



Certified Recovery Support Specialist Training Verification Form

DIRECTIONS

This form allows for documenting training hours as required for the CRSS credential. The applicant completes all required fields of data on the *Training Verification Form* and uploads the completed form and copies of supporting documentation to their online application prior to submitting.

All information must be TYPED. Handwritten forms will be denied.

If submitting by hard copy, please attach copies of the supporting documentation to the completed *Training Verification Form* and send as instructed below. Supporting documentation must be attached in the same order listed on the form.

Mail: Florida Certification Board
Attn: Certification Operations
1715 South Gadsden Street
Tallahassee FL 32301

Email: Certification Specialist's email or
admin_assist@flcertificationboard.org
Fax: 850-222-6247
Subject Line: Training Verification (applicant name)

REQUIREMENT

<p>CRSS Content Specific Training Requirement</p>	<p>75 hours of content specific training, allocated as follows:</p> <ol style="list-style-type: none"> 1. Legal and Professional Responsibility: 22 hours <ol style="list-style-type: none"> a. Ethics – 6 hours b. HIPAA/Confidentiality – 2 hours c. Self-Care/Professional Development – 4 hours d. Cultural Competency - 4 hours e. Electives in above – 6 hours 2. Re-engagement, Crisis Support and Safety: 13 hours <ol style="list-style-type: none"> a. Risk/Crisis Management – 6 hours b. Domestic Violence – 3 hours c. Electives in above – 4 hours 3. Resource Linkage/Follow Up: 13 hours <ol style="list-style-type: none"> a. Active Care Coordination – 6 hours b. Documentation – 3 hours c. Electives in above – 4 hours 4. Practical Living Skills/Social Development: 10 hours <ol style="list-style-type: none"> a. Social Development – 6 hours b. Electives in above – 4 hours 5. Recovery Management: 17 hours <ol style="list-style-type: none"> a. Overview of Addiction/Stages of Recovery – 4 hours b. Addiction and Brain Chemistry/Pharmacology – 3 hours c. Recovery Management – 2 hours d. Co-occurring Disorders – 4 hours e. Relapse Prevention – 2 hours f. Motivational Enhancement – 2 hours
--	---



Certified Recovery Support Specialist Training Verification Form

Supporting Documentation	<p>Training documentation must provide the following information: Applicant Name; Title of Course/Training/Educational Event; Event Sponsor/Provider; Delivery Date(s); and Number of Contact Hours.</p> <p>If training certificates do not include all required information, contact the training provider and request additional information on their official letterhead to submit as documentation. If using college coursework for training credit, you must provide a copy of your transcript as well as a copy of the course description.</p> <p>Eligible training must be taken from an FCB Approved Education Provider within the last 10 years (no time limit on college coursework taken as part of a degree program). Eligible Training Providers are listed on FCB's website at www.flcertificationboard.org under Education & Training.</p>
---------------------------------	---

TRAINING TOPICS BY DOMAIN

DOMAIN	TOPICS
Legal and Professional Responsibility (22 hours)	<ul style="list-style-type: none"> • Ethics – 6 hours • HIPAA/Confidentiality – 2 hours • Cultural Competency – 4 hours • Self-Care/Professional Development – 4 hours • Electives related to any of the above topics – 6 hours
Re-engagement, Crisis Support and Safety (13 hours)	<ul style="list-style-type: none"> • Risk/Crisis Management – 6 hours • Domestic Violence – 3 hours • Electives related to any of the above topics – 4 hours
Resource Linkage/Follow Up (13 hours)	<ul style="list-style-type: none"> • Active Care Coordination – 6 hours • Documentation – 3 hours • Electives related to any of the above topics – 4 hours
Practical Living Skills/Social Development (10 hours)	<ul style="list-style-type: none"> • Social Development – 6 hours • Electives related to Practical Living Skills and/or Social Development – 4 hours
Recovery Management (17 hours)	<ul style="list-style-type: none"> • Overview of Addiction/Stages of Recovery – 4 hours • Addiction and Brain Chemistry/Pharmacology – 3 hours • Recovery Management – 2 hours • Co-occurring Disorders – 4 hours • Lapse/Relapse Prevention – 2 hours • Motivational Enhancement – 2 hours



Certified Recovery Support Specialist Training Verification Form

APPLICANT NAME: _____ **EMAIL ADDRESS:** _____

TRAINING TOPIC: LEGAL AND PROFESSIONAL RESPONSIBILITY (1 OF 5)

Training Requirement: Minimum 22 hours of training in following topics:

- Ethics - 6 hours
- HIPAA/Confidentiality - 2 hours
- Self-Care/Professional Development - 4 hours
- Cultural Competency - 4 hours
- Electives in above - 6 hours

Title of Training	Training Provider	Date of Training	Training Hours Awarded	Type of Documentation Attached	FCB Use Only
<i>Example: Stages of Recovery</i>	<i>Florida Peer Network</i>	<i>7/19/2017</i>	<i>4</i>	<i>Certificate of Completion</i>	



Certified Recovery Support Specialist Training Verification Form

APPLICANT NAME: _____ EMAIL ADDRESS: _____

TRAINING TOPIC: RE-ENGAGEMENT, CRISIS SUPPORT AND SAFETY (2 OF 5)

Training Requirement: Minimum 13 hours of training in following topics:

- Risk/Crisis Management - 6 hours
- Domestic Violence - 3 hours
- Electives in above - 4 hours

Title of Training	Training Provider	Date of Training	Training Hours Awarded	Type of Documentation Attached	FCB Use Only
<i>Example: Stages of Recovery</i>	<i>Florida Peer Network</i>	<i>7/19/2017</i>	<i>4</i>	<i>Certificate of Completion</i>	



Certified Recovery Support Specialist Training Verification Form

APPLICANT NAME: _____ **EMAIL ADDRESS:** _____

TRAINING TOPIC: RESOURCE LINKAGE/FOLLOW UP (3 OF 5)

Training Requirement: Minimum 13 hours of training in following topics:

- Active Care Coordination - 6 hours
- Documentation - 3 hours
- Electives in above - 4 hours

Title of Training	Training Provider	Date of Training	Training Hours Awarded	Type of Documentation Attached	FCB Use Only
<i>Example: Stages of Recovery</i>	<i>Florida Peer Network</i>	<i>7/19/2017</i>	<i>4</i>	<i>Certificate of Completion</i>	



Certified Recovery Support Specialist Training Verification Form

APPLICANT NAME: _____ **EMAIL ADDRESS:** _____

TRAINING TOPIC: PRACTICAL LIVING SKILLS/SOCIAL DEVELOPMENT (4 OF 5)

- Social Development - 6 hours
- Electives in Practical Living Skills/Social Development - 4 hours

Training Requirement: Minimum 10 hours of training in following topics:

Title of Training	Training Provider	Date of Training	Training Hours Awarded	Type of Documentation Attached	FCB Use Only
<i>Example: Stages of Recovery</i>	<i>Florida Peer Network</i>	<i>7/19/2017</i>	<i>4</i>	<i>Certificate of Completion</i>	



Certified Recovery Support Specialist Training Verification Form

APPLICANT NAME: _____ **EMAIL ADDRESS:** _____

TRAINING TOPIC: RECOVERY MANAGEMENT (5 OF 5)

Training Requirement: Minimum 17 hours of training in following topics:

- Overview of Addiction/Stages of Recovery - 4 hours
- Addiction/Brain Chemistry/Pharmacology - 3 hours
- Recovery Management - 2 hours
- Co-occurring Disorders - 4 hours
- Relapse Prevention - 2 hours
- Motivational Enhancement - 2 hours

Title of Training	Training Provider	Date of Training	Training Hours Awarded	Type of Documentation Attached	FCB Use Only
<i>Example: Stages of Recovery</i>	<i>Florida Peer Network</i>	<i>7/19/2017</i>	<i>4</i>	<i>Certificate of Completion</i>	