

## CDCA Phase 1 and 2

*What is the Chemical Dependency Counselor Assistant certification?*

The Chemical Dependency Counselor Assistant (CDCA) certification was developed by the Ohio Chemical Dependency board to assist individuals in becoming credentialed to work in the addictions field. The CDCA Phase 1 certification is the first step in becoming a certified chemical dependency counselor. This initial CDCA certification is a preliminary certification.

Individuals with a CDCA certification can work with substance use clients under supervision in a variety of settings including behavioral health agencies, substance use, and treatment centers.

A complete list of requirements for each Phase of the certification can be found on the Ohio Chemical Dependency Board website (<https://ocdp.ohio.gov/Certification-and-Licensure/Treatment-Forms-Requirements>).

### How to Register (for non- employees)

1. For CDCA Phase 1 certification, you need 40 hours. Once the hours are completed, you can apply for your certificate/license.
  - a. Phase 2 requires an additional 30 hours. Classes can only be applied to one phase or the other. Applicants will have 13 months after receiving their Phase 1 to complete the 30 additional hours of training.
2. Be sure to register and attend "Information and Assistance with CDCA"
3. Your certificates for each course will be sent to the email you supply during the registration process after each course is completed and paid in full.
4. On the [Training Calendar](#), click on each of the trainings needed. These trainings are listed on the second page of this document to register for the training.
5. You will be required to complete all the registration information.
6. Once you have registered (added courses to your cart), complete check-out process. A 25% deposit is required to register for all courses.
  - a. The deposit is non-refundable within 7 days of the course. Contact ITD via email if you experience issues with attending the course.

### Payment Options

Payment will be accepted by PayPal and credit/debit. Cash or check can be paid through mail or in-person.

You can mail your payment to: Talbert House - ITD, 2600 Victory Parkway, Cincinnati, Ohio 45206, or you can pay in person at the time of your training. Please make checks payable to "Talbert House ITD".

Payment is due by the start of the training session. If you cannot pay in full, we can create a payment plan with you. Please contact ITD about your payment plan.

Completion certificates will not be issued until the course is paid in full.

Visit <https://itd.gosignmeup.com/Public/Course/Browse> for the ITD Training Calendar.

For CDCA/LCDC forms and information visit: <https://ocdp.ohio.gov>

For information about the CDCA, Registration, or Payments contact the Institute for Training and Development at: [itd.registrations@talberthouse.org](mailto:itd.registrations@talberthouse.org)

## Chemical Dependency Counselor Assistant (CDCA) Trainings For Phase 1 and Phase 2

Courses are offered every 6 months to ensure applicants meet requirements.

### Information and Assistance with CDCA: Offered bi-monthly

<b>C1</b>	<b>Theories of Addiction</b> (5 hours Phase 1 and 5 hours Phase 2)	
	Introduction to Substance Abuse (part 1 and 2)	5 Hours
	Opioid Use 101	2 hours
	Drug Use and Children & Adolescents	3 hours
	Theories of Addiction	3 hours
<b>C2</b>	<b>Counseling Procedures &amp; Strategies with Addicted Populations</b> (14 hours Phase 1 and 8 hours Phase 2)	
	Basic Clinical Skills	3 hours
	Crisis De-Escalation	3 Hours
	Motivational Interviewing Overview: Helping People Change	6 Hours
Phase 2 Suggested	Individual Counseling Techniques for clients with Substance Use Disorders	5 hours
Phase 2 Suggested	Engaging the Unmotivated Client	3 hours
	Clinical Concepts: Introduction to Coping Skills	3 hours
	Collaborative Documentation	3.75 hours
	Trauma and Addiction Treatment	2.5 hours
	<i>More courses being developed.... look for (C2) in the title</i>	
<b>C3</b>	<b>Group Process &amp; Techniques Working with Addicted Populations</b> (5 hours Phase 1 and 5 hours Phase 2)	
	Group Treatment Strategies for Substance Abusers	5 Hours
Phase 2 Suggested	Developing and Delivering Psychoeducational Groups	5 hours
	Group Facilitation Series (4 parts)	13 hours
<b>C4</b>	<b>Assessment and Diagnosis of Addiction</b> (3 hours Phase 1 and 3 hours Phase 2)	
	Comprehensive Evaluation of Alcohol and Other Drugs	3 Hours
	Substance Use Disorders and the DSM 5	3 hours
	Assessing for Substance Use Disorders: What to look for, and where to look	3 hours
<b>C8</b>	<b>Treatment Planning</b> (7 hours Phase 1 and 6 hours Phase 2)	
	Fundamental Components of Clinical Documentation	3 Hours
	Collaborative Treatment Planning	3.75 hours
Phase 2 Suggested	Using Levels of Care in Treatment Planning	6 hours
	Treating Risk: Suicide, Homicide, and Duty to Warn	2 Hours
	Relapse Prevention Strategies	3 hours
<b>C9</b>	<b>Legal and Ethical Issues Pertaining to Chemical Dependency</b> (6 Hours Phase 1 and 3 hours Phase 2)	
	Ethics and Boundaries	3 Hours
	Professional Considerations for Substance Abuse Providers	3 Hours
	Ethics in the Electronic Age	3 Hours
Phase 2 Suggested	Advanced Ethics: Understanding our Differences	3 hours