

CR 90-55

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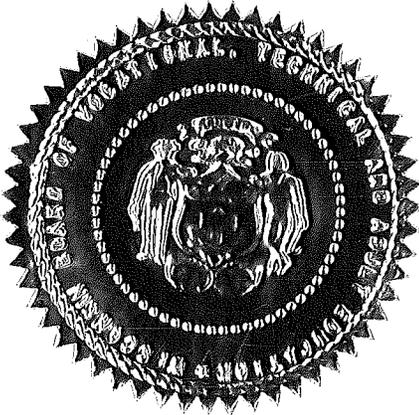
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CERTIFICATE

STATE OF WISCONSIN)
) ss.
BOARD OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION)

I, Dwight A. York, State Director of the Board of Vocational, Technical and Adult Education and custodian of the official records, certify that the annexed rules, Clearinghouse Rule 90-55 relating to the alcohol and other drug abuse prevention and intervention program, were duly approved by this Board on June 27, 1990.

I further certify that this copy has been compared by me with the original on file in this Board and that it is a true copy of the original, and of the whole of the original.



IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the Board at 310 Price Place, in the City of Madison, this 7th day of August, 1990.

Dwight A. York

Dwight A. York
State Director



**ORDER OF THE
WISCONSIN BOARD OF VOCATIONAL,
TECHNICAL AND ADULT EDUCATION
CREATING RULES RELATING TO THE
ALCOHOL AND OTHER DRUG ABUSE
PREVENTION AND INTERVENTION PROGRAM**

1 The Wisconsin Board of Vocational, Technical and Adult Education proposes
2 an order to create VTAE 3.08 relating to certification of alcohol and other
3 drug abuse prevention and intervention program counselors, and chapter
4 VTAE 13, relating to the alcohol and other drug abuse prevention and
5 intervention program.

ANALYSIS BY THE WISCONSIN BOARD OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION
Statutory Authority: ss. 38.04(4)(a), 38.35 and 227.11(2)(a), Stats.
Statutes Interpreted: ss. 38.04(4)(a) and 38.35, Stats.

1989 Wisconsin Act 31 created s. 38.35, Stats., permitting vocational, technical and adult education districts to apply for grants to assist in funding alcohol and other drug abuse prevention and intervention programs. The Board is required to determine the amount of the grant, if any, to be awarded to districts that apply for funding. These rules establish standards for the programs proposed by the districts for funding, and criteria for the awarding of grants.

In applying for a grant, districts will be required to provide a description of the program, including the nature of educational programs to be provided district staff and students in the prevention of and intervention in alcohol and other drug abuse, the methods to be used to provide and coordinate support services for students who are in treatment for or recovering from alcohol and drug dependence, and the methods to be used to provide early intervention services. Also required is a plan specifying the goals and objectives for meeting district needs, a description and explanation of those needs, a schedule of activities, an evaluation process and a budget.

Proposals will be evaluated and grants awarded based upon whether the proposed program adequately provides educational programs, support services and early intervention services as required under s.38.35(2), Stats., and whether the proposed program meets local needs. The Board will also consider the technical and management capabilities of the district relative to the program as proposed and the availability of adequate financial resources to successfully provide the program as proposed.

Also established are standards for the certification of the alcohol and other drug abuse prevention and intervention program counselor. The requirements for provisional certification are a bachelor's degree or equivalent and two years of verifiable occupational experience in an alcohol and other drug abuse prevention or intervention program, or an alcohol and other drug abuse referral program. A five-year certificate is available for individuals upon completion of additional academic coursework. Renewal of a provisional certificate requires satisfactory progress towards meeting the 5-year certification requirements. Approval of academic coursework and determination of equivalencies will use current guidelines under s. VTAE 3.01(2).

1
2 **SECTION 1.** Section VTAE 3.08 is created to read:

3 VTAE 3.08 ALCOHOL AND OTHER DRUG ABUSE PREVENTION AND INTERVENTION

4 PROGRAM COUNSELOR. (1) GROUP IDENTIFICATION. Alcohol and other drug abuse
5 prevention and intervention program counselor certification is required of
6 those individuals in each district who are assigned to coordinate a program
7 funded in whole or in part under s. 38.35, Stats., and ch. VTAE 13.

8 (2) APPROVAL REQUIREMENTS. The approval status under s. VTAE 3.01(3)(c)
9 is not appropriate and may not be granted to alcohol and other drug abuse
10 prevention and intervention program counselors.

11 (3) PROVISIONAL CERTIFICATION. (a) Education. A bachelors degree or
12 equivalent.

13 (b) Occupational experience. Two years of verifiable occupational
14 experience in alcohol and drug abuse prevention and intervention, or alcohol
15 and other drug abuse referral.

16 (c) Renewal. The provisional certificate shall be valid for 2 years.
17 The provisional certificate shall be renewed if during the provisional
18 certification period, the applicant makes satisfactory progress toward earning
19 a 5-year certificate under sub. (4). Satisfactory progress shall be at least
20 4 approved semester credits or the equivalent.

- 1 (4) FIVE-YEAR CERTIFICATION REQUIREMENTS. (a) Education. 1. Educa-
2 tional psychology - 2 semester credits or 80 verifiable hours of instruction.
3 2. Guidance and counseling - 2 semester credits or 80 verifiable hours
4 of instruction.
5 3. Human-intergroup or intercultural relations - 2 semester credits or
6 80 verifiable hours of instruction.
7 4. Alcohol and drug terminology - 1 semester credit or 40 verifiable
8 hours of instruction.
9 5. Psychosocial and sociocultural aspects of alcohol and other drug
10 abuse - 1 semester credit or 40 verifiable hours of instruction.
11 6. Pharmacological and psychopharmacological aspects of alcohol and
12 other drugs - 1 semester credit or 40 verifiable hours of instruction.
13 7. Assessment instruments and procedures, including action planning, and
14 alcohol and other drug abuse treatment and support resources - 1 semester
15 credit or 40 verifiable hours of instruction.
16 8. Abnormal psychology, psychopathology on psychiatric disorders, or
17 developmental psychology - 1 semester credit or 40 verifiable hours of
18 instruction.

19 (b) Professional experience. In addition to the occupational experience
20 under sub. (3)(b) two years of professional experience as a certified alcohol
21 and other drug abuse prevention and intervention program counselor obtained in
22 any recognized educational system.

23 (c) Renewal. The certificate will be renewed if the applicant for
24 renewal has documented evidence of continued professional growth. Minimum
25 evidence shall be 6 approved semester credits or 2 months of appropriate

1 occupational experience or other professional activity delineated by the
2 district in a plan of such activities. The district plan of activities for
3 professional growth may include workshops or conferences of specific relevance
4 to the staff member's responsibilities, continuing education units (CEUs) and
5 attendance in a district's associate degree or vocational diploma program
6 areas. The district plan shall be approved, prior to its implementation, by
7 both the district board and the state director.

8
9 **SECTION 2.** Chapter VTAE 13 is created to read:

10 **CHAPTER VTAE 13**
11 **ALCOHOL AND OTHER DRUG ABUSE**
12 **PREVENTION AND INTERVENTION PROGRAM**

13
14 VTAE 13.01 PURPOSE. The purpose of this chapter is to establish
15 standards for alcohol and other drug abuse prevention and intervention
16 programs, and criteria and procedures for awarding and monitoring grants as
17 provided in s. 38.35, Stats.

18 VTAE 13.02 DEFINITIONS. (1) "AODA program" means an alcohol and other
19 drug abuse prevention and intervention program established under s. 38.35,
20 Stats.

21 (2) "Board" means the board of vocational, technical and adult education.

22 (3) "Director" means the person appointed by the board under s. 38.04(2),
23 Stats.

24 (4) "District" means a vocational, technical and adult education district
25 established under ch. 38, Stats.

1 (5) "District board" means the district board in charge of the
2 vocational, technical and adult education schools of a district.

3 (6) "District director" means the person employed by a district board
4 under s. 38.12(3)(a)1, Stats., who exercises general supervision and
5 management of the development and work of the district schools.

6 VTAE 13.03 GENERAL PROGRAM REQUIREMENTS. An AODA program proposed for
7 funding under s. 38.35, Stats., and this chapter:

8 (1) Shall be coordinated by an alcohol and other drug abuse prevention
9 and intervention counselor who is certified by the board under s. VTAE 3.08.
10 The counselor shall coordinate or perform the functions under s. 38.35(2),
11 Stats.

12 (2) May not use funds awarded under this chapter to supplant other funds
13 available for positions or programs relating to the prevention of,
14 intervention in or education about alcohol or other drug abuse.

15 VTAE 13.04 GRANT APPLICATION PROCEDURES. (1) Annually, during a time
16 period established by the board, districts may submit proposals for a grant to
17 assist in funding an AODA program under s. 38.35, Stats. The proposal shall
18 be in writing, signed by the district director, and be in such form as the
19 board requires. The proposal shall include all of the following:

20 (a) A description of the proposed AODA program which includes:

21 1. The nature of the educational programs to be provided district staff
22 and students in the prevention of and intervention in alcohol and other drug
23 abuse.

1 2. The methods to be used to provide and coordinate support services for
2 students who are in treatment for or recovering from dependence on alcohol or
3 other drugs.

4 3. The methods to be used to provide early intervention services.

5 (b) A plan which includes:

6 1. Goals and objectives for meeting the needs of the district.

7 2. A description and explanation of conditions which lead to development
8 of the goals and objectives.

9 3. A schedule of activities.

10 4. An evaluation process.

11 5. A budget.

12 (2) The board shall prepare an application manual which it may update as
13 needed. The manual shall contain the application procedures, requirements and
14 instructions for funding.

15 VTAE 13.05 GRANT AWARD CRITERIA. Before awarding an AODA program grant,
16 the board shall consider all of the following:

17 (1) Whether the proposed AODA program adequately provides the items
18 required under s. 38.35(2), Stats.

19 (2) The technical and management capabilities of the district relative to
20 the AODA program as proposed.

21 (3) The availability of adequate financial resources to successfully
22 provide the program as proposed in the grant application.

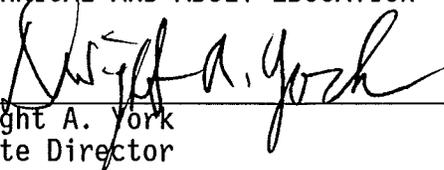
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1 (4) Whether the proposal adequately meets the local needs as proposed in
2 the grant application.

The rules contained in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register as provided in s. 227.22(2)(intro.), Stats.

Dated this 27th day of June, 1990.

WISCONSIN BOARD OF VOCATIONAL,
TECHNICAL AND ADULT EDUCATION


Dwight A. York
State Director



Wisconsin Board of Vocational, Technical and Adult Education

310 Price Place

P.O. Box 7874

Madison, WI 53707

608-266-1207



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Dwight A. York
State Director

AUG 7 1990

Revisor of Statutes
Bureau

August 7, 1990

Mr. Bruce Munson
Revisor of Statutes
30 W. Mifflin St., Suite 702
Madison, WI 53702

Dear Mr. Munson:

Enclosed for filing and publication is a certified copy of an Order of the Board of Vocational, Technical and Adult Education (Clearinghouse Rule 90-55), creating VTAE 3.08, relating to certification of alcohol and other drug abuse prevention and intervention program counselors, and creating ch. VTAE 13, relating to the alcohol and other drug abuse prevention and intervention program. Also enclosed is an additional copy of the Order for use as printer's copy.

Should you have any questions, please do not hesitate to contact me at 266-8171.

Sincerely,

Edward S. Alschuler
General Counsel

ESA:PLD
Enclosures

cc: Dwight A. York, State Director
Edward Chin, Assistant State Director
Glenn Davison, Assistant State Director
Linda Stewart, Executive Assistant
Thomas Fletemeyer, Bureau Director

