



The Certification Board, Inc.
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Instructor Requirements: Initial LCADC/CADC Training

As of 7/1/07, the following will be required for any new approval by provider agencies, and optional for college or university settings.

Name: _____ Phone: _____

Email: _____

Domains Applied for: I II III IV V (maximum of 2)

(NOTE: As of June 8, 2007, a maximum of 2 domains has been waived, to a maximum of 3, until July 1, 2008)

Please check one of the following – NOTE: at least ONE of the following **MUST** be checked

Has LCADC at Masters (or Doctorate) level (NOTE: As of June 8, 2007, the LCADC requirement has been waived, until July 1, 2008) - **OR** -

Is a recognized expert by the Education Committee, having achieved one of the following:

A Doctorate degree from an American Council on Education approved program in psychology, counseling, education or social work that includes training in the domain area.

OR

Author of peer reviewed journal article or a published referenced textbook in topic area.

OR

A “nationally” recognized instructor, who has demonstrated expertise with the subject matter.

OR

The course content fills a clear need that would be otherwise unmet, and, in the opinion of the committee, the expertise of the instructor clearly qualifies her/him as an expert in the domain.

* Resume **MUST** be attached, along with **ANY** other supporting documentation and a copy of your degree or a copy of a valid license. Please check appropriate box below:

Resume Copy of degree Copy of a valid license.

Instructors who submit Coursework for Approval, must submit through an Approved Provider or Approved College or University, and will:

- Have completed a Board approved “trainers” domain course for each of the domains the instructor is seeking approval. These trainings will be offered twice per year, according to demand.
- Distribute the learning objectives, to the students, for the specific course at the beginning of each class.

AND, submit for approval:

- a) A detailed evidence based PowerPoint for each course every three years
- b) A pre and post test, (references and reading list must be included.)
- c) All coursework must contain all of the Board mandated “standardized content” plus additional material the trainer may want to add.

Standardized content refers to pre-approved coursework from the Certification Board’s Primary Training Manual. The Board reserves the right to change “approved manuals” from time to time.

By checking this box , you will allow the Certification Board to post and publish your name, phone number or email, on the Certification Board website at www.certbd.com, making it available to our Approved Providers, and their hiring managers.