

## **Board of Addiction and Prevention Professionals Concept Outline - 4.20.2026 - DRAFT**

### **Titles Used**

- Registered Addiction Counselor Trainee (RACT)
- Registered Prevention Specialist Trainee (RPST)
- Certified Addiction Counselor Supervisee (CAC-Supervisee)
- Certified Addiction Counselor (CAC)
- Licensed Addiction Counselor Supervisee (LAC-Supervisee)
- Licensed Addiction Counselor (LAC)
- Certified Prevention Specialist Supervisee (CPS-Supervisee)
- Certified Prevention Specialist (CPS)
- Registered Peer Support Specialist Trainee (RPSST)
- Peer Support Specialist Supervisee (PSS– Supervisee)
- Peer Support Specialist (PSS)

### **General Concepts**

- If a person has not completed the required education for a level, they are a trainee.
- A trainee may be a trainee for an unlimited amount of time.
- If a person has completed the required education for a level, but they have not completed the required work experience or testing, they are a supervisee.
- Work experience must be acquired under a board approved plan of supervision.
- Work experience must be acquired at an accredited agency. (Peer support exemption)
- Work experience must be supervised by a qualified supervisor.
- Qualified supervisors defined for each level of certification or licensure
- Work experience gained through a plan of supervision under the Board of Examiners for Counselors and Marriage & Family Therapists may be accepted to meet the work requirements for a licensed addiction counselor.
- Once education, work experience and testing is completed, the person is eligible to be certified or licensed.
- A licensed addiction counselor may be in private practice without a waiting period.

#### **I. Registered Trainee – Addiction & Prevention (RACT/RPST)**

- a. Education Requirements
  - i. High School Diploma or GED
- b. Work Options
  - i. Agency Accredited by DSS
  - ii. Board Approved Plan of Supervision
- c. Code of Ethics
  - i. NAADAC Code of Ethics
  - ii. NCCAP Code of Ethics
- d. Renewal
  - i. Annually in the month of original registration
  - ii. No limit on renewals, but must renew annually to maintain work hours
- e. Continuing Education
  - i. 2 hours of ethics annually with renewal

## **II. Certified Addiction Counselor – Supervisee (CAC-Supervisee)**

- a. Education Requirements
  - i. A minimum of a high school diploma or general education diploma; and
  - ii. Have a minimum of three semester hours and a grade of "C" or higher in each of the following undergraduate or graduate level specialized education courses:
    - (a) Introduction to the study of alcohol use and abuse;
    - (b) Introduction to the study of drug use and abuse;
    - (c) Alcohol and drug group counseling;
    - (d) Ethics for the alcohol and drug professional;
    - (e) Foundations of individual counseling;
    - (f) Alcohol and drug treatment continuum;
    - (g) Counseling families with alcohol or other drug issues;
    - (h) Diverse populations; and
    - (i) Alcohol and drug specific elective.
- b. Work Options
  - i. Agency Accredited by DSS
  - ii. Board Approved Plan of Supervision
- c. Code of Ethics
  - i. NAADAC Code of Ethics
- d. Renewal
  - i. Annually in the month of original registration
- e. Continuing Education
  - i. 2 hours of ethics annually with renewal

## **III. Licensed Addiction Counselor – Supervisee (LAC-Supervisee)**

- a. Education Requirements
  - i. Master's degree in a behavioral science field, evidenced by transcript, from an accredited post-secondary institution with the required courses for licensure: Have a minimum of three semester hours and a grade of "C" or higher in each of the following specialized education courses, with a minimum of five courses at the graduate level
    - (a) Addiction counseling theories and techniques
    - (b) Psychopharmacology or psychopathology
    - (c) Legal, ethical, and professional standards
    - (d) Case management and assessment of co-occurring disorders
    - (e) Treatment planning
    - (f) Clinical supervision; or
    - (g) Multicultural competency
- b. Work Options
  - i. Agency Accredited by DSS
  - ii. Board Approved Plan of Supervision
- c. Code of Ethics
  - i. NAADAC Code of Ethics
- d. Renewal
  - i. Annually in the month of original registration
- e. Continuing Education

- i. 2 hours of ethics annually with renewal

#### **IV. Certified Prevention Specialist – Supervisee (CSP-Supervisee)**

- a. Education Requirements
  - i. Have a minimum of a bachelor's degree, evidenced by transcript, from an accredited post-secondary institution;
  - ii. Have a minimum of three semester hours and a grade of "C" or higher in each of the following specialized education course
    - (a) Introduction to the study of alcohol use and abuse
    - (b) Introduction to the study of drug use and abuse;
    - (c) Foundations of alcohol and other drug prevention or workshop equivalent as approved by the board
    - (d) Theory and practice of alcohol and drug prevention; and
    - (e) Ethics for the alcohol and drug professional including six contact hours of ethics specific to prevention.
- b. Work Options
  - i. Agency Accredited by DSS
  - ii. Board Approved Plan of Supervision
- c. Code of Ethics
  - i. NCCAP Code of Ethics
- d. Renewal
  - i. Annually in the month of original registration
- e. Continuing Education
  - i. 2 hours of ethics annually with renewal

#### **V. Registered Peer Support Specialist Trainee (RPSST)**

- a. Education Requirements
  - i. High School Diploma or GED
- b. Work Options
  - i. Approved Agency
  - ii. Board Approved Plan of Supervision
- c. Code of Ethics
  - i. NAADAC Code of Ethics
- d. Renewal
  - i. Annually in the month of original registration
  - ii. No limit on renewals, but must renew annually to maintain work hours
- e. Continuing Education
  - i. 2 hours of ethics annually with renewal
- f. Attestation of Personal Recovery (annually)

#### **VI. Peer Support Specialist Supervisee (PSS- Supervisee)**

- a. Education Requirements
  - i. A minimum of a high school diploma or general education diploma.
  - ii. A minimum of 46 hours of training or education specific to personal recovery from a board approved program with at least 10 hours in advocacy, mentoring/education and 16 hours in ethical responsibility.

- iii. Approved trainings include, but are not limited to:
  - 1. Appalachian Consulting Group (ACG) Peer 101
  - 2. Straight Up Care Training – Peer Specialist Course
  - 3. Center for the Application of Substance Abuse Technologies (CASAT) Peer Support Specialist 101
  - 4. Additional trainings approved by the Board.
- b. Work Options
  - i. Approved Agency
  - ii. Board Approved Plan of Supervision
- c. Code of Ethics
  - i. NAADAC Code of Ethics
- d. Renewal
  - i. Annually in the month of original registration
  - ii. No limit on renewals, but must renew annually to maintain work hours
- e. Continuing Education
  - i. 2 hours of ethics annually with renewal
- f. Attestation of Personal Recovery (annually)

## VII. Certified Addiction Counselor (CAC)

- a. Work Requirements
  - i. 6,000 hours of work experience in a related field at **an accredited agency** with a high school diploma or general education diploma. At least 300 of the required hours of work experience must be supervision under a **board approved plan of supervision** and meet the requirements of supervision under this chapter;
  - ii. 5,000 hours of work experience in a related field at **an accredited agency** with an associate degree in a relevant field. At least 250 of the hours of required work experience must be supervision under a **board approved plan of supervision** and meet the requirements of supervision under this chapter;
  - iii. 5,000 hours of work experience in a related field at **an accredited agency** with a certificate of addiction and prevention studies from an accredited post-secondary institution. At least 250 of the hours of required work experience must be supervision under a **board approved plan of supervision** and meet the requirements of supervision under this chapter
  - iv. 4,000 hours of work experience in a related field at **an accredited agency** with a bachelor's degree in a relevant field. At least 200 of the hours of required work experience must be supervision under a **board approved plan of supervision** and meet the requirements of supervision under this chapter or
  - v. 2,000 hours of work experience in a related field at **an accredited agency** with a master's degree in a relevant field. At least 100 of the hours of required work experience must be supervision under a **board approved plan of supervision** and meet the requirements of supervision under this chapter.
- b. Code of Ethics
  - i. NAADAC Code of Ethics
- c. Renewal
  - i. Every 2 years in odd-numbered years
- d. Continuing Education

- i. 40 hours of CE with renewal
- ii. 4 hours of 40 total hours in ethics
- e. Examination
  - i. IC&RC ADC
  - ii. IC&RC AADC
  - iii. NAADAC NCACI
  - iv. NAADAC NCACII

### VIII. Licensed Addiction Counselor (LAC)

- a. Work Requirements
  - i. 2,000 hours of work experience in a related field at **an accredited agency** with a master's degree in a relevant field. At least 100 of the hours of required work experience must be supervision under a **board approved plan of supervision** and meet the requirements of supervision under this chapter.
- b. Code of Ethics
  - i. NAADAC Code of Ethics
- c. Renewal
  - i. Every 2 years in odd-numbered years
- d. Continuing Education
  - i. 40 hours of CE with renewal
  - ii. 4 hours of 40 total hours in ethics
- e. Examination
  - i. IC&RC ADC
  - ii. IC&RC AADC
  - iii. NAADAC NCACI
  - iv. NAADAC NCACII
  - v. NAADAC MAC

### IX. Certified Prevention Specialist (CPS)

- a. Work Requirements
  - i. 2,000 hours of work experience related to prevention at **an accredited agency**. At least 100 of the hours of required work experience must be supervision under a **board approved plan of supervision** and meet the requirements of supervision under this chapter.
  - ii. The work experience must include a minimum of 50 hours of documented work in each prevention domain.
    1. Planning and Evaluation
    2. Prevention Education and Service Delivery
    3. Communication
    4. Community Organization
    5. Public Policy and Environmental Change
    6. Professional Growth and Responsibility
- b. Code of Ethics
  - i. NCCAP Code of Ethics
- c. Renewal
  - i. Every 2 years in odd-numbered years

- d. Continuing Education
  - i. 40 hours of CE with renewal
  - ii. 4 hours of 40 total hours in ethics
- e. Examination
  - i. IC&RC Prevention Specialist Examination

**X. Peer Support Specialist (PSS)**

- a. Work Requirements
  - i. 500 hours of work experience at **an approved agency** under a **board approved plan of supervision** and meet the requirements of supervision under this chapter.
- b. Code of Ethics
  - i. NAADAC Code of Ethics
- c. Renewal
  - i. Every 2 years in odd-numbered years
- d. Continuing Education
  - i. 40 hours of CE with renewal
  - ii. 4 hours of 40 total hours in ethics
- e. Examination
  - i. IC&RC Peer Recovery Exam

**XI. Board Approved Plans of Supervision – Addiction Counselors**

- a. Supervisor Qualifications – General
  - i. An approved supervisor must be certified or licensed in this State as an addiction counselor, professional counselor, professional counselor-mental health, or marriage and family therapist and be:
    - (a) Actively certified or licensed for at least two years prior to the beginning of supervision with at least eight hours of qualified continuing education focused on addiction supervision within two years of the date of application to be a board approved supervisor; or
    - (b) Actively certified or licensed for at least one year prior to the beginning of supervision with at least fifteen hours of qualified continuing education focused on addiction supervision within two years of the date of application to be a board approved supervisor
  - ii. Approval as a supervisor is automatically revoked if the approved supervisor ceases to meet the qualification on which approval as a supervisor was granted or if the supervisor is subject to disciplinary action by the applicable state licensing board.
- b. Supervisor Qualification -- Addiction Counselor (by level)
  - i. Registered Trainee/Certified Addiction Counselor Supervisee
    - (a) Certified Addiction Counselor
    - (b) Licensed Addiction Counselor
    - (c) Professional Counselor/Professional Counselor-Mental Health
    - (d) Marriage and Family Therapist
  - ii. Licensed Addiction Counselor Supervisee
    - (a) Licensed Addiction Counselor
    - (b) Professional Counselor/Professional Counselor-Mental Health
    - (c) Marriage and Family Therapist

- c. Supervision Requirements – Addiction Counselor (all levels)
  - i. 1 hour of supervision for 20 hours of work (generally)
  - ii. Supervision log to document supervision
  - iii. 5 hours of total supervision in each specific mediums/issues for each 100 hours of supervision
    - (a) Presentation and Staffing of Cases
    - (b) Direct observation of the supervisee through in person or recorded session
    - (c) Co-counseling with the supervisee
    - (d) Review of the supervisee recordkeeping

**XII. Board Approved Plans of Supervision – Prevention Specialists**

- a. Supervisor Qualifications – General
  - i. An approved supervisor must be certified or licensed in this State as a prevention specialist, addiction counselor, professional counselor, professional counselor-mental health, or marriage and family therapist and be:
    - (a) Actively certified or licensed for at least two years prior to the beginning of supervision with at least eight hours of qualified continuing education focused on addiction supervision within two years of the date of application to be a board approved supervisor; or
    - (b) Actively certified or licensed for at least one year prior to the beginning of supervision with at least fifteen hours of qualified continuing education focused on addiction supervision within two years of the date of application to be a board approved supervisor
  - ii. Approval as a supervisor is automatically revoked if the approved supervisor ceases to meet the qualification on which approval as a supervisor was granted or if the supervisor is subject to disciplinary action by the applicable state licensing board.
- b. Supervisor Qualification (by level)
  - i. Registered Trainee
    - (a) Certified Prevention Specialist
    - (b) Certified Addiction Counselor
    - (c) Licensed Addiction Counselor
    - (d) Professional Counselor/Professional Counselor-Mental Health
    - (e) Marriage and Family Therapist
  - ii. Certified Prevention Specialist Supervisee
    - (a) Certified Prevention Specialist
    - (b) Certified Addiction Counselor
    - (c) Licensed Addiction Counselor
    - (d) Professional Counselor/Professional Counselor-Mental Health
    - (e) Marriage and Family Therapist
- c. Supervision Requirements
  - i. 1 hour of supervision for 20 hours of work (generally)
  - ii. Supervision log to document supervision

**XIII. Board Approved Plans of Supervision – Peer Support Specialists**

- a. Supervisor Qualifications – General

- i. An approved supervisor must be certified or licensed in this State as a prevention specialist, addiction counselor, or peer support specialist and
    - (a) Actively certified or licensed for at least two years prior to the beginning of supervision with at least eight hours of qualified continuing education focused on addiction supervision within two years of the date of application to be a board approved supervisor; or
    - (b) Actively certified or licensed for at least one year prior to the beginning of supervision with at least fifteen hours of qualified continuing education focused on addiction supervision within two years of the date of application to be a board approved supervisor
  - ii. Approval as a supervisor is automatically revoked if the approved supervisor ceases to meet the qualification on which approval as a supervisor was granted or if the supervisor is subject to disciplinary action by the applicable state licensing board.
  - iii. An exception may be made for an approved agency staff member to supervise a peer support trainee if no other qualified certified or licensed person is available at the agency. The approval of a non-certified or licensed supervisor must be made by the Board.
- b. Supervision Qualifications (by level)
- i. Registered Trainee/Supervisee
    - (a) Peer Support Specialist
    - (b) Certified Prevention Specialist
    - (c) Certified Addiction Counselor
    - (d) Licensed Addiction Counselor
    - (e) Approved Agency Staff
- c. Supervision Requirements
- i. 1 hour of supervision for 20 hours of work (generally)
  - ii. Supervision log to document supervision