

14th June 2007

Dear Colleague,

Re: Needs Assessment of People with Substance Misuse and Mental Health Problems

Manchester Drug Action Team and Manchester Primary Care Trust have commissioned SK Associates to undertake a city-wide assessment of the needs of people with substance misuse and mental health issues.

The needs assessment aims to take an in-depth look at what is being provided in the voluntary and community sectors, as it is their belief that these sectors may be providing valuable services that are not available through statutory services. In particular, they are interested in how, and in what ways, the needs of a range of diverse BME groups are currently being addressed and would like to have your views on existing service provision and the contribution that you feel your organisation/ group is making.

Consultation morning followed by lunch (Tuesday 26th June 10am – 1pm)

Manchester Drugs and Race Unit and Manchester Race and Health Forum have agreed to assist SK Associates in engaging BME groups in what we see as a very important piece of work and would like to invite you to a special consultation event taking place between 10am and 1pm on Tuesday 26th June 2007 at the Millennium Windrush Centre in Hulme (see attached map).

At the meeting we will discuss how you might participate in this needs assessment and also:

- Explain a bit more about the needs assessment
- Find out what your organisation/ group provide and whether you work with any individuals or groups who have substance misuse and/or mental health problems. (It would be really helpful if you could bring short written information or leaflets that describe your service and what it does)
- Obtain your views on current mental health and substance misuse services and what you would like to see developed
- Seek your assistance in how we might obtain the views of a small number of individuals who use your organisation / group (If relevant to your organisation /group, we would like to ask no more than three

people (service users) to answer a few questions about their experience of services. This could be done by one of your workers and responses sent back to us.

We do hope you are able to attend and would appreciate you informing us of your intention by return of the completed fax back confirmation form.

We are looking forward to meeting you.

Kind regards,

David Thomas
Manager
Manchester Drugs and Race Unit

Hanif Bobat
Policy Advisor
Manchester Race and Health Forum

Steve Kenny
SK Associates

**NEEDS ASSESSMENT OF PEOPLE WITH SUBSTANCE
MISUSE AND MENTAL HEALTH PROBLEMS**

FAX BACK CONFIRMATION FORM

**Your invitation to a Special Consultation Morning – Tuesday 26th June 10am –
1pm Millennium Windrush Centre, Moss Lane, Hulme, Manchester**

First name: Family name:

Job Title:

Organisation name:

Address:

Post code:

Contact Tel number:

Contact E-mail address:

Please tick the appropriate box

- I will be attending the Special Consultation Event
- I will not be attending the Special Consultation Event

Any dietary requirements or reasonable adjustments
