South Dakota Department of Social Services

South Dakota Board of Addiction and Prevention Professionals
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Pierre, SD 57501
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South Dakota Board of Addiction and Prevention Professionals
Friday, December 4, 2026 – 9:00 AM CST
Via ZOOM

https://us02web.zoom.us/j/89786572197?pwd=6dBmx8shie2uia0mNxMbof7JPwC2xM.1
Meeting ID: 897 8657 2197
Passcode: 986792
Call: 1 346 248 7799

Proposed Meeting Agenda - PUBLIC

1) Call to Order

2) Approval of Agenda

3) Open Forum: *5 minutes for the public to address the Board*

4) Approval of Minutes: July 31, 2026 Board Meeting

5) Approval of Minutes: July 31, 2026 Public Rules Hearing

6) Approval of Financial Statement: October 31, 2026

7) Executive Session (Pursuant to SDCL 1-25-2(3) for consultation with legal counsel for consideration of proposed contested cases or litigation)

8) New Business
   a. Implementation of Administrative Rule Changes
   b. IC&RC Stakeholder Agreement
   c. IC&RC Testing Memorandum of Understanding
   d. Proposed 2027 Meeting Schedule

9) Other Business
   a. Office Update
   b. DSS Update

10) Announcements
   a. Next Board Meeting Date

11) Adjourn

South Dakota Board of Addiction and Prevention Professionals
Via Videoconference
July 31, 2026

President Kari Joldersma called the meeting to order at 10:07 a.m. central and determined a quorum.

Board Members Present: Tiffany Butler, Belinda Grave, Jodi Hepperle, Kari Joldersma, Tiffany Kashas, Seanna Regynski, Kari Termansen, and Jennifer Tinguely

Board Members Absent: Kari Johnston

Others Present: Jennifer Stalley, Executive Secretary; Greg Tishkoff, Board Legal Counsel, Department of Social Services; Tracy Mercer, Department of Social Services; Ashley Martin, Kathy White; and Megan O'Brien, members of the public.

Motion to approve the proposed agenda by Grave. Seconded by Tinguely. **Motion carried.**

Joldersma asked for comments from the public. There were no comments offered.

Motion to approve the meeting minutes of June 12, 2026 by Butler. Seconded by Grave. **Motion carried.**

Motion to accept the June 30, 2026 financial report as presented by Regynski. Seconded by Butler. **Motion carried.**

Motion to go into executive session for consultation with legal counsel for consideration of proposed contested cases for litigation and contract negotiations at 10:14 a.m. by Hepperle. Seconded by Regynski. **Motion carried.**

Joldersma declared the Board out of executive session at 10:30 a.m.

Motion to authorize a settlement agreement offer or move the matter to a hearing in Complaint 2025-14 by Hepperle. Seconded by Butler. **Motion carried.**

Motion to accept the settlement agreement and issue a final order in Complaints 2025-15 by Hepperle. Seconded by Kashas. **Motion carried.**

Motion to accept the settlement agreement and issue a final order in Complaints 2025-16 by Termansen. Seconded by Tinguely. **Motion carried.** Butler recused.

Motion to dismiss Complaint 2026-03 by Butler. Seconded by Termansen. **Motion carried.**

Tishkoff provided the Board with an overview of the open meeting laws and provided opportunities for the Board members to ask questions.

Motion by Kashas to acknowledge the Board received the open meetings review as required by SDCL 1-25-13. Seconded by Butler. **Motion carried.**

Stalley provided an office update. Stalley will provide the Board with an implementation plan for rule changes adopted through the rules process at the next meeting.

Mercer provided an update from the Department of Social Services.

Motion to cancel the Board's scheduled meeting in September and set the next meeting date as December 4, 2026, at 9:00 am CT by Tinguely. Seconded by Butler. **Motion carried.**

Motion to adjourn by Kashas. Seconded by Tinguely. **Motion carried.**

The Board adjourned at 10:46 a.m.

Respectfully Submitted,

_____

Jodi Hepperle, Secretary

DRAFT

FORM 10

MINUTES OF PUBLIC HEARING
South Dakota Board of Addiction and Prevention Professionals

The South Dakota Board of Addiction and Prevention Professionals convened at 9:03 A.M. (Central) on July 31, 2026, electronically (via Zoom).

The purpose of the meeting was to conduct a public hearing on the proposed rules of the Board of Addiction and Prevention Professionals numbered §§ 20:80:01:01 to 20:80:01:05, inclusive; 20:80:02:01 to 20:80:02:05, inclusive; 20:80:03:01 to 20:80:03:02, inclusive; 20:80:04:01 to 20:80:04:04, inclusive; 20:80:05:01 to 20:80:05:14, inclusive; 20:80:06:01 to 20:80:06:05, inclusive; 20:80:07:01 to 20:80:07:07. Inclusive; 20:80:08:01 to 20:80:08:21, inclusive; 20:80:09:01 to 20:80:09:14, inclusive; 20:80:10:01 to 20:80:10:03, inclusive; 20:80:11:01 to 20:80:11:05, inclusive; 20:80:12:01 to 20:80:12:13, inclusive; 20:80:13:01 to 20:80:13:05, inclusive; 20:80:14:01 to 20:80:14:04, inclusive; 20:80:15:01 to 20:80:15:12, inclusive; 20:80:16:01 to 20:80:16:05, inclusive; 20:80:17:01 to 20:80:17:05, inclusive; 20:80:18:01 to 20:80:18:12, inclusive; 20:80:19:01 to 20:80:19:14, inclusive; 20:80:20:01 to 20:80:20:06, inclusive; and 20:80:21:01, adopted under the authority of SDCL chapter 36-34.

Hearing Officer: Kari Joldersma, Board President

Members of the Board in Attendance: Tiffany Butler, Belinda Grave, Jodi Hepperle, Kari Joldersma, Tiffany Kashas, Seanna Regynski, Kari Termansen, and Jennifer Tinguely

Others in Attendance: Jennifer Stalley, Board Executive Secretary; Greg Tishkoff, Board Legal Counsel, Department of Social Services; Tracy Mercer, Department of Social Services; Teresa Schulte, Department of Social Services; Terry Dosch, Executive Director, South Dakota Council of Community Behavioral Health; Megan O'Brien, South Dakota Searchlight; Abbey Flint, Alyssa Martin, Amy Hollingshead, Ashley Sehr, Deana Hart, Dez Kincaid Diana Leal, Heather Ochocki, Kristina Benter, Rebecca Montgomery, Raelene Broz, Janae Oetken, Jess Baum, Jill Viedt Sitzman, John Korkow, Jordan Juhnke, Kassy Dunn, Kathy White, Kattie Lail, K. Castillo, Kelly Cleveringa, Kelsey Hansen, Kristina Boheman, Lacey Richard, Leslie Bartscher, Megan Colwell, Michele Brink-Gluhosky, Michelle Ames, Michelle Worden, Nikie LaFortune, Randee Peterson, Tina Schmitt, Tonya Honomichl, Travis Elmore, K. Irvin, Tara Markus, Kady Williams, and M Holbeck, members of the public.

Written Testimony

- Terry Dosch
    - Representing: South Dakota Council of Community Behavioral Health
    - Proponent with suggested changes
    - Residence: Pierre, SD
    - Date Received: July 27, 2026
    - Rules Testified To Rules 20:80:05:14 and 20:80:18:09
    - Summary of testimony: Recommendation to maintain 20:80:05:14 to preserve a prohibition on private practice until licensed for two years and to modify 20:80:18:09 to remove the allowance of personal therapy to meet a portion of the requirements of work experience
    - Agency Discussion in Response: The Board discussed the recommendations and agreed with the recommendations made.
    - Agency Action Taken in Response: The Board preserved 20:80:05:14 (transferred to section 20:80:16:06) and amended 20:80:18:09 as requested.

- Mark Young

- Representing: Self, as former president of the South Dakota Association of Addiction and Prevention Professionals
- Proponent
- Residences: Sioux Falls, SD
- Date Received: July 30, 2026
- Rules Testified To: General Rules Packet
- Summary of testimony: Provided general support for the proposed rule changes.
- Agency Discussion in Response: The Board acknowledged the letter of support.
- Agency Action Taken in Response: No direct action was taken in response to the letter.

Oral Testimony

- Terry Dosch
  - Representing: South Dakota Council of Community Behavioral Health
  - Proponent with suggested changes
  - Residence: Pierre, SD
  - Date Received: July 27, 2026
  - Rules Testified To: Rules 20:80:05:14 and 20:80:18:09
  - Summary of testimony: Recommendation to maintain 20:80:05:14 to preserve a prohibition on private practice until licensed for two years and to modify 20:80:18:09 to remove the allowance of personal therapy to meet a portion of the requirements of work experience
  - Agency Discussion in Response: The Board discussed the recommendations and agreed with the recommendations made.
  - Agency Action Taken in Response: The Board preserved 20:80:05:14 (transferred to section 20:80:16:06) and amended 20:80:18:09 as requested.

- Kattie Lail
  - Representing: Self, affiliated with Face It Together
  - Asked Questions
  - Residence: Sioux Falls, SD
  - Rules Testified To: Rule 20:80:18:02
  - Summary of Testimony: Asked a question about the language concerning qualified supervisors for peer support specialist and expressed support for allowing certified peer support specialists to supervise peer support specialist supervisees
  - Agency Discussion in Response: The Board explained the most recent version of the rule addressed her concern. Ms. Lail was looking at an earlier draft of the rule and was unaware the change she was requesting was part of the rules package.
  - Agency Action Taken in Response: None. The issue raised was addressed in the proposed rule.

Summary of Changes to Proposed Rules Because of the Public Hearing or Comment

- ARSD 20:80:05:14 was transferred to ARSD 20:80:13:06 and amended
  - Description of change: Instead of repealing the rule in its entirety, the Board transferred the rule to the appropriate new section and amended the rule to allow independent practice only by licensed addiction counselors with two year of work experience post licensure
  - Reason for change: Comments presented at the public hearing and protection of the public by ensure practitioners have adequate experience before practicing independently

- ARSD 20:80:18:09 was amended

- Description of change: The proposed rule was amended to remove the allowance of up to 100 hours of personal therapy to be used to meet the work experience requirements of certification or licensure
- Reason for change: Comments presented at the public hearing and ensuring that candidates for certification or licensure are obtaining direct work experience to maximize skills of practitioners for the protection of the public

Board Actions:

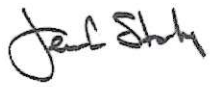
Motion by Grave to transfer ARSD 20:80:05:14 to ARSD 20:80:13:06 and strike the words "certification or" in (2) of the original rule. Seconded by Kashas. Vote: Butler, yes; Grave, yes; Hepperle, yes; Joldersma, yes; Kashas, yes; Regynski, yes; Termansen, yes; and Tinguely, yes. Motion carried.

Motion by Kashas to amend proposed rule ARSD 20:80:18:09 to remove the last paragraph of the proposed rule and the reference to allowing personal counseling or therapy to be used to meet the work requirements of certification or licensure. Seconded by Hepperle. Vote: Butler, yes; Grave, yes; Hepperle, yes; Joldersma, yes; Kashas, yes; Regynski, yes; Termansen, yes; and Tinguely, yes. Motion carried.

Motion by Butler to adopt proposed rules §§ 20:80:01:01 to 20:80:01:05, inclusive; 20:80:02:01 to 20:80:02:05, inclusive; 20:80:03:01 to 20:80:03:02, inclusive; 20:80:04:01 to 20:80:04:04, inclusive; 20:80:05:01 to 20:80:05:14, inclusive; 20:80:06:01 to 20:80:06:05, inclusive; 20:80:07:01 to 20:80:07:07. Inclusive; 20:80:08:01 to 20:80:08:21, inclusive; 20:80:09:01 to 20:80:09:14, inclusive; 20:80:10:01 to 20:80:10:03, inclusive; 20:80:11:01 to 20:80:11:05, inclusive; 20:80:12:01 to 20:80:12:13, inclusive; 20:80:13:01 to 20:80:13:06, inclusive; 20:80:14:01 to 20:80:14:04, inclusive; 20:80:15:01 to 20:80:15:12, inclusive; 20:80:16:01 to 20:80:16:05, inclusive; 20:80:17:01 to 20:80:17:05, inclusive; 20:80:18:01 to 20:80:18:12, inclusive; 20:80:19:01 to 20:80:19:14, inclusive; 20:80:20:01 to 20:80:20:06, inclusive; and 20:80:21:01, with the required edits for formatting, grammar, clarity, and legality as identified by the Legislative Research Council with the previously approved changs approved by the Board. Seconded by Termansen. Vote: Butler, yes; Grave, yes; Hepperle, yes; Joldersma, yes; Kashas, yes; Regynski, yes; Termansen, yes; and Tinguely, yes. Motion carried.

Adjournment: Motion to adjourn at 10:05 a.m. (central) by Butler. Seconded by Tinguely. Motion carried on unanimous voice vote.

Respectfully submitted,



Jennifer Stalley
Executive Secretary
South Dakota Board of Addiction and Prevention Professionals

Remaining Authority by Object/Subobject

Expenditures current through 10/31/2026 01:20:21 PM
SOCIAL SERVICES -- Summary
FY 2027 Version -- AS -- Budgeted and Informational
FY Remaining: 66.6%

0894 Board of Addiction & Prevent Prof - Info

Subobject		Operating	Expenditures	Encumbrances	Commitments	Remaining	PCT AVL
EMPLOYEE SALARIES							
5101010	F-t Emp Sal & Wages	5,451	0	0	0	5,451	100.0
5101030	Board & Comm Mbrs Fees	14,107	2,158	0	0	11,949	84.7
Subtotal		**19,558**	**2,158**	**0**	**0**	**17,400**	89.0
EMPLOYEE BENEFITS							
5102010	Oasi-employer's Share	1,339	165	0	0	1,174	87.7
5102020	Retirement-er Share	667	0	0	0	667	100.0
5102060	Health Insurance-er Share	884	0	0	0	884	100.0
5102080	Worker's Compensation	467	0	0	0	467	100.0
5102090	Unemployment Compensation	38	0	0	0	38	100.0
Subtotal		**3,395**	**165**	**0**	**0**	**3,230**	95.1
51 Personal Services							
Subtotal		**22,953**	**2,323**	**0**	**0**	**20,630**	89.9
TRAVEL							
5203030	Auto-priv (in-st.) H/rte	1,517	0	0	0	1,517	100.0
5203100	Lodging/in-state	1,168	0	0	0	1,168	100.0
5203120	Incidentals-travel-in St.	50	0	0	0	50	100.0
5203140	Meals/taxable/in-state	361	0	0	0	361	100.0
5203150	Non-taxable Meals/in-st	300	0	0	0	300	100.0
5203260	Air-comm-out-of-state	1,200	0	0	0	1,200	100.0
5203280	Other-public-out-of-state	125	0	0	0	125	100.0
5203300	Lodging/out-state	1,455	0	0	0	1,455	100.0
5203350	Non-taxable Meals/out-st	475	0	0	0	475	100.0
Subtotal		**6,651**	**0**	**0**	**0**	**6,651**	100.0
CONTRACTUAL SERVICES							
5204020	Dues & Membership Fees	2,448	0	0	0	2,448	100.0
5204050	Computer Consultant	625	0	0	0	625	100.0
5204080	Legal Consultant	16,830	0	0	0	16,830	100.0
5204090	Management Consultant	117,825	43,107	86,785	0	-12,067	0.0
5204130	Other Consulting	0	0	7,500	0	-7,500	0.0
5204160	Workshop Registration Fee	550	0	0	0	550	100.0
5204201	Central Services	4,726	936	0	0	3,790	80.2
5204203	Central Services	20	0	0	0	20	100.0
5204204	Central Services	154	224	0	0	-70	0.0
5204207	Central Services	1,788	667	0	0	1,121	62.7

Remaining Authority by Object/Subobject

Expenditures current through 10/31/2026 01:20:21 PM
SOCIAL SERVICES -- Summary
FY 2027 Version -- AS -- Budgeted and Informational
FY Remaining: 66.6%

0894 Board of Addiction & Prevent Prof - Info

Subobject		Operating	Expenditures	Encumbrances	Commitments	Remaining	PCT AVL
5204360	Advertising-newspaper	0	223	0	0	-223	0.0
5204460	Equipment Rental	2,800	0	0	0	2,800	100.0
5204490	Rents-private Owned Prop.	11,478	0	0	0	11,478	100.0
5204530	Telecommunications Srvcs	2,100	0	0	0	2,100	100.0
5204550	Garbage & Sewer	120	0	0	0	120	100.0
5204590	Ins Premiums & Surety Bds	1,110	0	0	0	1,110	100.0
5204740	Bank Fees And Charges	0	95	0	0	-95	0.0
5204960	Other Contractual Service	3,200	3,328	0	0	-128	0.0
Subtotal		**165,774**	**48,580**	**94,285**	**0**	**22,909**	13.8
	SUPPLIES & MATERIALS						
5205020	Office Supplies	1,250	50	0	0	1,200	96.0
5205028	Office Supplies	0	1,165	0	0	-1,165	0.0
5205300	Trophies & Awards	155	0	0	0	155	100.0
5205310	Printing-state	0	80	0	0	-80	0.0
5205328	Printing-commercial	1,000	0	0	0	1,000	100.0
5205350	Postage	1,900	411	0	0	1,489	78.4
Subtotal		**4,305**	**1,706**	**0**	**0**	**2,599**	60.4
	CAPITAL OUTLAY						
5207491	Telephone Equipment	175	0	0	0	175	100.0
Subtotal		**175**	**0**	**0**	**0**	**175**	100.0
52 Operating Subtotal		**176,905**	**50,286**	**94,285**	**0**	**32,334**	18.3
Total		**199,858**	**52,609**	**94,285**	**0**	**52,964**	26.5

BOARD OF ADDICTION AND PREVENTION PROFESSIONALS
CASH CENTER BALANCE
FOR MONTH ENDING 10-31-26

COMP	ACCOUNT	BDGT YEAR	GRANT YEAR	CENTER	FUND SRC	SUB FUND	FISCAL YEAR	FISCAL MONTH	CASH BALANCE
6503	1140000			0894000	721		2027	04	$ 86,646.33
									$ 86,646.33

BOARD OF ADDICTION AND PREVENTION PROFESSIONALS
REVENUE SUMMARY
FOR MONTH ENDING 10-31-26

COMP	ACCOUNT	BDGT YEAR	GRANT YEAR	CENTER	FUND SRC	SUB FUND	FISCAL YEAR	FISCAL MONTH	YTD AMOUNT	MTD AMOUNT
6503	4920045			0894000	721		2027	04	$ 4,289.16	$ -
6503	4293110	0	0	0894000	721		2027	04	$ 2,000.00	$ 400.00
6503	4293130	0	0	0894000	721		2027	04	$ 4,700.00	$ 1,400.00
6503	4293135	0	0	0894000	721		2027	04	$ 4,200.00	$ 900.00
6503	4293155	0	0	0894000	721		2027	04	$ 300.00	$ -
6503	4293210	0	0	0894000	721		2027	04	$ 50.00	$ -
6503	4293230	0	0	0894000	721		2027	04	$ 100.00	$ 100.00
6503	4293235	0	0	0894000	721		2027	04	$ 100.00	$ -
6503	4293310	0	0	0894000	721		2027	04	$ 350.00	$ -
6503	4293320	0	0	0894000	721		2027	04	$ 1,200.00	$ -
6503	4293332	0	0	0894000	721		2027	04	$ 350.00	$ -
6503	4293350	5	0	0894000	721		2027	04	$ 350.00	$ -
6503	4293510	0	0	0894000	721		2027	04	$ 500.00	$ 100.00
6503	4293520	0	0	0894000	721		2027	04	$ 1,200.00	$ -
6503	4293521	0	0	0894000	721		2027	04	$ 200.00	$ 200.00
6503	4293550	5	0	0894000	721		2027	04	$ 1,950.00	$ 800.00
6503	4293555	5	0	0894000	721		2027	04	$ 50.00	$ -
									$ 21,889.16	**$ 3,900.00**

BOARD OF ADDICTION AND PREVENTION PROFESSIONALS
REVENUE DETAIL
FOR MONTH ENDING 10-31-26

COMP	ACCOUNT	BDGT YEAR	GRANT YEAR	CENTER	FUND SRC	FISCAL MONTH	FISCAL DAY	FISCAL YEAR	SOURCE CODE	DESCRIPTION		AMOUNT
6503	4293110	0	0	0894000	721	04	02	2027	C08700077	BAPP CHECK DEPOSIT 10/01	C	$ (100.00)
6503	4293110	0	0	0894000	721	04	02	2027	C08700077	BAPP CHECK DEPOSIT 10/01	C	$ 100.00
6503	4293110	0	0	0894000	721	04	02	2027	C08700077	BAPP CHECK DEPOSIT 10/01	C	$ 100.00
6503	4293135	0	0	0894000	721	04	02	2027	C08700077	BAPP CHECK DEPOSIT 10/01	C	$ 200.00
6503	4293510	0	0	0894000	721	04	02	2027	C08700077	BAPP CHECK DEPOSIT 10/01	C	$ 50.00
6503	4293550	5	0	0894000	721	04	02	2027	C08700077	BAPP CHECK DEPOSIT 10/01	C	$ 400.00
6503	4293135	0	0	0894000	721	04	08	2027	W3327-074	C		$ (100.00)
6503	4293135	0	0	0894000	721	04	08	2027	W3327-074	C		$ 100.00
6503	4293135	0	0	0894000	721	04	09	2027	W3327-074	C		$ 100.00
6503	4293110	0	0	0894000	721	04	09	2027	C08700087	BAPP CHECK DEPOSIT 10/08	C	$ (300.00)
6503	4293110	0	0	0894000	721	04	09	2027	C08700087	BAPP CHECK DEPOSIT 10/08	C	$ 300.00
6503	4293110	0	0	0894000	721	04	09	2027	C08700087	BAPP CHECK DEPOSIT 10/08	C	$ 300.00
6503	4293135	0	0	0894000	721	04	09	2027	C08700087	BAPP CHECK DEPOSIT 10/08	C	$ 600.00
6503	4293510	0	0	0894000	721	04	09	2027	C08700087	BAPP CHECK DEPOSIT 10/08	C	$ 50.00
6503	4293521	0	0	0894000	721	04	09	2027	C08700087	BAPP CHECK DEPOSIT 10/08	C	$ 200.00
6503	4293550	5	0	0894000	721	04	09	2027	C08700087	BAPP CHECK DEPOSIT 10/08	C	$ 400.00
6503	4293130	0	0	0894000	721	04	28	2027	C08700102	BAPP ACH DEPOSIT	C	$ (100.00)
6503	4293130	0	0	0894000	721	04	28	2027	C08700102	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	28	2027	C08700102	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	28	2027	C08700103	BAPP ACH DEPOSIT	C	$ (100.00)
6503	4293130	0	0	0894000	721	04	28	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	28	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	28	2027	C08700103	BAPP ACH DEPOSIT	C	$ (200.00)
6503	4293130	0	0	0894000	721	04	28	2027	C08700103	BAPP ACH DEPOSIT	C	$ 200.00
6503	4293130	0	0	0894000	721	04	28	2027	C08700103	BAPP ACH DEPOSIT	C	$ 200.00
6503	4293230	0	0	0894000	721	04	28	2027	C08700102	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	01	2027	C08700103	BAPP ACH DEPOSIT	C	$ (100.00)
6503	4293130	0	0	0894000	721	04	01	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	01	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	02	2027	C08700103	BAPP ACH DEPOSIT	C	$ (100.00)
6503	4293130	0	0	0894000	721	04	02	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	02	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	07	2027	C08700103	BAPP ACH DEPOSIT	C	$ (200.00)
6503	4293130	0	0	0894000	721	04	07	2027	C08700103	BAPP ACH DEPOSIT	C	$ 200.00
6503	4293130	0	0	0894000	721	04	07	2027	C08700103	BAPP ACH DEPOSIT	C	$ 200.00
6503	4293130	0	0	0894000	721	04	13	2027	C08700103	BAPP ACH DEPOSIT	C	$ (200.00)
6503	4293130	0	0	0894000	721	04	13	2027	C08700103	BAPP ACH DEPOSIT	C	$ 200.00
6503	4293130	0	0	0894000	721	04	13	2027	C08700103	BAPP ACH DEPOSIT	C	$ 200.00
6503	4293130	0	0	0894000	721	04	16	2027	C08700103	BAPP ACH DEPOSIT	C	$ (100.00)
6503	4293130	0	0	0894000	721	04	16	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	16	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	19	2027	C08700103	BAPP ACH DEPOSIT	C	$ (100.00)
6503	4293130	0	0	0894000	721	04	19	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	19	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	22	2027	C08700103	BAPP ACH DEPOSIT	C	$ (100.00)
6503	4293130	0	0	0894000	721	04	22	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	22	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	23	2027	C08700103	BAPP ACH DEPOSIT	C	$ (100.00)
6503	4293130	0	0	0894000	721	04	23	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
6503	4293130	0	0	0894000	721	04	23	2027	C08700103	BAPP ACH DEPOSIT	C	$ 100.00
												$ 3,900.00

BOARD OF ADDICTION AND PREVENTION PROFESSIONALS
EXPENDITURE SUMMARY REPORT
FOR MONTH ENDING 10-31-26

COMP	ACCOUNT	BDGT YEAR	GRANT YEAR	ACCOUNT DESCRIPTION	CENTER	FUND SRC	SUB FUND	FISCAL YEAR	FISCAL MONTH	YTD AMOUNT	MTD AMOUNT
6503	5101030	0	0	BOARD & COMM MBRS FEES	0894000	721		2027	04	$ 2,158.00	$ -
6503	5204090	0	0	MANAGEMENT CONSULTANT	0894000	721		2027	04	$ 43,107.14	$ 10,836.19
6503	5102010	0	0	OASI-EMPLOYER'S SHARE	0894000	721		2027	04	$ 165.17	$ -
6503	5204130	0	0	OTHER CONSULTING	0894000	721		2027	04	$ -	$ -
6503	5204201	0	0	BFM CENTRAL SERVICES	0894000	721		2027	04	$ 936.02	$ -
6503	5204204	0	0	RECORDS MGMT SERVICES	0894000	721		2027	04	$ 223.50	$ 115.50
6503	5204207	0	0	HUMAN RESOURCES SERVICES	0894000	721		2027	04	$ 666.58	$ 233.30
6503	5204360	0	0	ADVERTISING-NEWSPAPER	0894000	721		2027	04	$ 223.24	$ -
6503	5204740	0	0	BANK FEES AND CHARGES	0894000	721		2027	04	$ 94.63	$ -
6503	5204960	0	0	OTHER CONTRACTUAL SERVICE	0894000	721		2027	04	$ 3,327.50	$ 500.00
6503	5205020	0	0	OFFICE SUPPLIES	0894000	721		2027	04	$ 50.35	$ -
6503	5205028	0	0	OFFICE SUPPLIES	0894000	721		2027	04	$ 1,164.50	$ 1,164.50
6503	5205310	0	0	PRINTING-STATE	0894000	721		2027	04	$ 79.90	$ 79.90
6503	5205350	0	0	POSTAGE	0894000	721		2027	04	$ 411.18	$ 115.89
										$ 52,607.71	**$ 13,045.28**

BOARD OF ADDICTION AND PREVENTION PROFESSIONALS
EXPENDITURE DETAIL REPORT
FOR MONTH ENDING 10-31-26

COMP	ACCOUNT	BDGT YEAR	GRANT YEAR	CENTER	FUND SRC	SUB FUND	FISCAL MONTH	FISCAL DAY	FISCAL YEAR	SOURCE CODE	VENDOR NUMBER/ INVOICE NUMBER	CHECK NUMBER	VENDOR NAME	AMOUNT
6503	5205310	0	0	0894000	721		04	01	2027	CD709023	CENTRAL DUPLICATING SERVI(		0894	$ 79.90
6503	5204204	0	0	0894000	721		04	06	2027	RM709031	RECORDS MANAGEMENT BILLI		0894	$ 115.50
6503	5204090	0	0	0894000	721		04	07	2027	472764	1219990227SC081011-SEP 0M	00101042805	MIDWESTSOL	$ 10,836.19
6503	5204207	0	0	0894000	721		04	14	2027	PL709043	HUMAN RESOURCE SERVICES B		0892	$ 233.30
6503	5205350	0	0	0894000	721		04	14	2027	MS709032	CENTRAL MAIL SERVICES C		0894	$ 115.89
6503	5204960	0	0	0894000	721		04	20	2027	483040	1201997811214 0M	00101044712	ICRCAODAIN	$ 500.00
6503	5205028	0	0	0894000	721		04	20	2027	483041	12040671N515422 0M	00101044854	QUALITYQUI	$ 1,164.50
														$ 13,045.28

$500 in September expenses paid and posted to cash in October.

SOUTH DAKOTA BOARD OF ADDICTION AND PREVENTION PROFESSIONALS

2026 ADMINISTRATIVE RULES CHANGES, IMPLEMENTATION, FREQUENTLY ASKED QUESTIONS, AND TIMELINE

The South Dakota Board of Addiction and Prevention Professionals (BAPP) has adopted significant updates to its administrative rules under Article 20:80. These changes are intended to clarify and standardize the requirements for individuals pursuing certification or licensure in addiction counseling, prevention services, and peer support.

This page is intended to highlight the major changes and provide information regarding the changes and implementation process.

Supervisee Status

Effective November 1, 2026, all current addiction counselor trainees and prevention specialist trainees are elevated to their respective supervisee status. An updated GREEN certificate was mailed out this date. Please see below for the following statuses:

- Addiction Counselor Supervisee
- Prevention Specialist Supervisee
- Peer Support Specialist Supervisee
- Licensed Addiction Counselor Supervisee

Educational Requirements

The updated rules establish educational requirements for supervisees. Please see below for information regarding the educational requirements:

- Addiction Counselor Supervisee educational requirements
- Prevention Specialist Supervisee educational requirements
- Peer Support Specialist Supervisee educational requirements
- Licensed Addiction Counselor Supervisee educational requirements
    - A master's degree from an approved educational institution in a behavioral science field is required

Renewal Requirements

Supervisees are required to renew annually, up to four times in the same month their supervisee status is approved.

Beginning **November 1, 2027,** supervisees will be required to show progress towards their education within the last twelve months. Please contact the board if there are any questions regarding this renewal requirement.

Trainee Status

There is still a trainee status. You can view the application requirements for trainee status here. To review work experience and supervision requirements – certified addiction counselor OR licensed addiction counselor, you can view those in our administrative rules.

Board Approved Supervisors

The updated rules also establish a more structured approach to supervision for individuals pursuing certification or licensure.

Supervision must be provided by an individual who meets the Board's qualifications and has received Board approval to serve as a supervisor.

To review Board Approved Supervisor qualifications, please refer to our administrative rules.

Frequently Asked Questions – BAPP

- For Qualifications for Board Approved supervisors: If I took the supervision course and the treatment continuum course 10 years ago, am I qualified? Or do I need 8 hours of CEU in each category in addition to that by the end of the year? The new rule doesn't note a timeline for those courses so some are questioning what they actually need.

If you took the course, regardless of when, that meets the requirements for the course(s) to be a board approved supervisor. If the course is on a transcript is in your file from an original application with the Board, we can confirm it that way. If it was taken after initial credentialling or licensing, you would need to have a transcript sent directly to the Board to confirm the course(s).

After you are a Board Approved Supervisor, it will mimic that status with the Board of Counselors – you will have to renew and show CE that is taken within the 2 years of

renewing the status. There is no fee to renew the status and renewal will take place during the general renewal cycle for all CAC, LAC and CPS statuses.

- How do I know if I qualify to be a Board Approved Supervisor?

You can review the Board Approved Supervisor Applications for additional details. Our administrative rules regarding Board Approved Supervisors is also a great resource to determine whether you are eligible to become a board approved supervisor.

- Do I qualify to be an LAC-Supervisee?

LAC-Supervisees must have a master's degree in a behavioral science field and a minimum of 2 of the required courses for LAC. To determine whether or not you qualify as an LAC-Supervisee, please send our office an email indicating you would like to be considered and reviewed for LAC-Supervisee status. Please indicate your type of Master's degree and if we do not already have your transcripts on file, send us a copy. This can be emailed to bapp@midwestsolutionssd.com

- Will I have to show proof of progression towards the education requirements for certification or licensure during my annual renewal of my supervisee status?

Starting November 1, 2027, supervisees will be required to show progression towards their education for certification or licensure during their annual supervisee renewal. Please review the education requirements necessary for certification or licensure to ensure you are on track.

- What happens if I don't show progression towards the education requirements for certification or licensure during my annual renewal of my supervisee status?

Starting November 1, 2027, supervisees will be required to show progression towards their education for certification or licensure during their annual supervisee renewal. If you do not intend to complete any education requirements, you will be moved to trainee status.

10/19/2026

TO: All Certified Addiction Counselors

Please read this message in its entirety.

The Board of Addiction and Prevention Professionals recently made changes to administrative rules related to the qualifications to be an addiction counselor. Those changes are now in effect, and the Board is in the process of fully implementing them.

One of the changes to the administrative rules removed the requirement of a Clinical Supervision course to be a Licensed Addiction Counselor (LAC). This course is encouraged for addiction counselors providing supervision, but the course is no longer a requirement to be an LAC.

If you are currently a Certified Addiction Counselor (CAC) who meets all other educational requirements to be an LAC, except the Clinical Supervision course, you may be eligible to upgrade your current CAC status to an LAC.

A revised application for this upgrade is now available on the Board's website. Please review this application to see if you might qualify to upgrade your current CAC.

Please note: An LAC must hold a master's degree in a behavioral health field. If you do not hold a master's degree in a behavioral health field, this administrative rule change does not impact you and you may disregard this message.

If, after reviewing the educational requirements, you have questions about your eligibility to upgrade your CAC to an LAC, please contact the Board at BAPP@midwestsolutionssd.com or 605-224-1721.

No response is required.

October 26, 2026

TO: All CAC, LAC, and CPS

PLEASE READ THIS MESSAGE IN ITS ENTIRETY.

IF YOU DO NOT SUPERVISE A TRAINEE OR DO NOT INTEND TO BE ELIGIBLE TO BE A SUPERVISOR THIS INFORMATION MAY NOT PERTAIN TO YOU.

The Board of Addiction and Prevention Professionals recently made changes to administrative rules related to the qualifications of a supervisor for applicants pursuing a certification or licensure as an addiction counselor status or certification as a prevention specialist. The Board also established qualifications of a supervisor for an application pursuing a peer support specialist certification. Those changes are now in effect, and the Board is in the process of fully implementing them.

To fully implement the rules, all applicants beginning the process for certification or licensure by the Board must be under **a Board Approved Plan of Supervision with a Board Approved Supervisor.** This plan must be approved by the Board before work experience required for certification or licensure can begin. Internal supervision approved by agency is NOT a Board Approved Plan of supervision.

Board Approved Supervisor Status Eligibility – Addiction Counselors/Prevention Specialists Trainees or Supervisees

To be approved to be a supervisor for a Board Approved Plan of Supervision for an addiction counselor or prevention specialist, the supervisor must hold a Board Approved Supervisor Status. **There is no fee to obtain this status.** To be an approved supervisor for an addiction or prevention trainee or supervisee, an individual must be:

> A certified or licensed addiction counselor, professional counselor, professional counselor-mental health, marriage and family therapist, certified social worker-private independent practice, psychologist, or psychiatrist, in good standing with the applicable South Dakota state licensing board, **and be actively licensed for at least**:
>
> (a) **Two years** immediately prior to the beginning of the supervision with eight hours of qualified continuing education focused on addiction counseling supervision and eight hours of qualified continuing education focused on the American Society of Addiction Medicine Criteria, within two years prior to the date of application; or
>
> (b) **One year** immediately prior to the beginning of the supervision with sixteen hours of qualified continuing education focused on addiction

counseling supervision and sixteen hours of qualified continuing education focused on the American Society of Addiction Medicine Criteria, within two years prior to the date of application.

For purposes of meeting the continuing education requirements to qualify as a Board Approved Supervisor, an undergraduate or graduate level course in clinical supervision, completed at an approved education institution, meets the requirements of continuing education focused on addiction counseling supervision required by this section.

For purposes of meeting the continuing education requirements to qualify as a Board Approved Supervisor, an undergraduate or graduate level course in drug and alcohol treatment continuum, completed through an approved educational program at an approved education institution, qualifies as continuing education focused on the American Society of Addiction Medicine Criteria required by this section.

Board Approved Supervisor Eligibility – Peer Support Specialist Trainees or Supervisees

To be approved to be a supervisor for a Board Approved Plan of Supervision for a peer support specialist, the supervisor must hold a Board Approved Supervisor Status. **There is no fee to obtain this status.** To be an approved supervisor for an addiction or prevention trainee or supervisee, an individual must be:

A certified or licensed as a certified addiction counselor, certified prevention specialist, licensed addiction counselor, professional counselor, certified peer support specialist, professional counselor-mental health, marriage and family therapist, certified social worker-private independent practice, psychologist, or psychiatrist, in good standing with the applicable licensing board in this state, **and be actively licensed for at least:**

(1) **Two years** immediately prior to the beginning of the supervision with eight hours of qualified continuing education focused on peer recovery and support, within two years prior to the date of application; or

(2) **One year** immediately prior to the beginning of the supervision with sixteen hours of qualified continuing education focused on peer recovery and support, within two years prior to the date of application.

Board Approved Supervision Status Applications

The Board Approved Supervisor application is now available on the Board's website. If you plan to supervise any new applicants after January 1st, please complete the appropriate

application and submit documentation of the required continuing education based on your years of licensure.

Addiction Counselor or Prevention Specialist Board Approved Supervisor Application
Peer Support Specialist Board Approved Supervisor Application

Requirements of Supervision

Administrative rules specify certain requirements of supervision for both the Board Approved Supervisor and the supervisee. Board Approved Supervisors are required to be aware of these requirements and to ensure supervisees comply with the requirements for certification or licensure.

The administrative rules for supervision can be found at ARSD chapter 20:80:18. Please familiarize yourself with the requirements and expectations of supervision before applying for Board Approved Supervisor status.

Renewal of Board Approved Supervisor Status

A Board Approved Supervisor status is valid until November 30th of an odd-numbered year. The status must be renewed as part of the Board's renewal cycle. Four hours of continuing education focused on addiction counseling supervision are required to renew the status. The continuing education required to renew Board Approved Supervisor status may be used to meet continuing education requirements to renew a certification or license issued by the Board.

Current Supervision Grandfathered/New Supervision After January 1st

Previous trainees that were being supervised as an ACT/PST will be grandfathered to a supervisee status on November 1st and their current supervisor will be allowed to complete supervision with that supervisee.

A current supervisor who does not meet the requirements of a Board Approved Supervisor by this date will not be eligible to supervise any new trainees or supervisees as of January 1, 2027.

If, after reviewing the Board Approved Supervisor status requirements and responsibilities, you have questions about your eligibility to be a Board Approved Supervisor, please contact the Board at BAPP@midwestsolutionssd.com or 605-224-1721.

No response is required.

November 2, 2026

TO: All Current Addiction Counselor Trainees

PLEASE READ THIS MESSAGE IN ITS ENTIRETY. YOUR STATUS WITH THE BOARD OF ADDICTION AND PREVENTION PROFESSIONALS CHANGED.

The Board of Addiction and Prevention Professionals recently made changes to the administrative rules related to the work experience, supervision and education requirements for addiction counselor and prevention specialist trainees working towards certification or licensure. Effective November 1st, all current addiction counselor trainees will be elevated to the status of addiction counselor supervisee.*

Please read this message for information about those changes and how it impacts the renewal of your status with the Board moving forward.

Transition from Trainee Status to Supervisee Status – Effective November 1, 2026

All current trainees recognized by the Board are grandfathered to a supervisee status effective November 1st. This transition was completed administratively by the Board's office. Current trainees do not need to take any action to initiate this status change.

A new supervisee certificate was mailed to you today. This **GREEN** certificate replaces the certificate previously issued to you by the Board. You should refer to yourself as an Addiction Counselor-Supervisee moving forward.

Please destroy the orange certificate previously issued to you by the Board. That certificate is no longer valid and is no longer recognized by the Board. You should not display an orange certificate in any way after you receive your new supervisee certificate.

Supervision with Supervisor Every 20 hours/Additional Supervisor(s)

Your new certificate lists the person the Board has approved to supervise you to accumulate the work experience and supervision necessary for you to become certified or licensed. You should be receiving one hour of supervision from your supervisor for each twenty hours of work experience you complete to meet the requirements of supervision. Please connect with your listed supervisor to ensure you are meeting the requirements of supervision.

If you wish to accumulate work experience under supervision by someone not listed on your new certificate, you may request an additional supervisor. There is no additional cost to add a supervisor, but the supervisor must be a Board Approved Supervisor and you must apply to the Board to add the additional supervisor. Only work experience and supervision

from a Board Approved Supervisor may be used to meet the work experience and supervision requirements to become certified or licensed.

Renewal of Supervisee Certificate

Please review the supervisee certificate when it arrives and note the valid-through date of the supervisee certificate.

Receiving a new certificate does not eliminate the requirement to renew your status. **You must continue to renew your supervisee status annually in the same month you are required to renew now.** Renewal of supervisee status will be done through the Board's online renewal.

Annual Renewal of Status – Education and Continuing Education Requirements

Beginning with renewals dues in November 2027, all supervisees will be required to demonstrate they have either completed the education required for certification or licensure or have made progress towards meeting the educational requirements for certification or licensure in the previous year by completing at least one required educational course in each renewal cycle.

Additionally, supervisees will be required to show completion of four hours of continuing education annually completed as part of the renewal process beginning in November 2027. The continuing education hours must be on the subject of ethics.

Extension of Five-Year End Date to Complete Work Experience, Supervision and Education for Certification or Licensure

As part of the transition to a supervisee status, all current "5 Year" end dates for supervisee status will be extended to 2031. This extension allows current trainees grandfathered to a supervisee status additional time to meet the work experience, supervision, and education requirements for certification or licensure. This extension has been applied to your supervisee status and no action is required on your part.

Addiction Counselor Supervisee versus Licensed Addiction Counselor Supervisee

If you have completed a master's degree in a behavioral field, you may be eligible to be classified as a Licensed Addiction Counselor-Supervisee versus an Addiction Counselor-Supervisee. This is a distinct status and the distinction notes your educational status.

If you wish to be considered for a Licensed Addiction Counselor-Supervisee status, please contact the Board's office at bapp@midwestsolutionssd.com or 605-224-1721 to confirm your education status and eligibility for this status.

Additional Resources

The Board will continue to provide you with information as these administrative rules are fully implemented. **You should review the rules to fully understand the changes and how those changes impact your status.**

The applicable administrative rules can be found on the Board's website: https://dss.sd.gov/licensingboards/bapp/bapp.aspx

We are working to update our website to reflect the administrative changes

Questions?

If, after reviewing the above information and administrative rules, you have questions about your supervisee status or the ongoing expectations of your status, please contact the Board at bapp@midwestsolutionssd.com or 605-224-1721.

International Certification & Reciprocity Consortium (IC&RC)

STAKEHOLDERS AGREEMENT

PURPOSE OF MEMBERSHIP

IC&RC provides Stakeholders with national credentialing standards, examinations, reciprocity, and support services to advance professional practice and public protection. This Agreement outlines the shared responsibilities that support consistency, quality, and collaboration across all Stakeholders.

MEMBER BOARD RESPONSIBILITIES

1. **Compliance with IC&RC Standards**

   Stakeholders agree to operate in alignment with IC&RC Bylaws, Corporate Policies, credentialing standards, examination requirements, and any amendments adopted through IC&RC governance processes.

2. **Use of IC&RC Credentials and Examinations**

   Stakeholders agree to utilize IC&RC examinations for IC&RC-designated credentials and to follow all applicable examination administration and security requirements. Any exceptions must be authorized in accordance with IC&RC policies.

3. **Active Credentialing Operations**

   Stakeholders agree to maintain active credentialing operations, including reviewing candidate applications, administering IC&RC examinations, issuing and renewing credentials, participating in reciprocity processes, enforcing ethical standards and disciplinary procedures, and reporting suspensions and revocations. Payment of fees alone does not constitute active membership status.

4. **Financial and Reporting Obligations**

   Stakeholders agree to pay dues, examination fees, and other invoices within established timeframes and submit accurate and timely data as required by IC&RC to support credentialing, reporting, and national registry initiatives.

5. Communication and Transparency

Stakeholders agree to maintain current organizational contact information, notify IC&RC within 15 days of any material changes, maintain timely communication regarding operations, reporting, and compliance matters, and communicate appropriately with applicants, credential holders, and other Stakeholders regarding credentialing and reciprocity.

6. Cooperation and Continuous Improvement

Stakeholders agree to cooperate with IC&RC compliance reviews and operational oversight activities and to work collaboratively with IC&RC to address any identified issues or improvement areas.

COMPLIANCE AND MEMBERSHIP STATUS

Failure to meet the responsibilities outlined in this Agreement will result in review and action in accordance with IC&RC Policies and established compliance and enforcement procedures, including notice and opportunity to respond.

By signing below, the Member Board acknowledges and agrees to uphold the responsibilities outlined in this Agreement as a condition of IC&RC membership.

_____

Member Board

_____

Authorized Representative

_____

Title

_____

Signature

_____

Date Signed

Valid through 06/30/2027

Appendix A – Services and Fee Schedule

PURPOSE

This Appendix outlines the services provided by IC&RC and the associated fees for Stakeholders. Fees may be updated periodically by IC&RC with notice.

1. **Examination Fees**

Credential	Fee Per Exam
ADC	$ 125.00
AADC	$ 125.00
PS	$ 125.00
CS	$ 125.00
CCJP	$ 125.00
PR	$ 80.00

2. **Base Membership Fees by Credential**

Credential	Fee Per Credential
ADC, AADC, PS, PR	$ 600.00
CS, CCJP	$ 100.00

3. **Reciprocal Fees (Per Individual)**

Credential	Fee Per Individual
ADC, AADC, PS, PR	$ 2.50
CS, CCJP	$ 5.00

4. **Inactive/Lapsed Fees**

Exam Fees

Credential	Fee Per Exam
ADC	$ 250.00
AADC	$ 250.00
PS	$ 250.00
CS	$ 250.00
CCJP	$ 250.00
PR	$ 160.00

Reinstatement Fee – $1,000.00 (all past fees must be paid in full)

5. Payment Terms

- Payments may be made via Check, ACH, or Credit Card.
- Invoices are due within 30 days unless otherwise specified.
- Balances outstanding beyond 60 days incur interest at a rate of 2% per month (equivalent to 24% APR).

6. Service Conditions

- Access to IC&RC examination services is contingent upon accounts remaining in good standing.
- IC&RC reserves the right to suspend examination services for non-payment or non-compliance with this Agreement, following notice and an opportunity to cure.

MEMORANDUM OF UNDERSTANDING

EXHIBIT A
SPECIAL PROVISIONS

International Certification & Reciprocity Consortium (IC&RC) hereafter referred to as Party B, agrees to provide the South Dakota Board of Addiction and Prevention Professionals referred to as Party A, with exam administration services for professionals under (BAPP). Through this Memorandum of Understanding, the South Dakota Board of Addiction and Prevention Professionals and IC&RC acknowledge their intent to continue this cooperation to facilitate the exam process for South Dakota applicants. This Memorandum shall begin on August 15, 2026 and continue through August 15, 2028. The Memorandum of Understanding can be extended for two additional two years, by a mutually executed written amendment to this Memorandum of Understanding by the Parties.

Party A: South Dakota Board of Addiction and Prevention Professionals
Party B: International Certification & Reciprocity Consortium

EXHIBIT B
SCOPE OF SERVICES

Scope of Services: Administer the examination for candidates for the following international exams to qualified applicants in South Dakota:

- Alcohol and Drug Counselor (ADC)
- Advanced Alcohol and Drug Counselor (AADC)
- Prevention Specialist (PS)

Party A commits to:

- Post the Examination names and payment link(s) on their website or send the candidate information to the IC&RC Exam Coordinator if candidate's have paid by check.
- Prior to exam registration, send all approved ADA accommodations to the IC&RC Exam Coordinator.
- Pay ADA accommodation fees the month after the exam is complete.
- Consult with IC&RC as needed concerning the candidate's exam processes.
- Provide a remediation plan as needed after 4 failed testing attempts. Remedial Actions are at the discretion of the Board and provide some type of assistance to help the candidate achieve a passing score.
- Provide an active test window for up to one year for ADC, AADC, and PS.
- Allow the use of remote proctoring for candidates. (or decline)

Contractor Initials ____
Date ____

Party B commits to:

- Accept payments directly from South Dakota exam candidates and also receive candidate information from BAPP for those who pay my check.
- Send pre-registration emails to candidates and copy BAPP.
- Provide candidates with the ADA Special Accommodation Form upon request.
- Send candidates seeking ADA acc Documentation to BAPP for approval.
- Register candidates for IC&RC exams through Schroeder Measurement Technologies SMT/ Prometric.
- Candidates who fail the exam: IC&RC will send a retest email explaining the 90-day mandatory waiting period and instructions to re-test.
- Receive candidate requests to re-test and determine the remaining test window.
- Consult with the Board as needed concerning the candidate's exam processes.
- Send Official Results to the candidate and copy BAPP.
- Notify the candidate and BAPP when remedial action is required.
- Maintain a spreadsheet of BAPP Exam candidates.
  The candidate spreadsheet will document testing activity and exam windows as well as identify the following:

  1. **Payment confirmation date**
  2. Pre-registration date
  3. Exam completion date & official Results
  4. 90-day waiting period completion date
  5. Date retest email was sent to the candidate.

EXHIBIT C
EXAMINATION FEES

The fee per examination for computer-based testing is:

ADC	$200.00 for each Exam Administration
AADC	$200.00 for each Exam Administration
PS	$200.00 for each Exam Administration

Contractor Initials ____
Date ____

EXHIBIT D
CANDIDATE RESPONSIBILITIES

- Candidates shall pay the examination fee directly to **Party B**, utilizing the payment link posted on BAPP's website, prior to being pre-registered for testing.
- Candidates are responsible for scheduling their testing date, time, and location through IQT Testing/ Prometric. Candidates who fail to appear for their exam arrive late, or fail to provide the appropriate photo ID will forfeit their examination fee and will be required to re-register with **Party B.** A new exam fee will be required before the candidate can select a new date for their examination. (Including but not limited to a No-Show Fee).
- Candidates who fail their examinations must wait 90 days until they are eligible to retest and pay a new exam fee. This must occur within their open test window.
- Candidates must complete the examination within their approved 1-year test window. When the test window is no longer active the candidate will forfeit the exam fee and must submit a new fee before an additional 1- year window can be provided.
- Candidates who do not successfully pass their exam after a 5-year period must reapply for approval with the South Dakota Board of Addiction and Prevention Professionals and pay the required fees.

The Parties affirm to know, understand, and agree to all Exhibits of this Memorandum of Understanding as negotiated together.

IN WITNESS WHEREOF, this Memorandum of Understanding has been duly executed by the authorized representatives of the Parties, as of the date set forth below.

Party A: South Dakota Board of Addiction and Prevention Professionals

Signature: _____

Printed name: _____

Title: _____

Dated: _____

Party B: International Certification & Reciprocity Consortium

Signature: _____

Printed name: _____

Title: _____

Dated: _____

Contractor Initials ____
Date ____

South Dakota Board of Addiction and Prevention Professionals – 2027

PROPOSED

2027 Board Meetings

April 16, 2027	Conference Call	9:00 am – 12:00 pm
August 20, 2027	Conference Call	9:00 am – 12:00 pm
December 3, 2027	Conference Call	9:00 am – 12:00 pm

**All times are central. Please adjust for your time zone, if necessary.*
Additional Meetings may be necessary based on complaint workload.

2027 Partner Meetings

TBA (usually April)	IC&RC Spring Meeting	Virtual
April 28 -30, 2027	SDAAPP Annual Conference	Rapid City
August 14-17, 2027	NAADAC Annual Conference	Washington, DC
TBD (usually October)	IC&RC Fall Meeting	TBA