

Program Information Report

**Human Services, Pre-Education & Public Safety**

**Addiction Studies (CTASTC)**

**Certificate**

**Program Effective Term: Fall 2023**

**Program is also available online**

This program is designed for professionals interested in pursuing Certified Alcohol and Drug Counseling (CADC) certification through the State of Michigan. Courses focus on knowledge and skills necessary for working with clients with substance abuse disorders. This program will fulfill the educational requirements needed for CADC. Additional requirements for work experience and supervision must be met outside of this program.

<b>Major/Area Requirements</b>		<b>(21 credits)</b>
HSW 296	Neuropsychology of Addiction	3
HSW 297	Assessment of Co-occurring Disorders	3
HSW 298	Treatment of Addiction*	3
PSY 240	Drugs, Society and Human Behavior	3
Elective	Restricted Electives: HSW 100, HSW 200, PSY 210, PSY 257, SOC 205, SOC 220, SOC 225	9

**Minimum Credits Required for the Program: 21**

**Notes:**

*\*Must be the last course taken in the sequence of courses.*

## WASHTENAW COMMUNITY COLLEGE

## PROGRAM CHANGE FORM

<b>Program Code:</b> CTASTC	<b>Current Program Name:</b> Addiction Studies	<b>Effective Term:</b> Fall 2023
<b>Division Code:</b> HSS	<b>Department:</b> Behavioral Science	

**Directions:**

1. Attach the current program listing from the WCC catalog or website and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using CurricUNET, but should be submitted at the same time as the program change form.
4. If changes affect the program assessment plan or if program outcomes are updated, please submit a [Program Assessment Plan Change](#) form. These changes must be approved separately from the program change form and should be submitted at the same time. Current program assessment plans can be found on the [Curriculum and Assessment Program Information page](#).

**Requested Changes:**

- Remove course(s): \_\_\_\_\_
- Add course(s): 9 credits of Behavioral Science electives related to the ADC domains identified by MCBAP. Courses to choose from: HSW 100, SOC 225, PSY 210, HSW 200, PSY 257, SOC 220, SOC 205
- Program title (new title is \_\_\_\_\_)
- Description
- Advisors
- Program admission requirements
- Continuing eligibility requirements

- Program outcomes (may also result from removing or adding a course)\*
- Program assessment plan\*
- Accreditation information
- Other \_\_\_\_\_

Note: A change to the Award Type requires the submission of a new program proposal form and a separate program inactivation form. Contact the Director of Curriculum & Assessment for more information.

**Show all changes on the [catalog page you attach](#).**

\* Please submit a [Program Assessment Plan Change](#) form.

**Rationale for proposed changes:**

The Certified Alcohol and Drug counselor credential requires applicants to complete 300 hours of education training. 180 of those hours are specific to substance use disorder and are satisfied by the original four courses offered with the certificate. Students also need an additional 120 hours "related to the IC&RC/ADC domains". For students interested in pursuing the credential, it make sense to offer a certificate that covers all but 6 hours of those 300 hours of education. Each 3 credit class we offer is worth 45 hours of time. By requiring 9 credits, in addition to the 4 substance specific courses, we satisfy 114 of those 120 hours. (Note: 6 of the 120 remaining hours must be a very specific ethics training that


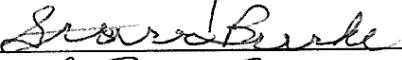
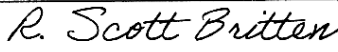
PROGRAM CHANGE FORM

the college does not currently offer). Link with credentialing info: <https://mcbap.com/cadc-certified-alcohol-and-drug-counselor/>

**Financial/staffing/equipment/space implications:**  
N/A




**List departments that have been consulted regarding their use of this program.**  
Curriculum and Assessment, Advising

**Signatures:**

Reviewer	Print Name	Signature	Date
Initiator	Kristy Norris		2/21/2022
Department Chair	Starr Burke		2/22/2022
Division Dean/Administrator	Scott Britten		5-24-22

**Please return completed form to the Office of Curriculum & Assessment, SC 257 or by e-mail to curriculum.assessment@wccnet.edu**

Once reviewed by the appropriate faculty committees we will secure the signature of the VPI.

Reviewer	Print Name	Signature	Date
Curriculum Committee Chair	Randy Van Wagnen		10-04-22
Assessment Committee Chair	Shawn Deron		10/04/2022
Interim Vice President for Instruction	Victor Vega		10/05/2022

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Reviewed by C&A Committees 8/4/22

Program Information Report

**Human Services, Pre-Education & Public Safety**

**Addiction Studies (CTASTC)**

**Certificate**

**Program Effective Term: Fall 2021**

**Program is also available online**

This program is designed for professionals interested in pursuing Certified Alcohol and Drug Counseling (CADC) certification through the State of Michigan. Courses focus on knowledge and skills necessary for working with clients with substance abuse disorders. This program will fulfill the educational requirements needed for CADC. Additional requirements for work experience and supervision must be met outside of this program.

<b>Major/Area Requirements</b>		<b>(12 credits)</b>
HSW 296	Neuropsychology of Addiction	3
HSW 297	Assessment of Co-occurring Disorders	3
HSW 298	Treatment of Addiction*	3
PSY 240	Drugs, Society and Human Behavior	3

**Minimum Credits Required for the Program: 12**

**Notes:**

*\*Must be the last course taken in the sequence of courses.*

PROGRAM CHANGE OR DISCONTINUATION FORM

Fall

Program Code: CPAS Program Name: Addiction Studies

Effective Term: ~~Spring/Summer~~ 2020

Division Code: Department: Behavioral Sciences

**Directions:**

1. Attach the current program listing from the WCC catalog or Web site and indicate any changes to be made.
2. Draw lines through any text that should be deleted and write in additions. Extensive narrative changes can be included on a separate sheet.
3. Check the boxes below for each type of change being proposed. Changes to courses, discontinuing a course, or adding new courses as part of the proposed program change, must be approved separately using a Master Syllabus form, but should be submitted at the same time as the program change form.

**Requested Changes:**

- |  |   |
|--|---|
| <input type="checkbox"/> Review                          | <input checked="" type="checkbox"/> Program admission requirements  |
| <input type="checkbox"/> Remove course(s): _____         | <input type="checkbox"/> Continuing eligibility requirements  |
| <input type="checkbox"/> Add course(s): _____            | <input type="checkbox"/> Program outcomes   |
| <input type="checkbox"/> Program title (title was _____) | <input type="checkbox"/> Accreditation information  |
| <input type="checkbox"/> Description                     | <input type="checkbox"/> Discontinuation (attach program discontinuation plan that includes transition of students and timetable for phasing out courses) |
| <input checked="" type="checkbox"/> Type of award        | <input type="checkbox"/> Other _____  |
| <input type="checkbox"/> Advisors                        |   |
| <input type="checkbox"/> Articulation information        |   |

Show all changes on the attached page from the catalog.

**Rationale for proposed changes or discontinuation:**

This certificate was originally created as a post-associates certificate. The credential, Certified Drug Alcohol Counselor (CADC) and the credentialing body (Michigan Certification Board for Addiction Professionals) do not require that professionals have a degree in order to be credentialed as a CADC. The requirements for credentialing is attached. It seems counter-intuitive to ask that those taking the courses for this certificate have a degree when they can complete the classes, but not receive the certificate and still credential as a CADC. Therefore, it is being requested that these four classes be combined to create an Addiction Studies Certificate, but the requirement that it be post-associates be dropped.



**Financial/staffing/equipment/space implications:**

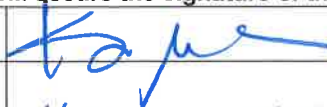
N/A

**List departments that have been consulted regarding their use of this program.**

W. J. Teague, HSW Faculty  
Curriculum and Assessment, Joy Garrett  
Dean, Scott Britten, Hum, Soc, & Beh Sciences

**Signatures:**

Reviewer	Print Name	Signature	Date
Initiator	Kristy Norris		11/14/2019
Department Chair	Starr Burke		11/17/2019

Division Dean/Administrator	Scott Britten	D. Pat	11-20-19
Please submit completed form to the Office of Curriculum and Assessment (SC 257). Once reviewed by the appropriate faculty committees we will secure the signature of the VPI and President.			
Vice President for Instruction	Kimberly Hurns		1/10/2020
President	Rose B. Bellanca		
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*1/16/20*  
*for*

*1/16/20*  
*for*

*Reviewed by C&A*  
*1/9/20*

**Program Information Report**

**Addiction Studies (CPAS)**

**Post-Associate Certificate**

**Program Effective Term: Fall 2013**

This program is designed for professionals interested in pursuing Certified Alcohol and Drug Counseling (CADC) certification through the state of Michigan. Courses focus on knowledge and skills necessary for working with clients with substance abuse disorders. This program will fulfill the educational requirements needed for CADC. Additional requirements for work experience and supervision must be met outside of this program.

HSW 296	Neuropsychology of Addiction	3
HSW 297	Assessment of Co-occurring Disorders	3
HSW 298	Treatment of Addiction*	3
PSY 240	Drugs, Society and Human Behavior	3

**Minimum Credits Required for the Program: 12**

**Notes:**

*\*Must be the last course taken in the sequence of courses.*

**PROGRAM PROPOSAL FORM**

- Preliminary Approval** – Check here when using this form for preliminary approval of a program proposal, and respond to the items in general terms.
- Final Approval** – Check here when completing this form after the Vice President for Instruction has given preliminary approval to a program proposal. For final approval, complete information must be provided for each item.

<p><b>Program Name:</b></p> <p><b>Division and Department:</b></p> <p><b>Type of Award:</b></p> <p><b>Effective Term/Year:</b></p> <p><b>Initiator:</b></p>	<p><u>Addiction Studies Certificate</u></p> <hr/> <p><u>HSS/BEHD</u></p> <hr/> <p> <input type="checkbox"/> AA   <input type="checkbox"/> AS   <input type="checkbox"/> AAS  <input type="checkbox"/> Cert.   <input type="checkbox"/> Adv. Cert.   <input checked="" type="checkbox"/> Post-Assoc. Cert.   <input type="checkbox"/> Cert. of Comp.         </p> <p><u>Fall 2013</u></p> <hr/> <p><u>Kristy Norris/Justin Teague</u></p> <hr/>	<p><b>Program Code:</b></p> <p><u>CPAS</u></p> <hr/> <p><b>CIP Code:</b></p> <p><u>44.0000</u></p>
<p><b>Program Features</b>            Program's purpose and its goals.            Criteria for entry into the program, along with projected enrollment figures.            Connection to other WCC programs, as well as accrediting agencies or professional organizations.            Special features of the program.</p>	<p><b>Goal/Purpose:</b> To provide educational training necessary for Certified Alcohol and Drug Counseling (CADC) requirements as a post-associate certificate for working professionals.</p> <p><b>Entry Criteria:</b> Admission to this program is limited to individuals who hold credentials in the field of social work, human services or other helping professions.</p> <p><b>Connection:</b> In conjunction with the AAHUST, this certificate will satisfy all educational requirements for International Certification &amp; Reciprocity Consortium – Alcohol and Drug Counselor (IC &amp; RC - ADC) and the Michigan Certification Board for Addiction Professionals (MCBAP)</p> <p><b>Special features:</b> This educational program will meet the educational requirement for international certification as well as meet the continuing education requirements of working professionals.</p>	
<p><b>Need</b>            Need for the program with evidence to support the stated need.</p>	<p>Occupational Outlook Handbook projects a “higher than average” job growth between the years of 2010 and 2020 (27%)            Using the term “substance abuse” in careerbuilders.com for the Ann Arbor area there are 26 job postings that include the words “substance abuse knowledge” in job description. This is just for the last 30 days and encompasses a 30 mile radius around Ann Arbor.</p>	
<p><b>Program Outcomes/Assessment</b>            State the knowledge to be gained, skills to be learned, and attitudes to be developed by students in the program.            Include assessment methods that will be used to determine the effectiveness of the program.</p>	<p><u>Outcomes</u></p> <p>1. Demonstrate the professional expectations and responsibilities of an addiction professional outlined in the professional code of ethics.</p> <p>2. Recognize and apply concepts of substance abuse counseling such as co-occurring disorders, cultural awareness, counseling, case management, assessment and treatment, biology, client, family and community education, and working with varying populations.</p>	<p><u>Assessment method</u></p> <p>1. Response to a prompt</p> <p>2. Practice certification exam.</p>

*In done*  
 Office of Curriculum & Assessment  
 logged 2/11/13 sjv



<p><b>Curriculum</b></p> <p>List the courses in the program as they should appear in the catalog. List minimum credits required. Include any notes that should appear below the course list.</p>	<p><b>PSY 240 Drugs, Behavior, and Society</b> <span style="float: right;"><i>3 credit hours</i></span></p> <p><b>HSW 296 Neuropsychology of Addiction</b> <span style="float: right;"><i>3 credit hours</i></span></p> <p><b>HSW 297 Assessment and Diagnosis of Co-Occurring Disorders</b> <span style="float: right;"><i>3 credit hours</i></span></p> <p><b><sup>1</sup>HSW 298 Treatment of Addiction</b> <span style="float: right;"><i>3 credit hours</i></span></p> <p><b>Total Credit Hours:</b> <span style="float: right;"><b>12 credit hours</b></span></p> <p><sup>1</sup> must be the last course taken in the sequence of courses</p>																							
<p><b>Budget</b></p> <p>Specify program costs in the following areas, per academic year:</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 20%;">START-UP COSTS</th> <th style="width: 40%;">ONGOING COSTS</th> </tr> </thead> <tbody> <tr> <td><b>Faculty</b></td> <td style="text-align: right;">\$ .</td> <td>Faculty salary for 135 contact hours for three new courses</td> </tr> <tr> <td><b>Training/Travel</b></td> <td style="text-align: right;">.</td> <td style="text-align: right;">.</td> </tr> <tr> <td><b>Materials/Resources</b></td> <td style="text-align: right;">.</td> <td style="text-align: right;">.</td> </tr> <tr> <td><b>Facilities/Equipment</b></td> <td style="text-align: right;">.</td> <td style="text-align: right;">.</td> </tr> <tr> <td><b>Other</b></td> <td style="text-align: right;">.</td> <td style="text-align: right;">.</td> </tr> <tr> <td style="text-align: right;"><b>TOTALS:</b></td> <td style="text-align: right;"><b>\$</b></td> <td style="text-align: right;"><b>\$</b></td> </tr> </tbody> </table>				START-UP COSTS	ONGOING COSTS	<b>Faculty</b>	\$ .	Faculty salary for 135 contact hours for three new courses	<b>Training/Travel</b>	.	.	<b>Materials/Resources</b>	.	.	<b>Facilities/Equipment</b>	.	.	<b>Other</b>	.	.	<b>TOTALS:</b>	<b>\$</b>	<b>\$</b>
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<p><b>Program Description for Catalog and Web site</b></p>	<p>This program is designed for professionals interested in pursuing Certified Alcohol and Drug Counseling (CADC) certification through the state of Michigan. Courses focus on knowledge and skills necessary for working with clients with substance abuse disorders. This program will fulfill the educational requirements needed for CADC. Additional requirements for work experience and supervision must be met outside of this program.</p>																							
<p><b>Program Information</b></p>	<p><b>Accreditation/Licensure</b> - this certificate will satisfy all educational requirements for International Certification &amp; Reciprocity Consortium – Alcohol and Drug Counselor (IC &amp; RC - ADC) and the Michigan Certification Board for Addiction Professionals (MCBAP)</p> <p><b>Advisors</b> - Kristy Norris/Justin Teague</p> <p><b>Advisory Committee</b> – HSW Advisory Committee</p> <p><b>Admission requirements</b> –</p> <p><b>Articulation agreements</b> -</p> <p><b>Continuing eligibility requirements</b> -</p>																							

**Assessment plan:**

Program outcomes to be assessed	Assessment tool	When assessment will take place	Courses/other populations	Number students to be assessed
1. Demonstrate the professional expectations and responsibilities of an addiction professional outlined in the professional code of ethics.	Response to a prompt.	Winter 2015	All sections of HSW 298	All students
2. Recognize and apply concepts of substance abuse counseling such as co-occurring disorders, cultural awareness, counseling, case management, assessment and treatment, biology, client, family and community education, and working with varying populations.	Practice certification exam	Winter 2015	All Sections of HSW 298	All students

**Scoring and analysis plan:**

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally-developed rubric, external evaluation, other). Attach the rubric.

The response to the prompt will be scored utilizing a departmentally-developed rubric.  
The practice certification exam will be scored using an answer key.

2. Indicate the standard of success to be used for this assessment.

90% of the students will score 70% or higher on prompt  
70% of students will score 70% or higher on the exam.

3. Indicate who will score and analyze the data.

The exam will be scored using a scantron.  
Prompt responses will be scored by other faculty members in the Behavioral Sciences department.

4. Explain how and when the assessment results will be used for program improvement.

Instructors will utilize results to monitor student retention of information and adjust core subject matter instruction that is indicated as a weakness based on the assessment results.

REVIEWER	PRINT NAME	SIGNATURE	DATE
Department Chair/Area Director	Starr Burke	<i>Starr Burke</i>	2/6/2013
Dean	Bill Abernethy	<i>Bill Abernethy</i>	FEB 08 2013
Vice President for Instruction <input type="checkbox"/> Approved for Development <input checked="" type="checkbox"/> Final Approval	Stuart Blacklaw	<i>Stuart Blacklaw</i>	3/4/13
President	Rose Bellanca	<i>Rose Bellanca</i>	4/9/13
Board Approval			3/26/13