



DEPARTMENT OF HEALTH AND MENTAL HYGEINE
BOARD OF PROFESSIONAL COUNSELORS AND THERAPISTS

4201 Patterson Avenue, Suite 316

Baltimore, Maryland 21215

410-764-4732 or 410-764-4740

www.dhmf.state.md.us/bopc

410-358-1610 (fax)

**PRE-APPLICATION CREDENTIALS EVALUATION INSTRUCTIONS
TRAINEE STATUS**

1. Please write or type your name and address on the form
2. Complete Course Description Form
 - a. Complete Option 2 if you have college credits (please include academic transcripts) or
 - b. Complete Option 3 if you have Workshop/Continuing Education Units (please include copies of certificates).
3. You must include Catalog Course Description of courses, if your courses are different from those listed in the law and regulations.
4. Include the **NON REFUNDABLE** \$25.00 Processing fee.
5. Return your information to Board at the above address.
6. The Board will review your information and respond to you in writing.

PRE-APPLICATION CREDENTIAL EVALAUTION
COURSE DESCRIPTION FORM FOR ALCOHOL AND DRUG TRAINEE (Option 2)

Maryland Board of Professional Counselors and Therapists
4201 Patterson Avenue, Baltimore, MD 21215 410-764-4732 or 410-764-4740
www.dhmh.state.md.us/bopc/

Name: _____ Address: _____

Phone No: _____ Email: _____

I am applying for: Alcohol and Drug Trainee Status ☐

Requirements: 15 credits in alcohol and drug counseling (courses must be at least 3-credits) and 1-credit in Ethics with a focus on alcohol and drug counseling. If the titles of your courses are DIFFERENT from those listed below you MUST submit a syllabi or catalog course description of the course. A Course applied to one core area cannot be used again to fulfill another core area.

<i>Required Courses</i>	<i>List number(s) & title(s) courses. Must be on transcript</i>	<i>Credits Earned</i>	<i>College/University</i>	<i>Date</i>	<i>Grade</i>
(a) Pharmacology of Psychoactive drugs					
(b) Individual Counseling					
(c) Group Therapy					
(d) Abnormal Psychology					
(e) Addictions Treatment Delivery					
(f) Topics in Alcohol & Drug Counseling					

<i>Required Courses</i>	<i>Number(s) & Title of required courses</i>	<i>Credits Earned</i>	<i>College/University</i>	<i>Date</i>	<i>Grade</i>
(g) Theories of Counseling					
(h) Family Counseling					
(i) Human Growth Development					
(j) Ethics with the focus on A&D					

Total credits earned _____

- (a) **Pharmacology of Psychoactive Drugs covering:** (1) Brain structure and function as it relates to psychoactive drugs, and (2) Classes of psychoactive drugs, including their addiction potential, withdrawal syndromes, and associated medical problems.
- (b) **Individual Counseling covering:** (1) The formation of therapeutic relationships, and (2) Therapeutic communication skills.
- (c) **Group Therapy covering:** (1) Therapeutic factors in groups (2) Stages of development, (3) Types of therapy groups.
- (d) **Abnormal Psychology covering:** (1) Major categories of mental disorders, and (2) Theoretical models of mental disorders.
- (e) **Addictions Treatment Delivery covering:** (1) Screening (2) Intake (3) Orientation (4) Case Management (5) Crisis intervention (6) Education and prevention (7) Referral (8) Consultation (9) Reports and record keeping (10) Assessment and diagnosis based on standard criteria and (11) Treatment planning.
- (f) **Topics in Alcohol and Drug Counseling covering:** (1) Various theories of addictive disorders (2) Models of treatment and (3) Other topics related to alcohol and drug dependency.
- (g) **Theories of Counseling covering** major theoretical schools and theorists
- (h) **Family Counseling covering:** (1) Family systems theory and dynamics (2) Family processes in addiction, and (3) Family recovery. Models.
- (i) **Human Growth and Development covering:** (1) Developmental stages and (2) Expected milestones.
- (j) **Ethics (with a focus on Alcohol & Drug) covering:** (1) Self disclosure of recovering counselors (2) Ethics of being a two-hatter (3) Self help fellowship participation (4) Avoiding dual relationships (5) Relapsing Counselor (6) Confidentiality Laws.

PRE-APPLICATION CREDENTIAL EVALAUTION
COURSE DESCRIPTION FORM FOR ALCOHOL AND DRUG TRAINEE (Option 3)

Maryland Board of Professional Counselors and Therapists
4201 Patterson Avenue, Baltimore, MD 21215 410-764-4732 or 410-764-4740
www.dhmf.state.md.us/bopc/

Name: _____ Address: _____

Requirements: 180 Workshop Hours of Alcohol and Drug counseling and 12 Workshop Hours in Ethics with a focus on Alcohol & Drug Counseling. Please list and total the amount of Workshop Hours in the space provide. Attach copies of certificates. Use additional pages if necessary.

<i>Name of Workshop</i>	<i>Sponsor (OETAS, NAADAC, Tuerk Conference, University of MD., etc)</i>	<i>Workshop Hours Earned</i>

Total Workshop Hours Earned _____