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EFFECTIVE DATE: March 4, 2016

SUBSTANTIVE POLICY STATEMENT # 2016-01

EXAM REQUIREMENTS FOR SUBSTANCE ABUSE COUNSELOR LICENSURE

This substantive policy statement is advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedure of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona Administrative Procedure Act. If you believe that this substantive policy statement does impose additional requirements or penalties on regulated parties, you may petition the agency under A.R.S. § 41-1033 for a review of the statement. A.R.S. § 41-1091(B).

Arizona Administrative Code R4-6-704 sets forth the examination requirements for substance abuse technician, associate and independent licensure. This substantive policy statement clarifies the examination requirements for associate substance abuse counselors who were licensed prior to November 1, 2015 and have applied for their independent license after that date.

A.A.C. R4-6-704 provides as follows:

- A. The Board approves the following licensure examinations for an applicant for substance abuse technician licensure:
 - 1. Alcohol and Drug Counselor and Advanced Alcohol and Drug Counselor Examinations offered by the International Certification and Reciprocity Consortium, and
 - 2. Level I or higher examinations offered by the NAADAC, the Association of Addiction Professionals.
- B. The Board approves the following licensure examinations for an applicant for associate or independent substance abuse counselor licensure:
 - 1. Advanced Alcohol and Drug Counselor Examination offered by the International Certification and Reciprocity Consortium,
 - 2. Level II or higher examinations offered by the NAADAC, the Association of Addiction Professionals, and
 - 3. Examination for Master Addictions Counselors offered by the National Board for Certified Counselors.
- C. For an applicant for associate or independent substance abuse counselor licensure who received written examination authorization from the Board before the effective date of this Section, the

Board shall accept an examination listed in subsection (A) through expiration of the written examination authorization provided by the Board.

- D. An applicant shall pass an approved examination within 12 months after receiving written examination authorization from the Board. An applicant shall not take an approved examination more than twice during the 12-month testing period.
- E. If an applicant does not receive a passing score on an approved licensure examination with the 12 months referenced in subsection (D), the Board shall close the applicant's file with no recourse to appeal. To receive further consideration for licensure, an applicant whose file is closed shall submit a new application and fee.

A licensed associate substance abuse counselor who applies for their independent substance abuse counselor license after November 1, 2015 and who passed a written examination listed in A.A.C. R4-6-704(A) prior to November 1, 2015 will not be required to take an additional examination in order to meet the examination requirements for their independent license.