



Barbara Hunt, President  
Merlyn Sexton, Vice President  
LeAnn Malone, Secretary/Treasurer  
Darlene Dufault, Member  
Paula Chung, Member  
Dani Danley, Member  
Maryanne Potter, Member

## **BOARD OF EXAMINERS FOR ALCOHOL, DRUG and GAMBLING COUNSELORS**

### **Information on Continuing Education Hours or Units:**

**Question:** I heard there are changes in the requirements for continuing education units?

Answer: Yes, all licensed and certified personnel are required to take

- a. At least 3 hours of continuing education that pertains to ethics for alcohol and drug abuse counselors or problem gambling counselors
- b. At least 3 hours of continuing education that pertain to confidentiality required pursuant to NAC641C.425 and if applicable, the standards of confidentiality set forth in 42 C.F.R. Part 2 and the related provisions of the Health Insurance Portability and Accountability Act of 1996 set forth in 45 C.F.R. Part 160.
- c. At least 2 hours of continuing education that pertains to suicide prevention.

#### **Interns**

- a. At least 6 hours of continuing education that pertains to ethics
- b. At least 6 hours of continuing education that pertains to confidentiality.
- c. At least 2 hours of continuing education that pertains to suicide prevention, required pursuant to NAC641C.425 and if applicable, the standards of confidentiality set forth in 42 C.F.R. Part 2 and the related provisions of the Health Insurance Portability and Accountability Act of 1996 set forth in 45 C.F.R. Part 160.

**Question:** I am an intern, can college course work be applied toward my continuing education units.

**Answer:** No, an intern cannot apply required college course work toward the required continuing education units.

A counselor who takes a program of continuing education which presents the same material that he took during the previous 2-year period will not get credit for taking the subsequent program of continuing education.

#### **A counselor is subject to disciplinary action by the board if he:**

- (a) Fails to provide to the board information regarding his participation in a program of continuing education within 30 days after receiving a request from the board; or
- (b) Submits to the board false or inaccurate information regarding his participation in a program of continuing education



Barbara Hunt, President  
Merlyn Sexton, Vice President  
LeAnn Malone, Secretary/Treasurer  
Darlene Dufault, Member  
Paula Chung, Member  
Dani Danley, Member  
Maryanne Potter, Member

1. An application for the renewal of a license or certificate as an alcohol and drug abuse counselor must be accompanied by an affidavit evidencing the completion by the counselor of at least the minimum number of required hours of continuing education during the 2 years immediately preceding the date of the application. The board will randomly select such affidavits to verify the authenticity of the information set forth in the affidavit.
2. A counselor shall maintain sufficient documentation verifying the information that he includes in his affidavit relating to his continuing education for at least 3 years after the date on which the affidavit is executed. A counselor will not be given credit for any hours of continuing education that are not supported by documentation.

**NAC 641C.305 Affidavit of completion: Submission; verification of authenticity; maintenance of documentation. (NRS 641C.200)**



Barbara Hunt, President  
Merlyn Sexton, Vice President  
LeAnn Malone, Secretary/Treasurer  
Darlene Dufault, Member  
Paula Chung, Member  
Dani Danley, Member  
Maryanne Potter, Member

**NAC 641C.310 Approval of course or program of education by board. (NRS 641C.200)**

1. A counselor will receive credit for hours of continuing education only if the course or program of education from which the counselor obtained the hours of continuing education has been approved by the board.
2. The provider of a course or program of education may request the approval of the board for the purposes of continuing education.
3. A counselor may request the approval of a course or program of education which is not currently approved by the board for the purposes of this section by submitting to the board a request for the approval of the course or program of education as a course of continuing education. The request must contain such information as is necessary for the board to review the course or program of education pursuant to this section and NAC 641C.315 and 641C.320.
4. The board will use the same criteria in its review and evaluation of a course or program of education as a course of continuing education, regardless of whether the request for approval was submitted by a counselor or the provider of the course or program of education.

**NAC 641C.315 Unacceptable courses and programs of education. (NRS 641C.200)** The board will not approve any of the following types of courses and programs of education as a course of continuing education:

1. An orientation program for new employees.
2. An on-the-job training program presented by an agency whose primary purpose is to disseminate information on the policies or procedures of the agency.
3. An audio or a video learning tape or home study course for which there is no independent verification of successful completion.
4. A program for self-improvement.

1. Before the board will approve, or a committee of the board may recommend approval of, a course or program of education as a course of continuing education, the board or committee must be satisfied that the course or program of education:

- (a) Will be taught by a competent instructor as demonstrated by the educational, professional and teaching experience of the instructor;
- (b) Contains current and relevant educational material, which concerns alcohol and drug abuse and is applicable to the practice of counseling alcohol and drug abusers;
- (c) Is of professional quality;
- (d) Is appropriately designed for instructional purposes; and
- (e) Includes a written evaluation, to be completed by each counselor taking the course, of the content and presentation of the course or program and the relevance of the course or program to continuing education.



Barbara Hunt, President  
Merlyn Sexton, Vice President  
LeAnn Malone, Secretary/Treasurer  
Darlene Dufault, Member  
Paula Chung, Member  
Dani Danley, Member  
Maryanne Potter, Member

2. The board will consider a course or program of education presented in the form of lectures, seminars, workshops, academic courses at an institution of higher education, or correspondence courses. The Board will not approve a course or program of education for the purposes of continuing education if the hours of education that make up the course or program constitute the same hours that are applied toward the completion of a degree or on-the-job training.

**The application for review and approval of courses is available on the boards website. NAC 641C.320 Requirements for approval of course or program of education. (NRS 641C.200)**

3. A provider of a course or program of education is responsible for the format and presentation of the course or program. A provider of a course or program of education that has been approved by the board as a course of continuing education may restrict the format in which the material in the course or program is presented, except that if the restriction of the format in which the material is presented changes the nature or content of the course or program of education, the board may withdraw its approval of the course or program and, if the approval of the course or program is withdrawn, a counselor will not be given credit for any hours of continuing education obtained in that course or program of education.
4. Except as otherwise provided in this section, a course or program of education presented or approved by the National Association of Alcoholism and Drug Abuse Counselors, the bureau of alcohol and drug abuse in the department of human resources or the Addiction Technology Transfer Center will be deemed as being approved as a course of continuing education.
5. Except as otherwise provided in this section, a course or program of education related to alcohol and drug abuse counseling, addiction, codependency or other issues related to the practice of counseling alcohol and drug abusers or a course of education related to problem gambling counseling or other issues related to the practice of counseling problem gamblers will be deemed as being approved by the board as a course of continuing education if the course or program of education has been approved by:
- (a) The board of psychological examiners;
  - (b) The board of examiners for marriage and family therapists;
  - (c) The board of examiners for social workers;
  - (d) The board of medical examiners;
  - (e) The state board of osteopathic medicine;
  - (f) The state board of nursing;
  - (g) National Council on Problem Gambling; or
  - (h) Any other similar occupational licensing board in another state, territory, protectorate or the District of Columbia.