

GOVERNMENT OF THE DISTRICT OF COLUMBIA
 Department of Health
 Health Professional Licensing Administration (HPLA)



Board of Professional Counseling
Outline of CAC Applications and Required Documentation

Title	CAC I / CAC II By Examination or Endorsement	CAC I by Waiver Application	CAC I / CAC II by Grandfathering
Academic degree required from an accredited college	CAC I- Associates CAC II- Bachelors Degrees must be completed from an accredited college or university in a Health or Human Services Related Field	Degree not required	Degree not required
Minimum credit hours in specific course work (see Form B)	CAC I – 30 hours in 10 field areas CAC II – 42 hours in 12 field area *Courses are completed through completed Degree and NAADAC approved trainings	Credit Hours not required	Credit Hours not required
Documented supervised experience	CAC I – 500 Hours CAC II- 180 Hours (see Form C)	2 years of experience from the date the Registration (RAC) was issued	CAC I – 2 years immediately proceeding July 7, 2007 CAC II – 5 years immediately proceeding July 7, 2007
Examination required to pass	1- NAADAC National Exam 2- D.C. Jurisprudence Exam	1- NAADAC National Exam 2- D.C. Jurisprudence Exam	D.C. Jurisprudence Examination (NAADAC Exam waived)
Eligible Applicants	-Applicants who have never been Registered (RAC) with the District of Columbia -New Graduates with Associates and Bachelors Degrees	Registered Addiction Counselors who held a Registration (RAC) <u>on or after July 8, 2007.</u>	Registered Addiction Counselors who were Registered (RAC) <u>on or before July 7, 2007.</u>

* All Applicants will be required to complete a Criminal Background Screening. Appointments will be scheduled when application is submitted to the Board of Professional Counseling.