



# Welcome to the IC&RC Test Prep with MCBAP!

- ▶ We'll get started at 12:03PM
- ▶ For the best experience for everyone, please mute your Zoom session.
- ▶ Let's get to know one another! In the chat, please introduce yourself with:
  - Name
  - Title
  - Organization
  - Which credential you are working toward

MCBAP content is valid on the date of presentation (9/6/2023) and subject to change.



MCBAP Professional Spotlight

**Larry Davis**

LPC, CCS-DP, CADC



"I am proud to identify myself as a Certified Alcohol and Drug Counselor to the clients that I serve both in private practice and inpatient treatment."

# #MCBAProud

## 4,500+ credentials

## 2,000+ development plans

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# Development Plan FAQ's

## **Who should consider a development plan (DP)?**

Professionals employed at a licensed program providing SUD services who do not yet hold the specialty certification from MCBAP that is required under a State of Michigan funded contract, State licensing, by another payer source or quality assurance source, or an employer which requires it.

# Development Plan FAQ's

## What should I know when entering a development plan?

The DP is a time-limited, one-time opportunity to gain employment prior to having completed the needed professional specialty certification.

The DP is an agreement between you and your employer.

DPs are not eligible for extensions

While in a DP, professionals are expected to be working toward meeting all requirements for the full certification.

Within about 9 months-1.5 years of entering the DP, candidates should take the IC&RC

# Development Plan FAQ's

## **Does the DP move with me if I change employers?**

No. The DP is specific to the place of employment sponsoring the DP. It does not automatically transfer to other programs or employers.

If you do relocate, you should file an updated DP plan application, signed by the new employer. This will not change your overall Development Plan schedule or expiration date.

# Requirements for all Credentials: Work Experience



Work Experience must be obtained in the field of substance use disorder (SUD)



Must be in the IC&RC domains as demonstrated by agency job description.



May be as a paid or volunteer employee.



Must have occurred within the last 10 years.

# Requirements for all Credentials: Degree



## Education Degree

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Education can be broken into two sections for the purposes of this section.

- Highest level of degree in an approved discipline.
- Degrees must be from a program accredited by the U.S. Department of Education or the Council on Higher Education Accreditation.
- Additional education required toward the MCBAP credential.

Official transcripts from school, college or university are required to be emailed or mailed directly to MCBAP. Copies will not be accepted.

# Requirements for all Credentials: Additional Education

- ▶ Education must have occurred within the previous 10 years of the date of application.
- ▶ Applicants are responsible for securing and submitting proof of attendance (such as a certificate).
- ▶ Proof of attendance must contain (at minimum):
  - ▶ participants name
  - ▶ name of the organization sponsoring the event
  - ▶ date(s) and time(s) of the event
  - ▶ title of the event
  - ▶ number of contact hours awarded

MCBAP categorizes education as **specific** or **related**. These terms are defined as:

- **Specific** - when the title, goals, objectives or course outline are specifically focused on alcohol, tobacco, and/or other substance use issues. Key words in course titles may include substance abuse, substance use disorder, drug addiction, chemical dependency, alcohol, tobacco, drug use, or co-occurring disorders.
- **Related** - when the title, goals, objectives or course outline content clearly indicate the course content addresses development of any of the domains, but the context may not directly address SUD issues (e.g. gambling, general counseling skills, EMDR, trauma-informed-care, clinical theory, therapeutic methods).

# Requirements for all Credentials: Testing

Choose your study materials carefully with a focus on those recommended by MCBAP and IC&RC.



Start early! As soon as you sign up for a development plan, you are encouraged to take a practice examination. This gives you an idea of where to focus study. In addition, the repetition of regular practice tests helps to track progress.



Plan to take the exam within the first 9 months-1 year of entering a development plan. There is a mandatory 90 day waiting period between each test. Therefore, waiting until the end of the development plan time greatly increases anxiety by putting one in potential job jeopardy.

# Requirements for all Credentials: Testing

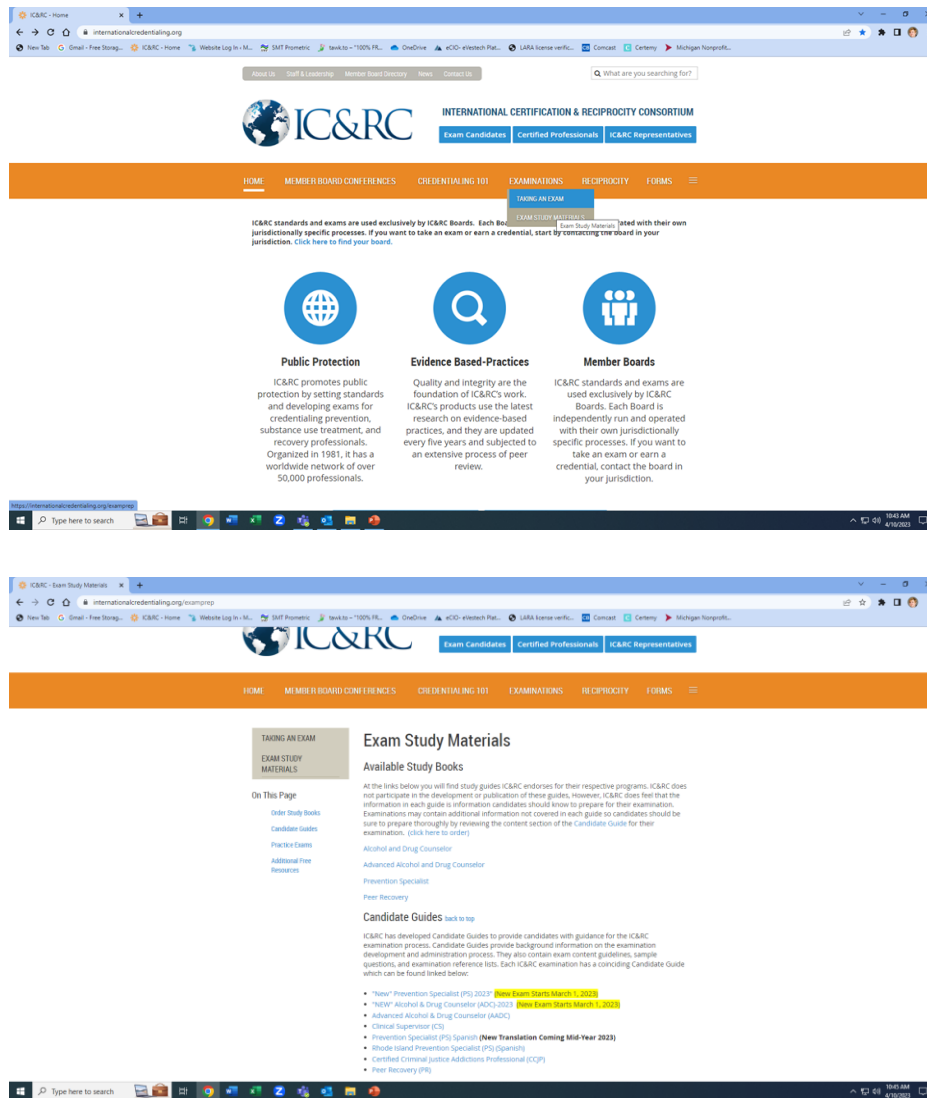
Form study groups! We're more successful at achieving our goals when we work on them with others. We encourage you to consider forming a "study group" with others who are planning to take the same exam. That way, you can share the cost of the study materials, have a defined time to focus and have the support of colleagues.



Consider requesting extra assistance: If you have a need for modifications in test administration, you may request this in writing at least 60 days prior to the test date. Special accommodations due to disabilities will be granted based on medical verification of a disability.

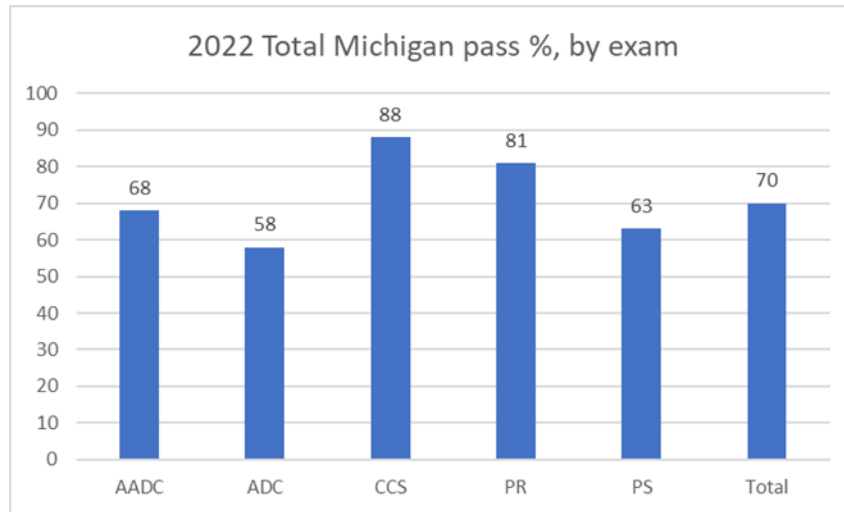
# Requirements for all Credentials: Supervision

- ▶ Supervision is defined as a formal, systematic process that focuses on skill development and integration of knowledge.
- ▶ Some things to keep in mind:
  - ▶ Supervision must occur as part of an eligible work experience.
  - ▶ Supervision may be completed under more than one supervisor.
  - ▶ Applicants are responsible for securing and submitting proof of supervision (such as a Supervision Log).
  - ▶ Supervision must be obtained in the IC&RC domains which can be found in the IC&RC Candidate Guide.



# IC&RC Candidate Guides: An Essential Tool in Your Test Preparation

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2022 Total Michigan Pass % by Exam				
	Pass %	Total	Pass	Fail
AADC	68	269	184	85
ADC	58	74	43	31
CCJP	100	1	1	0
CCS	88	58	51	7
PR	81	53	43	10
PS	63	43	27	16
Total	70	498	349	149

# 2022 Michigan exam results



# Re-taking the exam

Be sure to allow plenty of time to take the exam prior to the conclusion of the development plan

There is a minimum of 90 days between testing cycles

Test results indicate success in each domain so that applicants can focus study efforts

# Requirements for all Credentials: Residency



## **Residency**

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Applicants must live or work 51% of the time in the State of Michigan at the time of initial application.

# Requirements for all Credentials: Ethics



Applicants must read, sign and adhere to the Code of Ethical Standards for the credential for which they are applying



Failure to do so may result in suspensions, sanctions or revocations as outlined in the Guide for Ethical Standards Violation Complaints

# Requirements for all Credentials: Application


Candidates are to upload verification of all required documents in Certemy.



The application will not be reviewed until the application is 100% complete.



Once the application is complete, it will be reviewed by a MCBAP Certification Specialist within 42 business days (not including weekends and observed holidays).



As part of the review by the MCBAP Certification Specialist, the candidate may need to make updates or corrections. These updates must be made within 45 days of the initial request. Failure to do so may result in the application being discarded.

