

## **CHAPTER 4.5-02.1-02 CONTINUING EDUCATION**

Section	
4.5-02.1-02-01	Licensure Renewal [Repealed]
4.5-02.1-02-02	Continuing Education
4.5-02.1-02-03	Address and Name Changes

**4.5-02.1-02-01. Licensure renewal.** Repealed effective January 1, 2008.

**4.5-02.1-02-02. Continuing education.**

1. Continuing education credit is an award given to a participant at a workshop or seminar. All licensed addiction counselors are required to complete forty hours of continuing education for the two-year licensing period to maintain licensure in North Dakota.
  - a. Twenty approved continuing education hours are required if an addiction counselor is initially licensed between January first and June thirtieth of the odd-numbered year.
  - b. No continuing education hours are required if an addiction counselor is initially licensed on or after July first of an odd-numbered year.
  - c. Continuing education hours cannot be earned until after the license effective date and only within the current licensing period except hours earned after December 31, 2005, and before January 1, 2008, may be used to meet the continuing education requirement for the period ending December 31, 2009.
  - d. Continuing education hours may only be applied to one licensing period.
2. All persons wishing approval must submit a request to the licensing board for approval of continuing education credits. Continuing education, workshops, and seminars must:
  - a. Be related to the practice of addiction counseling, behavioral mental health, or best practice techniques.
  - b. Have the potential to increase the licensee's proficiency in addiction counseling.
3. Ten of the forty continuing education hours for clinical supervisors must contain materials related to clinical supervision techniques and skills, with documentation verifying the content submitted to the board.

4. An approved provider is an entity or an individual approved by the board to provide continuing education without the need for prior board review on a program by program basis. Requirements to obtain and maintain status as an approved provider are as follows:
  - a. Completed application.
  - b. Application fee.
  - c. Provider must ensure all programs offered contain a course outline, learning objectives, and an evaluation of the learning outcome of participants, and provide these documents to the board upon request.
  - d. Provider must report the participants' completion of programs to the board within thirty days from the date of the program presentation. Failure to do so may result in the loss of approved provider status.
  - e. Complaints against providers may be investigated by the board and may result in removal of provider approval status.
  - f. Provider must renew the approval annually.
5. An approved program is one specific program, with defined continuing education contact hours, approved by the board. Requirements to obtain and maintain program approval status are as follows:
  - a. Completed application.
  - b. Application fee.
  - c. Program sponsor must ensure the program offered contains a course outline, learning objectives, and an evaluation of the learning outcome of participants and provide these documents to the board upon request.
  - d. Program sponsor must report participants' completion of the program to the board within thirty days from the date of the program presentation.
  - e. Program approval must be approved annually.

**History:** Effective January 1, 2002; amended effective January 1, 2008.

**General Authority:** NDCC 43-45-04

**Law Implemented:** NDCC 43-45-04, 43-45-07

**4.5-02.1-02-03. Address and name changes.** Any licensee must report a change of address or name to the board in writing.

**History:** Effective January 1, 2002.

**General Authority:** NDCC 43-45-04

**Law Implemented:** NDCC 43-45-04, 43-45-07