



Master's Level Certified Addiction Professional for Licensed Professionals Training Verification Form

DIRECTIONS

This form allows for documenting training hours as required for the MCAP LP 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>MCAP for Licensed Professionals Content Specific Training Requirement</p>	<p>161 total clock hours of training divided as follows:</p> <ol style="list-style-type: none"> 1. Understanding Addiction: 45 hours 2. Treatment Knowledge: 45 hours 3. Application to Practice: 20 hours 4. Professional Readiness: 20 hours 5. Clinical Supervision: 16 hours 6. Electives: 15 hours
<p>Supporting Documentation</p>	<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
Understanding Addiction (45 hours)	<ul style="list-style-type: none"> • Normal human growth and development. • Symptoms of substance use disorders that are similar to those of other medical and/or mental health conditions and how these disorders interact. • Medical and mental health conditions that most commonly exist with addiction/substance use disorders. • Methods for differentiating substance use disorders from other medical or mental health conditions. • Fundamental concepts of pharmacological properties and effects of all psychoactive substances. • The continuum of drug use, such as initiation, intoxication, harmful use, abuse, dependence, withdrawal, craving, relapse, and recovery. • Behavioral, psychological, social, and health effects of psychoactive substances. • The effects of chronic substance use on clients, significant others, and communities within a social, political, cultural, and economic context. • The varying courses of addiction. • The relationship between infectious diseases and substance use. • Basic concepts of social, political, economic, and cultural systems and their impact on drug-taking activity. • The history of licit and illicit drug use. • Risk and resiliency factors for substance use. • Statistical information regarding the incidence and prevalence of substance use disorders in the general population and major demographic groups.
Treatment Knowledge (45 hours)	<ul style="list-style-type: none"> • Generally accepted models, such as but not limited to: pharmacotherapy, mutual help and self-help, behavioral self-control training, mental health, self-regulating community, psychotherapeutic, relapse prevention. • The philosophy, practices, policies, and outcomes of the most generally accepted therapeutic models. • Alternative therapeutic models that demonstrate potential. • The role of family, social networks, and community systems as assets or obstacles in treatment and recovery processes. • Methods for incorporating family and social dynamics in treatment and recovery processes. • The prevention and treatment of addiction. • The epidemiology, etiology, and treatment efficacy. • Roles and contributions of multiple disciplines to treatment efficacy, including terms and concepts necessary to communicate effectively across disciplines and the importance of communication with other disciplines. • Resources to develop individualized treatment plans. • The strengths and limitations of available treatment settings and modalities. • How to access and make referrals to available treatment settings and modalities. • Current literature regarding medical and pharmacological interventions. • Assets and liabilities of medical and pharmacological interventions.

DOMAIN	TOPICS
Application to Practice (20 hours)	<ul style="list-style-type: none"> • Established diagnostic criteria, including but not limited to current Diagnostic and Statistical Manual of Mental Disorders (DSM) standards and current International Classification of Diseases (ICD) standards. • Established placement criteria developed by various States and professional organizations. • Strengths and limitations of various diagnostic and placement criteria. • Continuum of treatment services and activities. • A variety of helping strategies, including but not limited to: evaluation methods and tools, stage-appropriate interventions, motivational interviewing, involvement of family and significant others, mutual-help and self-help programs, coerced and voluntary care models, and brief and longer-term interventions. • Strategies appropriate to the various stages of dependence, change, and recovery. • Various cultural norms, values, beliefs, and behaviors. • Cultural differences in verbal and nonverbal communication. • The features of crisis, which may include but are not limited to: family disruption, social and legal consequences, physical and psychological, panic states, and physical dysfunction. • Substance use screening and assessment methods. • Principles of crisis case management, posttraumatic stress characteristics, critical incident debriefing methods, and available resources for assistance in the management of crisis situations.
Professional Readiness (20 hours)	<ul style="list-style-type: none"> • Assessment and intervention methods that are appropriate to culture and gender. • Benefits of working with community coalitions. • Counseling methods relevant to the needs of culturally diverse groups and people with disabilities. • Environmental strategies and prevention campaigns. • Exceptions to confidentiality rules in crisis or dangerous situations. • Information and resources regarding racial and ethnic cultures, lifestyles, gender, and age as well as relevant needs of people with disabilities. • Legal implications of crisis response. • Research-based prevention models and strategies. • Setting-specific policies and procedures. • The Americans with Disabilities Act and other legislation related to human, civil, and clients' rights. • The range of appropriate responses to a crisis or dangerous situation. • The relationship between prevention and treatment. • The relationship between substance use and diverse cultures, values, and lifestyles. • The unique influence the client's culture, lifestyle, gender, and other relevant factors may have on behavior. • Universal precautions
Clinical Supervision (16 hours)	<ul style="list-style-type: none"> • Supervision Skills/Best Practices • Clinical Supervision Theories and Practice
Electives (15 hours)	<ul style="list-style-type: none"> • Electives related to any of the above performance domains



Master's Level Certified Addiction Professional for Licensed Professionals Training Verification Form

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

TRAINING TOPIC: UNDERSTANDING ADDICTION (1 OF 6)

Training Requirement: Minimum 45 hours of training in topics directly related to Understanding Addiction.

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>	



Master's Level Certified Addiction Professional for Licensed Professionals Training Verification Form

APPLICANT NAME: _____ EMAIL ADDRESS: _____

TRAINING TOPIC: TREATMENT KNOWLEDGE (2 OF 6)

Training Requirement: Minimum 45 hours of training in topics directly related to Treatment Knowledge.

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>	



Master's Level Certified Addiction Professional for Licensed Professionals Training Verification Form

APPLICANT NAME: _____ EMAIL ADDRESS: _____

TRAINING TOPIC: APPLICATION TO PRACTICE (3 OF 6)

Training Requirement: Minimum 20 hours of training in topics directly related to Application to Practice.

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>	



Master's Level Certified Addiction Professional for Licensed Professionals Training Verification Form

APPLICANT NAME: _____ EMAIL ADDRESS: _____

TRAINING TOPIC: PROFESSIONAL READINESS (4 OF 6)

Training Requirement: Minimum 20 hours of training in topics directly related to Professional Readiness.

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>	



Master's Level Certified Addiction Professional for Licensed Professionals Training Verification Form

APPLICANT NAME: _____ EMAIL ADDRESS: _____

TRAINING TOPIC: CLINICAL SUPERVISION (5 OF 6)

Training Requirement: Minimum 16 hours of training in topics directly related to Clinical Supervision. *

** Not to include seminars and/or field instructions.*

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>	



Master's Level Certified Addiction Professional for Licensed Professionals Training Verification Form

APPLICANT NAME: _____ EMAIL ADDRESS: _____

TRAINING TOPIC: ELECTIVES (6 OF 6)

Training Requirement: Minimum 15 hours of training in topics directly related to MCAP for Licensed Professionals performance domains.

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>	