



Alcohol & Drug Abuse
Certification Board of Georgia

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CLINICALLY SUPERVISED EXPERIENCE for the Criminal Justice Professional
(PAGE 1 of 2)

APPLICANT'S NAME _____

SUPERVISOR'S NAME _____

AGENCY _____

PROFESSIONAL LICENSES AND/OR CERTIFICATES YOU HOLD _____

***Supervisors must include a photocopy of a state or federal photo ID and a copy of the appropriate certification and/or licensure.**

Purpose: The Clinical Supervised Experience is a crucial experiential learning component to assist in the development of qualified counselors. This form is to document that the candidate has received clinical supervision directly relating to the CJ Core Functions. Methods of clinical supervision that will be accepted are individual and/or group activities designed to provide direct supervision of counselor activities, review, and/or processing counseling activities. These activities are monitored and documented by the clinical supervisor, who provides timely feedback to assist the counselor in this learning process. There is no expiration on your clinical supervision, however, to pass the IC&RC examination you will need to be engaged in currently accepted practices.

Supervisors:

- Supervisors should have a good clinical background in substance abuse, chemical dependencies and co-occurring disorders.
- Acceptable credentials for clinical supervisors are CCS, CADCII, CCDP, CCDP-D, CAADC, CACII, MAC or any licensed behavioral health professional such as LPC, LCSW, LMFT, RN, PsyD. or Psychiatrist who have a minimum of 5 hours of Addiction specific continuing education hours per year; certificate of attendance/completion may be requested.

Clinically Supervised Experience Requirements:

- The CCJP must hold the CADC II or CAADC to qualify for this credential.
- The CCJP Candidate must complete **100** hours of face-to-face clinical supervision.
- The CADC II and CAADC Candidates must complete **200** hours of face-to-face clinical supervision.
- **Clinical supervision can be done individually, as part of a supervision group, clinical review meetings and via video conferencing if necessary. All Clinical Supervision should be supported by well-maintained documentation by the Clinical Supervisor. Clinical Supervision is not done via email, text or phone calls.**

A Criminal Justice Addiction Professional is a person who, by virtue of special knowledge, training and experience, is uniquely able to inform, motivate, guide and assist persons affected by problems related to the use, abuse and/or addiction to alcohol and other drugs in a criminal justice setting. For the purpose of certification, a Criminal Justice Addictions Professional is defined as a person who has primary responsibility for client care with clients having a primary diagnosis of alcohol and/or drug abuse or dependence, prepares and reviews treatment plans, and documents client progress.

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Please specify the amount of time the applicant spent in performing each of the following activities.

CRIMINAL JUSTICE PERFORMANCE DOMAINS	Number Hour of Supervision
<u>Dynamics of Addiction and Criminal Behavior:</u> Human growth and development, dynamics of criminal behavior; addiction and related theories; relationship between criminal thinking and the addictive process; and pharmacology.	
<u>Legal, Ethical, and Professional Responsibility:</u> Professional codes of ethics, conduct, and standards of practice; adhering to federal, state, local and agency regulations; nature of treatment, confidentiality rights, requirements for treatment, informed consent; obtaining continuing education; clinical and administrative supervision and consultation; recognizing personal biases, feelings, concerns and other issues; quality improvement and evaluation activities.	
<u>Criminal Justice System and Processes:</u> Legal overview; court roles; juvenile and criminal justice continuum; overview of correctional settings; criminal justice theories; models of addictions treatment settings; supervision.	
<u>Clinical Evaluation: Screening and Assessment:</u> Purpose of the assessment; conducting comprehensive assessments; obtaining and evaluating information from other sources; recognizing the signs and symptoms of intoxication and withdrawal; identifying signs and symptoms of co-existing disorders; assessing the client's treatment and supervision needs; preparing a written summary; reviewing the results of a comprehensive assessment	
<u>Case Management, Monitoring and Participant Supervision:</u> Integrate clinical and criminal justice supervision through continuous communication between systems to ensure accountability and desired outcomes, organize an array of services by identifying and prioritizing appropriate resources to comply with court orders and clinical requirements, assist the participant in obtaining required services to address problem areas and achieve desired outcomes, revise the plan, including a custody/supervision level by evaluating participant behavior and circumstances to achieve desired outcomes.	
<u>Counseling:</u> Providing effective counseling services; creating a therapeutic relationship; facilitating individual and group counseling; providing appropriate intervention; educating the client; identifying relapse triggers and developing coping skills/techniques; stabilizing clients in crisis; recommending appropriate referrals; developing a comprehensive discharge plan.	

PLEASE RETURN THIS FORM DIRECTLY TO:

ALCOHOL AND DRUG ABUSE CERTIFICATION BOARD OF GEORGIA
P.O BOX 250449
Atlanta, GA 30325

**Do not return this form to the applicant unless placed in a sealed envelope
with your signature across the back seal!**

SUPERVISOR EVALUATION

APPLICANT _____

SUPERVISOR _____

PLEASE USE THE FOLLOWING RATING SCALE TO EVALUATE THE APPLICANT'S SKILLS IN THE AREAS REQUESTED:

- 1 Not applicable
- 2 Poor
- 3 Average
- 4 Above Average
- 5 Excellent

No	Skills and Knowledges	Rating
1	Common sense in dealing with client	
2	Spontaneity with client	
3	Capacity for confrontation with client	
4	Capacity for appropriate self-disclosure	
5	Concreteness	
6	Ability to communicate effectively with client and co-workers	
7	Ability to treat client information in accordance with state and federal regulations	
8	Knowledge of addictions field	
9	Capacity for acting in an ethical manner	
10	Ability to set limits with client	
11	Ability to facilitate appropriate change in client regarding chemical use	
12	Ability to apply knowledge of physical, behavioral, attitudinal, and effective manifestations of addictions to determine its existence and degree of progression	

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SUPERVISOR'S STATEMENT

Applicant's name _____

Supervisor's name _____

Program name _____

Address _____

Phone _____ Fax _____

Professional licenses and/or certificates you hold _____

How long have you supervised this applicant?

From (m/y) _____ to (m/y) _____

Size of applicant's caseload in:

Individual counseling _____ Group counseling _____ Family counseling _____

Average number of hours per week the applicant worked in:

Direct services _____ Indirect services _____

Please describe the indirect services:

Please add any comments on an additional sheet of paper.

I HEREBY CERTIFY THAT I HAVE OBSERVED AND HAVE FIRSTHAND KNOWLEDGE OF THIS APPLICANT'S WORK AND THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY KNOWLEDGE, TRUE

Signature

date

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1. Dynamics of Addiction and Criminal Behavior

A. Apply knowledge of theories of criminal behavior to provide substance use disorder treatment services.

Knowledge and Skills:

1. Aspects of growth and development theories to criminal behavior
2. Criminal justice theories such as punitive, rehabilitative, deterrent, and restorative justice
3. Apply theories of criminality in interactions with justice-involved clients

B. Understand the relationship between criminal thinking and the addictive process.

Knowledge and Skills:

1. Differentiate the dynamics of criminal thinking and the addictive process
2. Understand cognitive distortions as they relate to criminal thinking and the addictive process

C. Understand the role of trauma in criminality and the addictive process.

Knowledge and Skills:

1. Apply trauma-informed treatment based on theories of criminality and the addictive process
 2. Understand secondary trauma that can occur due to criminal justice involvement
- Revised

2. The Criminal Justice System and Processes

A. Apply knowledge of relevant laws, jurisdictional regulations, and criminal justice processes.

Knowledge and Skills:

1. Understand the basics of criminal law and jurisdictional standards
2. Apply knowledge of the adult and juvenile justice systems
3. Design treatment to incorporate an understanding of the judicial process
4. Apply and abide by confidentiality regulations and their exceptions
5. Understand Prison Rape Elimination Act (PREA) Standards
6. Understand American Correctional Association (ACA) Standards

B. Understand the function of the judge, prosecutor, defense counsel, counselors, probation/parole officers, advocates, and guardian ad litem in the legal system.

Knowledge and Skills:

1. Understand the roles, powers, duties, responsibilities, and discretions of participants in courtroom proceedings
2. Articulate treatment processes and goals to court and criminal justice personnel

C. Report justice-involved client status and compliance to the appropriate authority by providing written documentation and/or testimony in order to measure progress and facilitate decision making.

Knowledge and Skills:

1. Measure justice-involved client progress, compliance, and stage of recovery
2. Provide accurate and concise testimony
3. Prepare and present legal documents
4. Document and report on compliance and stage of recovery

D. Understand correctional settings and sentencing options.

Knowledge and Skills:

1. Understand correctional settings
2. Understand sentencing options (e.g., treatment, electronic monitoring, house arrest, incarceration, community-based corrections, and day reporting centers)
3. Understand Drug Court and other Specialty Court standards and protocols

3. Screening, Assessment, and Treatment Planning

A. Construct an initial action plan with the court, justice-involved client, and others, based on court mandates, client needs and preferences, and available resources.

Knowledge and Skills:

1. Understand the components and format of an initial action plan
2. Understand the role of the classification process
3. Identify the justice-involved client's needs and preferences
4. Identify the available resources for treatment, admission and/or referral
5. Develop the action plan collaborating with the justice-involved client and others
6. Understand and communicate the role of sanctions as responses to failure to comply
7. Explain court system mandates and options to justice-involved clients and their concerned others

B. Assess the justice-involved client using a risk/needs/responsivity assessment.

Knowledge and Skills:

1. Identify justice-involved client risk factors
2. Identify barriers to treatment specific to the justice-involved client
3. Establish treatment goals based on court mandates and interpretation of assessment data

4. Case Management and Counseling

A. Monitor and report justice-involved client status and compliance to treatment plan.

Knowledge and Skills:

1. Use of electronic monitoring technologies
2. Use and interpretation of drug and alcohol testing
3. Respond to testing results
4. Understand the role of parole, probation, electronic monitoring in justiceinvolved client supervision
5. Collaborate with judicial and service team to adjust treatment as required
6. Understand and use re-entry initiatives

B. Select counseling approaches based on criminogenic needs.

Knowledge and Skills:

1. Provide counseling using criminal justice evidence-based practices
2. Identify the primary motivation that is driving criminal behavior
3. Understand the need to match treatment to risk/needs/responsivity level

C. Understand the ethical obligations and professional responsibilities specific to the justice-involved client.

Knowledge and Skills:

1. Recognize the need to provide referrals for treatment for co-occurring conditions and situations beyond the CCJP Scope of Practice
2. Recognize the increased liability associated with treatment
3. Recognize anti-social and manipulative behaviors
4. Recognized professional boundary violations
5. Recognize the relationship between security and confidentiality
6. Explain the limits of confidentiality