

**Addictive Disorders Regulatory Authority
(ADRA)**

**Application for RENEWAL
REGISTERED PREVENTIONIST**

NAME: _____ Date: _____

Address: _____

City, State: _____ Zip: _____

Home Phone: (_____) _____ - _____ E-mail Address: _____

Soc. Sec. #: _____ - _____ - _____ Date of Birth: _____
Must be at least 21 year old

EMPLOYER: _____

Position: _____

Address: _____

City, State: _____ Zip: _____

Work Phone: (_____) _____ - _____

Supervisor: _____

Preferred Mailing Address: _____ Home _____ Work

Are you in recovery? _____ No _____ Yes, my sobriety date is: _____, years: _____

I understand that I may practice primary prevention only under the supervision of a qualified professional supervisor. I here by attest to the facts that I am at least twenty-one years old and a legal resident of the United States, if not a citizen. I am not in violation of any ethical standards relating prevention, that I have not abused drugs or alcohol and have not been a compulsive gambler during the past two years. (You may apply for waivers concerning the substance abuse, gambling or felony. Contact the ADRA office for instructions.) I agree to adhere to the Rules of the ADRA, and to give notice of any changes in the above information. I am responsible for annual renewal.

Signature: _____ Date: _____

SUPERVISOR

I have agreed to serve as the qualified professional supervisor for the above individual. I will notify the ADRA immediately if this agreement ceases.

Signature: _____ Date: _____

___ I am certified with the ADRA as a Certified Prevention Specialist: CPS # _____.

___ I am certified with the ADRA as a certified counselor supervisor: CCS # _____.

___ I am not registered, but am attaching a copy of my license and curriculum vitae which demonstrates that I am competent to provide supervision in addictive disorders treatment and/or prevention.

Required Material

- Signed code of ethics
- Documentation of completion of six (6) hours prevention education
- Documentation of completion of six (6) hours of training in professional ethics
- Cashiers check or money order for \$ 25.00 made payable to the ADRA

Mail to:

**ADRA
628 North Fourth Street
Baton Rouge, LA. 70802**

Addictive Disorder Regulatory Authority (ADRA)

RULES (Title 46, Part LXXX)

SCOPE OF PRACTICE for Registered Preventionist (RP)

- §301 C.** The practice of prevention counseling within the meaning and intent of these rules and regulations shall consist of the rendering of professional guidance to those at risk of alcohol, tobacco and other drugs and to assist them in gaining an understanding of the nature of their disorder and developing and maintaining a responsible lifestyle free of abuse and no longer in need of prevention intervention services. The scope of the practice shall include making appropriate referrals to qualified professionals, providing counseling to family members when appropriate, and utilizing the performance domains of prevention counseling.
- D.** Nothing in these rules and regulations shall be construed to authorize a substance abuse counselor, compulsive gambling counselor, or prevention counselor to practice medicine, social work, or psychology, or to provide counseling for disorders other than addictive disorders, gambling or prevention. A substance abuse counselor, compulsive gambling counselor or prevention counselor shall not order, administer, or interpret psychological tests or utilize psychometric procedures.

PROHIBITED ACTIVITIES

- §1905.** No person shall hold himself out as a Registered Preventionist unless he/she has been certified as such under the provisions of the Rules and Regulations of the ADRA. An ADRA Registered Preventionist is any person who provides prevention services that utilize the performance domains specific to prevention.

ENFORCEMENT AUTHORITY

- §901.** The ADRA shall have the power to deny, revoke, or suspend its certification of any person upon proof that such person:
1. Has been convicted of any offense, which constitutes a felony under the laws of this state, whether or not the conviction was in a court in this state.
 2. Is convicted of a felony or other serious crimes.
 3. Violates any provision of the ethical standards to which the ADRA subscribes.
 4. Attempts to practice medicine, psychology, or social work without being licensed in such professions.
 5. Is impaired in delivery of professional services because of alcohol or drug abuse, compulsive gambling or because of medical or psychiatric disability.
 6. Provides drugs or other restricted chemical substances to another person.
 7. Allows his certificate to be used by another person to illegally represent himself as a certified substance abuse counselor.
 8. Engages in sexual misconduct with a client or a family member of a client.
 9. Obtained certification by means of fraud, misrepresentation, or concealment of material facts.
 10. Has been found guilty of fraud or deceit in connection with services rendered.
 11. Has been grossly negligent in practice as a substance abuse counselor.
 12. Has violated any lawful order, rule, or regulation rendered or adopted by the ADRA.
 13. Has violated any provision of the Rules and Regulations of the ADRA.

CODE OF ETHICS

- §1501. Professional Representation**
- A. A counselor shall not misrepresent any professional qualifications or associations.
 - B. A counselor shall not misrepresent any agency or organization by presenting it as having attributes which it does not possess.
 - C. A counselor shall not make claims about the efficacy of any service that go beyond those which the counselor would be willing to subject to professional scrutiny through publishing the results and claims in a professional journal.
 - D. A counselor shall not encourage or, within the counselor's power, allow a client to hold exaggerated ideas about the efficacy of services provided by the counselor.
- §1503. Relationships with Clients**
- A. A counselor shall make known to a prospective client the important aspects of the professional relationship including fees and arrangements for payment which might affect the client's decision to enter into the relationship.
 - B. A counselor shall inform the client of the purposes, goals, techniques, rules of procedure, and limitations that may affect the relationship at or before the time that the counseling relationship is entered.
 - C. A counselor shall provide counseling services only in the context of a professional relationship and not by means of newspaper or magazine articles, radio or television programs, mail or means of a similar nature.
 - D. No commission or rebate or any other form or remuneration shall be given or received by a counselor for the referral of clients for professional services.

- E. A counselor shall not use relationships with clients to promote, for personal gain or the profit of an agency, commercial enterprises of any kind.
- F. A counselor shall not under normal circumstances be involved in the counseling of family members, intimate friends, close associates, or others whose welfare might be jeopardized by such a dual relationship.
- G. A counselor shall not in normal circumstances offer professional services to a person concurrently receiving counseling assistance from another professional except with knowledge of the professional.
- H. A counselor shall take reasonable personal action to inform responsible authorities and appropriate individuals in cases where a client's condition indicates a clear and imminent danger to the client or others.
- I. In group counseling settings, the counselor shall take reasonable precautions to protect individuals from physical and/or emotional trauma resulting from interaction within the group.
- J. A counselor shall not engage in activities that seek to meet the counselor's personal needs at the expense of a client.
- K. A counselor shall not engage in sexual intimacies with any client.
- L. A counselor shall terminate a professional relationship when it is reasonably clear that the client is not benefiting from it.

§1505. Counselors and the ADRA

- A. Irrespective of any training other than training in counseling which a person may have completed, or any other certification which a person may possess, or any other professional title or label which a person may claim, any person licensed as an LAC, CAC or RAC is bound by the provisions of the Counselor Act and the rules of the ADRA in rendering counseling services.
- B. A counselor shall have the responsibility of reporting alleged misrepresentations or violations of ADRA rules to the ADRA.
- C. A counselor shall keep his/her ADRA file updated by notifying the ADRA of changes of address, telephone number and employment.
- D. The ADRA may ask any applicant for certification (or recertification) as a counselor or specialty designation whose file contains negative references of substance abuse to come before the ADRA for an interview before the certification or specialty designation process may proceed.
- E. The ADRA shall consider the failure of a counselor to respond to a request for information or other correspondence as unprofessional conduct and grounds for disciplinary proceedings.
- F. A counselor must participate in continuing education programs which are required by ADRA rule.
- G. Applicants for certification as a counselor or for specialty designations shall not use current employees of the ADRA as references.

§1507. Advertising and Announcements

- A. Information used by a counselor in any advertisement or announcement of services shall not contain information, which is false, inaccurate, misleading, partial, out of context, or deceptive.
- B. The ADRA imposes no restrictions on advertising by a counselor with regard to the use of any medium, the counselor's personal appearance or the use of his personal voice, the size or duration of an advertisement by a counselor, or the use of a trade name.

§1509. Every Licensed Addiction Counselor Certified Addiction Counselor and Registered Addiction Counselor (LAC, CAC and RAC) Must Agree to Affirm:

- A. That my primary goal is recovery for client and family, that I have a total commitment to provide the highest quality care for those who seek my professional services.
- B. That I shall evidence a genuine interest in all clients and do hereby dedicate myself to the best interest of my clients, and to assisting my clients to help themselves.
- C. That at all times I shall maintain an objective, nonpossessive, professional relationship with all clients.
- D. That I will be willing to recognize when it is to the best interest of a client to release or refer him to another program or individual.
- E. That I shall adhere to the rule of confidentiality of all records, material, and knowledge concerning the client.
- F. That I shall not in any way discriminate between clients or professionals, based on race, creed, age, sex, handicaps, or personal attributes.
- G. That I shall respect the rights and views of other counselors and professionals.
- H. That I shall maintain respect for institutional policies and management functions within agencies and institutions, but will take the initiative toward improving such policies, if it will best serve the interest of the client.
- I. That I have a commitment to assess my own personal strengths, limitations, biases, and effectiveness on a continuing basis, that I shall continuously strive for self-improvement, that I have a personal responsibility for professional growth through further education and training.
- J. That I have an individual responsibility for my own conduct.

Signature: _____

Date: _____

