

**CHAPTER 4.5-02.1-03
CLINICAL TRAINING**

Section

4.5-02.1-03-01 Clinical Training Program

4.5-02.1-03-02 Internship Registration

4.5-02.1-03-01. Clinical training program. Each clinical training program for addiction counseling must be approved biennially by the board of addiction counseling examiners. An approved clinical training program must file a designated application form by October first of even-numbered years with the board and must meet the following conditions:

1. Facility requirements:
 - a. Training experiences must occur in at least two separate licensed treatment facilities with a minimum of three months in each facility, unless specifically approved by the board.
 - b. Each program may establish the length of its clinical training program, with a one thousand four hundred-hour minimum requirement.
 - c. Documentation must include:
 - (1) Evidence of licensure of each addiction treatment facility.
 - (2) Training program policies and procedures, including an organizational chart and admission policies.
 - (3) Training program goals and objectives for each clinical component of the training site.
 - (4) Trainee handbook and guidelines, including trainee grievance procedure.
2. Training requirements:
 - a. Each clinical training program shall conduct an oral examination using a performance-based case history and interview.
 - b. At the conclusion of a completed training program experience for a trainee, the training program must provide documentation of the provision of fifty hours of supervision with a minimum of thirty hours of direct supervision in each of the required clinical areas. This will occur by each training program forwarding the trainee completion form, a copy of the trainee's final monthly performance review, and verification of completion of an oral examination. The required clinical areas are:

- (1) Screening, assessment, and treatment planning.
 - (2) Counseling services.
 - (3) Service coordination, case management, and referral services.
 - (4) Documentation.
 - (5) Multicultural counseling, education, and professional ethics.
- c. Direct supervision occurs in session with clients, viewing or listening to videotape or audiotape, or verbatim report of a session.
 - d. Indirect supervision occurs when discussing process and procedure as it relates to the five required clinical areas. This may occur in education and ongoing supervision meetings.
3. Clinical training supervision requirements:
 - a. Clinical supervision must be provided by a board-registered clinical supervisor.
 - b. Clinical training programs must have one clinical supervisor for each individual clinical trainee.
 4. Individual clinical training programs may be board-approved when they are submitted by and under the auspices of an approved clinical training program. Each plan must:
 - a. Designate the board-registered clinical supervisor responsible for clinical training.
 - b. Provide additional information as requested by the board.
 5. Should a clinical training program at any time not meet board standards or not be in compliance with ethical expectations, it may result in board revocation of clinical training program approval.

History: Effective January 1, 2002; amended effective April 1, 2009.

General Authority: NDCC 43-45-04

Law Implemented: NDCC 43-45-04, 43-45-05.1

4.5-02.1-03-02. Internship registration. The internship is the practice of addiction counseling, under the supervision of a board-registered clinical supervisor, after the academic and clinical training program requirements are met. An intern will become licensed when application criteria are met and examinations are passed. The intern's supervision must be verified in writing to the board by signature of the onsite clinical supervisor.

1. **Qualifications.** To be eligible for registration as an intern, the following must be met:
 - a. All core academic coursework has been completed.
 - b. All clinical training program requirements have been board-approved.
2. **Registration.** An individual requesting to be registered as an intern shall make formal application to the board documenting the applicant's qualifications as required by this section.
3. **Expiration.** An individual may remain an intern for a maximum of two thousand hours. Upon showing of good cause the board, by special provision, may extend internship status for longer than one year. Request for extension of the internship registration period with documentation of need by clinical supervisor is the responsibility of the intern.

History: Effective January 1, 2002; amended effective January 1, 2008; April 1, 2009.

General Authority: NDCC 43-45-04

Law Implemented: NDCC 43-45-01, 43-45-04, 43-45-05.1