

REVISED PART 1 CODE OF PRACTICE | OCTOBER 2016

Domestic Violence Provider Update: Changes to Part 1 of Code of Practice

Nga mihi nui ki a koutou katoa

Two years have passed since the Provider Code of Practice was first put into operation. Your feedback over this period has highlighted that it is time to re-focus some of our earlier work.

As part of the new contracting period, we've taken the opportunity to make some changes to the Code of Practice and to simplify how you use some of the programme provider forms.

Thanks to all of you who helped us make the Code better for everyone. The feedback we received during our monitoring and auditing visits was a great source of improvements.

It is important that you share this update with everyone in your organisation so they are aware of the changes.

We plan to update the Code part-by-part starting with Part 1. As each part is ready we will release it to you as an electronic document accompanied by a Provider Update telling you of the main changes.

Part 6 has had a substantial overhaul of its resources and will be released as a new Part 6

in October. Part 5 has also had a major review and a replacement part will be released in November. Parts 3 and 4 will have relatively few changes and the updated pages will be released towards the end of November. Part 2 will remain unchanged.

The electronic versions of the Code will be a "living document" to give you a chance to give feedback in the short-term, before the hardcopy is published in December.

As with the original release, we plan to provide your organisation with a hardcopy of the Third Release changed parts so you can update your official folder. Electronic files will always be available on request.

Please don't hesitate to contact us if you have any questions.

Jo-Ann and the Safety Services team

Part 1 changes

Part 1, Overview and Frameworks, comprises an overview of programme approvals and scope, payment schedule, reporting, facilitator approvals and facilitator competencies, and programme management. This part has had a thorough rewrite, changing the emphasis on some materials from what seemed important two years' ago to what is important now. The information was also updated to incorporate the latest contract changes and restructured to classify it more logically, and remove duplicated material.

CHANGES TO STRUCTURE:

We restructured this part so information is more logically classified and removed duplicated material.

- Chapter 1 now contains introductory material, including how the information in the Code is structured (this information had been in chapter 3 before).
- Chapter 2 explains the programme approvals process, and scope and structure of each of the types of programmes.
- Chapter 3 is payment schedules and contract compliance – previously in chapter 2.
- Chapter 4 combines legislative and reporting requirements (from the old chapters 4 and 5).
- Chapters 6 and 7 cover facilitator approvals and facilitator competencies as before.
- Chapter 8 has had a name change from Programme Facilitation to Programme Management, but covers much the same information.
- Chapter 9 has been omitted. The information that was here has been moved into chapter 2.

CHANGES TO CONTENT

This list covers the main changes we have made to the content. You should notice less duplication and a more logical layout. The Table of Contents should give you a really good sense of how information in this Part is now organised.

- Children's safety programmes – these programmes have a widened scope, and now specify a minimum age of three. Please see *2.8 Scope and structure of children's safety programmes*.
- Vulnerable Children Act – significant changes have been made with new material added to help increase provider understanding of their responsibilities under this Act. Please see *4.4 Vulnerable Children Act*.
- Use of interpreters – this section has materially changed since the last release of the Code with a new process first socialised in a Provider Update. Please see *3.5 Use of Interpreters*.
- Consent and confidentiality – the information that was in paragraph 4.1.4 has been expanded and moved to a new section of its own. Please see *4.3 Consent and confidentiality*.

- Dual referrals – payment information and contract compliance has been added for those providers delivering programmes for both Corrections and MoJ. Please see *3.1.3 Dual referrals*.
- Legislative and Reporting requirements – we have removed the instructions in sections 5.2 and 5.3 for filling in the DVPP forms. These were written when the Code and forms were new, and are no longer required now everyone has had two years of practice. Information on DVPPs can still be found in chapter 5.
- Facilitator approvals – the steps providers need to take to approve a facilitator has been expanded and clarified. Please see *chapter 6 Facilitator Approvals*.
- Facilitator competencies – this chapter looks very different, although the information has not changed greatly. The checklists have been moved to Part 6 as a resource for providers, but the expected competencies are still clearly set out in chapter 7. For providers wanting to approve a facilitator before the new Part 6 is released, please contact your relationship manager or PCSRequests and ask for an approvals checklist.
- The Session Feedback for Observers forms has been moved from chapter 8 to the Resources in Part 6.
- Glossary – some minor changes have been made to the glossary.