MHACBO

Mental Health & Addiction Certification Board of Oregon

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CADC Reciprocity

APPLICATION & RELEASE

Apply for Oregon certification

Use this application to request Oregon certification based on an active alcohol and drug counseling credential held in another state.

RECIPROCITY PROCESSING LIMITATION

At the request of the Oregon Health Authority and the Oregon Department of Justice, MHACBO has been asked to limit reciprocity processing to individuals residing in states immediately surrounding Oregon or applicants who possess valid Oregon-issued identification.

INDICATE THE BASIS THAT APPLIES TO YOU (SELECT ALL THAT APPLY)

- [ ] I reside in a state immediately surrounding Oregon.
- [ ] I possess valid Oregon-issued identification.

Before you begin

Your credential must be active and in good ethical standing. MHACBO accepts NAADAC and IC&RC national examinations; other state examinations require individual review. MHACBO determines the Oregon credential level after reviewing your record.

Complete these three steps

01 **Complete the application**

Applicant information on page 2; current credentials and certification statement on page 3.

02 **Sign the release**

Complete page 5. MHACBO contacts the originating board to verify your credential.

03 **Submit through Certemy**

Upload this application, the signed release, and copies of credentials and supporting education or supervision records. Pay the application fee in Certemy.

Start / access CADC reciprocity through MHACBO

Applicant information

COMPLETE ALL APPLICABLE FIELDS

LEGAL LAST NAME | LEGAL FIRST NAME | M.I. | DATE

Use your full legal name as it appears on your state-issued identification.

HOME STREET ADDRESS

CITY | STATE OF RESIDENCE | ZIP CODE

WORK AGENCY

WORK STREET ADDRESS

CITY | STATE | ZIP CODE

HOME PHONE | WORK PHONE | CELL PHONE

PERSONAL EMAIL

☐ Please include me on the MHACBO email list.

Recovery statement

SELECT ONE

☐ I am not in recovery and have never been diagnosed with a substance-related disorder.

☐ I am in recovery from a substance use disorder.

If in recovery: I attest that I have been in recovery for the number of years entered below immediately preceding this application.

YEARS IN RECOVERY | APPLICANT SIGNATURE (IF IN RECOVERY) | DATE

Complete the candidate certification statement on page 3.

Current credentials in other states

List each state and current credential. Attach an additional sheet if needed.

STATE	CERTIFICATION / LICENSE	ISSUING BOARD

Highest credential held

CREDENTIAL TITLE

CREDENTIAL NUMBER

DATE FIRST CERTIFIED

EXPIRATION DATE

DEGREE / EDUCATION LEVEL REQUIRED FOR THIS CREDENTIAL

EDUCATION HOURS

SUPERVISED EXPERIENCE REQUIRED (HOURS)

EXAMINATION(S) REQUIRED / PASSED

GOOD STANDING WITH NO ETHICAL COMPLAINTS OR FINDINGS? (SELECT ONE)

☐ Yes ☐ No If no, attach an explanation and relevant documentation.

Candidate certification statement

I apply for certification in Oregon as an Alcohol and Drug Counselor. I attest that the information in this application and supporting documents is true and correct, and I authorize MHACBO to verify it. I understand that MHACBO certification will be rescinded if MHACBO receives notice of unresolved ethics complaints associated with my originating certification.

INITIALS

APPLICANT SIGNATURE

DATE

How your credential is reviewed

MHACBO reviews your education, supervised experience, examination, and credential standing to determine the appropriate Oregon level. The summary below gives the education and experience benchmarks; it is not an automatic state-to-state conversion.

OREGON LEVEL	A&D EDUCATION	EXPERIENCE	DEGREE BENCHMARK
CADC I	150 hours	1,000 hours	No degree required.
CADC II	300 hours	4,000 hours	Bachelor's degree or approved equivalency.
CADC III	300 hours	6,000 hours	Regionally accredited master's degree or higher in addiction or a related counseling field.

CADC I details CADC II details CADC III details

Examinations and reciprocity

Examination examples include NAADAC Level I / IC&RC ADC for CADC I; NAADAC Level II / IC&RC ADC for CADC II; and MAC / IC&RC AADC for CADC III. List your examination on page 3. MHACBO reviews each credential and any other examination for equivalency.

Jurisprudence for CADC II / III

Some reciprocity applicants must complete the MHACBO written Jurisprudence Exam before receiving CADC II or CADC III. When applicable, MHACBO may first issue CADC I with an upgrade designation. MHACBO can review relevant ASAM training, supervision training or experience, and related coursework when considering whether the exam may be bypassed.

TOPICS COVERED

- Oregon Administrative Rules 309 and 415
- Client rights and ASAM
- Civil Rights Act of 1964
- Section 504 of the Rehabilitation Act of 1973
- Fair Housing and the ADA
- 42 CFR Part 2, confidentiality, and HIPAA
- Mandatory reporting

MHACBO determines any additional requirements during review. Submit relevant training and experience documentation with your application.

Jurisprudence study guide Reciprocity process and application

Authorization

APPLICANT LEGAL NAME

I authorize the certifying body identified below to disclose to the Mental Health & Addiction Certification Board of Oregon my original certification date, current credential status, and any history of ethical violations. The purpose of this disclosure is to verify my eligibility for Oregon certification through reciprocity.

This consent expires automatically 6 months after the date I sign it.

Releasing board information

NAME OF CERTIFYING BODY

STREET ADDRESS

CITY

STATE

ZIP CODE

PHONE (IF KNOWN)

EMAIL (IF KNOWN)

Submit this signed release with your application through Certemy. MHACBO will contact the certifying body; you do not need to initiate the CADC reciprocity transfer with that board.

APPLICANT SIGNATURE

DATE SIGNED

TYPED OR PRINTED APPLICANT NAME

Download before completing. Save and reopen to confirm all entries before uploading.