

## Substance Use Disorder (SUD) Counselor Scope of Practice

Career Ladder Counselor Category	Education/Training/Qualifications (see page 4 for additional details)	Functions Permitted (with Regular Supervision)	Functions Permitted (With Intensive Supervision)	Functions <u>Not</u> Permitted
<b>Counselor Assistant</b>	<ul style="list-style-type: none"> <li>• minimum of HS Diploma or GED,</li> <li>• additional training requirements, background check.</li> </ul>	Screening, Orientation, Case Management, Basic Crisis Response.	Intake, Group Co-Facilitator with CASAC level or higher; Psycho-education; Referral; Care Coordination; Reporting and Recordkeeping.	Assessment; Treatment Planning; Individual, Group & Family Counseling; Clinical Supervision; Administrative Supervision.
<b>CASAC Trainee</b>	<ul style="list-style-type: none"> <li>• minimum of HS Diploma or GED, <b>AND</b></li> <li>• acquisition of Trainee Certificate by completing 350 Hours of Education <b>OR</b> 4,000 of work experience or its equivalent,</li> <li>• background check.</li> </ul>	SUD and COD Screening; Intake; Orientation; Group Co-Facilitator; Case Management; Basic Crisis Response; Client Education; Referral; Reporting & Recordkeeping; Care Coordination.	SUD Assessment; SUD Diagnostic Impression; Treatment Planning; Individual & Group Counseling; Psycho-education; Family Orientation & Support.	Clinical Supervision Administrative Supervision
<b>Provisional QHP Status (Must obtain CASAC or other QHP status within 3 years).</b>	<ul style="list-style-type: none"> <li>• minimum of a Bachelor's or Master's in Human Services,</li> <li>• background check,</li> <li>• Addiction Specific Training Requirement (Pg. 4).</li> </ul>	SUD and COD Screening; Intake; Orientation; SUD Assessment; SUD Diagnostic Impression; LOC as determined by LOCADTR; Treatment Planning; Individual & Group Counseling; Family Counseling*; Psycho-education; Case Management; Crisis Intervention; Client Education; Referral; Reporting & Recordkeeping; Care Coordination.		Clinical Supervision Administrative Supervision Does not meet QHP requirements for: <ul style="list-style-type: none"> <li>• CASAC Work Experience sign off</li> <li>• QHP Staffing Requirement</li> </ul>

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<b>CASAC</b>	<ul style="list-style-type: none"> <li>• minimum of HS/GED,</li> <li>• acquisition of CASAC Certificate by completing 350 Education hours and 6,000 work experience hours or its equivalent,</li> <li>• background check.</li> </ul>	SUD and COD Screening; Intake; Orientation; SUD Assessment; SUD Diagnostic Impression; LOC as determined by LOCADTR; Treatment Planning; Individual & Group Counseling; Family Counseling*; Psycho-education; Case Management; Crisis Intervention; Client Education; Referral; Reporting & Recordkeeping; Care Coordination.		Clinical Supervision Administrative Supervision
<p style="text-align: center;"><b>CASAC Level 2</b></p> <p><b>**Grandparenting Available for CASAC 2 See page 4.</b></p>	<ul style="list-style-type: none"> <li>• minimum of Associate’s Degree in Human Services, <b>AND</b></li> <li>• acquisition of a CASAC certificate,</li> <li>• background check.</li> </ul>	SUD and COD Screening; Intake; Orientation; SUD Assessment; SUD Diagnostic Impression; LOC as determined by LOCADTR; Treatment Planning; Individual and Group Counseling; Family Counseling*; Psycho-education; Case Management; Crisis Intervention; Client Education; Referral; Reporting & Recordkeeping; Care Coordination; Administrative Supervision.		Clinical Supervision
<b>QHP (Other Than CASAC)</b>	<ul style="list-style-type: none"> <li>• meeting all qualifications as a QHP per OASAS regulations,</li> <li>• background check</li> </ul>	SUD and COD Screening; Intake; Orientation; SUD Assessment; SUD Diagnostic Impression; LOC as determined by LOCADTR; Treatment Planning; Individual and Group Counseling; Family Counseling*; Psycho-education; Case Management; Crisis Intervention; Client Education; Referral; Reporting & Recordkeeping; Care Coordination; Administrative Supervision.		Clinical Supervision

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<b>Advanced Counselor CASAC or Other QHP</b>  <b>***If you don't meet new criteria but meet definition of "current supervisor" pg. 4, you may apply to be grandparented 1/1/2018 - 12/31/2020.</b>	<ul style="list-style-type: none"> <li>• CASAC or Other QHP, <b>AND</b></li> <li>• minimum of Bachelor's degree, <b>AND</b></li> <li>• 30-Hour of OASAS approved Clinical Supervision Foundations I &amp; II training,</li> <li>• background check.</li> </ul>	SUD and COD Screening; Intake; Orientation; SUD Assessment; SUD Diagnostic Impression; LOC as determined by LOCADTR; Treatment Planning; Individual and Group Counseling; Family Counseling*; Psycho-education; Case Management; Crisis Intervention; Client Education; Referral; Reporting & Recordkeeping; Care Coordination; Clinical Supervision; Administrative Supervision Minimum Clinical Supervision.		
<b>CASAC or Other QHP Master Counselor</b>	<ul style="list-style-type: none"> <li>• CASAC or other QHP, <b>AND</b></li> <li>• Master's degree in Human Services, <b>AND</b></li> <li>• hold a QHP <b>OR</b> CASAC status for at least three consecutive years prior to becoming a Master Counselor.</li> <li>• 30-Hours of Clinical Supervision Foundations I &amp; II training,</li> <li>• background check.</li> </ul>	SUD and COD Screening; Intake; Orientation; SUD Assessment; SUD Diagnostic Impression; LOC as determined by LOCADTR; Treatment Planning; Individual and Group Counseling; Family Counseling*; Psycho-education; Case Management; Crisis Intervention; Client Education; Referral; Reporting & Recordkeeping; Care Coordination; Administrative Supervision; Clinical Supervision.		

\* specific to the addiction competencies identified in TAP 21 relating to counseling families, couples, and significant others.  
 \*\* All CASACs who are credentialed prior to July 1, 2018 will be grandparented into the CASAC Level 2 regardless of education level. All individuals credentialed July 2, 2018 or after will need to have a minimum of an Associate's Degree in a Human Services area to receive a CASAC level 2.

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\*\*\* Current Clinical Supervisors who have at least a Bachelor's degree (but no QHP status); or CASAC or RN (but no Bachelor's Degree); may be grandparented into the Advanced Counselor level if they meet the **current clinical supervisor** definition (below) at renewal period after 1/1/2018 or at the time of hire between the period 1/1/2018 and 12/31/2020. They must also complete the 30 Hours of Clinical Supervision Foundations I & II.

**NOTE: Private Practice is prohibited unless licensed by the NYS Education Department in a qualifying profession.**

**Training Requirements: Requirements must be satisfied for current staff by 7/1/2018. Newly hired staff must satisfy the requirements within one year of their hire date.**

1. **Supporting Recovery with Medications for Addiction Treatment (MAT):** <https://www.oasas.ny.gov/workforce/training/FreeLDO.cfm> : **Successful completion required by all staff.**
2. **Introductory Training in the Addictions** (content TBD by Provider) and must contain at least 6 Hours of training on the CASAC Canon of Ethics and 3 Hours of Confidentiality related to 42CFR: **Successful completion required for all Counselor Assistants, Provisional QHPs, and any other QHP who does not meet the training and experience requirements for a QHP as defined by OASAS regulations.**
3. **Clinical Supervision Foundations I & II (30 hours): Successful completion required by all Advanced and Master Level CASACs and QHPs.**
  - The online 14-hour online component is free, and satisfies the CASAC and Scope of Practice requirements <http://healthknowledge.org/course/search.php?search=Clinical+Supervision>,
  - The 16-hour classroom training is offered by OASAS and OASAS Certified Education and Training Providers. Search for **Clinical Supervision Foundations II** on the OASAS Training Catalog: <https://www.oasas.ny.gov/training/search.cfm> - select *scheduled courses* only.

### **Definitions:**

**Current Clinical Supervisor-** (Applies only to those who meet the definition of current clinical supervisor and either have a CASAC without at least a Bachelor's Degree **OR** Bachelor's degree without a CASAC or other QHP status) – Must have a CASAC or Other QHP status **OR** at least a Bachelor's Degree with no CASAC or other QHP Status and at least two years of full-time (4000 hours) clinical supervision experience in the last five years, providing regular face-to-face supervision for one or more QHPs who are primary counselors and carry a regular caseload of clients. If you do not meet this definition you may not be a Clinical Supervisor until you meet all minimum requirements for at least the Advanced Counselor level.

**Qualified Health Professional** – as defined by OASAS Regulation Part 800.3 at: <https://www.oasas.ny.gov/regs/documents/800.pdf>

**Master Counselor Experience** – CASAC or QHP for at least three consecutive years immediately prior to qualify for this level and Master's Degree in Human Services.

### **Timeline for Implementation:**

#### **Credentialed Individuals and New Applicants:**

**OASAS will provide Certificates for those who have CASACs ONLY. CASAC Advanced and Master levels will be available as of 1/1/2018**

January 2017– July 1, 2018 - Automatic **Grandparenting of all current CASACs to CASAC Level 2s** regardless of Education Level. Current CASACs will be able to document their status through the online verification portal at: <https://www.oasas.ny.gov/credentialingVerification/verification/home.cfm> individuals will receive their new certificate at their regular renewal interval.

1/1/2018 – 12/31/2020 – CASAC renewal applicants, who do not have at least a Bachelor's degree but are current supervisors, will have the opportunity to apply to OASAS for grandparenting for the CASAC Advanced Level. QHPs with no Bachelor's Degree may also be eligible for the Counselor Advanced level if they are current supervisors. See "current supervisor" definition above.

1/1/2018 – Scopes of Practice formally goes into effect. Starting with the CASAC Renewals, if eligible, CASACs will receive a CASAC Advanced Counselor or Master Counselor.

7/2/2018 – All initial applicants credentialed on or after 7/2/2018 will need to have at least an Associate's Degree to obtain a CASAC Level 2 or higher.

**OASAS Certified Treatment Programs:** 7/1/2018 – OASAS Certified programs will need to document compliance with SUD Counselor Scopes of Practice and placement of all staff within each category. All staff who perform clinical services other than CASACs will be assigned their level of functioning by their employer. **Questions – [Julia.Fesko@oasas.ny.gov](mailto:Julia.Fesko@oasas.ny.gov)**