

Licensure Unit
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APPLICATION FOR APPROVAL OF EDUCATION FOR INITIAL LICENSURE AS AN ALCOHOL AND DRUG COUNSELOR (270 hours of education)

Note: This application must be completed by a college/university/training institution that seeks Department review and approval of courses it offers as meeting the 270 hours of education for initial licensure as an alcohol and drug counselor.

Applicants must enclose with this application:

1. Official course curricula for each course submitted.
2. Course objectives and number of clock hours spent in each objective.
3. Documentation of number of academic semester or quarter credit hours or post-secondary education or clock hours for non-post-secondary education.

SECTION A – CONTACT INFORMATION:

College/University/ Training Institution:			
Address:	Street/PO/Route:		
	City:	State:	Zip:
Contact Person:	Telephone:		
	Email:		

SECTION B – COURSE WORK: List below the educational courses you are submitting for each area.

1	Counseling Theories and Techniques (45 hours) This means education that includes the study and practice of theories, principles, and techniques of counseling. A minimum of 4 accepted counseling techniques must be studied such as active listening, reflective feedback, summarizing, self-disclosing, displaying empathy, confronting, establishing rapport, and communicating at the client’s comprehension level. A minimum of 4 accepted counseling theories must be studied such as Adlerian, cognitive behavioral, client-centered, Gestalt, rational emotive, reality, and transactional analysis.		
	Course Number and Title	# of Credit/Clock Hours	Semester or Quarter Hours
2	Group Counseling (45 hours) This means education that includes the study and practice of group theories, processes, dynamics, techniques, methods, and group counseling and facilitation.		
	Course Number and Title	# of Credit/Clock Hours	Semester or Quarter Hours
3	Human Growth and Development (30 hours) This means education that includes the study of the nature and needs of individuals at all developmental levels from birth to death.		
	Course Number and Title	# of Credit/Clock Hours	Semester or Quarter Hours

4	Professional Ethics and Issues (15 hours) This means education that addresses standards of conduct and professional behavior expectations for counselors. Ethical standards to be studied may include non-discrimination, responsibilities and integrity, competence, moral standards, client welfare, legal issues, client relationships, inter-professional relationships, remuneration and societal obligations.		
	Course Number and Title	# of Credit/Clock Hours	Semester or Quarter Hours
5	Alcohol/Drug Assessment, Case Planning and Management (30 hours) This means education on the process of collecting client data for making decisions regarding alcohol/drug disorder diagnosis, level of care placement, and treatment and referral. Two or more alcohol/drug assessment instruments must be studied. There must be study and practice of record keeping addressing the development of alcohol/drug assessment summaries, treatment plans, progress notes, discharge plans and clinical case reviews including case management activities to bring together services, agencies, and resources to achieve client treatment goals while adhering to confidentiality as it relates to these areas		
	Course Number and Title	# of Credit/Clock Hours	Semester or Quarter Hours
6	Multicultural Counseling (30 hours) This means education on cultural, social, lifestyle, spiritual, and economic factors relevant to the provision of competent and relevant counseling to varied populations. The education must include the adaptation of traditional counseling theories and techniques.		
	Course Number and Title	# of Credit/Clock Hours	Semester or Quarter Hours
7	Medical and Psychosocial Aspects of Alcohol/Drug Use, Abuse, and Addiction (45 hours) This means education on the physiological, psychological, and sociological aspects of alcohol/drug use, abuse, and dependence. The education must include studying the processes of dependence, addiction, and withdrawal covering signs, symptoms, and behavior patterns. It also must include the study of drug types and pharmacology.		
	Course Number and Title	# of Credit/Clock Hours	Semester or Quarter Hours
8	Clinical Treatment Issues in Chemical Dependency (30 hours) This means education such as the study of treatment issues specific to chemical dependency including denial, resistance, minimization, family dynamics, relapse, cross-addiction, co-occurring disorders, spirituality, and influences of self-help groups. The education must include studying chemical dependency clinical treatment needs of individuals taking into consideration gender, culture, and lifestyle.		
	Course Number and Title	# of Credit/Clock Hours	Semester or Quarter Hours

SECTION C – ATTESTATION:

I hereby state I am the person making application, verify I represent the institution listed, and confirm information provided is true.

I further state that:

I understand that if approval is granted, it will be granted for a time-limited period. If approval is desired for subsequent period, re-application is required.

I understand that if course number, title or content change, approval is null and void effective the date of the change and a new application for approval is required.

(Signature of Person Making Application)

(Date)