

*** DRAFT - NOT YET FILED ***

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Definition of recognized clock hours.

(A) The recognized clock hour (RCH) equals one contact hour of participation in an organized educational format.

(B) RCHs and college courses:

(1) RCHs may be awarded for college courses that address one or more of the knowledge and skill areas associated with chemical dependency counseling or prevention services

(2) In determining the number of RCHs to be awarded for college courses, the following conversions shall be used:

(a) One semester hour equals fifteen RCHs

(b) One quarter hour equals ten RCHs.

(C) RCHs may be awarded to programs that address the following knowledge and skill areas:

(1) Counselor areas:

(a) Theories of addiction

(b) Counseling procedures and strategies

(c) Group process and techniques

(d) Assessment and diagnosis of addiction

(e) Relationship counseling

(f) Pharmacology

(g) Prevention strategies

(h) Treatment planning

(i) Ethics

(2) Prevention areas:

(a) Foundation in chemical use/abuse/dependency

(b) Foundation in prevention of ATOD use/abuse/dependency

(c) Ethics

(d) Education and skill development

(e) Community organization

(f) Public ~~and organizational~~ policy and environmental change

(g) Professional growth and responsibility

(h) Planning and evaluation

(3) Supervisor areas:

(a) ~~Assessment and evaluation~~ Counselor development

(b) ~~Professional responsibility~~ Professional and ethical standards

(c) ~~Counselors' professional development~~ Program development and quality assurance

(d) ~~Management and administration~~ Performance evaluation

(e) Administration

(f) Treatment knowledge

(D) Events for which no RCHs are awarded shall include:

(1) Programs leading to a high school diploma or equivalency certificate.

- (2) In-service programs that deal with internal organizational affairs such as benefits, organizational structure or policy and procedures.
- (3) Participation in department or committee meetings, delegate assemblies or similar meetings.
- (4) Meetings for policy making or problem solving purposes.
- (5) Business meetings of professional associations or societies.
- (6) Programs delivered through the mass media unless they are an integral part of an educational program, which has prior board approval.
- (7) CPR/first aid classes.

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Certification

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