

Name: \_\_\_\_\_

**ALCOHOL AND DRUG COUNSELORS  
STATEMENT OF ACKNOWLEDGEMENT OF THE REQUIREMENT TO  
OBTAIN CERTIFICATION FOR CONTINUED EMPLOYMENT**

The County Of San Bernardino Department of Behavioral Health offers employment as Alcohol and Other Drug counselors (AOD) to persons who have not yet received certification in the State of California. It is understood in these cases that continued employment is conditional on license, certification, or being registered to obtain certification. In the interim, AOD counselors are required within 6 months of the first date of hire to register to obtain certification by one of the 10 certification organizations listed in the regulations, pursuant to Chapter 8 of Title 9, California Code of Regulations (commencing with Section 13000).

**It is the employee's responsibility to obtain a registration number and identification card.**

AOD counselors will serve the standard probationary period of nine (9) months and may be terminated during the probationary period without right to appeal.

**If the employee fails to obtain registered status with the certifying organization within six (6) months of the first date of hire or fails to obtain certification within five (5) years after the first date of registration, DBH will take disciplinary action consistent with the County Personnel Rules which could lead to termination.**

I have read and understood the above. In particular, I am aware that my employment will be terminated if I do not obtain a certification within the time frames established by the Department of Behavioral Health. Furthermore, I understand that I must maintain registration and licensure as a condition of continued employment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Personnel File