met with the Panel to give an update on progress and also seek the Panel's views on progress with the redesign. The revised suite of sex offender programmes will be presented to the Panel for advice and accreditation in June/October 2011.

3. Violence Programmes sub-panel

Following a review of accredited violence interventions, it was decided that the existing Cognitive Self Change Programme (CSCP) would be revised to make the programme more contemporary, efficient and easier to resource.

In addition, it was decided that there was a need to develop both a new moderate dose violence programme (to address a broader range of needs, including those related to instrumental violence, knife and gang related offending) and a new domestic violence programme that would incorporate more contemporary materials and have bolt on components to address specific areas of risk and need thus reducing the need for an additional programme or condition. Both of these programmes need to be designed to run flexibly in a rolling or closed format with groups. They will also need to be adaptable for delivery to individuals.

In November 2010, the programme developers met with the Panel to give an update on progress across all of these programmes. Advice was sought from the Panel on a number of specific issues including their views on a common proposed model of offending and change and the underpinning theory base and approach that each of the programmes intends to take. Advice and views from individual Panel members were intended to inform the ongoing development of all of the violence programmes in development.

Research

Research Advisory Sub-group

The fourth meeting of the research group which includes representatives from CSAP and the Offender Management Sentencing and Analytical Services (OMSAS) in the Ministry of Justice was held in March 2011. Nisha De Silva, Deputy Director, OMSAS, updated the Panel on the recent changes in OMSAS. She informed the Panel that the new line up of work will include work on sex offender treatment programmes and more links with data held by other government departments will be developed. Analytical work will be carried out both in terms of further development of policy proposals in the Green Paper 'Breaking the Cycle' and in terms of evaluating pilot schemes and other initiatives implemented in accordance with proposals in that document. The prisoner cohort survey (SPCR) will aim to look at the multiple needs of prisoners as well as diversity and equality issues.

Colleagues in the analytical team gave a number of presentations to the Panel on the following:

- Offender Management and Community Cohort study (OMCCS)
- Juvenile Cohort Study
- Latest work by O-DEAT on developing the OASys and OGRS predictors
- Evaluation of Payment by Results
- Surveying Prisoner Crime Reduction including analysis plans for women's data
- Update on Juvenile Cohort Study.

Audit

No audit meetings were held during this reporting period.

Plenary

The Panel did not meet to hold an annual plenary meeting this reporting period.

Annexes

Annex A

Correctional Services Accreditation Panel Budget 2010/11

Annex B

Correctional Services Accreditation Panel Programme Accreditation Criteria

Annex C

Guidance on preparing programmes materials for accreditation

Annex D

Schedule of programmes currently accredited or recognised by the Panel

Annex E

Applications for accreditation by programme developers and feedback letters produced by the Panel

Annex A: Correctional Services Accreditation Panel Budget 2010/11

Item	Total spent (£)	Allocated (£)	Differential (£)
Fees: Members	73,278.73	80,000.00	6,721.27
Travel and Subsistence	8,271.63	40,000.00	31,728.37
Accommodation for Panel meetings	7,999.83	20,000.00	12,000.17
Administrative costs/contingency	2,490.20	15,000.00	12,509.80
Total	92,040.39	155,000.00	62,959.61

NB. A plenary meeting was scheduled to take place in November 2011 but this was cancelled resulting in an under spend of the budget.

Annex B:

Correctional Services Accreditation Panel Programme Accreditation Criteria

Revised April 2009

The work of the Correctional Services Accreditation Panel

1. CSAP is a non-statutory advisory body for the Ministry of Justice.
2. Panel members, are independent individuals respected in their fields for their specialist expertise and their experience of offending behaviour programmes, the principles of effective practice and/or accreditation.
3. Panel members perform an important function in assisting the Criminal Justice Group to achieve its aim of reducing re-offending through the development and implementation of high quality offender programmes. CSAP plays a key role by promoting excellence in programmes that deal with offenders and by accrediting and encouraging effective approaches. Its main work is to accredit programmes for offenders and provide advice on audit and research issues brought to it. The Panel's advice is also sought on the development of strategy and guidance, based on the best evidence, to support Directors of Offender Management (DOMs) in securing excellent services for offenders. This could involve offering advice on the development of the strategy, or generic and specific work to support attitude and behavioural change.

Diversity statement

4. The Government is committed to building a fairer, more inclusive society in which public authorities improve links with the community and demonstrate equal opportunities for staff and service users. The Panel is committed to ensuring that diversity and equality are valued and permeate every aspect of its role and responsibilities. The Panel requires programme designers and providers to demonstrate evidence of due regard for equality, diversity and inclusiveness in terms of equality of access to programmes on the basis of need.
5. The Panel is committed to:
 - Examining its own practices to ensure that it is accessible, open and responsive to all stakeholders and in particular black and minority ethnics people.

- Ensuring an environment in which all its members and participants in its business can contribute effectively regardless of gender, ethnicity, ability, age, sexuality, learning style, marital status, nationality, religion or belief and past and present life experiences.

The Accreditation System

6. The objective of the accreditation system is to provide a structure for improving the quality of effective interventions in England and Wales. It aims to find the balance between ensuring a consistency in practice and an adherence to standards with sufficient flexibility to respond to circumstances and to allow for professional input. To be accredited, a programme must demonstrate that it meets ten criteria (see pages 26–35 for a detailed description on the criteria).
 - A clear model of change
 - Selection of Offenders
 - Targeting a range of dynamic risk factors
 - Effective methods
 - Skills orientated
 - Sequencing, intensity and duration
 - Engagement and motivation
 - Continuity of Programmes and Services
 - Process Evaluation and Maintaining Integrity
 - Ongoing Evaluation.

Scoring

7. A programme must score between 18–20 points to be awarded accredited status. The Panel will award recognised/provisionally accredited status where it has identified the need for specific changes that can be made in less than 12 months (or longer, where specified) and the programme has reached a score of around 16 points. A Programme may be identified as not accredited/promising if the Panel considered that it is suitable for accreditation but requires a significant degree of development work to bring it up to the required standard. It may also consider that there is no value to the business in developing a programme further and will set out the reasons for this decision in its feedback.
8. A programme will be awarded two points for each fully met criterion, one point if a criterion is partially met and no points if it is not met.

9. Programmes are accredited for a five-year period, following which they should be brought back for review. The Panel will consider whether an accredited programme needs to be reviewed for a period of less than five years. This may be the case, for example, where evidence from evaluation is required. If any substantial changes are made to an accredited programme within that five-year period, programme developers should submit the programme to CSAP for review and endorsement of the changes.

Applications for Advice and accreditation

10. An application should be concise and introduce the programme to the Panel. It should start with an overview of the programme which should be no more than three pages long. This should include the intended target group, number and length of sessions and treatment methods. A summary of the model of change should follow. This should describe how the programme is intended to work, drawing on relevant theory and research, and address the ten accreditation criteria.
11. **Applications for advice** are generally made when a programme is at an early stage of development and the Panel's views are being sought on its development and suitability for accreditation. Programme developers will be required to submit an application and theory manual which describes the programme and puts forward proposals for its development. Other manuals can be submitted for consideration if they have been finalised.
12. **A full application for accreditation** must consist of the application itself, which must address each of the ten criteria. At present five supporting manuals are required but the need for five separate manuals will be kept under review by the Panel. A brief description of the five manuals is given below:
 - the Theory Manual – theoretical base for the programme and the model for change
 - the Programme Manual – describes each session of the programme in sufficient detail to enable a professional to run the programme
 - the Assessment and Evaluation Manual – includes all the assessment and evaluation instruments used in the programme and guidance on their administration
 - the Management Manual – describes the selection and training of staff, how offenders are selected and assessed and detail how the programme will operate

- Staff Training Manual – provides details of the training courses for all staff involved in the programme and how performance will be reviewed.
13. Further detail about the content of these manuals is given at Annex A.
 14. Programme developers can contact the Panel at any time throughout the accreditation process, not just at the point of application, for advice and guidance.

The accreditation criteria

To be accredited, a programme must demonstrate to the Panel that it meets the following ten criteria:

(1) A Clear Model of Change

There must be an explicit model to explain how the programme is intended to bring about relevant change in offenders. Its rationale must be explicit and supported by evidence.

15. The Programme's theory manual must explain who the programme is for and which areas of risk it will reduce. It must specify how it will do this and what is achieved at each stage of the programme. It must describe why this combination of targets and methods is likely to work with the offenders selected. Evidence from existing research must be given to support the approach. The methods and exercises in the Programme Manual have to fit with the Theory Manual
16. If the evidence is incomplete, the model of change should be in the form of plausible hypotheses. The application should provide research evidence to support the general approach and methods employed.

(2) Selection of Offenders

There must be a clear specification of the types of offender for whom the programme is intended, and the methods used to select them.

18. For a treatment programme to be effective, it must be targeted at the right individuals. It is important, therefore, for selection processes to be clearly specified, and for there to be a means to exclude or de-select from the programme as appropriate.
19. To meet this criterion the application must include:
 - a statement of the type or types of offending behaviour that the programme is intended to address

- a list of inclusion criteria
- an account of the action taken to ensure that potential participants are not inappropriately excluded on the basis of their background (e.g. their race, ethnicity, religion, gender, disability, sexuality, or age)
- a list of exclusion criteria (together with a justification for each)
- a description of the selection procedure employed
- a list of any assessment instruments employed in selection, together with a justification for their use and rationale for their use with the population
- a description of any de-selection criteria and the procedures by which unsuitable participants are removed from the programme.

(3) Targeting a Range of Dynamic Risk and Protective Factors

A range of dynamic risk factors known to be associated with re-offending must be addressed in an integrated manner within the programme.

20. A number of offender characteristics have been shown to be linked to the risk of re-offending. Some of these are associated with offending in general, while others are more particular to specific offence types. Those characteristics that are historical in nature and hence impermeable to change, for instance the number or type of previous convictions, are referred to as static risk factors. Other characteristics associated with re-offending, however, are potentially subject to change, and are described as dynamic risk factors. Because modification to dynamic risk factors should be associated with a lessening of the risk of re-offending, they represent suitable targets for treatment. Examples of dynamic risk factors are listed in the table below.
21. To meet this criterion the application must:
- list the dynamic risk factors targeted by the programme and how they complement each other (in cases where only a narrow range of dynamic risk factors are targeted, it must be shown that this will be adequate to reduce the risk of re-offending in those taking part in the programme)
 - demonstrate how these risk factors are either directly or indirectly related to the type of offending addressed by the programme (the dynamic risk factors listed in the table below are accepted for accreditation purposes without the need to produce supporting evidence)
 - where appropriate provide evidence to show that these risk factors are likely to be present among those taking part in the programme

- describe how these risk factors, and changes in them, are assessed and measured
- indicate in what ways the programmes addresses each of the risk factors
- where important risk factors are not targeted by the programme, indicate where else in the management of the offender these will be addressed.

22. The dynamic risk factors listed below are acceptable for accreditation purposes and do not require evidence in support of them:

Generic Dynamic Risk Factors

- poor cognitive skills
- anti-social attitudes and feelings, including sexist and racist attitudes
- strong ties to and identification with anti-social/criminal models and impulsive anti-social lifestyle
- weak social ties and identification with pro-social/non-criminal models
- cognitive support for offending: distorted thinking used to justify offending
- deficits in self-management, decision making and problem solving skills
- difficulty in recognising personally relevant risk factors and in generating or enacting appropriate strategies to cope with them
- poor pro-social interpersonal skills
- dependency on alcohol and drugs
- contingencies favouring criminal over pro-social behaviour
- some adverse social or family circumstances
- weak or fragile commitment to avoiding re-offending.

Additional Dynamic Risk Factors

Sex Offending Factors:

- deviant sexual interest, offence related interests, especially arousal patterns, and excessive sexual preoccupation
- empathy deficits: limited awareness of the victim’s point of view, or an inappropriate reaction to victim distress
- social support for sexual offending. This includes direct social support for sexual offending, as in a network
- social support for sexual offence related ideas, for example, social messages supporting cognitive distortions, or family collusion, which may be a consequence of manipulation of family members by the offender; and the absence of social support for relapse prevention strategies.

23. Not all offenders with a similar pattern of risk factors represent the same probability of re-offending. Longitudinal research studies shows that the impact of risks can be partially compensated by protective factors (personal and social resources). Although there is much less research on protective factors than on risk factors, the programme should promote the offender’s strengths where appropriate.

Generic Protective risk factors

- Cognitive competencies (e.g. intelligence, future planning)
- Pro-social attitudes and feelings
- Social models that encourage constructive coping
- Strong social or family bonds and support from non deviant individuals
- Healthy beliefs and clear standards of behaviour
- Social competencies and problem-solving skills
- Experiences of self-efficacy and adequate self concept
- Belief that change is possible
- Commitment to avoiding re-offending.

(4) Effective Methods

There must be evidence to show that the treatment methods used are likely to have an impact on the targeted dynamic risk factors.

24. The aim of treatment is to modify dynamic risk factors as well as other offender characteristics that make re-offending more likely. These may be

targeted in a variety of ways, using a range of treatment methods. In practice, however, it is not always the case that treatment methods have their intended effects. Whatever methods are employed in the programme, therefore, must be supported by evidence of their efficacy – in other words, there must be proof that they work.

25. To meet this criterion the application must:

- provide a clear description of the treatment methods used
- offer a theoretical justification for these treatment methods in respect of the dynamic risk factors identified in criterion 3
- describe how methods will be adapted to take account of diverse backgrounds
- describe evidence that demonstrates the efficacy of the chosen treatment methods in relation to the type of offender targeted by the programme
- show how the programme acts as a cohesive whole, and where different treatment methods are used, describe how these are integrated with each other.

(5) Skills Orientated

The programme must facilitate the learning of skills that will assist participants in avoiding criminal activities and facilitate their involvement in legitimate pursuits.

26. There is an increasing amount of evidence to show that the acquisition of skills by an offender is an important component in reducing his or her likelihood of re-offending. These skills may be related to those associated with aspects of self-management, interpersonal functioning, problem solving and a variety of cognitive abilities. On occasion they may be related to literacy. It is important to note, however, that learning a skill is not simply about being provided with new information, but also about being able to implement it, which requires practice.

27. The application must:

- define the skills that participants will have the opportunity to learn
- demonstrate that these skills are relevant to those participating in the programme, and that participants are likely to lack competence in them
- provide a reasonable justification backed by evidence, if available, of how the acquisition of each of these skills is potentially associated

with either a reduction in criminal activity or an increased ability to pursue legitimate activities

- specify the ways in which each skill is acquired (if not already described in Criterion 4)
- describe any additional arrangements for fundamental skills acquisition, such as links with education or vocational training.

(6) Sequencing, Intensity and Duration

The amount of treatment provided must be linked to the needs of programme participants, with the introduction of different treatment components timed so that they complement each other.

28. For treatment to be most effective, the frequency and number of treatment sessions should be matched to the degree of treatment need typical for most participants in the programme. This will usually be dependent on participants' learning styles, their level of risk, and the extent to which the dynamic risk factors to be addressed in treatment are likely to be resistant to change: a short programme may be appropriate for low risk offenders, while those with greater need will require programmes of longer duration to ensure that there is adequate time in which to modify well established attitudes and behaviours. In addition, consideration needs to be given to the timing and pacing of different components of the programme to ensure that treatment gains are reinforced and maintained.
29. To meet this criterion the application must:
 - specify the overall length of the programme and demonstrate that the programme length will be sufficient to achieve sustained change
 - show how intensity, duration and, where relevant, sequencing can be adapted to meet differing levels of risk, treatment needs and learning styles of participants
 - describe the sequencing and length of different phases of the programme, and where there are gaps between phases indicate how long these last
 - indicate whether homework is a requirement of the programme; if so, describe the nature of homework to be done by offenders between sessions
 - describe the action to be taken in relation to missed sessions or activities, insufficient progress, or the emergence of new areas of concern

- specify any pre-programme preparation and further work to be done once the programme has been completed.

(7) Engagement and Motivation

The programme must be structured to maximise the engagement of participants and to sustain their motivation throughout.

30. A programme is unlikely to be effective unless offenders both actively engage with it, and remain motivated throughout its course. The extent to which this occurs is dependent in part on the way in which the programme is delivered, the commitment staff show to it, and the degree to which participants are responsive to programme methods and content. A good indicator of engagement and motivation is the proportion of offenders who complete the programme, and reasons for non-completion must, therefore, be understood.
31. To meet this criterion the application must:
- specify how motivation is assessed pre-programme, and describe any steps taken to enhance it
 - describe the methods used to maintain motivation during the programme
 - indicate the steps taken to ensure that needs associated with an offender's age, gender, ethnic background, learning style and personal life experiences (past and present) are addressed
 - describe how pro-treatment attitudes are encouraged amongst managers, other staff, and associated professionals with whom the offender is in contact.

Evidence must also be provided of attendance and completion rates, with an account given of the reasons for non-completion, which should include information obtained from participants themselves, e.g. from exit interviews.

(8) Continuity of Programmes and Services

There must be clear links between the programme and the overall management of the offender, both during a prison sentence and in the context of community supervision.

32. Programmes must be integrated through close liaison with the Offender Manager and/or supervisor to ensure that there is continuity between programmes, both within one service and between prison and the community, to effect a smooth transition and maintain progress. Issues related to public protection also require that provision be made for

sharing of information between agencies so that offenders can be monitored appropriately.

33. To meet this criterion the application must:

- show how the programme is integrated into the overall plan of work for the offender, demonstrating how offenders' needs during and beyond the end of the programme will be addressed (for example, accommodation, community and family networks, links with other treatment providers)
- contain guidelines that specify the roles of the Offender Manager/Supervisor.
- indicate how Offender Managers/Supervisors and Resettlement Managers are informed about the aims and objectives of the programme
- specify the arrangements for liaison, handover and communication between programme staff and others involved in the management of the offender
- specify the arrangements for non-completers
- Indicate how issues relating to confidentiality and disclosure to other agencies are dealt with, especially in cases involving protection of children and vulnerable people
- describe the enforcement policy in relation to programme attendance and enforcement of Orders or licence conditions
- provide details of pro forma summaries to be used at case reviews and programme completion (which should include recommendations for further treatment or supporting work where appropriate).

(9) Maintaining Integrity

There must be provision to monitor how well the programme functions, and a system to modify aspects of it that are not performing as expected.

34. Unless a programme is monitored closely it may not run as intended, with the risk of undermining its efficacy. Systems therefore need to be in place to ensure that the integrity of the programme is maintained, and deviations from required standards corrected. Three specific aspects of programmes require particular attention: supporting conditions, programme integrity, and treatment integrity.

35. To meet this criterion the application must:

- ensure there are clear specifications on what will be audited and what the key measures will be
- indicate how information obtained from monitoring is used to improve the operation of the programme
- include procedures for obtaining offender feedback, indicating how this is used to influence the further development of the programme
- indicate how access to the programme and outcomes are monitored in relation to diversity policies and potential discrimination, whether intentional or not.

36. In the Management/operating manuals clear guidance should be given concerning the operating conditions necessary to run the programme effectively.

A. Supporting conditions and programme integrity

- specification of staff selection procedures
- describe staff training procedures, and indicate how competency in delivering treatment is assessed
- details of staff training (including training in relation to cultural awareness)
- description of staff support and supervision arrangements (including an account of how negative effects of the programme on staff are identified and managed)
- guidance on procedures. These would normally include continuity of staff, reliable availability of staff and participants, and the delivery of sessions/activities when planned
- description of the resources and facilities available to the programme
- account of the management structure of the programme.

B. Treatment integrity

- details of the way in which treatment supervision takes place to ensure compliance with the programme manual and the competent use of any specific techniques
- account of methods to ensure proper use of participant inclusion and exclusion criteria
- description of how the treatment style of staff is monitored, including their sensitivity to the diversity and past and current life experiences of participants

- details of how circumstances or activities that might interfere with treatment are detected and managed.

10. Ongoing evaluation

There must be provision to evaluate the efficacy of the programme.

37. Unless the programme is properly evaluated it is not possible to know whether or not it is effective, which in the long term means a reconviction study with relevant comparison data, as soon as reasonably feasible. As a decrease in recidivism is intended to be achieved through change in targeted dynamic risk factors, improvement in these risk factors is an important, and more immediate, measure of efficacy. Evaluation should demonstrate, therefore, that offenders who complete the programme change as intended.
38. To meet this criterion the application must present an evaluation plan which should as a minimum include an assessment of:
 - the demographic, previous criminal history and clinical characteristics of participants and those not accepted onto the programme
 - changes in the dynamic risk factors targeted by the programme
 - Over the longer term a reconviction study which must provide any existing evaluation results in addition to a plan for future on-going evaluation.
39. The Panel will expect to be kept informed of any problems that arise in evaluating the efficacy of the programme.

Annex C: Guidance on preparing programmes materials for accreditation

Preparing Materials for Accreditation

This document provides guidance notes to aid the development of manuals and material for submission to the Correctional Services Accreditation Panel.

1. Introduction

These notes are designed to help programme designers prepare submissions to the Correctional Services Accreditation Panel. They should be used in conjunction with the Accreditation Criteria document.

Programme designers and sponsors can also ask for clarification, guidance and advice directly from the Panel, at any point during your application.

You can obtain examples of best practice from the CSAP Secretary, Maureen Nwafor who can be contacted either by telephone on 020 3334 2475 or by e-mail at Maureen.Nwafor@justice.gsi.gov.uk

2. Types of submission

There are three reasons why you might submit documentation to the CSAP: for advice, for accreditation and for review of an accredited programme.

2.1 Applications for advice are generally made when a programme is at an early stage of development and you are seeking the Panel's views on its development and suitability for accreditation. You will need to prepare:

- A brief covering letter
- A submission document which describes how you propose the programme will meet the ten criteria
- A draft Theory Manual which describes the programme and puts forward proposals for its development.
- Other manuals can be submitted for consideration if they have been finalised.

If you have specific questions for the Panel, or want them to focus their feedback on particular areas, make these clear in your covering letter. Keep your questions succinct and focused.

You will be given a date for submitting your documents, usually 4–6 weeks before the date of the Panel meeting.

You may find it helpful, or necessary, to submit for advice on more than one occasion. If you are resubmitting then make sure you clearly describe the changes made since the previous submission in your submission document and covering letter.

2.2 A full application for accreditation must consist of a submission document and five supporting manuals. All of these documents must be in their final form. You will need to prepare:

- Covering letter
- Submission Document
- The Theory Manual
- The Programme Manual
- The Assessment and Evaluation Manual
- The Management or Operating Manual
- The Staff Training Manual.

You may have additional documentation, unique to your programme which should also be submitted as it provides important information about the design or delivery.

You will be given a date for submission which will be at least four weeks before the date of the Panel meeting.

2.3 Submission of an Accredited Programme for review. When a programme is awarded accreditation status it is given a review date, usually five years. The purpose of the review is to ensure that the programme is still fit for purpose and continues to meet the accreditation criteria. There will be a presumption in favour of maintaining accreditation unless evidence to the contrary exists.

At this stage you will need to prepare material which evidences the degree to which the programme has been delivered as it has been designed, describes changes that have been made to content or processes within the programme, and includes any initial outcome data.

The review process provides a unique opportunity to share your learning of the delivery of the programme with the Panel. You will want to think about how you can best present material to the Panel so that it is interesting, accurate and is comprehensive without being overly long.

You will need to submit

- Covering letter
- Any manuals or materials which have been significantly changed
- A summary document.

The summary document should provide a short history of the progress and developments made since accreditation, include data on current levels and quality of delivery, and statistics on throughput, attrition, participant demographics, etc. You should include data from any pilots and a summary of audit results. You should describe any important issues which have arisen from delivering the programme and the steps which have been taken to manage these. You should also address any issues around delivery which were highlighted in the original feedback from the Panel at the time of accreditation.

The application should make reference to any recent meta-analysis and literature reviews which are relevant to the programme or have informed the further development of the programme.

It should include a full description of all changes that have been made to the programme in terms of session content and design. You should describe why the changes were made; what changes were made; and the impact of the change.

Do not try to address all the criteria again or reprise the model of change as this is not necessary. You may want to pose questions or identify areas where you would like further advice from the Panel.

3. Developing Manuals

The primary purpose of the supporting manuals is that they provide all the information which is critical to the effective implementation and delivery of the programme. It is important to bear in mind that whilst you may meet with the Panel to discuss your programme, the manuals will also be the main source of evidence available to the CSAP to support your application for accreditation.

There are some **general principles** worth considering when developing materials and manuals.

- 1) Think about who you are writing each manual for. This should guide the language you use and the style and content of the material.
- 2) Make sure the information is assessable and does not require prior knowledge or experience which the reader may not have. This might

include knowledge of particular services, systems, sites, literature or other programmes. Try to avoid abbreviations and acronyms.

- 3) Try to be concise and succinct.
- 4) Think about how manuals and documents are formatted and presented. Consider how you can make them easy to navigate. Cross referencing will form an essential part of this.
 - Avoid dense paragraphs and long explanations.
 - Make links throughout the document and clearly signpost why you are providing information and how it is relevant to the programme's design or delivery.
 - Summary boxes which identify key learning points, recommendations or implications are helpful.
 - Use of colour and images can also help clarify and communicate information.
- 5) Try to ensure the material is interesting and engaging.
- 6) Avoid repetition unless it clearly has a purpose. For example, you think the reader may not access other manuals which include the same information (i.e. a Programme Manager is unlikely to read a Programme Manual written for facilitators).
- 7) Keep a track of references and supporting documentation as you produce the materials and ensure these are included in submissions.
- 8) In some instances some of this information required to support your application and deliver your programme will be held in documents which have already been presented to CSAP in earlier submissions. In such cases you should make sure the documents are made available to the Panel and referenced in the application. For example, a copy of the most recent version of the generic core skills training manual should be provided when relevant programmes are submitted for consideration.
- 9) Always allow time for proof reading, peer review and revisions before the submission date. Each document should be numbered and a contents page should be included.

4. Manuals and Material

4.1 The submission document

The submission document should introduce the programme to the Panel, describing it succinctly and explaining the background and context. It should be clear, concise and informative and cross referenced to other

manuals where appropriate. It should describe how the programme meets the ten accreditation criteria.

It is written specifically for the CSAP, and should be pitched at this level. In the light of this, there is no need to bear in mind different audiences (such as managers or facilitators) when considering the style and language to be used.

When writing the Submission Document it is important that you take into account not just the ten criteria headings, but the bullet points which describe the criteria. Make sure your information covers these points but try not to be too repetitive. Keep information succinct.

Lengthy material and detailed explanations should not be included in the Submission. Instead you should provide a summary of key points and make clear references to where more detailed information can be found in the supporting manuals.

The submission document should include:

- A brief introduction which explains the background and context to the programme's development.
- A summary of the Model of Change in approximately 1000 words. You may find a diagram helpful in explaining your model. The accreditation criteria provide information on the model of change.
- The Model of change and the ten accreditation criteria should each be addressed separately under their own headed section. The submission should explain how each criterion has been met (taking account of the criteria description and the accompanying bullet points) and what has been done to address previous CSAP feedback if appropriate.
- Information on any piloting of the programme and plans for its roll out.
- A summary of any research evidence which has underpinned and informed the development of the programme as well as any evaluative evidence relating directly to the programme submitted. If the evidence relates to cognitive behavioural methods then only a brief summary is required. If the programme is based on approaches that are less well researched more detailed information will be required.

4.2 The Theory Manual

A good Theory Manual will bring alive the background and rationale for the programme and provide a convincing argument for its design and supporting systems.

It should be written for Treatment Managers and facilitators. It should enable them to understand clearly the key aims of the programme and the main theoretical ideas and evidence that drive it. It should help them understand not only what they have to do in treatment but why, and what evidence there is that this will be effective. It should be succinct and user-friendly. You may find it helpful to put more detailed material into annexes.

Alongside the Submission Document, this manual will be core to the Panel's decision around accreditation. Arguments should be well formed and evidenced as the Panel will look particularly closely at whether the manual describes and is consistent with a clear and convincing model of change. Links should be made between evidence, rationale and actual programme materials.

It should be structured in a way which enables readers to easily identify how the programme meets each of the ten criteria, with helpful links to other documents or supporting manuals.

The Theory Manual should also provide helpful explanations which enable programme deliverers to maintain the integrity of the programme and adhere to its theoretical model. It should help them understand why they deliver each element of the programme in the way described, and how they might be able to respond to individual needs in a flexible and creative way without undermining the purpose and sequencing of the material.

In terms of content and structure:

- It is recommended that the manual has an introductory section which summarises the programme and sets the scene, including:
 - who the programme is for, background context and why it is being developed
 - its purpose, what it is trying to achieve and with whom
 - how it will change people
 - how theory will apply to practice.
- It should include background on the development process, including how the need for the programme was established, the context within

which it was developed and expectations around where and how it will be delivered.

- A summary of the evidence on which the programme has been developed is needed, and an explanation of the programme's model of change. This should refer back to the evidence and may be supported by a diagram.
- Whilst it is not necessary to provide a full account of well established criminal theories or describe in detail the acquisition of the criminal behaviours being targeted, the Manual should provide a rationale for how the treatment targets were identified, how the treatment methods and motivational approaches were chosen or developed, how they are combined and sequenced and why it will bring about the desired change in the population you are targeting.
- An explanation of who the programme is for and how these individuals will be referred, and their suitability assessed.
- Details of the treatment targets the programme will address and how these link to the target behaviour. Details also of how change in these factors will be measured.
- A description of what treatment methods are used and how they are combined and sequenced.
- A description of the actual programme including the number, type, frequency and length of sessions and modules. An explanation of how treatment needs are addressed and skills and material introduced, practiced and generalised.
- How the programme aims to meet or support the broader needs of participants and the role of complementary work expected to occur outside of the programme. How continuity of care and maintenance of learning will be supported.
- A brief overview of the staff assessment, training and development approach – with more detailed reference in the Training and Management Manuals.
- Reference to how the integrity of the programme will be maintained.
- References.

Sections from the Theory Manual may be used in other Manuals written for front line staff, such as the Programme Manual.

4.3 The Programme Manual

Also referred to as the treatment manual, this is the document which explains what should take place during programme sessions. It should be

written specifically for facilitators, in a user-friendly way. Facilitators and other users should be able to gain a clear understanding not only of what to do to enable a programme to be delivered and organised effectively, but why.

As a general rule the manual should describe the session content and structure of the programme in sufficient detail to enable any well-trained professional to run the programme in the intended fashion. Headings should be clear and the manual should have a strong and consistent structure. Use of text boxes and colour can enhance the accessibility of manuals.

It is acceptable to provide more than one programme manual if the programme comprises different modules.

You may wish to include, at the beginning of the manual more general information on the rationale of programme including a description of the model of change, an explanation of the treatment targets, methods and motivational approach. This can be taken from the Theory Manual but should be made relevant to facilitators. These sections can provide a helpful reminder of the theory behind the programme and can be used during session preparation, supervision and training. They should be succinct but informative and couched in terms which are likely to make sense to programme deliverers.

Brief explanations of theory and rationale should be included through out the programme manual. Reference can be made to the sections within the Theory Manual and important papers or research you would like to encourage facilitators to read.

You may also be able to include examples of participants' work within Manuals to help guide facilitators.

How you structure the manual will influence how easy facilitators find it to follow what they have to do, how they have to do it and why it is important. You may find it helpful to split the explanation of each session into two broad sections:

1) Session Explanation (which might include)

- A brief over view of the session including what it contains, how it links with previous sessions and how it sequences with later work
- A rationale explaining the purpose of the session and why it has been designed in this way, for this population (this could include extracts and references to the Theory Manual)
- A clear indication of the specific aims and objectives of the session

- A reminder of the treatment targets being addressed in the session (this can help focus end of session note taking and support the end of programme report)
 - A note about timing and planning the session, with tips on how to keep focus and judge when you have achieved your aims
 - Advice on how to identify and best meet diversity related needs
 - A list of materials required.
- 2) Delivering the session
- Clear and direct guidance on what to do. This should be clearly structured to enable facilitators to pace the session and plan their co-facilitation.

A Programme Manual should also include:

- A range of well-produced and clear materials appropriate for use with offenders. It is helpful to have a number of options available to meet the different intellectual and literacy needs as well as experiences of participants. These must be clearly matched with sessions through appropriate labeling.
- Clear links between each session, the model of change, and the supporting research evidence.
- Clear reference to relevant sections of theory.

4.4 The Training Manual(s)

This manual should be written with trainers and facilitators in mind. It should contain the training materials developed for trainers who assess and train programme facilitators. This should be written with sufficient detail and include the training materials so that an experienced and trained trainer could deliver the trainer.

How you present this information will depend, to some degree, on the type of programme you have designed and range of training it involves.

When submitting to the Panel you will need to provide the training materials for training facilitators. This will usually be in the form of a Manual with additional handouts and slides. You may chose to submit more than one training manual if the programme involves different training courses. You may have also developed local staff training materials, managers training and trainers training. These are not required as part of the submission, but you should make it clear they exist within the Submission Document and make them available if requested by the Panel.

If you are submitting a programme for accreditation which uses a training course already accredited through another CSAP submission it is not necessary to submit these manuals again. Please ensure they are available on the day of the Panel for reference.

4.5 Assessment and Evaluation Manual

This Manual should describe the assessment, monitoring and evaluation processes supporting the programme. It should present any evaluation or research material on the programme that has already been obtained (including basic data on offenders who have attended the programme and set out clear and concrete plans for future monitoring and evaluation.

Whilst this is an important Manual used by the CSAP to assess a number of criteria it is also useful for Treatment Managers so should be written in a manner which both can understand.

The manual should include:

- A brief description of the tools and processes used to identify, refer and assess participants risk and needs. It is not necessary to include a copy of the assessment tools in the submission, but it is important to have them available on the day of the Panel meeting.
- Any guidance provided to delivery teams on decision making around suitability.
- How participants' progress is assessed and reported.
- A report on any evaluation which has already taken place at the pilot or initial implementation stage or research evidence of the programmes effectiveness in other settings. This may link back to the Theory Manual.
- Information on monitoring procedures.
- A detailed plan of how process evaluation will be completed. This should include times scales and deliverables.
- A detailed plan of how outcomes will be assessment and evaluated, by whom and when.

4.6 Management Manuals or Operational Manual

This Manual should be written for local Managers and should provide comprehensive and clear information on how the programme should be implemented and its ongoing delivery maintained.

The Manual should include an explanation of processes and practical issues such as selection procedures. Information on processes should

describe how staff involved in the programme are selected, trained, supervised, supported and if necessary deselected. It should also provide details of any follow-up training. This should list the range of training associated with the programme, explain how this is sequenced and who it is targeted at. You should include competency frameworks and assessment protocols in this document, as well as a description of how competence is assessed at the end of training and throughout delivery. It should be clear and concise so that the Panel can evaluate the approach for accreditation, but also clear enough for managers to follow in delivery sites and areas.

The Manager's Manuals should also include:

- How offenders are referred and selected for the programme (focusing on processes rather than detailed info on tools which can be accessed through the Assessment and Evaluation Manual)
- An overview on the ways in which offenders are assessed before during and after the programme
- The minimum operating conditions required to enable the programme to run as intended
- Arrangements for ensuing programme and treatment integrity and audit
- The roles and responsibilities of managers and staff
- Arrangement for ensuring continuity of the programme, the overall management of the offender and other services
- How issues related to public protection and sharing of information should be managed.

If your programme is part of a broader suite of accredited programmes and therefore shares a Managers Manual which has already been accredited by CSAP you do not need to resubmit the Manual. You may need to provide the Panel with a summary of any specific issues related to the programme and additions to the general manual. You will also need to provide a copy of the manual for the Panel Meeting.

Annex D: Schedule of programmes currently accredited or recognised by the Panel

1. General offending behaviour programmes

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Thinking Skills programme	<p>A cognitive skills programme designed to target adult and young adult (18 years and over), male and female medium to high risk offenders. The programme focuses on offending and risk, engagement and motivation.</p> <p>Developed by NOMS and Daryl Harris.</p>	<p>19 sessions in total. 15 group sessions at 2–2½ hours each and 4 individual sessions (1 hour). Divided into 3 modules – self control, problem solving and positive relationships.</p>	<p>Accredited for use in custody and the community in 2010 for 3 years.</p>
Enhanced Thinking Skills	<p>Addresses thinking and behaviour associated with offending through a sequenced series of structured exercises designed to teach inter-personal problem solving skills.</p> <p>Developed by the Prison Service and adapted by the Home Office for use in the community.</p>	<p>20 sessions. 2–2½ hours each.</p>	<p>Accredited for use in custody 1996 and in the community in 2000.</p> <p>This programme will be discontinued and replaced with the Thinking Skills Programme.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Think First	A sequence of exercises designed to teach participants a number of social problem solving skills which are then applied to aspects of offences and situations in which they occur. Originally developed by James McGuire.	22 sessions, each 2 hours. Extended programme of 30 sessions (Think First Inside) was used in prisons.	Accredited for use in custody in 1996 and in the community in 2000. This programme will be discontinued and replaced with Thinking Skills Programme.
Reasoning and Rehabilitation	A cognitive behavioural programme focussing on replacing maladaptive thinking with skills that promote pro-social behaviour. First developed and tested in Canada by Robert Ross and Elizabeth Fabiano, revised by T3 Associates.	38 sessions of between 2 and 2½ hours each.	This programme will be discontinued and replaced with Thinking Skills Programme.
Priestley One to One	The One-To-One Programme aims to develop effective problem solving skills and to explore previous offending behaviour; to work collaboratively to set appropriate pro-social goals, develop social skills and increase perspective taking and self management strategies. All elements of the programme are tailored to the needs of the individual participant. Developed by Philip Priestley.	The One To One programme consists of 21 individual session delivered at a rate of 1 session minimum and 2 sessions maximum per week. All sessions are between 60 and 90 minutes in length.	Accredited for use in the community in 2001.

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Cognitive skills booster	<p>This programme reinforces and consolidates the learning from ETS, R&R and Priestley One to One. It has a clear focus on the application of skills.</p> <p>Developed jointly between the National Probation Director and Prison Service.</p>	<p>10 to 12 sessions of 2½ hours each which can be delivered at the rate of between one and three sessions per week with no more than one session being delivered on one day.</p>	<p>Accredited for use in custody and community for 3 years in 2008.</p> <p>This programme will be discontinued and replaced with a Generic Booster Programme which will provide a booster for the new thinking skills programme, the new violence and new substance misuse programmes.</p>
JETS Living Skills Programme	<p>A cognitive behavioural programme targeted at male juveniles aged 15 to 18 who have a medium to high risk of re-offending. It addresses thinking and behaviour related to offending through a series of structured exercises designed to teach younger offenders interpersonal problem solving skills.</p> <p>Developed by the Prison Service.</p>	<p>25 sessions of approximately 2 hours each, plus 7 individual sessions.</p>	<p>Accredited for use in custody in 2007 for 3 years.</p> <p>Submitted for review in 2010 and accredited for 3 years.</p>

2. Motivational programmes

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Focus On Resettlement	A brief cognitive, motivational programme for short-term prisoners (sentence/tariff of less than 4 years). The objective of the programme is to increase the motivation of participants to become committed and active participants in setting their own agenda for change. Originally written by T3 Associates it has been extensively developed by NOMS.	There are three components to the programme; Key Work, Structured and Pre-release. The programme combines structured group work sessions and flexible individual sessions. The Structured Component should be delivered at a rate of 2–4 sessions per week and there should be no more than 3 months between the end of this and release. In total the programme offers 39 contact hours.	Accredited for use in custody in 2006. Submitted for review in 2010 and awarded accreditation for 2 years.

3. Programmes exclusively for women

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Women's Acquisitive Crime Programme	This programme is for adult females who have committed a range of index offences in the context of acquisitive crime. It uses a motivational approach. It was designed by T3 Associates for the National Probation Directorate.	Sequential 31 session group-work programme.	Accredited for use in custody and the community in 2005.

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
CARE	CARE aims to enable women with a history of violence and complex needs to better understand and reduce the risk they pose to themselves and others and to live a more satisfying and pro-social life. It was designed by NOMS.	30 group work sessions with 10 individual narrative therapy sessions and up to 2 years mentoring and advocacy support.	Accredited for use in custody for 3 years in 2010.
RAPt – Women’s Substance Dependency Treatment Programme (WSDTP)	WSDTP is an offending behaviour programme aimed at medium–high risk female offenders with a history of drug dependence and will be run in prison settings, ideally on dedicated residential units.	The session is 18–22 weeks substance misuse treatment programme.	Provisionally accredited in July 2010.

4. Residential offending behaviour programme

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Kainos Community Challenge to Change	This multi-modal residential intervention is a hybrid therapeutic community with cognitive behavioural therapy. It aims to create a learning atmosphere where anti-social behaviour can be addressed and self responsibility, self efficacy and problem solving skills can be developed. It was developed by Kainos Community, a third party provider.	The core programme consists of prison, spur and community meetings and social development evening. There are also four main interventions. Community Living, Interpersonal Relationships, Focus and Citizenship.	Accredited for use in custody in April 2009.

5. Substance misuse programmes

Programme	Description and designer/development history	Number and length of core programme sessions	Status
ASRO	This is a modular group work programme which aims to teach offenders the skills required to reduce or stop substance misuse. It was developed by Professor Mary McMurran and Philip Priestley and further developed by NOMS.	20 sessions of 2½ hours.	Accredited for use in the community in 2004. ASRO will be replaced by Building Skills for Recovery.
PRISM	One to one programme delivery. This programme aims to teach offenders the skills required to reduce or stop substance misuse. It was developed by Professor Mary McMurran and Philip Priestley.	20 sessions of between 45 minutes and 2 hours.	Accredited for use in the community in 2004.
Drink Impaired Drivers	This programme aims to reduce the risk of future drink related driving offences. It combines cognitive behavioural work and education. It was originally developed by the then National Probation Service in 2001.	14 sessions of two and a half hours duration. Delivered at a frequency of one session per week.	Accredited for use in the community in 2001 (males) and in 2006 (females).
RAPt Bridge Programme	This programme is aimed at medium–high risk substance dependent male offenders in custody. The programme was developed by the Rehabilitation of Addicted Prisoners Trust.	Intensive 6-week abstinence-based 12 step programme incorporating elements of Motivational Enhancement Therapy and Seeking Safety.	Accredited for use in custody in 2010.

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
RAPt Substance Abuse Treatment Programme	<p>This is a medium to high intensity programme aimed at prisoners with severe and entrenched drug and offending behaviour. The programme is a three phase abstinence-based 12 Step programme designed to be run over approximately 21 weeks. It has a traditional 12 Step 'Primary Programme' (in Phase Two) and attendance at Alcoholics (AA) and Narcotics Anonymous (NA) at its core. The Primary Programme is complemented by formal motivational enhancement, skills training, cognitive restructuring and relapse prevention planning elements drawn from the cognitive behavioural tradition.</p> <p>The programme was developed by the Rehabilitation of Addicted Prisoners Trust.</p>	<p>The programme is a rolling programme lasting 16–22 weeks and delivered in three phases followed by aftercare. Induction concentrates on preparing the individual for the programme as well as further assessment. The phase lasts 3–5 weeks. Primary lasts around 12 weeks and covers the first five steps. Following graduation from phase two, participants' move to the aftercare phase for the remainder of their treatment.</p>	<p>Accredited for use in custody in 2000 for men, women and young offenders. Programme accredited specifically for males in 2006.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
<p>RAPt Alcohol Dependency Treatment Programme</p>	<p>The Alcohol Dependency Treatment Programme (ADTP) is an offending behaviour programme aimed at medium–high risk offenders, with a history of drug dependence. It is intended to be run in prison settings; ideally on dedicated residential units.</p> <p>The programme was developed by the Rehabilitation of Addicted Prisoners Trust (RAPt).</p>	<p>An intensive six week abstinence-based twelve-step programme, incorporating elements of Motivational Enhancement Therapy and Seeking Safety. Its primary aims are to strengthen motivation for recovery, encourage AA affiliation, link participants with secondary care and address cognitive and behavioural patterns which undermine participants’ ability to successfully stay sober, affiliate with AA and engage in further treatment.</p>	<p>Accredited for use in custody in 2008.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
<p>The Prisons Partnership 12 step programme (Lancaster Castle)</p>	<p>This is a high dose, tailored twelve step programme which targets medium to high risk drug dependent offenders for whom there appears to be a link between their offending and problematic drug use. The programme is based on the Minnesota Model assuming addiction can be arrested but not cured with the philosophy that is a combination of spirituality and pragmatism along with peer support as the primary means for achieving sustained sobriety. Abstinence from all mood-altering substances, not just the individual's substance of choice, is the overall aim of the programme.</p> <p>The programme was developed by the Prison Service.</p>	<p>This is a rolling programme consisting of two phases followed by aftercare and where an individual's journey through the programme will last between 15 and 18 weeks.</p> <p>The Preparation and Orientation phase includes sessions on Induction and orientation, motivational enhancement, programme awareness and essential skills alongside assignment work.</p> <p>During the therapeutic Phase, there is an expectation for participants to complete assignment work required for steps one to five over a period of ten weeks.</p> <p>Aftercare focuses on skills training and relapse prevention.</p>	<p>Accredited for use in prisons in 2003 and re-accredited in 2008.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
<p>P-ASRO</p>	<p>Prison-Addressing Substance Related Offending is a medium–high intensity cognitive behavioural/life skills intervention designed to assist offenders address drug use and related offending, learn and enhance skills and thinking patterns required to reduce or stop drug misuse and offending.</p> <p>This programme was adapted from the probation community based ASRO programme and developed by the Prison Service Drug Strategy Unit. This has been further adapted to include those on substitute prescribing.</p>	<p>This is a 20 session programme including a pre-course session divided into 4 modules delivered over a 6 week period. Session length is 2 hours.</p>	<p>Accredited for use in custody in 2002 for men and re-accredited in 2007. Accredited for women in 2007.</p> <p>P-ASRO will be replaced by Building Skills for Recovery.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Structured Prison Partnership Therapeutic Community for Men	<p>This is a hierarchical TC which has a model of change designed and developed with the aim of reducing drug dependence and re-offending in those male offenders who have been identified as medium to high-risk offenders with high levels of drug dependence. The TC is the most intense form of drug treatment. It is a twenty-four hour, seven day a week, total immersion into treatment that lasts a minimum of 10 and a maximum of 12 months. The programme uses a social learning theory model and a cognitive behavioural approach, the TC encourages residents to learn and develop skills and values necessary to live drug and crime free lifestyles. The programme was developed by the Prison Service.</p>	<p>There are various components to a hierarchical therapeutic community that makes it unique to other forms of drug treatment or offender rehabilitation programmes. The TC for Men Programme is separated into three phases: Induction lasting 4–6 weeks, Primary Treatment lasting 5–6 months and Re-entry lasting 4–5 months. Progression through the phases is dependant upon review of progress. Participants are required to engage in all aspects of the programme including work departments, structured groups, peer run sessions and encounter groups where challenging of specific behaviours takes place.</p>	<p>First accredited for use in custody in 2003. Re-written and re-accredited in 2008.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
<p>Partnership Therapeutic Community for Women</p>	<p>This is a hierarchical therapeutic community for women aged 18 or over assessed as having a high level of dependence on one or more illicit substances and with at least seven months left to serve. It is based on the same model of change as the male TC with a few adaptations to meet specific identified needs of women.</p> <p>The programme was developed by the Prison Service.</p>	<p>The programme utilises the same programme structure and phases as the PPTCP for men however is much shorter lasting 24 weeks</p>	<p>Accredited for use in custody in 2007.</p> <p>Not currently available.</p>
<p>Ley Prison Programme</p>	<p>This programme is designed to address drug and offending behaviour of medium to high risk sentence male offenders. It is a cognitive behavioural programme which is delivered within a therapeutic environment. It was developed by Ley Community.</p>	<p>The core programmes runs for 31 weeks. Aftercare is delivered over a 4 week period.</p>	<p>Accredited for use in custody in 2003. This programme is no longer being delivered.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
<p>FOCUS</p>	<p>FOCUS is a high intensity cognitive behavioural treatment programme. It is targeted at male offenders with a moderate to high risk of re-offending who have intermediate or severe substance abuse problems. It was designed and developed by the Prison Service High Security Estate for delivery in the High Security Prisons. Interventions Unit is now responsible for oversight and development of the programme.</p>	<p>The programme is divided into 3 phases and 6 units, made up of 59 sessions (plus or minus 5) with a duration of 2 hours each session. The programme is run over a 5 month period at a rate of 4 sessions per week.</p> <p>Participants attend 3 structured one to one sessions at the beginning, middle and end of the programme to formulate their Treatment Need Analysis. In addition they attend a minimum of 5 additional one-to-one key work sessions with their allocated key work facilitator.</p>	<p>Accredited for use in custody in 2003 and re-accredited in 2007.</p> <p>FOCUS is currently being prepared for re-submission to CSAP for re-accreditation in December 2012.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Action on Drugs	This is a medium intensity programme which uses a cognitive behavioural approach to treatment. The programme targets male adults and young offenders with a medium to high risk of re-offending. It encourages offenders to learn and enhance pro-social skills that will enable them to become and remain drug free. It was designed and developed by a consortium of six drug treatment service providers for the Prison Service.	48 sessions to be delivered at a minimum of 3 sessions per week over a period of 16 weeks. The average length of a session is 12 hours.	Accredited for use in custody in 2003. No longer being delivered.
STOP	This is a medium intensity programme which uses a cognitive behavioural approach to treatment. The programme targets male adults and young offenders with a medium to high risk of re-offending. It encourages offenders to learn and enhance pro-social skills. It was designed and developed for the prison service by HMP Gartree. It was further adapted by NOMS	The programme was re-designed to include 73 sessions each of which were 1 hour in length. Sessions without in-cell work provided the opportunity to be delivered back to back leading to a 2 hour session length. The programme was delivered over approximately 11 weeks.	Accredited for use in custody in 2003 and re-accredited in 2008. This programme was de-accredited in 2010 and is no longer being delivered.

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Short Duration Programme	<p>This is a cognitive behavioural drug treatment programme with a focus on harm minimisation. It boosts drug treatment provision for offenders in custody for a short period (6 months left to service or on remand). It can be accessed by those on short sentences, remand and offenders in the last 6 months of their sentence.</p> <p>The programme was developed by the prison service.</p>	20 sessions of 2½ hours. Sessions are delivered daily and the course is completed in 4 weeks.	<p>Accredited in 2005 for use in custody for adult male and females and young offender institutions.</p> <p>SDP will be replaced by Building Skills for Recovery.</p>
Offender Substance Abuse Programme	<p>This is a modular programme that aims to teach male and female medium to high risk offenders the skills required to reduce or stop substance misuse. It enhances the motivation to change and resolve ambivalence. The programme was developed by the Correctional Services in Canada.</p>	26 sessions of 2½ hours.	<p>Accredited for use in the community in 2008.</p> <p>OSAP will be replaced by Building Skills for Recovery.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
COVAID	COVAID stands for Control of Violence for Angry Impulsive Drinkers. There are several versions of the programme to enable delivery in groups or on a one to one basis in secure and community settings. COVAID is a cognitive behaviour therapy programme that aims to reduce the likelihood of aggression and violence. It was developed by Professor Mary McMurran and Delight Training Services Ltd.	10 sessions of up to 2 hours long. Followed by a booster session several weeks after completing the core programme. The frequency of delivery is 1–3 sessions per week. There are two main themes in COVAID – the personal scientist and self control. COVAID helps the participant become a scientist who studies his/her own behaviour. The programme helps to encourage self control skills identifying those already used and adding new skills.	COVAID Group Community (GC) was fully accredited in October 2010 and COVAID Group Secure (GS) was Accredited in 2010.
Alcohol Related Violence Programme	This programme is a medium intensity cognitive behavioural group programme which aims to reduce re-offending in young men who have been imprisoned for alcohol-related crimes of violence and who are hazardous drinkers. The primary target group is male adults and young offenders aged 18–30. Older offenders can however participate. The programme was developed for the Prison Service by LMB Consultancy in 2008.	30 group sessions of 2½ hours duration that is run over 10 weeks at 3 sessions per week. There is one individual pre-programme session.	Accredited for use in custody in December 2008.

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Lower Intensity Alcohol Programme	<p>This programme aims to address a broad range of alcohol related offending behaviour and is aimed at two groups: those whose alcohol misuse and offending needs are not sufficient to lead to a referral to one of the more intensive substance misuse programmes and offenders whose primary need would require referral to an accredited programme but where there is still a need for alcohol related offending to be addressed. Originally developed by NOMS in 2008.</p>	<p>LIAP is a 14 session module. Delivered at a frequency of one session per week. Each session lasts between 2 and 2½ hours. Sessions are designed to be as participatory as possible with a variety of activities in each session.</p>	<p>Provisionally accredited for use in the community in October 2008. Preparing to come forward for accreditation in April 2011.</p>

6. Democratic therapeutic communities

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
<p>Democratic Therapeutic Community Core Model</p>	<p>Democratic Therapeutic Communities provide a holistic residential treatment approach where individuals are required to understand and change their ways of thinking, their feelings and their behaviour. Community structures and boundaries are established in order to encourage identified treatment needs to emerge. They are aimed at those offenders for whom a shorter intervention may be inadequate or where particular emotional and psychological needs may hinder engagement in other programmes.</p> <p>The core model was developed by the Prison Service in collaboration with Community of Communities.</p>	<p>Treatment occurs during a prolonged residential stay in the TC. Treatment is usually completed after 18 months but this may vary according to the individual.</p>	<p>Accredited for use in custody in 2004 and re-accredited in 2007.</p>
<p>Democratic Therapeutic for Learning Disability Offenders</p>	<p>This programme provides a specialist intervention for prisoners with learning disabilities to address offence related risk and associated personality and psychological disorders.</p>	<p>Treatment occurs during a prolonged residential stay in the TC.</p>	<p>Provisionally accredited in July 2010.</p>

7. Faith based programmes

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Belief in Change Programme	Belief in Change is a high intensity reintegration programme for medium to high risk general offenders in their last year in custody.	TBC.	Provisionally accredited in July 2010.

8. Sex offender programmes

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Adapted Sex Offender Treatment Programme Becoming New Me (due to be rolled out during 2012/13)	<p>The adapted programmes consist of four treatment programmes designed to target the needs of intellectually disabled sex offenders.</p> <p>Becoming New Me is the main treatment programme for medium or higher risk ID males aged over 18 who have a conviction for a sexual offence and an IQ below 80.</p>	<p>The adapted programme calculations are based on a group size of 8. The hours of treatment do not include break times which should be .5 hours per session.</p> <p>165 hours, divided into 12 blocks of treatment. This is a closed programme.</p>	Provisionally Accredited for use in custody and community in 2009 and will be put forward for accreditation in October 2011.

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
<p>Community Sex Offender Group Programme</p>	<p>This programme aims to reduce re-offending by adult male sex offenders. It was designed by staff in the West Midlands Area and developed in collaboration with the Home Office.</p>	<p>50 hour induction module. Total length either 100 hours or 260 hours depending on risk/deviancy profile.</p> <p>Revised relapse prevention component 2007 reduced length to 87.5 or 247.5 hours.</p> <p>Quick Fixes revision 2010 reduced long route through treatment to around 175 hours to bring it into line with the length of the other accredited sexual offending programmes in probation.</p>	<p>Accredited for use in the community in 2000.</p> <p>Revised relapse prevention component accredited for 2 years in 2007.</p> <p>Quick Fixes revision 2010 was not required to be approved by the panel but simply reported on.</p>
<p>Thames Valley Sex Offender Group work Programme</p>	<p>This programme aims to reduce re-offending by adult male sex offenders and to provide support to partners of perpetrators. It was set up as a joint initiative with health, police and social services and was developed in collaboration with the Home Office.</p>	<p>10 consecutive day foundation block. The total length is either 160 hours, or for low risk/low deviancy 120 hours.</p> <p>Revised relapse prevention component 2007 is the same length.</p>	<p>Accredited for use in the community in 2001.</p> <p>Revised relapse prevention component accredited for 2 years in 2007.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
<p>Northumbria Sex Offender Group Programme</p>	<p>This programme aims to reduce offending by adult male sex offenders. Developed by staff in Northumbria Probation Area and staff in the Sexual Behaviour Unit, Department of Forensic Psychiatry, St Nicholas Hospital, Newcastle.</p>	<p>Offenders assessed as high risk/high deviancy will attend the Core Group (144 hours minimum) followed by Relapse Prevention (36 hours) giving a total programme length of 180 hours.</p> <p>Low risk/low deviance offenders will normally complete individual preparation work followed by the Relapse Prevention Programme.</p> <p>Revised relapse prevention component 2006 is the same length.</p>	<p>Accredited for use in the community in 2001.</p> <p>Revised relapse prevention component accredited for 2 years in 2006.</p>
<p>Internet Sexual Offending Treatment Programme</p>	<p>This programme is for low, medium and high risk and low deviance offenders. It is designed for those offenders convicted of internet offences. It is a cognitive behavioural treatment programme and aims to reduce the risk of future internet sexual offending and risk of progression to contact sexual offending. The programme was developed by the National Probation Directorate.</p>	<p>Group: 70 hours – 35 two hour sessions.</p> <p>One to one: 30–45 hours – 20 to 30 ninety minute sessions – varies according to individual need.</p>	<p>Accredited for use in the community in 2006.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
<p>Prison Service Sex Offender Treatment Programme</p>	<p>This consists of four separate programmes which offenders are allocated to dependent on risk/treatment need. All the programmes aim to reduce offending by adult sex offenders (see above for Adapted Sex Offender Treatment Programmes for Intellectually Disabled Offenders that are available for custody and community).</p> <p>Core addresses a range of offending behaviour. It challenges thinking patterns used by offenders to excuse and justify their behaviour and teaches new attitudes and behaviours related to positive offence-free living.</p> <p>Extended is for high risk/high need sex offenders who have already successfully completed the core programme.</p> <p>Rolling is for low risk sexual offenders and covers similar areas to the core programme.</p>	<p>The mainstream programmes are based upon a group size of 9 and each session should have a 2.5 hour slot reserved so that there can be a short break and practical and domestic matters can be dealt with.</p> <p>210 hours.</p> <p>132–172 hours.</p> <p>Variable 87.5–112.5 hours.</p>	<p>Accredited for use in custody.</p> <p>Core (revised) in 2000.</p> <p>Rolling in 2001.</p> <p>Extended (revised) in 2002.</p> <p>Better Lives booster in 2004.</p>

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
	<p>Better lives booster is for those who have successfully completed the core/extended/hsf programmes. There is a Core and an Adapted version of the BLB programmes There are high and low intensity versions.</p>	<p>80 hours (core). 95 hours (adapted).</p>	
<p>Healthy Sexual Functioning Programme</p>	<p>This programme is designed to help those who have trouble with sexual fantasies. It helps offenders think about what makes for a healthy intimate and sexual relationship and teaches techniques to change and control fantasies.</p> <p>The programme was developed by the prison service.</p>	<p>12–20 sessions lasting between 1 and 1½ hours.</p>	<p>Accredited for use in custody in 2004.</p>
<p>Internet Sexual Offending Treatment Programme</p>	<p>This programme is for low, medium and high risk and low deviance offenders. It is designed for those offenders convicted of internet offences. It is a cognitive behavioural treatment programme and aims to reduce the risk of future internet sexual offending and risk of progression to contact sexual offending. The programme was developed by the National Probation Directorate.</p>	<p>Group: 70 hours – 35 two hour sessions. One to one: 30–45 hours – 20 to 30 ninety minute sessions – varies according to individual need.</p>	<p>Provisionally accredited for use in custody in 2007.</p>

9. Violence programmes

In 2011/12, it is anticipated that most of the violence programmes will be discontinued and replaced by new enhanced violence programmes.

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Aggression Replacement Training	Aims to reduce aggressive behaviour through teaching social skills, anger management techniques and improved moral reasoning. Developed by Wiltshire Probation Area in collaboration with the Home Office and National Probation Directorate.	18 sessions, 2 hours per session.	Accredited for use in the community with adult males in 2001. Provisionally accredited for females.
Controlling Anger and Learning how to manage it	Canadian cognitive behavioural programme which teaches skills in managing anger and emotions. It is aimed at offenders for whom anger/aggression features as a component in current or previous offending. The programme was developed by B Winogron, M van Dieten and L Gauzas in Canada.	24 sessions, 2 hours each.	Accredited for use in custody in 2000 and in the community in 2004.
Cognitive self change programme	Adapted programme designed for adult offenders with a history of violence who are motivated to change their pattern of behaviour. Participants must have 12 months or more left to serve in prison. Consists of 6 blocks, the final one takes place in the community after release.	38 sessions of between 2 and 2½ hours each.	Accredited for use in custody in 1996 and in the community in 2000.

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Healthy Relationships Programme	This programme uses a range of techniques such as lectures, guided learning exercise and case studies to enable offenders to take responsibility for their behaviour and to develop skills in order that they may eliminate violent and abuse behaviour from their intimate relationships. It was originally designed by Lynne Stewart and Natalie Garboro for the Correctional Service of Canada in 1998 and adapted for use in England and Wales.	68–70 sessions of 2½ hours.	Accredited for use in custody in 2003 for 5 years.
Integrated Domestic Abuse Programme	This is an integrated group work and individual session programme for convicted adult male perpetrators of domestic abuse committed in the context of a heterosexual relationship. The programme includes interagency risk management and work with known victims. It was developed by the National Probation Directorate.	Rolling modular programme of 27 group work sessions preceded by 4 pre-group sessions and followed by a minimum of 4 post group sessions.	Accredited for use in the community in 2004 for 5 years.

Programme	Description and designer/ development history	Number and length of core programme sessions	Status
Community Domestic Violence Programme	Integrated domestic abuse programme for male perpetrators of domestic abuse. The programme includes interagency risk management and contact with known victims. It is based on the Canadian Correctional Services Family Violence Programme.	26 sessions of group work plus 9 individual sessions.	Accredited for use in the community in 2004 for 5 years.
Chromis	<p>This is a cognitive behavioural programme which focuses on the identification, reduction and external management of a range of risk factors in offenders whose level or combination of psychopathic traits disrupts their ability to engage in both treatment and sustained socio-behavioural change.</p> <p>It was developed by the prison service to meet the needs of highly psychopathic individuals.</p>	The programme comprises of 5 core components which combine individual and group work.	<p>Accredited for use in custody in 2005.</p> <p>Reviewed in March 2009.</p>

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