

**WOMEN'S TREATMENT SPECIALIST
ENDORSEMENT (WTS-E)**

Education & Experiential Requirements



3400 Bradshaw Road, Suite A-5

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**Woman's Treatment Specialist (WTS)
Endorsement**

ENDORSEMENT OVERVIEW

PREMISE: Certified Alcohol and Drug Counselors, other Addiction Professionals and Preventionists must have a way to identify the type of work they do when marketing their credential. They have worked very hard to become certified. Endorsements provide the ability to take full advantage of the specialized education, knowledge and experience that addiction professional's have achieved. As such, we are now providing counselors with the option of adding "Specialty Endorsements" to their Certification. CCBADC believes this approach will provide addiction professionals the recognition of special skills and knowledge beyond their current certification; thereby, making counselors more marketable in this very competitive profession.

The Specialty Endorsement program is only available to Alcohol/Drug Certified Counselors (Level I/II) OR equivalent, Certified Clinical Supervisor, Certified Criminal Justice Addiction Professionals, and Certified Prevention Specialists. *Candidates applying for an endorsement must attain one of the aforementioned certifications or equivalent prior to applying for a specialty endorsement.* Additionally, the applicant must provide documentation of their current certification (in good standing), the required education and experience per CCBADC Endorsement Requirements and the Application process.

SCOPE OF SERVICE: An endorsement is based on specific attainment of specialized education and experience (outlined in the following pages.) The education and experience required for a Specialty Endorsement does not supersede or replace the knowledge, skills or tasks required in alcohol and drug abuse certification(s). The focus and scope of the specialty must be specific to the treatment or prevention of substance abuse or dependence disorders only. Endorsement does not constitute, allow or support separate *clinical practice* and does not substitute for or replace the required Alcohol and Drug Counselor Certification regulations or requirements. Endorsement(s) are not required by CCBADC, state law, or regulations.

EXPERIENCE: Each Specialty Endorsement requires a minimum of 1 year (2000 hours) of verifiable experience within the specialty the applicant is applying for in addition to the required education. The experience attained must have been received within the preceding 10 years.

RENEWAL: CCBADC/CAADAC requires that candidates applying for specialty endorsement(s) receive a minimum of (6) hours in continuing education specifically related to the attained specialty endorsement every two years with certification (your endorsement renewal date will be aligned with your current certification renewal date. (These hours may also be used toward other related certification continuing education requirements.)

CODE OF ETHICS: The candidate is solely responsible and required to uphold their code of ethics/conduct and scope of practice of their certification. The Specialty Endorsement documentation including all signed documents and certification requirements become a part of the applicant's permanent certification file, expired, loss, suspended or revoked certification automatically removes the specialty endorsement. (For those not certified by CCBADC, the Code of Ethics is included in this packet.)

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EDUCATION REQUIREMENTS

Title of Course: Women's Health

Learning Objectives: 12 Required Hours: 6

Learning Objectives being addressed:

At the end of this course, the student should be able to:

1. Understand the impact of substance use on pregnancy and maternal health
2. Explain the effects of alcohol and other drugs on the developing fetus and child
3. Identify the three hallmark characteristics of FAS:
 - a. Prenatal, pre and post natal growth retardation
 - b. CNS dysfunction
 - c. Facial dysmorphology
4. Define common terminology:
 - a. ARND – Alcohol Related Neurodevelopmental Disorder
 - b. ARBD – Alcohol Related Birth Defects
 - c. FAE – Fetal Alcohol Effect
 - d. PEA – Perinatal Exposure to Alcohol
5. Define major symptoms of withdrawal and as listed in the DSM.
6. Explain the process of maternal withdrawal, detoxification and medication assisted therapy including methadone, bupronol, buprenex, and Laam, etc.
7. Understand the impact of withdrawal on the pregnant woman and the developing fetus.
8. Explain detoxification considerations for the pregnant woman.
9. Understand individual patient medication needs (the addicted woman, chronic pain, etc.).
10. Understand common approaches and conditions.
11. Be aware of medication interactions.
12. Identify the effect of psychoactive active substances on the fetus including, but not limited to:

<ol style="list-style-type: none"> a. Alcohol b. Nicotine c. Marijuana d. Heroin ad Opiates e. Cocaine and Stimulants f. LSD, Designer Drugs 	<ol style="list-style-type: none"> g. Psychotropics h. Antidepressants i. Lithium j. Anti-psychotics k. Other Medications (OTC)
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Title of Course: Gender Specific Risk Factors: Domestic Violence & Sexual Abuse

Learning Objectives: 8 Required Hours: 6

Learning Objectives being addressed:

At the end of this course, the student should be able to:

1. Identify risk factors for women who drink or use drugs during pregnancy (i.e., domestic violence and sexual abuse).
2. Review socio-economic and socio-cultural variables of at risk women in California.
3. Address bio-psychosocial issues:
4. Describe inter-relatedness of the biological, psychological, and sociological aspects of pregnant women.
5. Be aware of medication interactions.
6. Distinguish between screening and substance abuse assessment.
7. Identify screening tools designed for pregnant women.
8. Identify screening tools for substance abusing pregnant women, and list qualified personnel to perform the assessment.

Title of Course: Trauma Specific Treatment

Learning Objectives: 8 Required Hours: 6

Learning Objectives being addressed:

At the end of this course, the student should be able to:

1. Define, identify, diagnosis and list effects of Trauma
2. Review Assessment Tools for Trauma
3. Explain the importance of the following terms as they relate to
 - a. Engagement and Retention
 - b. Non-compliance
 - c. Denial and Resistance
4. Treatment Options as they relate to different types of trauma. (mental illness, addiction, child abuse, betrayal, sexual assaults etc)
5. Treatment implications for this population and indications.
6. Barriers to treatment
7. Common misperceptions.
8. List other medications in use for detoxification (i.e., bupronol, buprenex, laam, etc.).

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Title of Course: Systems Coordination: Resources and Partnerships across the Lifespan

Learning Objectives: 7 Required Hours: 6

Learning Objectives being addressed:

At the end of this course, the student should be able to:

1. Maintain client charts according to agency requirements.
2. List the major components of standard treatment plans and progress notes.
3. Demonstrate an understanding of co-morbid issues and the referral system in their community, that includes, but is not limited to: self help groups, housing, welfare, seniors, GLBT needs, legal systems, mental health, educational and employment issues.
4. Understand the importance of integrating collateral services.
5. Assess familial and environmental positives and negatives, using basic interviewing techniques for Perinatal Addiction Specialist.
6. Understand the definition of domestic violence.
 - a. Understand myths and facts of domestic violence and physical risk to pregnant women.
 - b. Identify domestic violence referral systems and safety plans.
7. Recognize personal and others value systems and adhere to the professional boundaries between them.

Title of Course: Parenting Issues and Developmental Milestones throughout the life span.

Learning Objectives: 8 Required Hours: 6

Learning Objectives being addressed:

At the end of this course, the student should be able to:

1. Identify four theoretical orientations to parenting.
2. Define four models of parenting
3. List the major developmental milestones from Perinatal through Adolescence
4. Identify the basic skills and tasks of parenting.
5. List four styles of parenting
6. Identify ten parenting issues for substance abusing parents.
7. Identify four mental health disorders first identified in childhood disorders
8. List at least five resources available to parents within their communities.

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VERIFIABLE EXPERIENCE REQUIREMENTS**

The applicant must provide documentation of at minimum 1 year (2000 hours) of experience working within the specialty applying for. They must also provide a letter from the facility Director or Manager or other documentation on the facility where they were employed (or volunteered) that provides credence of specialty services offered. Additionally, the applicant must complete the WTS-E Application and forms.

Definition of women's specialty experience means working in a woman's specific alcohol/drug treatment or prevention setting; that offers *women's specific treatment, intervention or prevention for women*. Specialty services offered may include, but are not limited to: parenting; recovery and the family; trauma, referrals and consultation to and with women's specific services, domestic violence and alcohol/drug use, abuse or dependence.

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APPLICATION FOR WTS-E

Please print or type

1. Name: Last _____ First _____ Middle Initial _____

2. Home Address No. & Street City & State Zip Code:

3. Home Phone: _____ Work Phone: _____ Cell Phone: _____

4. Male: _____ Female: _____

5. Date of Birth (Optional): _____

6. Email Address: _____

7. Social Security #: _____

8. CAADAC Member: Yes _____ No _____ Membership Number: _____

9. Ethnic Background (Optional): _____

9. Professional Affiliations: _____

10. WTS Education: School or Training Facility or Education Provider Name, Dates Attended (From-To), Course Titles and Total number of hours completed:

Name: _____

Dates Attended: _____ (From) _____ (To) _____

Course Title and Tot Hours: _____

Course Title and Tot Hours: _____

Course Title and Tot Hours: _____

Name: _____

Dates Attended: _____ (From) _____ (To) _____

Course Title and Tot Hours: _____

Course Title and Tot Hours: _____

Course Title and Tot Hours: _____

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Have you ever been certified or licensed in the human services field or alcohol/drug counseling field? (If yes, please indicate what certification or licensure body, the date(s) of certification or licensure and the status of the certification/licensure (i.e. expired, suspended, etc.)

STATEMENT OF UNDERSTANDING

I hereby affirm that this application is made on my own behalf and is entirely voluntary on my part. I hereby agree to waive the right to inspect the results of inquires made by my employers, co-workers, references, educational institutions or any others, which were sought and secured in the process of making a determination as to my certification by the CCBADC will be accepted by me without question. I hereby authorize hospitals, any type of business organization, schools, other organizations or persons named herein to release to the CCBADC any information they may have regarding me. I hereby release said parties of any and all liabilities arising out of the furnishing of the information that may be requested by the CCBADC in connection with this application. I understand that certification and/or endorsement depends on my meeting the requirements and criteria established by the CCBADC. I understand that intentionally making false or misleading statements on this application will result in my being declared ineligible for certification/endorsement. It is my responsibility to submit course descriptions, certificate(s) of completion and/or official transcripts for classes if requested. Data from my application may be used for statistical purposes. The application fees and application become the property of CCBADC. All fees are non-refundable. I "the candidate" affirms that I shall indemnify, defend and hold harmless CCBADC/CAADAC, and its officers, directors, partners, agents, members and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities including reasonable attorneys' fees (collectively "Claims") arising out of or caused by the candidate, its employees, employers, agents and others acting on his/her behalf, negligence in connection with the provision of services within treatment facilities and/or clients. The Candidate shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such Claims. I fully agree to have my name posted on the website and any information pertaining to my certification and/or endorsement; including but not limited to: full name, ethics sanctions (or status of certification/endorsement), expiration date and certification number. I affirm that I will uphold the CCBADC Code of Ethics and agree to abide by the Scope of Practice of my certification.

Signature: _____ **Date:** _____

Print Name: _____

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REQUIRED ATTACHMENTS: (Failure to submit the complete application and required attachments will require an additional review thereby resulting in an additional \$15 fee and a delay in processing.)

- Copy of current Certification (alcohol/drug, CCS, CCJP, CPS)
- Certificate of Completion for *each* training/course attended *OR* school transcripts. (The education received must be obtained by a CFAAP/CAADAC approved provider or school.)
The candidate must show proof of education that includes:
 - Course Title
 - Total Hours Completed
 - Course Outline required *for those submitting certificates only.*
 - Letter from Agency employer or supervisor attesting to your number of hours of experience and the specialty services (specific to the endorsement) offered at the facility. To include a recommendation statement.
- Code of Ethics (attached)
- Fee's
 - o non-CAADAC members: \$75 for application submission
 - o Members: \$50

METHOD OF PAYMENT:

1. _____ Check _____ Money Order

Mail with fee to: **CAADAC**, 3400 Bradshaw Rd., Ste. #A-5, Sacramento, CA 95827

2. _____ Visa _____ MasterCard _____ American Express _____ Discover

Mail to address above or fax to: **CAADAC**, 916-368-9424

Card Number

Expiration Date _____ 3 or 4 digit Security Code on Back _____

Name as it appears on Card: _____

Signature _____

Billing address for card: _____

PLEASE ALLOW 2-3 WEEKS FOR PROCESSING

RETURNED CHECKS/DECLINED CREDIT CARDS WILL RESULT IN A \$30.00 ADDITIONAL FEE

Mail to Application, Attachments and Fee's to:

**California Certification Board of Alcohol and Drug Counselors
State Office, 3400 Bradshaw Rd., Suite# A-5
Sacramento, CA 95827**

**Woman's Treatment Specialist (WTS)
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CALIFORNIA CERTIFICATION BOARD OF ALCOHOL AND DRUG COUNSELORS
CODE OF ETHICS**

For certified alcohol/drug counselors holding a CCBADC specialty endorsement

Principle 1: Non-discrimination

The alcoholism and drug abuse counselors holding a specialty endorsement should not discriminate against clients or professionals based upon race, religion, age, sex, handicaps, national ancestry, sexual orientation or economic condition.

Principle 2: Responsibility

The alcoholism and drug abuse counselors holding a specialty endorsement should espouse objectivity and integrity, and maintain the highest standards in the services the counselor offers.

- a. The alcoholism and drug counselor, as teacher, should recognize the counselor's primary obligation to help others acquire knowledge and skill in dealing with the disease of chemical dependency.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement, as practitioner, should accept the professional challenge and responsibility deriving from the counselor's work.
- c. The alcoholism and drug counselor holding a specialty endorsement, who supervises others, accepts the obligation to facilitate further professional development of these individuals by providing accurate and current information, timely evaluations and constructive consultation.

Principle 3: Competence

The alcoholism and drug abuse counselors holding a specialty endorsement should recognize that the profession is founded on national standards of competence which promote the best interests of society, of the client, of the counselor and of the profession as a whole. The counselor should recognize the need for ongoing education as a component of professional competency.

- a. The alcoholism and drug abuse counselors holding a specialty endorsement should prevent the practice of alcoholism and drug abuse counseling by unqualified and unauthorized persons.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement who is aware of unethical conduct or of unprofessional modes of practice should report such violations to the appropriate certifying authority.
- c. The alcoholism and drug abuse counselors holding a specialty endorsement should recognize boundaries and limitations of counselor's competencies and not offer services or use techniques outside of these professional competencies.
- d. The alcoholism and drug abuse counselors holding a specialty endorsement should recognize the effect of professional impairment on professional performance and should be willing to seek appropriate treatment for oneself or for a colleague. The counselor should support peer assistance programs in this respect.

Principle 4: Legal Standards and Moral Standards

The alcoholism and drug abuse counselors holding a specialty endorsement should uphold the legal and accepted moral codes, which pertain to professional conduct.

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- a. The alcoholism and drug abuse counselors holding a specialty endorsement should not claim directly or by implication, professional qualifications/affiliations that the counselor does not possess.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement should not use the affiliation with the California Association of Alcoholism and drug abuse counselors holding a specialty endorsement for purposes that are not consistent with the stated purposes of the Association.
- c. The alcoholism and drug abuse counselors holding a specialty endorsement should not associate with or permit the counselor's name to be used in connection with any services or products in a way that is incorrect or misleading.
- d. The alcoholism and drug abuse counselors holding a specialty endorsement associated with the development or promotion of books or other products offered for commercial sale should be responsible for ensuring that such books or products are presented in a professional and factual way.

Principle 5: Public Statements

The alcoholism and drug abuse counselors holding a specialty endorsement should respect the limits of present knowledge in public statements concerning alcoholism and other forms of drug addiction.

- a. The alcoholism and drug abuse counselors holding an specialty endorsement who represents the field of alcoholism counseling to clients, other professionals, or to the general public should report fairly and accurately the appropriate information.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement should acknowledge and document materials and techniques used.
- c. The alcoholism and drug abuse counselors holding a specialty endorsement who conducts training in alcoholism or drug abuse counseling skills or techniques should indicate to the audience the requisite training/qualifications required to properly perform these skills and techniques.

Principle 6: Publication Credit

The alcoholism and drug abuse counselors holding a specialty endorsement should assign credit to all who have contributed to the published material and for the work upon which the publication is based.

- a. The alcoholism and drug abuse counselors holding a specialty endorsement should recognize joint authorship, major contributions of a professional character, made by several persons to a common project. The author who has made the principle contribution to a publication should be identified as a first listed.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement should acknowledge in footnotes or an introductory statement minor contributions of a professional character, extensive clerical or similar assistance and other minor contributions.
- c. The alcoholism and drug abuse counselors holding a specialty endorsement should acknowledge, through specific citations, unpublished, as well as published material, that has directly influences the research or writing.
- d. The alcoholism and drug abuse counselors holding a specialty endorsement who complies and edits for publication the contributions of others should list oneself as editor, along with the names of those who have contributed.

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Principle 7: Client Welfare

The alcoholism and drug abuse counselors holding a specialty endorsement should respect the integrity and protect the welfare of the person or group with whom the counselor is working.

- a. The alcoholism and drug abuse counselors holding a specialty endorsement should define for self and others the nature and direction of loyalties and responsibilities and keep all parties concerned informed of these commitments.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement, in the presence of professional conflict should be concerned primarily with the welfare of the client.
- c. The alcoholism and drug abuse counselors holding a specialty endorsement should terminate a counseling or consulting relationship when it is reasonably clear that the client is not benefiting from it.
- d. The alcoholism and drug abuse counselors holding a specialty endorsement, in referral cases, should assume the responsibility for the client's welfare either by termination by mutual agreement and/or by the client becoming engaged with another professional. In situations when a client refuses treatment, referral or recommendations, the alcohol and drug abuse counselor should carefully consider the welfare of the client by weighing the benefits of continued treatment or termination and should act in the best interest of the client.
- e. The alcoholism and drug abuse counselors holding a specialty endorsement who asks a client to reveal personal information from other professionals or allows information to be divulged should inform the client of the nature of such transactions. The information released or obtained with informed consent should be used for expressed purposes only.
- f. The alcoholism and drug abuse counselors holding a specialty endorsement should not use a client in a demonstration role in a workshop setting where such participation would potentially harm the client.
- g. The alcoholism and drug abuse counselors holding a specialty endorsement should ensure the presence of an appropriate setting for clinical work to protect the client from harm and the counselor and the profession from censure.
- h. The alcoholism and drug abuse counselors holding a specialty endorsement should collaborate with other health care professional(s) in providing a supportive environment for the client who is receiving prescribed medications.

Principle 8: Confidentiality

The alcoholism and drug abuse counselors holding a specialty endorsement should embrace, as a primary obligation, the duty of protecting the privacy of clients and should not disclose confidential information acquired, in teaching, practice or investigation.

- a. The alcoholism and drug abuse counselors holding a specialty endorsement should inform the client and obtain agreement in areas likely to affect the client's participation including the recording of an interview, the use of interview material for training purposes, and observation of an interview by another person.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement should make provisions for the maintenance of confidentiality and the ultimate disposition of confidential records.
- c. The alcoholism and drug abuse counselors holding an specialty endorsement should reveal information received in confidence only when there is clear and imminent danger to the client or to other persons, and then only to appropriate professional workers or public authorities.

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- d. The alcoholism and drug abuse counselors holding a specialty endorsement should discuss the information obtained in clinical or consulting relationships only in appropriate settings, and only for professional purposes clearly concerned with the case. Written and oral reports should present only data germane to the purpose of the evaluation and every effort should be made to avoid undue invasion of privacy.
- e. The alcoholism and drug abuse counselors holding a specialty endorsement should use clinical and other material in classroom teaching and writing only when the identity of the persons involved is adequately disguised.

Principle 9: Client Relationships

The alcoholism and drug abuse counselors holding a specialty endorsement should inform the prospective client of the important aspects of the potential relationship.

- a. The alcoholism and drug abuse counselors holding a specialty endorsement should inform the client and obtain the client's agreement in areas likely to affect the client's participation including the recording of an interview, the use of interview material for training purposes, and/or observation of an interview by another person.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement should inform the designated guardian or responsible person of the circumstances, which may influence the relationship, when the client is a minor or incompetent.
- c. The alcoholism and drug abuse counselors holding a specialty endorsement should not enter into a professional relationship with members of one's own family, intimate friends or close associates, or others whose welfare might be jeopardized by such a dual relationship.
- d. The alcoholism and drug abuse counselors holding a specialty endorsement should not engage in any type of sexual activity with a client.
- e. The alcoholism and drug abuse counselors holding an specialty endorsement shall not accept as clients anyone with whom they have engaged in sexual behavior.

Principle 10: Interprofessional Relationships

The alcoholism and drug abuse counselors holding a specialty endorsement should treat colleagues with respect, courtesy and fairness, and should afford the same professional courtesy to other professionals.

- a. The alcoholism and drug abuse counselors holding a specialty endorsement should not offer professional services to a client in counseling with another professional except with the knowledge of the other professional or after the termination of the client's relationship with the other professional.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement should cooperate with duly constituted professional ethics committees and promptly supply necessary information unless constrained by the demands of confidentiality.
- c. The alcoholism and drug abuse counselors holding an specialty endorsement shall not in any way exploit relationships with supervisees, employees, students, research participants or volunteers.

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Principle 11: Remuneration

The alcoholism and drug abuse counselors holding a specialty endorsement should establish financial arrangements in professional practice and in accordance with the professional standards that safeguard the best interests of the client, of the counselor and of the profession.

- a. The alcoholism and drug abuse counselors holding a specialty endorsement shall inform the client of all financial policies. In circumstances where an agency dictates explicit provisions with its staff for private consultations, clients shall be made fully aware of these policies.
- b. The alcoholism and drug abuse counselors holding a specialty endorsement should not send or receive any commission or rebate or any other form of remuneration for referral of clients for professional services. The counselor should not engage in fee splitting.
- c. The alcoholism and drug abuse counselors holding a specialty endorsement in clinical or counseling practice should not use one's relationship with clients to promote personal gain or the profit of an agency or commercial enterprise of any kind.
- d. The alcoholism and drug abuse counselors holding an specialty endorsement should not accept a private fee or any other gift or gratuity for professional work with a person who is entitled to such services though an institution or agency. The policy of a particular agency may make explicit provisions for private work with its client by members of its staff, and in such instances the client must be fully apprised of all policies affecting the client.

Principle 12: Societal Obligations

The alcoholism and drug abuse counselors holding a specialty endorsement should advocate changes in public policy and legislation to afford opportunity and choice for all persons whose lives are impaired by the disease of alcoholism and other forms of drug addiction. The counselors should inform the public through active civic and professional participation in community affairs of the effects of alcoholism and drug addiction and should act to guarantee that all persons, especially the needy and disadvantaged, have access to the necessary resources and services. The alcoholism and drug abuse counselors holding a specialty endorsement should adopt a personal and professional stance, which promotes the well being of all human beings.

The CCBADC is comprised of certified counselors who, as responsible health care professionals, believe in the dignity and worth of human beings. In practice of their profession they assert that the ethical principles of autonomy, beneficence and justice must guide their professional conduct. As professionals dedicated to the treatment of alcohol and drug dependent clients and their families, they believe that they can effectively treat its individual and families manifestations. CCBADC certified counselors dedicate themselves to promote the best interest of their society, of their clients, of their profession, and of their colleagues.

The undersigned hereby understands and agrees to comply with the code of ethics as outlined in this document. The undersigned also agrees to abide by the California Department of Alcohol and Drug Program Administrations Code of Conduct outlined in Chapter 8; Subchapter 3, Section 13060. The undersigned also understands and consents to the release of information pertaining to any ethical violation(s) and/or sanctions as part of the process of becoming a CAADAC member, registrant, or a certificant. The information may be disclosed to the California Alcohol/Drug Program Administration and to the California state-approved certification bodies. I agree to cooperate with complaint investigations and supply information requested during complaint investigations unless such disclosure of information would violate the confidentiality requirements of Subpart 2, Title 42, Code of Federal Regulations.

Signature _____ Date _____

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