

CADC Exam Preparation

College of DuPage Human Services

Updated April 2019

Addictions Counselor Certification

- A certificate, not a license (CADC)
- Issued through the Illinois Certification Board
- Requires 3 Es: Education, Experience, & Exam
- 40 CEUs every two years + re-certification fee to maintain



Application Information


- Use the COD application, NOT the one online
- Complete the needed pages and mail to Springfield with a check
- The Illinois Certification Board will contact you about setting up the actual test date, which is a separate fee
- College of DuPage is one of the approved testing sites
- Expect approx. 6 weeks between applying and testing

Test Basics

- 100 multiple choice questions
- 78 correct is passing
- Two-hour time limit
- Taken on a computer
- Score shows once submitted
- Can be taken any time of year



Exam Content Areas

1. Clinical Evaluation --- 16 questions
2. Treatment Planning --- 11 questions
3. Counseling --- 15 questions
4. Case management & referral --- 22 questions 
5. Documentation --- 14 questions
6. Client, family, & community education --- 8 questions
7. Professional ethics --- 14 questions

** In 2018, the two lowest scoring areas for COD students were case management & documentation (73 & 76%)*

Sample Clinical Evaluation Question

During the initial interview, a counselor should be aware that a client might be hesitant to share information due to:

- A. The location of the facility
- B. Stigma associated with treatment
- C. The client's referral source
- D. The client's treatment history

Sample Referral Question

What is a valid clinical reason for making a referral for a client?

- A. The agency does not provide the service
- B. The counselor is uncomfortable working with the client
- C. The counselor wants to develop a relationship with a new agency
- D. The program must meet its quota of client referrals

Sample Counseling Question

How do counselors who use Motivational Interviewing view client ambivalence?

- A. As an indication of denial
- B. As a diagnostic factor for SUD
- C. As a sign of client resistance
- D. As a normal part of the change process

Sample Documentation Question

What is a benefit of maintaining an electronic health record (EHR)?

- A. Tracking client data over time
- B. Creating a uniform progress note for all clients
- C. Ensuring confidentiality of client records
- D. Reducing the amount of time counselors have to communicate with each other

Sample Case Management & Referral Question

Which of the following post-treatment recommendations might be included on a discharge plan?

- A. Safe detoxification
- B. HIV/AIDS prevention education
- C. Participation in 12-Step meetings
- D. Developing a list of reasons for changing behavior

Sample Professional Ethics Question

What is a potential concern for counselors who are in recovery?

- A. A lack of empathy for their clients
- B. The risk of seeing clients at their 12-Step meetings
- C. Not being aware of current trends in the field
- D. A tendency to favor the method they used to recover

FAQs

When should I take the exam?

- After coursework is done
- During or just after internship is ideal

How much does it cost?

- Fee to apply, to test, and to certify
- \$75, \$175, \$135 = \$385 total

What if I don't pass?

- You will pass
- You can re-apply after two weeks



Preparation Tips

- Read the study guide
- Take the test at a time when you aren't rushed and you are normally alert (for most people, this is in the AM)
- Get sleep the night before the test
- Stick to your normal routine the day of the exam
- PRACTICE TEST



What to Focus On

YES

1. CASE MANAGEMENT
2. TREATMENT PLANS
3. ETHICS
4. M.I. / STAGES OF CHANGE
5. ASAM LEVELS OF CARE
6. DSM CRITERIA (11)
7. REAL-WORLD ANSWERS
8. STUDY GUIDE
9. 12 CORE FUNCTIONS

NO

1. PHARMACOLOGY
2. 2060
3. RE-READING OLD TEXTS
4. MEMORIZING DEFINITIONS

Test-Taking Strategies

Your best mental game

- Stay calm and focused
- Read the ENTIRE question
- Eliminate wrong answers
- Choose the best answer
- Answer all questions (no penalty for guessing)
- Questions are based on common practice among counselors
- Ignore everyone else

Your best physical game

- Take the test at a time when you will be alert and rested
- Wear something comfortable and non-disruptive
- Arrive early so you're not rushing
- Use the bathroom before testing
- Take a brief break during the test (rest your eyes, stretch, etc.)



After the test

- Congratulate yourself for finishing
- A non-passing score is not a huge deal
- Do something you enjoy

Treatment Planning,
Client Rights, &
Case Management

Treatment Planning

Discuss assessment & recommendations

Develop a collaborative plan with mutual goals

Involve family in plan if appropriate

SMART Goals

Specific
Measureable
Achievable
Realistic
Time-limited

Review the plan and modify as needed

Document

- Problem
- Goal
- Objective
- Methods (actions)
- Signatures

Client Rights

- Right to individual dignity
- Right to confidentiality
- Right to non-discriminatory services
- Right to quality services
- Right to communication
- Right to personal effects
- Right to education for minors
- Right to counsel

Case Management

Four Elements:

1. Continuity of care
2. Accessibility
3. Accountability
4. Efficiency



Principles of Case Management

- Advocate for better client care
- Connect the client with community resources
- Develop networks
- Provide the client with options
- Focus on meeting client needs
- Keep an open mind and be flexible

Case Management & Referral

- EVERY client gets a referral
- Appropriate, accessible, & culturally sensitive
- Plan ahead

CLIENT PROBLEM	REFERRAL
Grief, anger, trauma	Licensed therapist (social worker, counselor)
Health concerns, pain	Physician, health department
Legal issues	Legal counsel (Prairie State Legal Services, DuPage Legal Aid)
Homelessness	Transitional housing, shelter
Lack of sober support	Self-help meetings (12-step or SMART)
Unemployment	Career services (DuPage PADS, Worknet DuPage)



Court Mandated Drug Treatment

Probation, TASC, and Drug Courts

Probation



- Client receives a sentence for a criminal case
- Assigned to be monitored by a probation officer
- Might require drug testing, treatment, and 12-step meetings
- Generally less supervision than TASC & Drug Court
- Wide range of offenses, many involving drug use or possession

T.A.S.C.

- Treatment Alternatives for Safe Communities
- Form of probation
- Client has a probation officer and a TASC case manager
- Must be approved by TASC
- Crimes are directly related to drug use
- Client must enter treatment
- TASC monitors client for approximately one year
- Served over 15,000 adults in Illinois in 2014

Drug Court

- More supervision, more requirements
- Mostly felony cases (some accept DUIs)
- Client signs a contract with the court and a team of support people
- Required to complete drug treatment
- Following treatment... Court weekly, drug tests, meet with case manager, find employment, and pay restitution
- Monitored for two years or more
- Completion of the program → aduation & current charges dropped



Confidentiality Issues

- Criminal justice system openly shares most client information
- Treatment centers still must follow confidentiality requirements
- Communication between treatment program and probation or court requires client consent



Clinical Issues

Housing

Recidivism (return to criminal behavior)

Relapse

Employment & Education


Transportation

Lack of family support

Medical problems

Mental health problems

Does Legal Pressure Work?

- 40-50% of treatment referrals are from the criminal justice system
- Court referrals =  retention and completion rates
- Internal motivation is still a significant factor

Comparison of Requirements

Probation

- Least restrictive
- Assigned a probation officer
- May require treatment
- Conviction but no prison

TASC

- Probation + case manager
- Requires treatment
- Approximately one year
- Conviction but no prison

Drug Court

- Most restrictive
- Always requires treatment
- High level of monitoring
- Long-term (usually 2 years+)
- No conviction if completed