
MAINTAINING YOUR CREDENTIAL

Board Registered Interventionist I/II

Board Registered Interventionists will follow the guidelines set forth in the IICB Model for Board Registered Interventionist I/II. They are required to pay a biennial registration fee and submit continuing education units (CEUs).

Interventionists will be notified that their registration is about to expire no fewer than 30 days prior to the expiration date. They will submit their biennial registration fee, proof of a current ICRC/NAADAC certification and/or a state recognized certification/license in a counseling related field, copy of current malpractice insurance certificate with \$1,000,000/\$3,000,000 minimum, and CEUs to IAODAPCA by their expiration date. Forms for the documentation of CEUs are available on the Illinois Certification Board's website, www.iaodapca.org, under Download Your Forms. The form must be completed, signed, and submitted with proof of attendance. CEUs should not be submitted until notification of expiration. **CEUS will not be accepted by fax.**

A. Continuing Education Policy

1. Fifteen (15) continuing education units (CEUs) are required to maintain registration and must be earned within the two-year registration period. An average of 7.5 CEUs should be obtained each year. CEUs are not transferable to any other registration period. They may be counted toward the minimum hours of training/education required for another intervention registration classification. CEUS obtained prior to the initial date of registration are not eligible for maintaining registration. An interventionist may receive CEU credit only once for a training event, even if it is repeated during different registration periods. A CEU is equivalent to one clock hour. (Excluded is non-program time such as breaks, social hours, registration time, meal times). One college semester hour of credit is equivalent to 15 CEUs, one college trimester hour of credit is equivalent to 12 CEUs, and one college quarter hour of credit is equivalent to 10 CEUs.
2. All 15 CEUs required to maintain registration **must** be recognized or petitioned for IICB CEUs. Continuing education is broken down into two categories. Some continuing education may be recognized by IICB for both categories.

CATEGORY I: Minimum of 10 CEUs of education specific to intervention. Examples of Category I education are alcohol and other drug abuse/addiction (AODA), food addiction, sex addiction, gambling addiction, domestic violence, MISA intervention techniques, working with MD's, hospitals, nursing homes, intervention approaches.

CATEGORY II: Minimum of 5 CEUs of education specific to knowledge and skills related to the counseling field/profession.

ATTENDANCE AT AN AIS BUSINESS MEETING WEEKEND IN ITS ENTIRETY WILL EARN THE ATTENDEE 5 CATEGORY I/II CEUS.

B. Sources of Continuing Education Units

1. Recognized programs are training/education programs IICB has identified as fulfilling the criteria for CEU credit and have been awarded CEUs by IICB or are pre-recognized sources. The certificate of completion will contain the program number assigned by IAODAPCA, the number of CEUs, and the category.
2. Structured individual continuing education, such as IICB Bibliocredit Reading Program and other self-study programs, is available to interventionists with a maximum of 10 CEUs every two (2) years.
3. Interventionists may receive up to 5 Category II CEUs every two years for volunteer time serving as a member of the Board of Directors, a member of a Board committee, or a member of another IICB committee.
4. Teaching and training other Interventionists. The number of CEUs awarded will be equal to the number of hours spent in actual presentation time, plus .5 hours for preparation time. Education lectures presented as part of the intervention services provided to communities, organizations, groups and individuals are not eligible to be counted as CEUs. Presentations for which the interventionist has previously received credit are ineligible. Petitions must be submitted for any presentations that have not been awarded IICB CEUs.
5. Research papers accepted for publication, reading, or discussion at a professional meeting or conference, and professional publications qualifies for up to a maximum of 5 CEUs in a two-year registration period. The topic must pertain to intervention. The work can be counted only once, unless major updates or revisions occur, even though presented in more than one format or location. Petitions must be submitted for CEUs.

C. Agency In-service Education Programs

Agency in-service training programs may be counted for up to 10 of the required 15 CEUs required biennially for re-registration. In-services not awarded CEU recognition by IICB may be petitioned for CEUs.

D. Validation of Continuing Education

Interventionists must document they have obtained CEUs and submit the appropriate validation for each educational experience.

1. Certificates or other proof of completion for IICB recognized or petitioned trainings.
2. Transcripts or other official grade reports for college or university courses.

E. Procedures for Interventionists to Petition for CEUs

Not all educational experiences available to the interventionist will have been awarded CEUs by IICB, requiring the interventionist to petition such education/training for CEU credit. Requests will be reviewed within 30 days, and the interventionist will be notified of the results. If recognized, the interventionist will be informed of the number of CEUs awarded. Requests are to be submitted to IICB on the petition form with the following information:

- Documentation of attendance
- Goals and objectives of the program
- Date/length of program in clock hours
- Brochure describing program content
- Sponsor, location, instructor and target population
- Definition of the training type (publication, workshop, seminar)
- Non-refundable petition fee

F. Extension of Continuing Education Requirements

An interventionist unable to meet the continuing education requirements for re-registration may request, in writing, an extension of up to six months from his or her expiration date until the continuing education requirements can be met. The request must be made prior to the expiration date. A monthly charge of \$10.00 is assessed for extensions. An interventionist not meeting the CEU requirement after the six-month extension shall not be permitted to place his or her registration on inactive status and shall be terminated.

NOTE: The interventionist should remember this process leaves him or her only 18 months to obtain CEU credit for the current registration period.

G. Inactive Status

An interventionist in good standing unable to meet the continuing education requirements for registration maintenance due to health or extenuating personal reasons may place his or her registration on inactive status if all requirements are met. The process for reactivation from inactive status will be followed when the interventionist wishes to activate his or her registration.

For detailed information refer to the IICB Model for Board Registered Interventionist I/II.

PLEASE PHOTOCOPY THIS FORM

ATTACH PROOF OF ATTENDANCE

PAGE _____ OF _____

BOARD REGISTERED INTERVENTIONIST

NAME: _____

CREDENTIAL NUMBER: _____

SIGNATURE: _____

DATE: _____

**CEUS WILL NOT BE
ACCEPTED BY FAX**

CATEGORY	TITLE OF TRAINING	CLOCK HOURS	LOCATION AND DATE OF TRAINING	SPONSOR AND/OR IAODAPCA NUMBER

ILLINOIS ALCOHOL AND OTHER DRUG ABUSE PROFESSIONAL CERTIFICATION ASSOCIATION, INC.

PETITION FOR CONTINUING EDUCATION UNITS (CEUs)

Check if new address _____ You may photocopy this form.

Name _____
First MI Last

Certification Number _____

Address _____

Certification Level _____

City State Zip Code

Board Registration Number _____

Birth Date _____

Board Registration Level _____

CEU Category Requested:

Please identify credential (and/or endorsement) and the CEU categories (if applicable) being requested below.

Credential Type _____

Categories Needed _____

If requesting CEUs for more than one credential, please utilize the section below. If not, please proceed to Name of Training Program section.

Credential Type _____

Categories Needed _____

Credential Type _____

Categories Needed _____

Name of Training Program _____

Number of CEUs Requested _____ Date of Training Program _____

Brief Summary of Training Program Content and Goals:

Rationale: Why should this training program be recognized by IAODAPCA?

Attach documentation of program description, schedule, (may attach brochure)

Attach documentation of attendance (certificate, letter of verification, roster or sign in sheet) if applying for CEUs after attending the training program.

Signature _____

Date _____

One training program per petition. Petitions must be submitted at least 90 days prior to your certification expiration date, or with a completed recertification packet. Petitions received at least 90 days before the expiration date will be reviewed within 30 days of receipt and, you will be sent a letter regarding the results of the review.

Petition Fee \$10.00 - please send payment, with petition, in the form of a check, money order, or credit card. Make checks payable to IAODAPCA, Inc. The petition fee is non-refundable. **Mail petition and payment to:**

IAODAPCA, Inc.
401 East Sangamon Avenue
Springfield, IL 62702

Amount to be charged _____

Credit Card Number _____ - _____ - _____ - _____
(VISA or MasterCard only)

Expiration Date _____

(Three digit code listed near the signature line on the back of the credit card) Security Code: _____

Name on Card _____

Telephone Number () _____ - _____

Billing Address _____

City _____ State _____ Zip Code _____