

**Addiction Professional Certification Board, Inc.**

1200 Tices Lane Suite 104 East Brunswick, NJ 08816

Phone: 732-249-1991 Fax: 732-249-1559

E-Mail: [info@certbd.com](mailto:info@certbd.com)

Website: [www.certbd.com](http://www.certbd.com)

# **Certified Perinatal Addiction Specialist**

## **EDUCATION MANUAL**

### SCOPE OF SERVICE

The Certified Perinatal Addiction Specialist credential is intended for use in health care or counseling settings in working with women of childbearing age and their children. It is not a clinical practice credential and cannot substitute for the CADC in State regulations. Private practice counselors must have a license approved by the Division of Consumer Affairs to provide independent counseling.

For Initial Certification

**PROVIDER APPROVAL APPLICATION**  
**(Initial Certification Only)**

**PLEASE RETURN THIS PAGE TO THE BOARD OFFICE**

**PLEASE PRINT OR TYPE LEGIBLY:**

**College/University** \_\_\_\_\_

**Public Institution** \_\_\_\_\_

**Private Agency** \_\_\_\_\_

**Address (please include zip code)** \_\_\_\_\_

\_\_\_\_\_

**Day Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Contact** \_\_\_\_\_

**PLEASE CHECK ALL THAT APPLY:**

**\$1000 Flat Fee Attached** [  ]

[  **\$100 Fee Attached PLUS** [  ]  
**\$50 per 6 Hour Block**

- If you are submitting the \$100 yearly fee, each course may be taught only one time within the calendar year. Additional fees must be submitted each time that a course is taught.
- If you are submitting the \$1,000 yearly fee, each course may be taught as many times as desired within the calendar year.
- Under either contract, all pre-approved courses for Recertification credit are included. However, under the \$100 yearly contract, courses for recertification credit being held more than once must be paid for each time the course is held (\$50 up to 6 hours, and thereafter, \$50 per 6 hour block. Recertification courses do not have to be in 6-hour blocks).
- Courses for initial certification will have a three-year "shelf life" for that individual instructor and course. After three years, instructors must re-submit course approval forms for each course to be taught.
- Please note that educational providers must submit either yearly or "per use" fee's for course approval.

## **WHO IS AN EDUCATIONAL PROVIDER?**

- A college or a university (Matriculated or Non-Matriculated)
- Public and private providers
- Conferences

\*All Providers must be approved by the Certification Board Education Committee

\*All Providers must submit pages 1 and 3 of the education manual.

\*Providers may not offer more than 60 hours to employees of their agency

\*Coursework must be advertised and open to the public

## **WHO IS NOT AN EDUCATIONAL PROVIDER?**

- In-service coursework
- Staff training
- Supervision

## **WHO CAN TEACH PERINATAL ADDICTION SPECIALIST COURSEWORK?**

### **ONE OF THE FOLLOWING IS REQUIRED:**

- Masters or Doctorate and 2 years experience in applicable Domain
- Bachelors Level Degree in Human Services, or an RN and 5 years experience in applicable Domain

## **WHAT INFORMATION MUST BE SUBMITTED?**

- The appropriate page for the course you are submitting (found on pages 7 through 61 in the manual).
- Page 4 of the Education Manual.
- Instructor's resume.

**PLEASE RETURN THIS PAGE TO THE BOARD OFFICE**

**Agreement between Educational Provider and the APCB, Inc.:**

- All classes will relate to the coursework under the nine domains of the perinatal addiction specialist.
- The learning objectives listed under each course will be covered in the course
- Courses will be a minimum of 6 hour blocks of time:  
     “Block will mean up to a one week period (i.e., 2 hours per day over 3 days, etc.)  
     All courses must be completed in a consecutive week’s time
- No credit will be given for lunch or breaks
- Courses will start and end on time
- Courses will not be advertised to the public until approval and a Board issued approval number are given to the approved Educational Provider
- Notification will be given to the Board each time a “pre-approved” course is presented, and will be given a unique approval number.
- The approved Educational Provider will keep on file, for a period of 5 years: the attendance roster; the evaluation tool used for the course; the course outline; the instructor’s resume and pre & post tests.
- **Courses must be submitted 12 weeks prior to presentation date.**
- A certificate or letter with an approval number must be given to students verifying their attendance at the course. **The Student's name must be written or printed on the certificate by the instructor prior to distribution. Distribution of "blank" certificates will be considered a violation of this contract and will result in its termination.** This verification, which must be signed by the instructor, educational provider, or supervisor, will be submitted with the certification application for approval by the APCB, Inc.
- Course applications are to be submitted by the Educational Provider, not the individual instructors.
- **Sign in sheets are to be sent to the Certification Board office after each class.**

**Monitoring**

It is hereby understood that the Addiction Professionals Certification Board, Inc. may, at their discretion, monitor the actual administration of the attached program to ascertain adherence to the approved program as submitted. Failure to maintain the program as approved may result in the withdrawal of approval.

**Evaluations and Attendance Lists**

The Provider is required to maintain the records of evaluations and attendance lists for a period of five years. During that period, it is understood that the APCB, Inc. has the right to request that information pertaining to these evaluations and attendance lists.

PROVIDER NAME: \_\_\_\_\_

**“I hereby attest that all of the information provided in this application is true and valid to the best of my knowledge and is either the instructor’s original property or is properly credited to the original author”.**

Authorized Provider Signature \_\_\_\_\_ Date \_\_\_\_\_

Executive Director, APCB, Inc. \_\_\_\_\_ Date \_\_\_\_\_

Date of expiration \_\_\_\_\_

# INSTRUCTOR INFORMATION

**PLEASE RETURN THIS PAGE TO THE BOARD OFFICE**

**NOTE: THIS PAGE MUST ACCOMPANY EACH COURSE  
(Copies of this page may be reproduced)**

**Provider: Please Complete The Following**

**Course Title** \_\_\_\_\_

**Domain Number** \_\_\_\_\_

**Instructor's Name** \_\_\_\_\_

**Home Address** \_\_\_\_\_

**Day Phone** \_\_\_\_\_

**Degree(s)** \_\_\_\_\_  
**(if applicable)**

**Certification Type and #** \_\_\_\_\_  
**(if applicable)**

**Approved Provider** \_\_\_\_\_

**Provider Contact/Phone #** \_\_\_\_\_

**The following documentation must be submitted to the Board office:**

- **Instructor's Resume**
- **Statement of Work Experience describing instructor's background in the applicable Domains, signed by a Supervisor/Administrator, Colleague, or Educational Provider**
- **A detailed, content outline for each course that will achieve the specific learning objectives**

**COURSEWORK**  
**PERINATAL ADDICTION SPECIALIST**

**Education – Domain I**

**Domain I - 101: Perinatal Exposure to Alcohol** (6 hours)

**Domain I - 102: Maternal Risk Factors: Domestic Violence and Sexual Abuse** (6 hours)

**Treatment – Domain II**

**Domain II - 201: Gender Specific Screening, Assessment & Motivational Inter. Tech.** (6 hours)

**Domain II - 202: Maternal Withdrawal and Detoxification** (6 hours)

**Domain II - 203: Medications** (6 hours)

**Case Management – Domain III**

**Domain III - 301: Basic Case Management** (6 hours)

**Pharmacology – Domain IV**

**Domain IV – 401: Gender Specific Pharmacology** (6 hours)

**Medical Factors During Pregnancy – Domain V**

**Domain V – 501: Introduction to Pregnancy** (6 hours)

**Post Partum and Beyond – Domain VI**

**Domain VI – 601: Post Partum and Beyond** (6 hours)

**Clinical Issues – Domain VII**

**Domain VII – 701: Perinatal Psychology** (6 hours)

**Introduction to Addiction – Domain VIII**

**Domain VIII – 801: Models of Addiction** (6 hours)

**Professional Responsibility – Domain IX**

**Domain X – 901: Professional Responsibility** (6 hours)

**TOTAL: 72 HOURS**

**NON-MATRICULATED COURSE APPROVAL FORM**

**I. Education**

**Facility Name:** \_\_\_\_\_

**Domain Number: C101**                      **# of Learning Objectives: 2**                      **# Hours: 6**

**Title of Course: Perinatal Exposure to Alcohol**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

**At the end of this course, the student should be able to:**

1. Define common terminology:
  - a. ARND – Alcohol Related Neurodevelopmental Disorder
  - b. ARBD – Alcohol Related Birth Defects
  - c. FAE – Fetal Alcohol Effect
  - d. FASD – Fetal Alcohol Spectrum Disorder
2. Identify the three hallmark characteristics of FAS:
  - a. Prenatal, pre and post natal growth retardation
  - b. CNS dysfunction
  - c. Facial dysmorphology
  - d. Prenatal Alcohol Exposure

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**

**I. Education**

**Facility Name:** \_\_\_\_\_

**Domain Number: 102**                      **# of Learning Objectives: 5**                      **# Hours: 6**

**Title of Course: Maternal Risk Factors**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

*At the end of this course, the student should be able to:*

1. Identify the effect of psychoactive active substances on the fetus including, but not limited to:
  - a. Alcohol
  - b. Nicotine
  - c. Marijuana
  - d. Heroin ad Opiates
  - e. Cocaine and Stimulants
  - f. LSD, Designer Drugs
  - g. Psychotropics
2. Identify domestic violence risk factors for women who drink or use drugs during pregnancy.
3. Identify sexual abuse risk factors.
4. Review socio-economic and sociocultural variables of at risk women in New Jersey.
5. Address bio-psychosocial issues:
  - a. Describe inter-relatedness of the biological, psychological and sociological aspects of pregnant women.
6. Identify physiological risk factors.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**

**II. Treatment**

**Facility Name:** \_\_\_\_\_

**Domain Number: 201**                      **# of Learning Objectives: 5**                      **# Hours: 6**

**Title of Course: Gender Specific Screening, Assessment and Motivational Interviewing  
Techniques**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

***At the end of this course, the student should be able to:***

1. Distinguish between screening and substance abuse assessment.
2. Identify screening tools designed for pregnant women.
3. Identify screening tools for substance abusing pregnant women, and list qualified personnel to perform the assessment.
4. Understand principals and techniques of motivational interviewing as applicant to the population.
5. Gain a general overview of ASAM-PPC-2R (American Society of Addiction Medicine Patient Placement Criteria – 2 Revised).
6. Address cultural issues in screening, assessment, and motivational interviewing techniques.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**

**II. Treatment**

**Facility Name:** \_\_\_\_\_

**Domain Number: 202**                      **# of Learning Objectives: 7**                      **# Hours: 6**

**Title of Course: Maternal Withdrawal and Detoxification**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

*At the end of this course, the student should be able to:*

1. Define major symptoms of withdrawal and as listed in the DSM.
2. Explain the process of detoxification, including alcohol, heroin, methadone, buprenex.
3. Understand the impact of withdrawal on the pregnant woman and the developing fetus.
4. Explain detoxification considerations for the pregnant woman.
5. Understand individual patient medication needs (the addicted woman, chronic pain, etc.).
6. Understand common approaches and conditions.
7. Be aware of medication interactions.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**

**II. Treatment**

**Facility Name:** \_\_\_\_\_

**Domain Number: 203**                      **# of Learning Objectives: 4**                      **# Hours: 6**

**Title of Course: Medications**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

***At the end of this course, the student should be able to:***

1. Definition of treatment of methadone and methadone maintenance.
2. Treatment implications for this population and indications.
3. Common misperceptions.
4. List other medications in use for detoxification (i.e., bupronol, buprenex, laam, etc.).
5. Understand the pharmacodynamics of methadone and maintenance.
6. Understand the implications that methadone and buprenex has on a fetus and the mother.
7. List the interactions that other medications may have with methadone and buprenex.
8. Identify the effect of Psychotropics on the fetus.
9. Identify the effects of Other Medications on the fetus.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**

**III. Case Management**

**Facility Name:** \_\_\_\_\_

**Domain Number: 301**                      **# of Learning Objectives: 2**                      **# Hours: 6**

**Title of Course: Basic Case Management**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

***At the end of this course, the student should be able to:***

1. Maintain client charts according to agency requirements.
2. List the major components of standard treatment plans and progress notes.
3. Demonstrate an understanding of co-occurring disorder issues and the referral system in their community.
4. Understand the importance of integrating collateral services.
5. Assess familial and environmental positives and negatives, using basic interviewing techniques for Perinatal Addiction Specialist.
6. Understand the definition of domestic violence.
  - a. Understand myths and facts of domestic violence and physical risk to pregnant women.
  - b. Identify domestic violence referral systems and safety plans.
7. Recognize personal and others value systems and adhere to the professional boundaries between them.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**

**IV. Pharmacology**

**Facility Name:** \_\_\_\_\_

**Domain Number: 401**                      **# of Learning Objectives: 4**                      **# Hours: 6**

**Title of Course: Gender Specific Pharmacology**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

*At the end of this course, the student should be able to:*

1. Explain the metabolic differences in processing between men and women.
2. Explain the metabolic differences in processing ATOD between pregnant and non-pregnant women.
3. Explain the action of commonly abused drugs in the fetus and in the breast feeding neonate.
4. Explain the differences and effects that substances have on women of childbearing age.
5. List common medications the pregnant women might be prescribed.
6. Know the implications and interactions of prescribed medications with or without illicit substances.
7. Identify the effect of Psychotropics on the fetus.
8. Identify the effects of other medications (i.e., HIV meds, Insulin, OTC, etc.) on the fetus.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**

**V. Medical Factors During Pregnancy**

**Facility Name:** \_\_\_\_\_

**Domain Number: 501      # of Learning Objectives: 6      # Hours: 6**

**Title of Course: Introduction to Pregnancy**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

*At the end of this course, the student should be able to:*

1. Understand the 3 trimesters of pregnancy, including fetal development and changes in the mothers' body.
2. Understand the basic physiological/psychological process of breast feeding.
  - a. List the most current information on psychotropic medication.
  - b. Understand the contraindications of other drugs.
  - c. Learn the importance of consulting with Medical Team.
3. Understand the effects that other substances have on the infant.
4. List the increasing nutritional needs during pregnancy.
5. Describe the negative effects that illicit substances have on nutrition.
6. Be aware of the high risk medical conditions of pregnancy such as diabetes, HIV, pre-eclampsia, mental illness, addiction, hypertension, placental abruption, advanced maternal age, and how illicit substances lead to or exacerbate these conditions.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**  
**VI. Post-Partum and Beyond**

**Facility Name:** \_\_\_\_\_

**Domain Number: 601      # of Learning Objectives: 7      # Hours: 6**

**Title of Course:      Post Partum and Beyond**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

***At the end of this course, the student should be able to:***

1. Understand the major stages of the delivery process.
2. List potential complications in the delivery process and pertinent diagnosis.
3. Know the basic components of an APGAR score.
4. Recognize the signs and symptoms of the neonatal abstinence syndrome, including soothing techniques and medication management.
5. Know potential disability associated with substance exposure in utero, to include the following substance related birth defects:
  - a. ARND
  - b. ARBD
  - c. FAS
  - d. Depression
  - e. Others
6. Understand the reporting requirements and available resources for all of the above birth defects.
7. Understand breast feeding complications.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**  
**VII. Clinical Issues**

**Facility Name:** \_\_\_\_\_

**Domain Number: 701      # of Learning Objectives: 6      # Hours: 6**

**Title of Course: Perinatal Psychology** \_\_\_\_\_

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

***At the end of this course, the student should be able to:***

1. Be familiar with the emotional issues associated with pregnancy and post partum such as depression, grief, anger, loss, fear, anxiety, guilt, etc.
2. Understand the transference/counter-transference issues associated with pregnancy and post partum.
3. Understand basic techniques to interact with resistive clients.
4. Understand the relapse triggers for this population.
5. Be familiar with gender specific screening, assessment and motivational interviewing techniques.
6. Be familiar with attachment issues for this population.
7. Body image and relationships.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**  
**VIII. Introduction to Addiction**

**Facility Name:** \_\_\_\_\_

**Domain Number: 801      # of Learning Objectives: 4      # Hours: 6**

**Title of Course: Models of Addiction**

**Date(s) of Course:** \_\_\_\_\_

**Learning Objectives being addressed:**

*At the end of this course, the student should be able to:*

1. Identify the major components of the following theoretical models:
  - a. Biopsychosocial
  - b. Disease model – medical model (Jellineck Curve)
  - c. Harm reduction.
2. Identify the most commonly abused drugs, licit and illicit
3. Identify the five main psychoactive drug categories
4. Be familiar with addiction and psychosocial gender issues

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

*The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:*

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

**NON-MATRICULATED COURSE APPROVAL FORM**  
**IX. Professional Responsibility**

**Facility Name:** \_\_\_\_\_

**Domain Number: 901      # of Learning Objectives: 6      # Hours: 6**

**Title of Course: Professional Responsibility**

**Date(s) of Course:**

**Learning Objectives being addressed:**

***At the end of this course, the student should be able to:***

1. Understand the major ethical and legal issues pertinent to the clients, including confidentiality, CFR-42, ethical dilemmas, conflict of interest, patient rights and protections. This must include domestic violence laws, emancipated minor laws, and child abuse laws.
2. Ethics specific to:
  - a. Supervision
  - b. Consultation
  - c. Advocacy
  - d. Patient Dating
  - e. Other Psychosexual Boundary Issues
3. Acquire a general awareness of the various cultural and religious issues for clients in your geographic areas.
4. Recognize the importance of individual differences by gaining knowledge about personality, cultures, lifestyles, and other factors influencing client behavior in order to provide services that are sensitive to the uniqueness of the individual.
5. Adhere to organizational policies and procedures.
6. Recognize personal and others value systems and boundaries.

**Key Content** (i.e., concepts, topics, points, models, strategies, ideas, elements, components) to be taught in order to meet the learning objectives:

**Instructional Methods to be used to cover Key Content:**

***The undersigned agree by signing that all learning objectives for this course will be taught and that the required hours will be fulfilled in a classroom setting:***

Signature of Facility Representative \_\_\_\_\_

Name of Instructor (please print) \_\_\_\_\_

Signature of Instructor \_\_\_\_\_

Board Representative \_\_\_\_\_ Course Approved Until \_\_\_\_\_

APCB, Inc.