



CADTP AOD Counselor Certification, the CAODC (Certified Alcohol & Other Drug Counselor) is accredited by NCCA and California DHCS and is valid in any AOD/SUD setting. CAODC Counselors may work in Residential, Outpatient, Detox, or any other setting under DHCS SUD. <http://www.dhcs.ca.gov/provgovpart/Pages/CounselorCertificationOrganizations.aspx>.

Transfers to CADTP for CAODE Counselors are free. Visit our AOD Counselor page at [www.cadtp.org](http://www.cadtp.org) or click the link for transfer information. <http://www.cadtp.org/component/content/article/41-aodcounselor/53-reciprocity>.

Current transfer time on COMPLETE transfer applications is 3 weeks. Incomplete applications, missing documents, expired or close to expired certification or registration delay the process. Don't wait to submit, the closer to the DHCS June transfer deadline the longer the processing time will be as we expect an influx of submissions. Submit today to ensure your certification/registration remains in good standing. The transfer is easy; just follow the checklist on the application.

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NOTE: **Transfer is free. Counselor certification or registrations expiring in March, April, May or June send the Transfer AND Renewal and renewal fee.**

**Transfers** must complete the transfer application and submit the following with the application: <http://www.cadtp.org/downloads/aod-reciprocity-application.pdf>

- CADTP Code of Ethics & Code of Conduct <http://www.cadtp.org/downloads/aod-code-ethics.pdf>
- Copy of current certification/registration
- Copy of State ID or Driver License - must be a clean copy in which the picture is recognizable

**Do NOT** fax the transfer application, faxing does not provide a clear picture ID. SCAN and email to [info@cadtp.org](mailto:info@cadtp.org) or mail to CADTP 1026 W. El Norte PMB #143 Escondido, CA 92026.

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**Certification renewal** applications must include: <http://www.cadtp.org/downloads/aod-renewal-application.pdf>

- CADTP Code of Ethics & Code of Conduct <http://www.cadtp.org/downloads/aod-code-ethics.pdf>
- 40 Hours Minimum of AOD Continuing Education dated within 2 years of your last expiration/application. (CAODC-CS add 6 hours of clinical supervision courses)
- The 40 hours of CEU's MUST include 3 hours of Ethics **and** Confidentiality (may be combined in one training but each must be represented).
- Payment via check, money order or Visa/MasterCard of: \$125 for CAODC; \$150 for CAODC-Advanced; \$175 for CAODC-Clinical Supervisor.
- Renewal Form Completed

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**Registrant renewal** applications must include: <http://www.cadtp.org/downloads/aod-registrant-renewal.pdf>.

- Signed Uniform Code of Conduct; CADTP Code of Ethics <http://www.cadtp.org/downloads/aod-code-ethics.pdf>
- 3 hours of Ethics Continuing Education
- 3 hours of Confidentiality Continuing Education
- Payment via check, money order or Visa/MasterCard of \$25 <http://www.cadtp.org/downloads/aod-creditcard.pdf>.
- Proof of at least 40 hours (3 units) of AOD education courses in the past 12 months, or if AOD educational requirements have been met proof of progress in the past 12 months towards meeting the working hours requirement,
- Renewal Form Completed

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**Certified Counselors who wish to upgrade their certification to Advanced or Clinical Supervisor MUST include the additional documentation to meet the CADTP requirements if your current certification does not match the CADTP requirements. There is no cost to upgrade with your transfer.**

**CADTP Alcohol/Other Drug Counselor - Advanced (CAODC-A)**

Applicants for the Certified Alcohol and Other Drug Counselor - Advanced (CAODC-A) certification must have completed a minimum of 380 hours of formal classroom education related to alcohol and other abuse and have 5 years or (10,000) documented hours of actual work experience in providing alcohol and drug counseling services.

**CADTP Alcohol/Other Drug Counselor - Clinical Supervisor (CAODC-CS)**

Applicants for the Certified Alcohol and Other Drug Counselor - Clinical Supervisor (CAODC-CS) certification are required to, (i) have completed a minimum of 450 hours of formal classroom education related to alcohol and other abuse; (ii) have five (5) years or ten thousand (10,000) hours general clinical experience, two (2) years as a supervisor [which may be concurrently obtained within the required five (5) year, or ten thousand (10,000) general clinical experience), (iii) and completion of forty (40) hours of clinical supervisor education courses.

