



**NEW BOARD ADDRESS!!!**

North Dakota Board of Addiction Counseling Examiners  
PO Box 175  
Carrington, ND 58421

**FOR CONSORTIUMS**

**1. If I am currently supervising a trainee, how many hours do they need to complete?**

If your student trainee is pursuing a Master's degree, they will need to complete a minimum of 700 hours of clinical training. If your trainee is pursuing a Bachelor's degree, they will need to complete a minimum of 960 hours of clinical training.

If your trainee began their training before July 1, 2018 and is in the process of completing their 1400hrs, you (as their clinical supervisor) can request reduction in hours by submitting the following information to the board office.

You must submit:

- Letter of Recommendation written to the board office requesting that your trainee be allowed to complete fewer hours (but no less than the minimum hours listed in the previous paragraph).
- Monthly progress evaluations indicating a score of 3 or above in each clinical training area.
- Final performance reviews must include documentation of at least the minimum hours of direct, face to face supervision in each clinical training area. For the outline of this requirement for Bachelor's level and Master's level, please refer to Question #2.

Of note, an oral examination is no longer a required part of clinical training.

**2. What is the difference in Bachelor/Master's level clinical training requirements?**

Bachelor's Training:

- Complete a minimum of 960 clinical training hours.
- These hours can be completed at 2 or more sites within a consortium, unless receiving board approval to complete training at only 1 site.
- Final performance review must include documentation of at least:
  - 40 of direct, face-to-face supervision in each of the following clinical training areas: screening and American society of addiction medicine assessment; treatment planning; counseling; and client, family, and community education.
  - 30 hours in the clinical training area of documentation, which must include the supervisor reviewing and discussing clinical notes with the supervisee.



Master's Training:

- Complete a minimum of 700 clinical training hours.
- These hours can be completed at 1 or more sites.
  - Training can occur outside of a consortium with board approval.
- Final performance review must include documentation of at least:
  - 30 hours of direct, face-to-face supervision in each of the following clinical training areas: screening and American society of addiction medicine assessment; treatment planning; counseling; and client, family, and community education.
  - 20 hours in the clinical training area of documentation, which must include the supervisor reviewing and discussing clinical notes with the supervisee.

**3. Will the trainee need to complete their clinical training hours part-time (20hrs/week) or full-time (40hrs/week)?**

The number of hours completed per week will be based on the needs of the consortium/training site and the student. Hours may be completed either part-time or full-time, within 12 months from the start of training.

**4. Who can supervise a clinical trainee?**

A clinical trainee may be supervised by a NDBACE registered clinical supervisor (LAC, LCAC, LMAC).

**5. Once a trainee receives a score of 3 on the monthly progress evaluation, can they do work independently?**

After being rated as a 3 or higher in a clinical training area, a supervisor may provide appropriate indirect supervision to the supervisee, in that clinical training area. Of note, a clinical supervisor is accountable for the trainee's training and quality of service provided to clients, throughout the 700 or 960 hours of training.

**6. Can trainees receive hours/credit for sitting-in on integrated assessments completed by LPCC or LICSW individuals?**

Yes. These hours can count toward the overall clinical training hours, *but not as direct face to face supervision required in the clinical area of Screening and American Society of Addiction Medicine (ASAM) assessment*. A trainee must receive primary supervision from a board registered clinical supervisor in addiction counseling.

**7. Upon completing the training hours and obtaining an LAC, a Master's student must be supervised for 2000hrs to become a LMAC. Who can provide supervision for the 2000 hours?**



A minimum of fifty percent of the supervised practice hours must be supervised by a NDBACE registered clinical supervisor (LCAC or LMAC).

No more than fifty percent of the clinical training hours may be supervised by other professionals that the supervising addiction counselor (LCAC or LMAC) deems competent in the area of practice being supervised, and who are either registered as a clinical supervisor by the board that licenses the other professional or determined by the board to be competent to serve as the supervisor.

Supervision of the clinical training hours must consist of a minimum of one hour weekly, face-to-face supervision and may be provided by an offsite supervisor.

### **FOR TRAINEES**

#### **1. I began my clinical training prior to July 1<sup>st</sup>, 2018. How many hours of clinical training do I need to complete?**

Please consult with your consortium director. They will determine if you are eligible for reduction in clinical hours from the previously required 1400hrs.

#### **2. I am starting my clinical training after July 1<sup>st</sup>, 2018. How many hours of clinical training do I need to complete?**

Bachelor's level trainee: a minimum of 960 hours

Bachelor's level trainee: a minimum of 700 hours

#### **3. What examination do I need to take?**

For applicants that have taken the exam prior to July 1, 2018:

IC/RC and NCAC-I examination results will be accepted by the board.

For applicants taking the exam after July 1, 2018:

Bachelor's level (applying for a LAC license): NCAC-II exam

Master's level (applying for a LMAC license): MAC exam

*Note: Master's level applicants who are applying for initial licensure may take the NCAC-II or LMAC examination. Only one of these tests is required to obtain a LAC. **However, MAC examination is required prior to receiving a LMAC license, therefore those Master's level applicants are strongly encouraged to take the MAC examination for their initial licensure.***

Note: All exams are offered by NAADAC and NCC AP.



#### **4. When am I eligible to take the examination?**

You may take an exam BEFORE you are done with your clinical training. However, you must have all of your required academic coursework completed according to the 4.5-02.1-01-03. *Academic requirements.*

#### **5. What is the process of registering to take a licensing examination?**

1. Complete the Licensure Examination Application (found on the board website) and submit the required fee.
2. The board office will review and if approved send to you:
  - a letter of approval to test
  - a link that will allow you to schedule your examination.

### **LICENSEES**

#### **1. If I am a current LAC and seeking grandfathering status to become a LCAC or LMAC, do I have to take another exam?**

No.

#### **2. What are the LCAC or LMAC and what is the difference between the two licenses?**

LACs who possess a Bachelor's degree in an approved mental health field may be grandfathered as Licensed Clinical Addiction Counselors (LCAC).

LACs who possess a Master's degree in an approved mental health field may be grandfathered as a Licensed Master Addiction Counselor (LMAC).

There is no difference in the scope of practice for the two licensure levels.

#### **3. Within the grandfather clause, how do I know if I qualify for an LMAC vs. LCAC?**

*In order to qualify for grandfathering, you must have received your LAC by June 30<sup>th</sup>, 2018.*

LCAC Requirements:

- Bachelor's degree in an approved mental health field
- 10,000 hours of full-time clinical experience as a LAC
- Board registered Clinical Supervisor certification

LMAC Requirements:

- Master's degree in an approved mental health field
- 10,000 hours of full-time clinical experience as a LAC
- Board registered Clinical Supervisor certification



#### 4. Why grandfather?

NO exam to take! This allows the current Licensed Addiction Counselor workforce a window to obtain an advanced practice license.

#### 5. When can I apply to become an LCAC or LMAC?

Now until January 1, 2024. You must meet the requirements in question #3, before you can apply. Forms are currently being finalized. The board encourages you to apply during your renewal cycle, if eligible. The grandfathering is \$75. The board will post an announcement on the front page of the board website when the grandfathering application becomes available.

#### 6. What license do I have to have to qualify for a private practice registration?

LCAC or LMAC.

This is one of the advantages of grandfathering! All that is needed after licensure is an application for private practice and \$200 fee.

#### 7. What fees have increased?

Private Practice fee: from \$150 to \$200  
Late fee: from \$100 to \$200  
Approved Program: from \$35 to \$50  
Approved Provider: from \$100 to \$250  
Fee for mailing list: from \$20 to \$50  
Approval to take licensing exam: from \$40 to \$50

#### 8. What is the difference between approved program and provider?

Approved Program- This is a **single presentation or training** that has been approved by the board, allowing addiction counselors to obtain continuing education units (CEUs).

Approved Provider- An approved provider is an agency or organization that the board has given permission to offer continuing education credits for events they host, at their discretion. As an approved provider, this agency or organization can host several events **without pre-approval** from the board to offer continuing education credits.

For example:

If you are hosting one event and want to provide CEUs- Approved Program

If you are an agency that hosts several events or speakers per year and want to provide CEUs- Approved Provider.

A current list of approved providers can be found on the board website.



### 9. Are there any changes in CEU requirements for licensure?

Ethics- 6 hours are now required (NEW)

Supervision – 3 hours are now required (Lowered from 10 CEUs, per cycle)

Sum total of 40- no change

### FOR RELATED MENTAL HEALTH PROFESSIONALS

#### 10. If I am a ND licensed related mental health professional, can I still qualify for an addiction license?

Individuals licensed in North Dakota as marriage and family therapists, professional clinical counselors, licensed independent clinical social workers, or advanced clinical practice nurses are eligible to apply for LAC or LMAC licenses.

Additional requirements:

- A master's or doctorate degree in the field of licensure
- Meet the academic requirements for licensure as a licensed addiction counselor or a licensed master addiction counselor.
- Complete board approved 350 supervised addiction-specific clinical training hours.
- Pass appropriate licensing examination.
- If pursuing a LMAC, complete 2000hrs of post licensure supervised experience.

#### 11. If I am a ND licensed physician, psychologist or psychiatrist, can I qualify for an addiction license?

Yes, you may qualify for a LMAC. In order to qualify for licensure, you must complete board approved 350 supervised addiction-specific clinical training hours. No examination is required. No additional academic requirements need to be met.

### OUT OF STATE APPLICANTS

#### 1. How can I become licensed in ND?

Complete the following:

- Reciprocity Application form
- Initial licensure form

*Note: These forms are currently being finalized and will be posted on the website in the coming weeks.*

If you do not meet reciprocity but do hold an addiction license or certification in good standing from another state or jurisdiction you may be eligible for an internship status. While on internship status you

will have an opportunity to complete any outstanding requirements for licensure. Internship status requirements may be found in *Century Code 4.5-02.1-01-02. Licensure and registration application.*

**2. Is there a streamlined process for me if possess NAADAC certifications?**

NAADAC Certification in good standing will allow you to become licensed in North Dakota by paying a fee and completing the *Out of State Applicants Form*. No other review is required.

- National Certified Addiction Counselor (NCAC-II) is equivalent to a North Dakota Licensed Addiction Counselor (LAC).
- Master Addiction Counselor (MAC) is equivalent to a North Dakota Licensed Masters Addiction Counselor (MAC).