TITLE 450. DEPARTMENT OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES

CHAPTER 21. ALCOHOL AND DRUG SUBSTANCE ABUSE COURSES (ADSAC) AND ASSESSMENTS

SUBCHAPTER 4. CERTIFICATION OF ALCOHOL AND DRUG SUBSTANCE ABUSE COURSES (ADSAC), ORGANIZATIONS AND INSTRUCTORS

450:21-4-7. ADSAC facilitator certification, qualification and disqualification

(a) Minimum qualifications for certification of ADSAC facilitators are as follows:

(1) Possess a bachelor's degree in behavioral or healthcare sciences education, psychology, social work or chemical dependency with at least two (2) years verifiable full-time equivalent experience in the substance abuse treatment field. This work experience can be in the areas of clinical, prevention or direct care. Proof of current licensure as LADC or certification as CADC will fulfill the experience requirement;

(2) A valid driver's license or state identification card;

(3) Completion of the following in the order listed below:

(A) Observe one (1) complete twenty-four (24) hour ADSAC course in sequential order, conducted by a certified facilitator. This observation must be completed and verified to ODMHSAS prior to attending facilitator training;

(B) Attend the new facilitator training and pass the ODMHSAS Certification Examination for ADSAC Facilitator:

(i) A minimal score to pass the exam shall be eighty (80) percent;

(ii) The exam shall require the participant to correctly identify the major components of the transtheoretical model of change;

(iii) The exam shall require the participant to correctly identify the major components of the interactive journaling process; and

(iv) The exam shall require the participant to correctly identify rules from this Chapter.

(C) Conduct one complete twenty-four (24) hour ADSAC under the supervision of a certified ADSAC facilitator or an ODMHSAS representative.

(4) The facilitator candidate shall be allowed ~~nine (9) months to complete training requirements and one (1) year from application to complete all other requirements~~one (1) year from application to complete all requirements, including all training requirements. Failure to meet all requirements within the specified ~~timeframes~~timeframe will result in denial of certification. To be reconsidered, the candidate will be required to re-apply to ODMHSAS.

(5) Renewal of certification as an ADSAC facilitator shall be dependent upon acceptance of a completed renewal application submitted to ODMHSAS, remission of a fifty dollar ($50.00) application fee for renewal of certification, and the accomplishment of minimum standards. These standards are:

(A) Each facilitator shall conduct at least six (6) complete ten (10) or twenty-four (24) hour courses during each certification period beginning with the date of initial certification:

(i) To be eligible for recertification as an ADSAC facilitator capable of conducting both ten (10) and twenty-four (24) hour ADSAC courses,

DRAFT

verification of having conducted at least two (2) twenty- four (24) hour ~~(24)~~ ADSAC courses in the last three (3) years prior to the request for recertification; and

(ii) Submission of proof of having conducted less than two (2) twenty-four (24) hour ADSAC courses in the three (3) years prior to the request for recertification, shall result in the facilitator being required to attend a one (1) day training event addressing skills consistent with twenty-four (24) hour course facilitation.

(B) In order for the certification to remain active, documentation must be submitted annually throughout the certification period, in a form and manner prescribed by ODMHSAS, demonstrating completion of ~~twelve (12) continuing education hours each twelve (12) month period beginning with the date of initial certification. These hours shall be from each of the following areas, with four (4) hours coming from area (i), four (4) hours coming from area (ii) and four (4) hours coming from area (iii)~~the continuing education curriculum that is set forth and determined by the ODMHSAS. The continuing education curriculum will contain the following:

(i) Adult education;

(ii) Facilitation skills; and

(iii) Substance use disorder prevention or treatment, suicide prevention, and/or crisis intervention.

(iv) The ODMHSAS will also review and approve continuing education trainings that may serve in place of the ones found in (5)(B)(i) through (iii) of this Section.

(6) All renewals of certification are due on the third anniversary of certification. After July 1, 2008 all certification renewals may come due on January 1 of the renewal year. If a universal certification date is adopted, then, requirements for certification renewals will be accepted on a prorated basis during the transition period.

(b) An applicant may not be certified nor certification as an ADSAC facilitator renewed under any of the following conditions:

(1) A non-pardoned felony conviction within the last five (5) years;

(2) Conviction of driving under the influence of alcohol or other intoxicating substances or receiving an alcohol or drug related revocation or suspension of driving privileges for five (5) years prior to the application for certification; or,

(3) Having involvement in any business or endeavor which is a conflict of interest. ODMHSAS may on its own initiative, or upon complaint, investigate potential or alleged conflict of interest, or any other alleged, or suspected violation of these standards.

450:21-4-9. Facilitator training

(a) Minimum qualifications for institutions or organizations conducting ADSAC facilitator training, and the minimum qualifications for individuals conducting facilitator training are as follows:

(1) All ADSAC facilitator training shall only be conducted by non-profit organizations, educational institutions or governmental agencies.

(2) The curricula for the training shall be ~~as follows:~~set and determined by the ODMHSAS.

~~(A) A minimum of twenty-four (24) hours of instruction, and~~

~~(B) These hours shall be offered in no less than four (4) days and for no more than~~

DRAFT

~~eight (8) hours per day.~~

(3) Instructors for facilitator training must have:

(A) A minimum of two (2) years experience as an ADSAC facilitator; or

(B) A master's degree from an accredited college or university; or

(C) Four (4) years related experience in the subject matter to be taught.

(4) Each facility where facilitator training courses are conducted shall:

(A) Meet all applicable local and state fire, health and safety standards; and

(B) Provide a safe and comfortable environment for facilitators and facilitator candidates conducive to the learning experience.

(5) Instructional equipment must be in good working order.

(6) Institutions or organizations providing facilitator training prior to receiving written approval from ODMHSAS may not be accepted for facilitator certification requirements.

(b) Each institution or organization shall advise ODMHSAS in writing the names of candidates who did not complete training and the names of persons have successfully completed the facilitator training.

(c) All facilitator trainings shall be consistent with the requirements of this Chapter and the training curricula shall consist of recognized evidence based, best practices.

450:21-7-3. Assessor applicants

(a) An applicant for certification as an assessor shall submit proof of the following:

(1) Proof of current licensure as an LBHP or certification as an alcohol and drug counselor acting within scope of licensure/certification or proof of current status as a Licensure Candidate under the onsite supervision of a certified ADSAC assessor; and

(2) Proof of having at least two (2) years documented full-time clinical experience in drug/alcohol treatment counseling; and

(3) Proof of successful completion of a one (1) day ASAM training within two (2) years of the submission of the application; and

(4) A recognizable, current, color photographic image of the applicant no smaller than two (2) inch by two (2) inch;

(5) A current OSBI background check or a similar background check from another state of residence for the past five (5) years; and

(6) A copy of the applicant's resume documenting all education and employment for the previous ten (10) years to include names, addresses and phone numbers for all employers; and

(7) Fees.

(b) Applications for certification as an assessor shall be made in writing to ODMHSAS on a form in a manner prescribed by the Commissioner or designee.

(c) Completed applications must be received by ODMHSAS twenty (20) days prior to the training event. Before being certified, the applicant shall:

(1) Observe one (1) assessment with written permission of the participant prior to completing new assessor training;

(2) Complete the ODMHSAS new assessor training; and

(3) Complete and pass the ODMHSAS assessment skills competency examination. A minimum score to pass the exam shall be eighty (80) percent:

(A) The exam shall require the applicant to correctly identify the major aspects of the Driver Risk Inventory-revised (DRI-II), and the Defendant Questionnaire (DQ);

DRAFT

(B) The exam shall require the applicant to correctly identify the major components of motivational interviewing; and

(C) The exam shall require the applicant to correctly identify rules from this chapter.

(4) Conduct two (2) assessments, after completing the new assessor training under the supervision of a certified ADSAC assessor, with written permission of the participant; and

(A) Submit a copy of one written court report completed by the applicant on each assessment;

(B) The observing assessor shall submit an evaluation of the applicant's skill level on a form and in a manner prescribed by the ODMHSAS Commissioner or designee.

(d) ODMHSAS may require explanation of negative references prior to issuance of certification.

(e) Faxes will not be accepted as part of a permanent record.

(f) Applications are good for one (1) year from approval. All requirements must be completed within the initial twelve (12) month period or a new application must be submitted.

(g) Any prior sanctions by ODMHSAS of an individual may be cause for denial of an assessor application.

(h) An assessor applying for renewal shall submit the following for ODMHSAS review:

(1) Completed ODMHSAS renewal application form;

(2) A current, recognizable, color, photographic image, in good condition, in digital format or no smaller than two (2) inch by two (2) inches if printed, of the applicant every three (3) years with the certification renewal application;

(3) A new OSBI background check every three (3) years with the certification renewal application;

(4) The fifty dollar ($50) application renewal fee for certification; and

(5) Any unpaid fees required by OAC 450:21-7-5(c)(7)(A). Renewal applications with outstanding unpaid fees will not be processed until a resolution is reached regarding payment of outstanding fees.

(i) In addition to submitting an application and fulfilling the renewal standards for certification per OAC 450:21-7-3(h) and OAC 450:21-7-5(c)(14), the assessor shall submit the following to ODMHSAS annually throughout the certification period, in a form and manner prescribed by ODMHSAS, in order for the assessor certification to remain active:

~~(1) Documentation of completingh ten (10) continuing education hours in each twelve (12) month period beginning with the date of original certification. Training hours shall not include ADSAC course facilitation training. Acceptable continuing education hours shall include the following subject areas, with four hours coming from area (A), four (4) hours coming from area (B), and two hours coming from area (C):~~

~~(A) The application and use of the following:~~

~~(i) ASAM;~~

~~(ii) DRI;~~

~~(iii) DQ;~~

~~(iv) NEEDS; and~~

~~(v) TAAD;~~

~~(B) Evidence-based interview techniques; and~~

~~(C) Substance use disorder prevention or treatment, suicide prevention, and/or crisis intervention.~~

(1) Documentation of completing continuing education hours in each twelve (12) month period beginning with the date of original certification.

(A) The ODMHSAS will review and approve continuing education trainings.

(B) Specific required instrument trainings will be determined by the ODMHSAS.

(2) Documentation of current, valid professional licensure/certification or licensure candidate status from the appropriate licensing entity.

(j) Failure to timely renew the certification shall result in expiration of certification and forfeiture of the rights and privileges granted by the certification.

(1) A person whose certification has expired for less than twelve (12) months must make application for an initial certification as set forth in OAC 450:21-7-3 with the exception of attending the initial ADSAC assessor training or having to pass the training exam.

(2) A person whose certification has expired for twelve (12) months or more must make application for an initial certification as set forth in OAC 450:21-7-3.

(k) Each assessor shall notify ODMHSAS of any change of application information related to his or her licensure status, email address, phone number, work or home address at least fifteen (15) days in advance of the change. In case of an emergency, the assessor may notify ODMHSAS of any change up to thirty (30) days after a change has occurred.

(l) All renewals of certification are due on the third anniversary of certification.

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