



## **Substance Use Disorder Professional Enhancement Plan (EP)**

### **Information and Instructions**

The Department of Health developed the Substance Use Disorder Professional EP to aid in monitoring continuing education (CE) and professional development activities (PDA).

Substance Use Disorder Professionals must show completion of **40 hours every two years**. The CE and PDA activities include:

- (1) At least 14 hours completed in one or more of the topic areas listed in [WAC 246-811-240\(2\)\(a\)-\(w\)](#).
- (2) Four hours of professional ethics and law;
- (3) Ten hours additional training. These hours must relate to the various phases of the Substance Use Disorder Professional's professional career.
- (4) Twelve hours professional development.

**Continuing education**—A program or course (including distance learning), seminars or workshops, professional conferences approved by an industry-recognized local, state, national, or international organization or institution of higher learning.

**Professional development activities**—Additional competencies as outlined in [WAC 246-811-047](#). This includes clinical evaluation, individual counseling, group counseling, counseling family, couples, and significant others, professional and ethical responsibilities, understanding addiction, treatment knowledge, application to practice, professional readiness, treatment planning, referral, service coordination, client, family, and community education, screening, intake, assessment, clinical reports, clinical progress notes, discharge summaries, and other client-related data.

**Industry recognized**—Any local, state, national, international organization, or institution of higher learning, including, but not limited to, the following organizations:

- (a) National Association of Alcoholism and Drug Abuse Counselors (NAADAC);
- (b) National Association of Addiction Treatment Providers (NAATP);
- (c) International Certification and Reciprocity Consortium (ICRC);
- (d) Northwest Indian alcohol/drug specialist certification board;
- (e) Institutions of higher learning that are accredited by a national or regional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation; or
- (f) Division of alcohol and substance abuse (DASA).

**Distance learning**—Industry recognized education obtained to enhance proficiency in one or more of the professional development activities as outlined in subsection (2) of this section. This is obtained through sources such as internet course work, satellite downlink resources, telecourses, or correspondence courses.

**Agency sponsored training**—Training provided by an agency that is **not** limited to people working within that agency and is a professional development activity as outlined in subsection (2) of this section.

**In-service training**—Training provided by an agency that is limited to people working within that agency and is a professional development activity as outlined in subsection (2) of this section.

You must complete the enhancement plan for a two-year period. To complete the plan, you will need to put your name on the top of the form as well as the date you developed it. You will also need to include your renewal dates.

Name of Substance Use Disorder Professional: \_\_\_\_\_

Date Enhancement Plan was developed: \_\_\_\_\_

For the period from : \_\_\_\_\_ to \_\_\_\_\_  
(Last Renewal Date) (Next Renewal Date)

**Continuing Education Hours**  
**As required by WAC 246-811-030(2)(a) through (w)**

Must equal at least 14 hours every two years.

Competencies	List the training course course that fits this category	Date of Training	CE Units Received
(a) Understanding addiction			
(b) Pharmacological actions of alcohol and other drugs			
(c) Substance abuse and addiction treatment methods			
(d) Understanding addiction placement, continuing care and discharge criteria including American Society of Addiction Medicine (ASAM) criteria			
(e) Cultural diversity including people with disabilities and its implication for treatment			
(f) Substance use disorder clinical evaluation (screening and referral to including co morbidity)			
(g) HIV/AIDS brief risk intervention for the chemically dependent			
(h) Substance use disorder treatment planning			

Competencies	List the training course course that fits this category	Date of Training	CE Units Received
(i) Referral and use of community resources			
(j) Service coordination (implementing the treatment plan, consulting, continuing assessment and treatment planning)			
(k) Individual counseling			
(l) Group counseling			
(m) Substance use disorder counseling for families, couples and significant others			
(n) Patient, family and community education			
(o) Developmental psychology			
(p) Psychopathology and abnormal psychology			
(q) Documentation to include: screening, intake, assessment, treatment plan, clinical reports, clinical progress notes, discharge summary and other patient related data			
(r) Substance use disorder confidentiality			
(s) Professional and ethical responsibilities			
(t) Relapse prevention			

Competencies	List the training course that fits this category	Date of Training	CE Units Received
u. Adolescent substance use disorder assessment and treatment			
v. Substance use disorder case management			
w. Substance use disorder rules and regulations			
<b>Total Hours—must have at least 14 continuing education hours every two years.</b>			

<p style="text-align: center;"><b>Professional Ethics and Law</b></p> <p style="text-align: center;">Must equal at least four hours every two years.</p>			
Competencies	List the training course course that fits this category	Date of Training	CE Units Received
Professional Ethics and Law			
Professional Ethics and Law			
<b>Total Hours—must have at least 4 hours every two years.</b>			

<p style="text-align: center;"><b>Additional Training</b></p> <p style="text-align: center;">This training related to various aspects of a professional career. Must equal at least 10 hours every two years.</p>		
List the training course that fits this category	Date of Training	CE Units Received
Continuing Education Hours WAC 246-811-030(2)(a)-(2)(a)-(w) Substance Use Disorder Professionals must complete at least 10 hours every two years		
<b>Total Hours—must have at least 10 hours every two years.</b>		

## Total Continuing Education Hours Obtained

Category	Hours for Each Category
Continuing Education Hours WAC 246-811-030(2)(a)-(2)(a)-(w) Substance Use Disorder Professionals must complete at least 14 hours every two years	
Professional Ethics and Law Substance Use Disorder Professionals must have at least four hours every two years	
Additional Training This training relates to various aspects of a professional career. Must have at least 10 hours every two years.	
<b>Total Hours—Must have at least 40 hours every two years.</b>	

## Professional Development Activities

Must equal at least 12 hours every two years.

List professional activities for this category.	Date of Activity	Hours Acquired
<b>Total Professional Development Activity hours for this category must equal at least 12 Professional Development Activity Hours every two years.</b>		