



CAADAC

CALIFORNIA ASSOCIATION OF ALCOHOLISM & DRUG ABUSE COUNSELORS

3400 Bradshaw Road, Suite A5, Sacramento, CA 95827

Phone: (916) 368-9412, Fax: (916) 368-9424, E-mail: counselors@caadac.org

Renewal of Certification Hours – Clarification

(Total of 60 hours required)

60 minutes = 1 hours & 1 hours = 1 CEH

Preparation is 1 hour for 1 hour of presentation

I. Advanced Education: Alcohol/Drug Counseling CAADAC provider required minimum 30 hours

- A. Workshop/Seminars: Counseling Skills Basic courses including at Masters Level may not be used for renewal. Minimum of 30 hours must be completed in workshops and seminars in the counseling skill, and must be given by approved providers with current CAADAC approved provider numbers. It is the responsibility of the applicant to make sure that the workshop has an approved provider number. All documentation must have the approved CAADAC provider number and be in advanced alcohol/drug skills.
- B. Design/implementation/Presentation of Alcohol/Drug Counseling topics for an approved CAADAC provider. (Document by submitting a letter from administrator, supervisor or coordinator of activity stating date, type of activity, hours involved, outline of activities and sample brochures, handouts and other education materials.)
- C. Initial Oral Training by Approved ICRC/AODA Supervisors. (Document by submitting copy of certificate).
- D. Ethics: Three (3) Hours effective January 1998.

II. Professional Development Hours

(Provider number not required.) Up to 30 hours may be obtained in the following areas:

- A. Design/Implementation/Presentation of Alcohol/Drug Counseling and related topic. Not an approved provider program. (Document by submitting a letter from administrator, supervisor or coordinator of activity stating date, type of activity, hours involved, outline of activities and sample brochures, handouts and other educational materials.)
- B. In-service Education. Formalized training within institutions such as clinics and treatment centers provided for the development/enhancement of skills. (Document by submitting letter or certificate verifying participation.)
- C. Self-Improvement seminars, workshops, etc. Formal, organized workshop/training which focuses on personal and professional growth issues:
 - 1. Burnout workshop
 - 2. Personal growth (identification of strength and limitations, stress management, relaxation, leisure time skill, proper nutrition, spirituality)
 - 3. Relapse prevention
 - 4. Professional growth (self-assessment, resources, professional behavior, support services; i.e., ACA, eating disorders, child abuse, etc., peer assistance)
 - 5. Instruction hours of retreat programs which meet the above criteria of professional development are accepted.

Included as Professional Development

1. CAADAC Board of Directors Meeting Participation
2. CCB Board of Directors Meeting Participation
3. Approved CAADAC/CCBADC/CADCEP Committee Volunteer Work. (Document by submitting letter of certificate verifying participation)
4. Examinations performed by qualified CPM Evaluators/Commissioners

Not included as Professional Development

1. Volunteer 12 Step Work
2. Volunteer Counseling at Step Houses/Service Centers
3. 12 Step Meeting Attendance
4. 12 Step Conference and Convention Attendance
5. Group or individual counseling or psychotherapy
6. Alcohol Anonymous, AA Retreats