

# SUPERVISED TRAINING HOURS

## Worksheet for Addiction Practitioner

Supervision must include a minimum of eight contact hours each month. A minimum of one hour of supervision for every ten hours of client contact is required. Supervision must be face-to-face whenever possible. Not more than fifty percent of the required hours may be by email, internet, video-conferencing, audio-conferencing, or teleconferencing.

Trainee's Name: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ CAC \_\_\_\_ LAC \_\_\_\_

Agency where completed: \_\_\_\_\_

ADC Domains I: Screening, Assessment, and Engagement; Domain II: Treatment Planning, Collaboration, and Referral; Domain III: Counseling; Domain IV: Professional and Ethical Responsibilities

### Twelve Core Functions

- |                |                        |                              |
|----------------|------------------------|------------------------------|
| 1. Screening   | 5. Treatment Planning  | 9. Client Education          |
| 2. Intake      | 6. Counseling          | 10. Referral                 |
| 3. Orientation | 7. Case Management     | 11. Reports & Record Keeping |
| 4. Assessment  | 8. Crisis Intervention | 12. Consultation             |

Date of Supervision	Brief Explanation of Supervision	Supervision Type F – Face-to-Face O – Other	Core Functions Addressed (See # above)	Total Number of Hours

Trainee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_ Date: \_\_\_\_\_