



County of San Bernardino
Department of Behavioral Health

INFORMATION NOTICE 13-04

Date: 04/30/2013

To: Department of Behavioral Health Staff
Department of Behavioral Health Contract Agencies

From: CaSonya Thomas, MPA, CHC, Director

Subject: Accreditation of Certifying Organizations

Introduction The Department of Alcohol and Drug Programs (ADP) has announced that as of April 1, 2013, there are seven (7) Certifying Organizations (CO) approved by ADP to register and certify individuals to provide alcohol and other drug (AOD) programs counseling. All AOD counselors not registered with an ADP approved CO will need to re-register with one of the seven approved CO's to continue providing counseling services.

Background ADP has determined that the following CO's are no longer accredited by the National Commission for Certifying Agencies (NCCA) and are no longer approved by ADP to register and certify AOD counselors:

CO's no longer approved by ADP	Date ADP Notified Unapproved CO's	6 Month Deadline for Counselors to re-register with approved CO
Association of Christian Alcohol Drug Counselors	1/9/2013	7/25/2013
California Certification Board of Chemical Dependency Counselors	3/26/2013	10/9/2013
Center for Criminality & Addiction Research, Training & Application Forensic Addictions Corrections Treatment	Voluntarily relinquished in 2010	N/A

The unapproved CO's have been notified by ADP that they are no longer approved to register and certify AOD counselors. Each unapproved CO has been directed to send notification to each counselor informing him/her of his/her rights and responsibilities as specified in regulations.

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**Action
Required**

All AOD counselors registered and certified with an unapproved CO must re-register with an approved organization prior to the expiration of their certification or registration, or within the six (6) month deadline (whichever is sooner) from the currently ADP approved CO's identified below:

- American Academy of Health Care Providers in the Addictive Disorders (AAHCPAD)
- Board of Certification of Addiction Specialists
- Breining Institute
- California Association of Alcohol/Drug Educators
- California Association of Drinking Driver Treatment Programs (CADDTP)
- California Certification Board of Alcohol and Drug Counselors
- Indian Alcoholism Commission of California, Inc.

The new CO's must give credit for any continuing education credits the AOD counselor earned while certified by the former certifying organization. In addition, the new CO must give registrants sufficient credit for education and experience completed to place the registrant at an equivalent level in the new certifying organization.

**Failure to
Adhere**

All individual AOD counselors failing to become registered or certified with one of the approved certifying organizations in the appropriate time frames will not hold a valid registration or certification and shall not provide AOD counseling services in any program licensed or certified by ADP, or any program with Drug Medi-Cal certification from the Department of Health Care Services. Department of Behavioral Health (DBH) shall disallow any services performed by an unregistered or decertified AOD counselor.

- All newly hired employees will not be able to begin employment, if he/she is not registered or certified with one of the approved CO's.
 - An existing County employee, who fails to become registered or certified with one of the approved certifying organizations in the appropriate time frame will be placed on unpaid leave. The employee must present a copy of the registration or certification within two (2) pay periods from the lapse date or he/she will be subject to disciplinary action that may result in termination. In consultation with the Human Resources Officer (HRO), the supervisor will issue a memo to the employee placing him/her on unpaid leave. The memo will be generated by the office of the HRO.
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Reference

[California Code of Regulations, Title 9, Section 13035\(d\)\(1-4\)](#)
[California Department of Alcohol and Drug Program, Bulletin Number 13-02](#)

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Reference
(continued)

DBH, Standard Practice Manual, [ADS0201 – DBH Alcohol and Other Drug \(AOD\) Programs Counselor Certification Policy](#)

Questions

Questions regarding this Information Notice shall be directed to the Department of Behavioral Health, Office of Compliance at (909) 382-3083.
