

LPHA Guide:

Offering Continuing Education Credits for Behavioral Health Providers

Prepared by Rede Group, January 2024

Despite well-established evidence indicating the negative health effects of and the health disparities created by commercial tobacco use in the behavioral health population, as well as the advantages of integrating tobacco/nicotine recovery in behavioral health treatment, screening for tobacco use occurs in fewer than two-thirds of behavioral health facilities.¹ Additionally, fewer than half of these facilities have smoke-free policies or include tobacco cessation counseling in their services.¹

¹ [Public Health Law Center: Behavioral Health & Tobacco Dependency](#)

The purpose of this guide is to help professionals increase and improve the integration of commercial tobacco/nicotine recovery in behavioral health (BH) settings by informing, educating, and promoting evidence-based best practices through CEU opportunities for behavioral health providers.

To get started: Contact your local behavioral health provider partner/facility to inform them of your CEU opportunity and find out what their process is for helping their employees earn required CEUs for their professional certifications. You can send them a brief description of a proposed or existing training as the CEU opportunity. Some agencies apply for the CEUs themselves from the certifying body, so your role as presenter/trainer will be to fill in specifics about the training in the application for them to complete and submit, others may not have a process in place and you will need to complete and submit the application yourself. You can also start by designing the training, apply for the relevant CEU qualification, and then contact BH providers and partners to offer the training. Before designing your training or applying to be a CEU provider, find out which certifications are most common among the employees of the partnering agency and follow the directions provided for that certifying body included here in this guide.

“Smoking cessation in substance use disorder treatment can increase a person’s chances for long-term recovery and reduces risks of smoking related illnesses.”

–Dr. Elinore McCance-Katz, Assistant Secretary for Mental Health and Substance Use

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Mental Health & Addiction Certification Board of Oregon (MHACBO)

Website: <https://mhacbo.org/en/>

Email for general inquiries: mhacbo@mhacbo.org

Includes the professional certifications of:

- QMHA - Qualified Mental Health Associate
- QMHP - Qualified Mental Health Professional
- CADC - Certified alcohol and drug counselor
- CPS - Certified prevention specialist
- CRM - Certified recovery mentor

Training Application

- ➔ Online application - [Continuing Education Accreditation](#) on the MHACBO website, select form “Training Preapproval”
- ➔ Application includes: Title of training, the number of hours of training, 3 citations from the list of resources, 3 training objectives, instructor qualifications, attaching presentation and/or syllabus
- ➔ \$25 payment by card at time of application

Specific Requirements

- Training must utilize and cite research-based best practices, and/or generally accepted practices and standards of behavioral health care articulated through technical assistance and treatment improvement publications of OHA, SAMHSA, NIMH, CSAT, NIDA, NIAAA, CSAP, HHS, CB, ACF, OJP, and the CDC
- Presenters/Trainers must hold some certification/license/accreditation, i.e. CHES, Tobacco Treatment Specialist

If approved

- A certificate for all participants must be generated and encoded with the number of MHACBO Approved Hours and include date, location, presenters, and trainer/trainer’s organization signatures
- The course will remain accredited indefinitely, unless the course changes instructors or dramatically changes in nature

National Association of Social Workers (NASW)

Website: <https://www.socialworkers.org/>

Email: JK@nasworegon.org

Includes the professional certifications of:

- C-CATODSW - Certified Clinical Alcohol, Tobacco & Other Drug Social Worker
- C-SWCM - Certified Social Work Case Manager
- C-ASWCM - Certified Advanced Social Work Case Manager
- QCSW - Qualified Clinical Social Worker
- C-SWHC - Certified Social Worker in Health Care
- C-CYFSW - Certified Children, Youth, and Family Worker
- C-ACYFSW - Certified Advanced Children, Youth, and Family Social Worker

Training Application

- ➔ [Application form online](#), complete as a Word doc or PDF and email to JK@nasworegon.org
- ➔ Application includes: Attach agenda and/or brochure/flier, attach description of presenter's qualifications, CEU Worksheet (Attachment A found in application) that requests hours, topics, learning objectives, speaker credentials
- ➔ Payment is upon approval of the training. The amount is according to the number of credits and differs for "profit" or "non-profit" agencies offering the CEUs. Examples: For "profit" agencies 1 - 7.5 CE hours is \$190, "non-profit" is \$95. If approved, the NASW will send an invoice

Specific Requirements

- Application must be submitted at least 4-6 weeks before the event, less than 4 weeks will be an extra \$75
- Trainer qualifications: No specific licenses or certifications required, rather the training content must be relevant and evidence-based, and the presenter must be qualified to deliver the information as indicated in the application

If approved

- Approval letter, CE certificates, evaluation forms will be emailed to you 2 weeks before event
- You conference/workshop will be posted on the NASW Oregon website if you request it on your application
- If you wish to repeat this workshop (same speaker, content, etc.) within 12 months, there is a per repeated workshop fee of \$50 for nonprofits and \$80 for profit sponsors.
- During event, attendees requesting CE credit must complete an NASW conference evaluation form and sign a conference roster indicating their completion of the conference
- *After event, must mail (no emails or faxes) attendance rosters and evaluations to the NASW office: 2929 SW Multnomah Blvd., Ste. 305, Portland, OR, 97219

“Commercial tobacco use among adults with behavioral health issues such as mental health or substance use disorders has been described as “a neglected epidemic.” Although only 25 percent of the U.S. adult population have behavioral health issues, individuals with mental health or substance use disorders consume approximately 40 percent of the cigarettes sold in the U.S.”

–Public Health Law Center

Oregon Health Authority, Traditional Health Worker (THW)

Website: <https://www.oregon.gov/oha/EI/Pages/Become-an-Oregon-Health-Authority-Approved-THW-Training-Program.aspx>

Email: thw.program@state.or.us

Includes the professional certifications of:

- PSS - Peer Support Specialist
- PWS - Peer Wellness Specialist
- NAV - Personal Health Navigator
- CHW - Community Health Worker

Training Application

- ➔ Application is a [fillable Word Doc](#), complete and send to thw.program@state.or.us
- ➔ Application to include the application form and the following attachments: training description, outline, and handouts (may include instructor manual, student handbooks, agendas, instructional materials, PPTs)

Specific Requirements

- Submit the application at least 90 days in advance of the event
- Training must align with one of the THW learning competencies (seen on page 3 and 4 of the application)
- CEU trainings do not require a certified THW when developing the curriculum or teaching the training

If approved

- OHA will send email written notice of approval
- When conducting the event, you must issue a certification of completion to all participants, certificates must include the statement “Approved by OHA-Office of Equity and Inclusion for Traditional Health Workers by worker type”, and training title, number of hours, date, trainer signature, and sponsoring organization

NAADAC - The Association for Addiction Professionals

Website: <https://www.naadac.org/>

Email: naadac@naadac.org

Includes the professional certifications of:

- NCAC - National Certified Addiction Counselor,
- MAC - Master Addiction Counselor
- NCPRSS - National Peer Recovery Support Specialist
- NCNTT - National Certification in Nicotine and Tobacco Treatment
- NCAAC - National Certified Adolescent Addiction Counselor

Training Application

- ➔ [Application form online](#) as fillable documents. Complete and send to providers@naadac.org. After your application is submitted, you will be provided with feedback and an opportunity to make any necessary corrections
- ➔ [A comprehensive checklist](#) is provided. Application includes: the main application, a form for goals and objectives of training, a form indication of type of program offered, attach training materials, a references form, a form for relationship disclosure
- ➔ Outline of the content should demonstrate how the course relates to alcohol/drug counseling and treatment, see [course requirements page](#) for a comprehensive description of qualifying course content
- ➔ Payment is according to application type (event type, frequency, and number of CEUs). Example: If you are offering an in-person single event that is 8 credits or less, the fee is \$200. See all the types of applications in this [guideline document from NAADAC](#)

Specific Requirements

- Applications must be submitted to NAADAC for review at least eight weeks prior to the start date of the event, training, or first course

- Trainer qualifications: “Providers must evidence that they and/or their trainers have the appropriate education, training, and experience specific to the topics that the training. This may include having the relevant certificate of training, certification, license and/or degree.” You will be asked to submit a References Form (included online) with 3 references

If approved

- Upon approval, a NAADAC Approved Education Provider Certificate will be sent indicating the approval period and provider number. This provider number must be on each of the CE certificates issued by the NAADAC Approved Education Provider upon completion of the training

“Some populations are disproportionately affected by tobacco’s health consequences. Most notably, people with mental disorders—including substance use disorders—smoke at higher rates than the general population. This is a health equity issue.”

–National Institute on Drug Abuse

Resources for building presentations

Oregon Health Authority approved and promoted resources

- Webinar series: [Treating Tobacco Dependence in Behavioral Health Settings](#)
- Reducing Tobacco Prevalence: [Key Resources](#) list & links
- [Clinical Tobacco Cessation Work Flow](#) guidance
- [Million Hearts Tobacco Cessation Change Package](#) action guide
- [LPHA Guidance for Direct Cessation Services](#)

Public Health Law Center

- [Behavioral Health & Tobacco Dependency; Integrating Treatment into Behavioral Health Facilities](#)
- [Commercial Tobacco & Behavioral Health, Sample Policy for a Tobacco-Free Setting](#)

Substance Abuse and Mental Health Services Administration (SAMHSA)

- [Implementing Tobacco Cessation Programs in SUD Treatment Settings](#) guide
- [Informational Pamphlet for providers](#)
- [Tobacco Use Cessation During Substance Abuse Treatment Counseling](#)
- [Tobacco Use Cessation Policies in Substance Abuse Treatment: Administrative Issues](#)
- [Tobacco-Free Toolkit for Behavioral Health Agencies](#)

National Institute on Drug Abuse (NIDA)

- [Tobacco, Nicotine, and E-Cigarettes Research Report, mental illness](#)

American Academy of Family Physicians

- [Behavioral Health and Tobacco Cessation](#) report

CDC

- Tips From Former Smokers; [People with Mental Health Conditions](#)
- [What We Know; Tobacco Use and Quitting AMong Individuals With Behavioral Health Conditions](#)
- [Smoking and Mental Health: Five Things Every Health Care Provider Should Know](#)
- [People with Behavioral Health Conditions Encounter Barriers to Quitting Successfully](#)

Washington State Department of Health

- [Integrating Commercial Tobacco Treatment in Behavioral Health](#), 2021 webinar series

American Lung Association

- [Toolkit to Address Tobacco Use in Behavioral Health Settings](#)

Glossary of Certifications

Certification	Page
C-ACYFSW - Certified Advanced Children, Youth, and Family Social Worker	5
C-ASWCM - Certified Advanced Social Work Case Manager	5
C-CATODSW - Certified Clinical Alcohol, Tobacco & Other Drug Social Worker	5
C-CYFSW - Certified Children, Youth, and Family Worker	5
C-SWCM - Certified Social Work Case Manager	5
C-SWHC - Certified Social Worker in Health Care	5
CADC - Certified alcohol and drug counselor	4
CHW - Community Health Worker	7
CPS - Certified Prevention Specialist	4
CRM - Certified Recovery Mentor	4
MAC - Master Addiction Counselor	8
NAV - Personal Health Navigator	7
NCAAC - National Certified Adolescent Addiction Counselor	8
NCAC - National Certified Addiction Counselor	8
NCNTT - National Certification in Nicotine and Tobacco Treatment	8
NCPRSS - National Peer Recovery Support Specialist	8
PSS - Peer Support Specialist	7
PWS - Peer Wellness Specialist	7
QCSW - Qualified Clinical Social Worker	5
QMHA -Qualified Mental Health Associate	4
QMHP - Qualified Mental Health Professional	4