



LCADC & LCAADC Requirements

Certifications for Addiction Professionals

Why Choose MCBAP?

MCBAP is the most active authority for professional substance use disorder prevention, treatment, and recovery credentialing in Michigan.

The Michigan Certification Board for Addiction Professionals (MCBAP) is a member of the International Certification and Reciprocity Consortium (IC&RC).

<https://mcbap.com>

MCBAP

Certification Guidelines for

LIMITED CERTIFIED ALCOHOL & DRUG COUNSELOR (LCADC) &
LIMITED CERTIFIED ADVANCED ALCOHOL & DRUG COUNSELOR (LCAADC)

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Certification Guidelines

LIMITED CERTIFIED ALCOHOL & DRUG COUNSELOR (LCADC) & LIMITED CERTIFIED ADVANCED ALCOHOL & DRUG COUNSELOR (LCAADC)

Introduction



An LCADC/LCAADC is not required by MCBAP to obtain the full CADC or CAADC. However, it may be a requirement of the employer and their payment sources as an alternative to full certification. As such, it is an agreement between the individual and the employer. It is a time-limited, one-time opportunity. The maximum time allowed to remain as an LCADC/LCAADC is 2 years. If that time lapses and the LCADC/LCAADC expires, one can continue to prepare for the full credential.

Work Experience



One year of full-time work experience equates to 2,000 hours.

- 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.

 LCADC	 LCAADC
<p>High school/GED: 4,000 hours of providing services as a Certified Peer Recovery Mentor or State Certified Peer Recovery Coach to those with SUD.</p> <p>Associates degree in an approved discipline: 4,000 hours providing counseling to those with SUD.</p> <p>Bachelors degree or higher in an approved discipline: 1,500 hours providing counseling to those with SUD.</p> <p>Masters degree or higher in an approved discipline: 1,500 hours providing counseling to those with SUD.</p>	<p>Masters degree or higher in an approved discipline: 1,400 post-master's hours providing counseling to those with SUD.</p>

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Education Degree



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.

 LCADC	 LCAADC
<p>High School/GED diploma with 4,000 hours of providing services as a Certified Peer Recovery Mentor or State Certified Peer Recovery Coach to those with SUD OR</p> <p>Associate or bachelor’s degree: Counseling, psychology, social work, addiction studies, marriage and family therapy, family studies, sociology, human services, criminal justice, public health, nursing and social science OR</p> <p>Master’s degree or higher: Counseling, psychology, social work, addiction studies, marriage and family therapy and criminal justice.</p>	<p>Master’s degree or higher: Counseling, psychology, social work, addiction studies, marriage and family therapy.</p>

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Additional Education



In addition to providing documentation of a diploma or degree as outlined in the previous section, additional education is required. Some things to keep in mind:

- 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)
 - the participants name,
 - the name of the organization sponsoring the event,
 - the date(s) and time(s) of the event,
 - the title of the event and
 - the number of contact hours awarded.
- One hour of education is equal to 60 minutes of continuous instruction.
- Therapeutic education and attendance at self-help meetings are not applicable.
- Courses can only be counted once and cannot be duplicated (as both **specific** and **related**, for example).
- Duplicate (repeat) courses can be counted only once for each 12 month period.

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).

Appropriate sources of education, provided the activity meets the MCBAP definition of **specific** or **related**:



- MCBAP Approved Providers (see mcbap.com)
- MCBAP Training Calendar (see mcbap.com)
- College and university courses offered by an institution accredited by the U.S. Department of Education or the Council on Higher Education Accreditation. A copy of an official certificate of completion (or transcripts) must be submitted.
 - One semester college credit is equivalent to 15 contact hours
 - One quarter college credit is equivalent to 10 contact hours

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- Professional associations (such as NASW, ACA, ASAM, etc.)
- Employer in-service education
- IC&RC Member Approved
- State of Michigan
- Prepaid Inpatient Health Plan (PIHP)
- Community Mental Health Provider Networks
- Teaching – Applicants may earn up to 6 contact hours for an initial application or per one-year certification period spent teaching or training at educational events.
- Publishing in a professional journal – Applicants may earn up to 6 contact hours for an initial application or per one-year certification period by publishing more than 4,000 words in a professional publication.
- Presenting papers – Applicants may earn up to 6 contact hours for an initial application or per one-year certification period for presenting a paper at a state or national conference.

Any education other than those listed above must be MCBAP approved and may require submission of additional information for review.

 LCADC	 LCAADC
<p>200 total education hours required. Of those:</p> <ul style="list-style-type: none"> • 150 must be specific to SUD. • 44 hours may be related and/or specific to SUD. • 6 hours of ethics broken down as follows: 3 hours in professional boundaries, 2 hours of ethics code, and 1 hour in 42 CFR, Part 2. 	<p>120 total education hours required. Of those:</p> <ul style="list-style-type: none"> • 114 must be specific to SUD. • 6 hours of ethics broken down as follows: 3 hours in professional boundaries, 2 hours of ethics code, and 1 hour in 42 CFR, Part 2.

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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 found here:
 - [CADC IC&RC Candidate Guide](#)
 - [CAADC IC&RC Candidate Guide](#)

 LCADC	 LCAADC
<p>Total Number of Hours Required:</p> <p>High school/GED or Associate’s degree in an approved discipline: 200 hours specific to IC&RC Domains.</p> <p>Bachelor’s degree in an approved discipline: 100 hours specific to IC&RC Domains.</p> <p>Master’s degree in an approved discipline: 70 hours.</p> <p>Required Supervisor Credentials:</p> <ul style="list-style-type: none"> • Certified Clinical Supervisor – Development Plan • Certified Clinical Supervisor (CCS) • Certified Clinical Supervisor-Michigan (CCS-M) 	<p>Total Number of Hours Required:</p> <p>Master’s degree or higher in an approved discipline: 70 hours post-master’s degree specific to IC&RC Domains.</p> <p>Required Supervisor Credentials:</p> <ul style="list-style-type: none"> • Certified Clinical Supervisor – Development Plan • Certified Clinical Supervisor (CCS) • Certified Clinical Supervisor-Michigan (CCS-M)

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Testing



Applicants are required to pass the IC&RC exam relevant to the credential sought. Some things to keep in mind:

- Applicants can learn more about the IC&RC exam by viewing the IC&RC Candidate Guide found here:
 - [CADC IC&RC Candidate Guide](#)
 - [CAADC IC&RC Candidate Guide](#)
- Applicants with disabilities and/or religious obligations that require modifications in test modifications are to submit the [Special_Accommodations_Form-2017.pdf](#) ([mcbap.com](#)) to MCBAP no fewer than 120 days prior to the scheduled test date. As part of the request, the candidate must provide official documentation of the disability or religious issue.
- If an applicant fails the exam, they must wait a minimum of 90 days prior to re-taking the exam.
- Applicants must successfully complete the exam within the previous 10 years of the date of application submission.
- Applicants may choose between remote testing or in-person at a testing location. For remote testing guidelines email info@mcbap.com.

Process:

- Applicants must register at least 6 weeks prior to the exam date.
- Applicants must:
 - [complete the IC&RC Registration Application and](#)
 - [pay the non-refundable fee Payments – MCBAP](#)
- Once pre-registered, the testing company will contact the applicant via email to set up a test date and time.
- Tests can be canceled or rescheduled 5 or more calendar days prior to the examination date by logging on to the testing company website and paying the \$25.00 cancel/reschedule fee.
- If the applicant misses the 5-day window to cancel or reschedule, they will be required to submit a new IC&RC Registration Application and pay the non-refundable fee.

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LIMITED CERTIFIED ADVANCED ALCOHOL & DRUG COUNSELOR (**LCAADC**)

Residency



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

Code of Ethics



Applicants must read, sign and adhere to the Code of Ethical Standards for the credential for which they are applying which can be found here:

- [MCBAP CADC/CAADC Code of Ethics](#)

Failure to do so may result in suspensions, sanctions or revocations as outlined in the Guide for Ethical Standards Violation Complaints which can be found here:

- [Ethical Standards Violation Complaints](#)

Questions

If you have questions on any of the MCBAP certification requirements, please contact us through our website at <https://mcbap.com/contact-us> or email us at info@mcbap.com.

