MHACBO

Mental Health & Addiction Certification Board of Oregon

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CERTIFICATION / 2026

CADC Education Log

Document your education. Count each hour once.

APPLICANT NAME _____

01 Select the level you are applying for

CADC I ☐
ASSOCIATE PROFICIENCY

150 hours of A&D education

CADC II ☐
BACHELOR'S PROFICIENCY

300 hours of A&D education
+ Bachelor's degree, or 90 credits + training

CADC III ☐
GRADUATE PROFICIENCY

300 hours of A&D education
+ Master's degree

CADC II and III complete all CADC I core courses plus the added requirements on page 2. Education and supervision hours are cumulative and never expire — previously approved CADC I hours count toward an upgrade.

02 Before you complete this log

Save this file first. Download and save before entering information so your progress is kept. Use Adobe Acrobat Reader for automatic totals.

Send official transcripts. Transcripts must come directly from the school or a verified transcript service. Unofficial transcripts are not acceptable.

Submit every CEU certificate for the courses you list — even if a course was approved under another credential or used previously.

Complete before uploading. List every required course. Do not write "SEE ATTACHED" or "SEE TRANSCRIPT." If a course satisfies more than one requirement, list it in each applicable box but count its hours only once.

03 Your hours

CORE COURSE HOURS · P.2	ADDITIONAL A&D HOURS · P.3–4	TOTAL HOURS
0	0	0

Totals fill automatically from the course entries on pages 2–4.

Core course requirements

Use **one course per core requirement**. All levels complete the CADC I courses; CADC II and III also complete their added requirements. Additional A&D-specific core courses (e.g. a second Pharmacology or ASAM course) go under Other A&D Hours on pages 3–4.

REQUIREMENT & DESCRIPTION	COURSE TITLE	COURSE # / INSTRUCTOR	HOURS
Basic Counseling Skills CADC I / II / III · 15 HRS MIN A live, interactive course where you practiced basic counseling skills (paraphrasing, identifying feelings) and were observed with feedback.			
Group Counseling Skills CADC I / II / III · 15 HRS MIN A live, interactive course on group counseling where you practiced group facilitation.			
Alcohol & Drugs of Abuse Pharmacology CADC I / II / III · 15 HRS MIN Covers both alcohol and drugs of abuse. Psychiatric medication or basic physiology courses are not acceptable.			
Infectious Disease Risk Assessment & Reduction CADC I / II / III · 6 HRS MIN A counseling course on assessing and reducing clients' infectious disease risk. Bloodborne pathogens courses are not accepted.			
Counseling Ethics CADC I / II / III · 12 HRS MIN A course covering MHACBO, NAADAC, NASW, and/or APA code of ethical standards.			
Clinical Evaluation (ASAM) CADC I / II / III · 8 HRS MIN A course covering the ASAM Criteria, Fourth Edition, and DSM substance use disorders.			
Counseling Diverse Populations CADC II / III · 6 HRS MIN A multicultural counseling course covering treatment, best practices, and approaches with diverse populations. Cultural Anthropology is not accepted.			
Co-occurring Disorders CADC II / III · 6 HRS MIN A course on substance use and co-occurring mental health disorders.			
Addiction Treatment Evidence-Based Practices CADC III · 12 HRS MIN A course covering Evidence-Based Practices (EBPs).			

Transfers to page 1 CORE COURSE HOURS 0

CONVERSION KEY 1 college credit = 10 hours · 1 college semester = 15 hours · 1 CEU = 1 hour

Required degrees must be in the Human Arts and regionally accredited, or otherwise approved by the Oregon Office of Degree Authorization as of April 1, 2008. All other education must be accredited or approved by a recognized accreditation body (e.g., Regional Accreditation, MHACBO, AMH, NAADAC). Any additional training used to meet the 300-hour minimum must be alcohol & drug specific.

VIEW ACCEPTABLE COURSES FROM LOCAL COLLEGES

Additional A&D education

ENTRIES 01–13 OTHER A&D HOURS

List education specific to alcohol and drugs, including additional core courses such as Pharmacology, ASAM, Co-occurring Disorders, or Addiction Evidence-Based Practices. General psychology, abnormal psychology, trauma, and general mental health courses are **not** accepted. List each course — do not write "SEE ATTACHED" or "SEE TRANSCRIPT" — and count each hour only once.

#	COURSE TITLE	DESCRIPTION (OPTIONAL)	COURSE # / TRAINER	HOURS
01				
02				
03				
04				
05				
06				
07				
08				
09				
10				
11				
12				
13				

Both page totals transfer to page 1 A&D HOURS · THIS PAGE 0

Upgrading your certification? All education and supervision hours are cumulative and never expire. Previously approved CADC I hours count toward CADC II / III when upgrading.

Additional A&D education

ENTRIES 14–26 OTHER A&D HOURS

Continue listing A&D-specific education. Same rules as page 3: official transcripts sent directly, all CEU certificates submitted, each hour counted once.

#	COURSE TITLE	DESCRIPTION (OPTIONAL)	COURSE # / TRAINER	HOURS
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				

Both page totals transfer to page 1 A&D HOURS · THIS PAGE 0

Upgrading your certification? All education and supervision hours are cumulative and never expire. Previously approved CADC I hours count toward CADC II / III when upgrading.