

## DO I QUALIFY?

This credential is designed for applicants with a **high school diploma** or equivalency, **Associate Degree**, **Bachelor's Degree**, or **Graduate Degree** that does not meet the requirements for LCAS.

## HOW DO I GET STARTED?

Applying for the CSAC requires no prerequisite SUD certificate or degree, however many colleges and universities offer these programs that will help prepare you for the workforce and accelerate your certification application.

## ON-GOING SUPERVISION

The Certified Substance Abuse Counselor requires on-going supervision by a Licensed Clinical Addictions Counselor. During your first two years after earning the CSAC the ratio of supervision is 1:40 hours, then 1:80 hours after your first renewal, and 1:160 hours after your second renewal.

If you are a CSAC and not working in the addictions profession, you still need to have an on-going supervisor on file. You will not need to receive regular supervision until you work the prescribed number of hours, ex. 40, 80, or 160 hours.

## SCOPE OF PRACTICE

The practice of a Certified Substance Abuse Counselor consists of the Twelve Core Functions or four ADC Domains:

- 1 - SCREENING  
- ASSESSMENT  
- ENGAGEMENT
- 2 - TREATMENT PLANNING  
- COLLABORATION  
- REFERRAL
- 3 - COUNSELING  
- EDUCATION
- 4 - PROFESSIONAL  
- ETHICAL RESPONSIBILITIES

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WWW.NCSAPPB.ORG



# NORTH CAROLINA CERTIFIED SUBSTANCE ABUSE COUNSELOR

IC&RC'S ALCOHOL & DRUG COUNSELOR

**NCSAPPB**  
NC SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD

# 1. REGISTRATION

This is the first step in the credentialing process. You must first submit the items for registration. A Registered person is considered a substance abuse professional who is receiving supervision from a Certified Clinical Supervisor or Clinical Supervisor Intern at a ratio of 1:10 hours.

Registration is limited to 5 years, after which an applicant must re-apply.

## REQUIRED FOR REGISTRATION:

- DOCUMENTATION HIGH SCHOOL GRADUATION, COMPLETION OF GED, BACCALAUREATE OR ADVANCED DEGREE
- A SUPERVISION AGREEMENT BY A CCS OR A CCS INTERN
- AGREEMENT TO THE ETHICAL PRINCIPLES OF CONDUCT
- COMPLETION OF 3 CLOCK HOURS OF ETHICS TRAINING
- RESUME AND JOB DESCRIPTION
- REGISTRATION FEE
- COMPLETION OF SBI/SBI BACKGROUND CHECK

# 2. INTERN

The Substance Abuse Counselor Intern is the CSAC applicant who has passed the IC&RC ADC Exam.

In order to qualify for the IC&RC ADC exam, you must complete 300 hours of supervised work with a CCS or CSI at a ratio of 1 hour of supervision per 10 hours of work.

## REQUIRED FOR IC&RC ADC EXAMINATION:

- VERIFICATION OF 300 HOUR SUPERVISED PRACTICUM COMPLETED BY A CCS OR CSI
- SUPERVISION AGREEMENT WITH A CCS/CSI TO COVER REMAINING EXPERIENCE HOURS
- EXAMINATION FEE

The 300 Hour Practicum is roughly two months of work experience (based on a 40 hour work week) where the applicant receives supervision at a ratio of 1 hour for every 10 hours worked.

# 3. FULL CERTIFICATION

After completing Intern requirements, the final step is to become fully certified.

## SUBMISSION REQUIREMENTS:

THE "3 E'S" OF CERTIFICATION

### EXPERIENCE

6,000 Hours (3 years) of supervised substance abuse counseling experience verified by CCS or CSI

### EDUCATION

270 clock hours of approved education/training, of which 190 must be substance abuse specific.

Many applicants enroll in college and university certificate programs to quickly earn their required Education hours.

Keep in mind, you will be required to have a minimum of six hours of training in Ethics, HIV/AIDS, STDs and Bloodborne Pathogens, and other contemporary topics in addictions treatment. Refer to the website for more details.

### EXAM

Passing Score on the IC&RC ADC Examination

