



## CONTINUING EDUCATION

### COURSE CRITERIA FOR LMSW ~ LCSW

As an approved provider, we may develop and offer additional courses that were not submitted with our initial provider application. We are responsible for complying with all the relevant statutory and regulatory CE requirements. **Any workshops wishing to be considered for providing LMSW/LCSW contact hours must complete specific forms detailing the course content and the qualifications of each presenter. These forms must be returned to ACLAIMH no less than 45 days prior to the conference start date.**

#### QUALIFIED TRAINERS

*The Education Law and Commissioner's Regulations restrict the practice of LMSW and LCSW to those licensed or authorized under Title VIII. A clinical instructor must have appropriate clinical licensure and education, training and experience in order to practice the profession. An instructor who is not clinically licensed may only provide didactic instruction, as such an individual is not qualified to practice clinical social work or psychotherapy under the Education Law.*

*A licensed social worker may earn continuing education hours for preparing and teaching a workshop, or making a technical presentation, at one of our conferences, provided that the presentation has not been offered on more than one occasion without including new or revised material. Continuing education hours that may be credited for these activities may include actual instructional time, plus, up to two additional hours of preparation time for each hour of presentation.*

*An **Instructor Qualifications Form** must be completed and all requested information must be provided to ACLAIMH for each person planning to present.*

#### QUALIFIED WORKSHOPS

*Acceptable continuing education shall contribute to the professional practice of social work and shall have as its focus one or more of the subjects listed below. A **Course Information Form** must be completed and all requested information must be provided to ACLAIMH.*

**Please Note:** *Any continuing education designed for the sole purpose of personal development, marketing, business practices, and maximizing profits for the practice of a licensed master social worker or licensed clinical social worker shall not be considered acceptable continuing education.*

##### **Acceptable Subjects**

- Theories and Concepts of Human Behavior in the Social Environment
- Social Work Practice, Knowledge and Skills
- Social Work Research, Programs, or Practice Evaluations
- Social Work Management, Administration or Social Policy
- Social Work Ethics
- Clinical Interventions, Evidence-Based Models, and Principles of Clinical Social Work Practice, Psychotherapy, and Clinical Social Work Diagnosis
- Client Communications and Recordkeeping
- Administrative Supervision of an LMSW Practice
- Clinical Supervision of an LCSW Practice
- Pedagogical Methodologies Which Contribute to the Professional Practice of an LMSW or LCSW
- Cross-Disciplinary Offerings from Medicine, Law, Administration, Education and the Behavioral Sciences are Acceptable if They are Clearly Related to the Enhancement of Social Work Practice, Skills and Knowledge, and the Health, Safety and/or Welfare of the Public



## CONTINUING EDUCATION

### COURSE CRITERIA FOR LMHC

As an approved provider, we may develop and offer additional courses that were not submitted with our initial provider application. We are responsible for complying with all the relevant statutory and regulatory CE requirements. ***Any workshops wishing to be considered for providing LMHC contact hours must complete specific forms detailing the course content and the qualifications of each presenter. These forms must be returned to ACLAIMH no less than 45 days prior to the conference start date.***

#### QUALIFIED TRAINERS

*The Education Law and Commissioner's Regulations require providers to use instructors who are qualified to teach the course/educational activity which will be offered. Qualified instructors include, but are not limited to, faculty of a licensed mental health counseling program offered by a higher education institution; or instructors who are specially qualified authorities in activities that are directed at developing and enhancing a licensee's practice as a licensed mental health counselor.*

*A licensed mental health counselor may earn continuing education hours for preparing and teaching a workshop, or making a technical presentation, at one of our conferences, provided that the presentation has not been offered on more than one occasion without including new or revised material. Continuing education hours that may be credited for these activities may include actual instructional time, plus, up to two additional hours of preparation time for each hour of presentation.*

***An Instructor Qualifications Form must be completed and all requested information must be provided to ACLAIMH for each person planning to present.***

#### QUALIFIED WORKSHOPS

*Acceptable continuing education shall contribute to the professional practice of mental health counseling and shall have as its focus one or more of the subjects listed below. A **Course Information Form** must be completed and all requested information must be provided to ACLAIMH.*

***Please Note:*** *Any continuing education designed for the sole purpose of personal development, marketing, business practices, and maximizing profits for the practice of a licensed mental health counselor shall not be considered acceptable continuing education.*

##### **Acceptable Subjects**

- Clinical Interventions and Evidence-Based Practice
- Cross-Disciplinary Offerings from Medicine, Law, Administration, Education, Behavioral and Social Sciences Related to Mental Health Counseling Practice
- Patient Communications, Recordkeeping, and Matters Relating to Law and/or Ethics, Which Contribute to Professional Practice in Mental Health Counseling and the Health, Safety, and/or Welfare of the Public



## CONTINUING EDUCATION

### COURSE CRITERIA FOR CASAC ~ CPP ~ CPS

As an approved provider, we must be in compliance with the Part 853 Credentialing of Addictions Professionals Regulations published by the NYS Office of Alcoholism and Substance Abuse Services (OASAS). ***Any workshops wishing to be considered for providing CASAC/ CPP/ CPS clock hours must complete specific forms detailing the course content and the qualifications of each presenter. These forms must be returned to ACLAIMH no less than 45 days prior to the conference start date.***

#### QUALIFIED TRAINERS

*Individuals must have a minimum of two years of teaching/training delivery and/or vast knowledge in the subject area. An **Instructor Qualifications Form** must be completed and all requested information must be provided to ACLAIMH for each person planning to present.*

#### QUALIFIED WORKSHOPS - CASAC RENEWAL

*Workshop content needs to satisfy the requirements of at least one of the Sections listed below. To qualify under a Section, workshops **must include content that provides knowledge of** the subtopics listed. This is an abbreviated list of the protocols; [CLICK HERE](#) for the comprehensive list published by OASAS. A **Course Information Form** must be completed and all requested information must be provided to ACLAIMH.*

##### **Section I - Knowledge of Alcoholism and Substance Abuse**

- Basic Knowledge: Physical and Pharmacological Effects
- Overview of the Addictions Field
- Diversity of Intervention and Treatment Approaches
- Introduction to Diagnostic Criteria
- Knowledge of 12 Step and Mutual Aid Groups
- Toxicology Testing/Screening

##### **Section II - Alcoholism and Substance Abuse Counseling**

- Individual Counseling
- Group Counseling
- Counseling Special Populations/Cultural Competency
- Effects on Family – Counseling Families and Significant Others
- Theories of Human Development and the Relationship to Substance Abuse
- Health, Wellness and Communicable Diseases

##### **Section III - Assessment; Clinical Evaluation; Treatment Planning; Case Management; and Patient, Family and Community Education**

- Assessment and Evaluation
- Treatment Planning, Client Record Keeping and Discharge Planning
- Case Management, Referral and Service Coordination
- Patient, Family and Community Education and Prevention

##### **Section IV - Professional and Ethical Responsibilities**

- Counselor-Client Relationships
- Ethical Decision Making & Conduct
- Confidentiality/Legal Issues
- Counselor Wellness

## QUALIFIED WORKSHOPS - CPP & CPS – INITIAL CREDENTIALING AND RENEWAL

Workshop content needs to satisfy the requirements of at least one of the Sections listed below. To qualify under a Section, workshops **must include content that provides knowledge of** the subtopics listed. This is an abbreviated list of the protocols; [CLICK HERE](#) for the comprehensive list published by OASAS.

### **Section I - Knowledge of Alcoholism and Substance Abuse at all Age Levels and Among People of Diverse Backgrounds and Cultures**

- Basic Knowledge: Physical and Pharmacological Effects
- Diversity of Intervention and Treatment Approaches
- Knowledge of 12 Step and Mutual Aid Groups
- Cultural Diversity
- Special Populations

### **Section II - Prevention Specific and Related to the Performance Domains**

- Planning and Evaluation
- Prevention Education and Service Delivery
- Communication
- Community Organization
- Public Policy and Environmental Change
- Professional Growth and Responsibility

### **Section III - Professional Development and Ethical Responsibilities**

- Leadership Skills
- Computer Literacy/Resources

### **Section IV - Prevention Principles and Practices and the Services Continuum**

- Systems Approach to Prevention, Principles and Practices
- Addiction Services Continuum