

CAADE PRESIDENT'S COUNCIL
(Platinum, Gold, Silver, Bronze Level Donors)



The California Association for Alcohol/Drug Educators serves colleges, universities, students, educators, certified substance abuse counselors, licensed therapists and the entire substance abuse treatment industry across the state. Our membership is approximately 4800+ individuals and organizations. Our website boasts upward of 3000 hits per month and our quarterly “green” newsletter now reaches upward of 20,000 people per year. CAADE’s annual conference is attended by 500+ individuals and organizations where honored presenters include local, state, and national leaders in the field of substance abuse intervention, treatment and recovery.

The CAADE Certified Addictions Treatment Counselor credential (CATC) is accredited by The National Commission for Certifying Agencies (NCCA), is recognized by the California Department of Alcohol and Drug Programs and represents the highest level of education and training available to addiction counselors in the state of California.

CAADE’S MISSION

The CAADE Mission is to promote continuous enhancement of addiction services in the community including prevention, intervention, treatment, and recovery support services.

The mission is accomplished through:

- *Promotion and support of quality higher education in addiction studies;*
- *Provision of continuing education and professional development;*
- *Leadership at the state and national levels for the development and implementation of certification standards for addiction service professionals;*
- *Development and application of accreditation standards for higher education in addiction studies; and*
- *Public policy education and advocacy with consumers and other stakeholders*

CAADE PRESIDENT’S COUNCIL DONOR LEVELS

All donations are tax deductible

CAADE is a 501(C)3 non-profit organization. Federal Tax ID #77-0045316

Platinum Donor Level: \$25,000/year

Platinum Level Donor Benefits include:

1. An Honorary seat on the CAADE Board of Directors* (pending board approval)
2. Sponsorship of Banquet and President’s Luncheon at yearly conference (with 3x5’ Display Board and personal introduction at each event)
3. Five (5) registrations for the annual CAADE conference
4. Full page ad in the conference program with acknowledgement as a President's Council Platinum Donor
5. Full page ad in quarterly Chronicles (online and hard copy versions) and ½ page article 1x per year (Contingent on the President’s approval prior to publication).
6. Link and Logo of your (facility, treatment center, business, etc.) on the front page of the CAADE web with acknowledgement as a President's Council Platinum Donor
7. Honorable mention and inclusion in CAADE materials provided at all events where CAADE is an exhibitor.
8. One (1) Institutional Membership in CAADE (up to 15 individuals)

Gold Donor Level: \$10,000/year

Gold Level Donor Benefits include:

1. One (1) Exhibit Table at the yearly conference
2. Two (2) registrations for the annual CAADE conference
3. 1/2 page ad in the conference program and acknowledgement as a Gold Level President's Council Donor
4. 1/2 page President's Council ad in the quarterly Chronicles (online and hard copy). Link and Logo of your facility, treatment center, business, etc., on the front page of the CAADE web with acknowledgement as a Gold Level President's Council Donor.
6. Honorable mention and inclusion in CAADE materials provided at all events where CAADE is an exhibitor.
7. One (1) Institutional Membership in CAADE (up to 10 individuals)

Silver Donor Level: \$5000/year

Silver Level Donor Benefits include:

1. One (1) Exhibit Table at the yearly conference
2. One (1) registration for the annual CAADE conference
3. 1/4 page ad in the conference program and acknowledgement as a Silver Level President's Council Donor
4. 1/4 page ad in the CAADE Chronicles with acknowledgement as a Silver President's Council Donor quarterly (online and hard copy)
5. Link and Logo of your facility, treatment center, business, etc. on the front page of the CAADE web with acknowledgement as a Silver Level President's Council Donor
6. Honorable mention and inclusion in CAADE materials provided at all events where CAADE is an exhibitor.
7. One (1) Institutional CAADE Memberships per year (up to 5 individuals)

Bronze Donor Level: \$2500/year

Bronze Level Donor Benefits include:

1. 1/4 page ad in the conference program and acknowledgement as a Bronze Level President's Council Donor
2. One (1) Registration for the CAADE Conference
3. Logo and listing as a Bronze Level President's Council Donor in the CAADE Chronicles, quarterly (online and hard copy)
4. Link and Logo of your facility, treatment center, business, etc. on the front page of the CAADE web with acknowledgement as a Bronze Level President's Council Donor
5. Honorable mention and inclusion in CAADE materials provided at all events where CAADE is an exhibitor.
6. Two (2) individual CAADE Memberships per year

All President's Council Donors will receive a President's Council Donor plaque for their office

President's Council Donations are payable online via Paypal Donation Link on the CAADE Fundraising Shop webpage (www.caade.org/shop.htm) or by check or money order payable to CAADE. Please complete the attached application and send with membership applications.

**(Pending Board Approval).* An Honorary seat on the CAADE Board of Directors is an ex-officio, non-voting position unless otherwise specified by a majority vote of the Directors during a legal meeting. The honorary member is welcome to attend all quarterly board meetings, will be provided with a 15-minute forum at each meeting for discussing the individual's organization or other topics of interest with prior approval from the President of CAADE, or his/her representative. As an ex-officio, non-voting board member, this position is not included in the total board of director count listed in the bylaws, is not a member of the Executive Committee or any other committee established by the CAADE Board of Directors, and may not be present at closed executive sessions unless so approved by a majority vote of the directors present at the time of the meeting.

CAADE President's Council Application/Renewal

Complete and mail this application (along with membership applications as needed) to:

CAADE -- P.O. Box 2292-- Anaheim, CA 92814

Organization Name: _____

Address _____
(with City, State and Zip)

Phone: _____ Email: _____

Name of President/CEO (include degrees, titles, credentials): _____

Please check only the ONE statement that applies:

- Platinum President's Council Member/Donor (includes 1 Institutional Membership in CAADE 1-15 level)
- Gold President's Council Member/Donor (includes 1 Institutional Membership in CAADE 1-10 level)
- Silver President's Council Member/Donor (includes 1 Institutional Membership in CAADE 1-5 level)
- Bronze President's Council Member/Donor (includes 2 Individual Memberships in CAADE)

INSTITUTIONAL MEMBERSHIPS – Includes membership cards for each member and a certificate of membership for Institution. Include an application for each membership.

Silver _____ 1- 5 individuals Gold _____ 6-10 individuals Platinum _____ 11-15 individuals

All Registrants, Members, and C.A.T.C.'s are bound by our Code of Ethics and Scope of Practice. Both are available on our website at www.CaadeCentralOffice.org, or you can request them by mail or email: caadecentraloffice@yahoo.com.

****I have read and agree to abide by the CAADE Code of Ethics/Scope of Practice (go to website at www.CaadeCentralOffice.org for these forms). It is my understanding that I am to uphold all 11 principles in my work and in all contact with clients/patients, either employed or volunteering, and by signing this application, I agree to abide by these ethical standards. I understand that my Registration/Membership and Certification can be revoked if I violate any of these ethical standards.*

Signature of applicant

Date Signed

CAADE Registration/Membership Application/Renewal

Complete and mail the number of membership applications, code of ethics and scope of practice forms as needed to:

CAADE -- P.O. Box 2292 -- Anaheim, CA 92814

Name: _____

Address _____
(with City, State and Zip)

Phone: _____ Email: _____

Alcohol/Drug Studies Program College of Attendance: _____

Please check only the ONE statement that applies:

- Yes It is my intention to be a Registered Member for the purpose of becoming certified with CAADE as a Certified Addictions Treatment Counselor (C.A.T.C.) in compliance with Title 9, Division 4, Chapter §13035(f) of the California Code of Regulations for Alcohol and Drug Counselor Certification. Registration/Membership requires annual renewal.
- Yes I have C.A.T.C. certification and need to renew CAADE Certified Membership:
Cert. No.: _____ Expiration Date: _____
- Yes, it is my desire to become a CAADE Member or renew my membership only. **I do not plan on becoming certified as a C.A.T.C.** Membership requires annual renewal.

All Registrants, Members, and C.A.T.C.'s are bound by our Code of Ethics and Scope of Practice. Both are available on our website at www.CaadeCentralOffice.org, or you can request them by mail or email: caadecentraloffice@yahoo.com.

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Signature of applicant

Date Signed

SCOPE OF PRACTICE

CERTIFIED ADDICTIONS TREATMENT COUNSELOR (C.A.T.C.)

Educational Requirements: Possession of the Alcohol/Drug Studies Certificate from one of the state accredited and **CAADE** approved programs. (This means a minimum of 750 hours basic Alcohol/Drug Studies programs.) or approved Ed. Equivalency.

Experiential Requirements: Documented verification of 2240 hours of supervised work experience. (This may include the 250 plus hours of college internship experience.)

Renewal Requirements:

- 1) Proof of completion of 40 Continuing Education hours in any conference, workshop, or training course in the field of Alcohol and other Drugs, including at least auditor attendance at any semester course in a **CAADE** approved **Alcohol and Drug Studies** program.
- 2) At the beginning of each renewal cycle, a signed agreement to abide by a Code of Ethics.

Practice Applications:

- 1) The Counselor is able to facilitate behavioral change for persons affected by alcohol and other drug addictions;
- 2) The Counselor, through skills of evaluation and assessment, group process, treatment planning, and the inclusion of all available 12 Step programs, will seek to provide and develop support systems for recovering clients;
- 3) The Counselor, through education, sensitivity to cultural and family issues, and modalities of intervention and prevention will also facilitate social, community, and environmental change on behalf of the recovering client;
- 4) The Counselor, aware of legal and ethical issues, maintaining accurate records and respecting all aspects of confidentiality, will make referrals to other professionals as appropriate for the on-going recovery of both clients and family members.

Types of Practice:

As treatment team member in social and modified-medical model recovery homes, hospital Alcohol/Drug treatment units, correctional facilities, and outpatient programs, residential treatment/care facilities, county, state, and federal programs, DUI and Domestic Violence programs, Drug Courts, and Education and Prevention programs.

I have read, understood, and accepted the parameters of the Scope of Practice declared by the C.A.T.C. credential.

Signature _____ Date _____

**CALIFORNIA ASSOCIATION FOR
ALCOHOL AND DRUG EDUCATORS**

Certified Addictions Treatment Counselor (C.A.T.C.)

Ethical Standards
Adopted 2.22.02
Revised 6.30.06

SPECIFIC PRINCIPLES

Principle 1: Non-Discrimination

The C.A.T.C. shall not discriminate against clients or professionals based on race, religion, age, gender, disability, national ancestry, sexual orientation or economic condition.

A. The C.A.T.C. shall be knowledgeable about disabling conditions, demonstrate empathy in interactions with clients with disabilities, and make available physical, sensory and cognitive accommodations that allow clients with disabilities to receive services.

Principle 2: Responsibility

The C.A.T.C. shall espouse objectivity and integrity, and maintain the highest standards in the services the C.A.T.C. offers.

A. The C.A.T.C. shall maintain respect for institutional policies and management functions of the agencies and institutions within which the services are being performed, but may take appropriate initiative toward improving such policies when it will better serve the interest of the client.

B. The C.A.T.C. who is aware of unethical conduct or of unprofessional modes of practice shall report such inappropriate behavior to the appropriate authority.

Principle 3: Competence

The C.A.T.C. shall recognize that the profession is founded on national standards of competency which promote the best interests of society, of the client, of the C.A.T.C. and of the profession as a whole. The C.A.T.C. shall recognize the need for ongoing education and clinical supervision as a component of professional competency.

A. The C.A.T.C. shall recognize professional boundaries and limitations of the C.A.T.C.' competencies and only offer services or use techniques within their professional scope of practice.

B. The C.A.T.C. shall be sensitive to the potential harm to clients of any personal impairment and shall be willing to seek appropriate treatment for oneself. The C.A.T.C. shall support employee assistance programs in this respect.

Principle 4: Legal and Ethical Standards

The C.A.T.C. shall uphold the legal and accepted ethical codes which pertain to professional conduct.

A. The C.A.T.C. shall be fully cognizant of all federal laws and laws of the C.A.T.C.' respective state governing the practice of alcoholism and drug abuse counseling.

B. The C.A.T.C. shall not claim either directly or by implication, professional qualifications/affiliations that the C.A.T.C. does not possess.

C. The C.A.T.C. will not use, possess, or be under the influence of alcohol or illicit drugs on program premises or while attending or conducting program services.

Principle 5 : Publication Credit

The C.A.T.C. shall assign credit to all who have contributed to the published material and for the work upon which the publication is based.

A. The C.A.T.C. who publishes books or articles and/or makes professional presentations will assure that all sources of information and contributions are properly cited.

Principle 6: Client Welfare

The C.A.T.C. shall hold the welfare of the client paramount when making any decisions or recommendations concerning referral, treatment procedures or termination of treatment.

A. The C.A.T.C. shall disclose to clients that she/he operates under a code of ethics and that same shall be made available to the client if requested.

B. The C.A.T.C. shall terminate a counseling or consulting relationship when it is reasonably clear to the C.A.T.C. that the client is not benefiting from the relationship.

C. The C.A.T.C. shall not use or encourage a client's participation in any demonstration, research or other non-treatment activities when such participation would have potential harmful consequences for the client or when the client is not fully informed.

D. The C.A.T.C. shall take care to provide services in an environment that will ensure the privacy and safety of the client at all times and ensures the appropriateness of service delivery.

Principle 7: Confidentiality

The C.A.T.C. working in the best interest of the client shall embrace, as a primary obligation, the duty of protecting client's rights under confidentiality and shall not disclose confidential information acquired in teaching, practice or investigation without appropriately executed consent.

A. The C.A.T.C. shall provide the client his/her rights regarding confidentiality, in writing, as part of informing the client in any areas likely to affect the client's confidentiality. This includes the recording of the clinical interview, the use of material for insurance purposes, the use of material for training or observation by another party.

B. The C.A.T.C. shall make appropriate provisions for the maintenance of confidentiality and the ultimate disposition of confidential records. The C.A.T.C. shall ensure that data obtained, including any form of electronic communication, are secured by the available security methodology. Data shall be limited to information that is necessary and appropriate to the services being provided and be accessible only to appropriate personnel.

C. The C.A.T.C. shall adhere to all federal and state laws regarding confidentiality and the C.A.T.C.'s responsibility to report clinical information in specific circumstances, such as child or elder abuse or duty to warn, to the appropriate authorities and their supervisor.

D. The C.A.T.C. shall discuss the information obtained in clinical, consulting, or observational relationships only in appropriate settings for professional purposes and on a need to know basis. Written and oral reports must present only data germane and pursuant to the purpose of evaluation, diagnosis, progress, and compliance. Every effort shall be made to avoid undue invasion of privacy.

E. The C.A.T.C. shall use clinical and other material in teaching and/or writing only when there is no identifying information used about the parties involved.

Principle 8: Client Relationships

It is the responsibility of the C.A.T.C. to safeguard the integrity of the counseling relationship and to ensure that the client has reasonable access to effective treatment. The C.A.T.C. shall provide the client and/or guardian with accurate and complete information regarding the extent of the potential professional relationship.

A. The C.A.T.C. shall inform the client and obtain the client's agreement in areas likely to affect the client's participation including the recording of an interview, the use of interview material for

training purposes, and/or observation of an interview by another person.

B. The C.A.T.C. shall not engage in dual relationships with clients, which have any significant probability of causing harm to the client, or the counseling relationship. A dual relationship occurs when a C.A.T.C. and his/her client engage in a separate and distinct relationship, either simultaneously with the therapeutic relationship or within two years following the termination of the professional relationship. As a general rule, a C.A.T.C. should not provide services to friends, family members, or any person with whom they have or have had a social, business, or financial relationship.

C. The C.A.T.C. shall not exploit relationships with current or former clients for personal or financial gain, including social or business relationships. This could include, but not be limited to, borrowing from or loaning money to clients; accepting gifts from clients; accepting favors from clients such as volunteer labor; or accepting goods or services in lieu of payment.

D. The C.A.T.C. shall not under any circumstances engage in sexual behavior (both verbal and non-verbal) with current or former clients.

E. The C.A.T.C. shall not accept as clients anyone with whom they have engaged in sexual behavior.

F. The C.A.T.C. will avoid dual relationships with current or past clients in self-help based recovery groups (such as A.A., N.A., Al-Anon, Smart Recovery, etc.) by not sponsoring a current or former client; by not having as a client a former sponsor or sponsee; by avoiding meetings, whenever possible, where clients are present; and by maintaining clear and distinct boundaries between the professional counselor and self-help sponsor roles.

G. The C.A.T.C. will refrain from promoting or advocating any particular religious orientation or from utilizing any particular religious doctrine as part of a treatment program, except in those circumstances where such a religious orientation is an accepted part of the program's mission and clients have voluntarily agreed to participate in such a program.

Principle 9: Interprofessional Relationships

The C.A.T.C. shall treat colleagues with respect, courtesy, fairness, and good faith and shall afford the same to other professionals.

A. The C.A.T.C. shall refrain from offering professional services to a client in counseling with another professional except with the knowledge of the other professional or after the termination of the client's relationship with the other professional.

B. The C.A.T.C. shall cooperate with duly constituted professional ethics committees and promptly supply necessary information unless constrained by the demands of confidentiality.

C. The C.A.T.C. shall not in any way exploit relationships with supervisees, employees, students, research participants, volunteers, or clients.

D. Seek resolution of workplace or professional issues in an appropriately assertive, understanding, and sensitive manner, utilizing established protocols when such exist.

Principle 10: Financial Arrangements

A. The C.A.T.C. shall inform the client of all financial policies.

B. The C.A.T.C. shall consider the ability of a client to meet the financial cost in establishing rates for professional services (sliding fee scale).

C. The C.A.T.C. shall not engage in fee splitting. The C.A.T.C. shall not send or receive any commission or rebate or any other form of remuneration for referral of clients for professional services.

D. The C.A.T.C., in the practice of counseling, shall not at any time use one's relationship with clients for personal gain or for the profit of an agency or any commercial enterprise of any kind.

Principle 11: Societal Obligations

The C.A.T.C. shall to the best of his/her ability actively engage the legislative processes, educational institutions, and the general public to change public policy and legislation to make possible opportunities and choice of service for all human beings of any ethnic or social background whose lives are impaired by alcoholism and/or drug abuse.

As a Certified Addictions Treatment Counselor, I will abide by the Code of Ethics stated herein, and my signature below indicates my desire and right to grant a release of information and waiver of confidentially related to any allegations or unprofessional conduct concerning myself and can be shared with and investigated by the appointed members of the CAADE Ethics Committee.

Name: _____
(please print)

Signed: _____

Dated: _____

(This code should be returned, signed, with the application)