



DEPARTMENT OF HUMAN SERVICES
Addictions & Mental Health Division

MEMORANDUM

Date: December 9, 2009

To: Problem Gambling Services Staff

From: Paul D. Potter

Subject: Problem Gambling Program Development Consultants (PDC)

The Program Development Consultants (PDC) is the result of restructuring the former ACC program. The following will provide details on the mission and role of the PDC and guidelines for requesting a PDC.

Mission Statement:

Assist with providing technical support for the purpose of meeting minimum performance expectations and increasing efficacy and efficiency to emerging and existing agencies involved with the treatment of problem and pathological gambling treatment for gamblers and their families.

Guidelines for Program Development Consultant (PDC) Services:

The PDC's will specifically provide consultation services as tasked by contract including but limited to:

1. Assist with the development of written policies and procedures for local agency clinical operations
2. Assist with compliance by local agency of state-required reporting
3. Assist local agencies with the design, implementation, and evaluation of evidenced based practices including processes for the measurement of fidelity to the chosen models
4. Assist local agencies with the development and implementation of agency needs assessment specifically addressing training and education
5. Assist local agencies with the development of goals and quality improvement plans aimed at increasing/maintaining efficacy and efficiency
6. Assist PGS and OCPG with the identification of EBP or emerging best practices and resource available to assist with implementation

7. Provide technical assistance follow-up on areas identified in site reviews
8. Assist PGS and OCPG in developing statewide goals and objectives for quality management and improvement

Guidelines for Requesting a PDC:

A PDC may be requested by an agency or assigned by the PGS office. To request a PDC:

1. Contact Jackie Fabrick at Jackie.fabrick@state.or.us or at 503-945-7815 and complete the attached request template.
2. Once the request has been reviewed and approved by PGS, a written plan will be developed, which will include tasks, process, duration, and measurable outcome(s).
3. Once the plan has been approved by the PGS office, the plan will then be submitted to the Oregon Council on Problem Gambling to deploy the PDC.
4. Upon completion of the written plan, the Oregon Council on Problem Gambling will follow-up with a phone call to evaluate outcome of consultation.



Program Development Consultant Request

To request a Program Development Consultant (PDC), please answer the following questions and return to Jackie Fabrick at jackie.fabrick@state.or.us.

- 1) Briefly describe the issue(s) and/or area of development you feel needs PDC attention.

- 2) What would be your expected outcome?

If you need this document in an alternate format, please call PH (503) 945-5763 or TTY 800-375-2863.