

## DJJ Substance Abuse Counselor Certification Program

**DJJ supports employees who want to become certified Substance Abuse Counselors.**

This program pays for training, materials, and certification fees. The funding comes from the Office of Juvenile Justice and Delinquency Prevention (OJJDP) as part of a federal grant to DJJ for Enforcing Underage Drinking Laws (EUDL). This program is administered by **Michelle Rogers** in the Training Unit in the DJJ State Office in Juneau. **Shari Paul** in the Grants Unit in Juneau is responsible for federal reporting.

**If you are a DJJ employee and are interested** in participating in this program and becoming a certified Substance Abuse Counselor, **start by getting information** about the training and practicum requirements and time commitment it takes to become certified. You might talk to other participants, contact the **Alaska Commission for Behavioral Health Certification (ACBHC)**, and review their website at [www.akcertification.org](http://www.akcertification.org) for information about requirements.

You should also explore the website for **The Regional Alcohol & other Drug Abuse Counselor Training Program (RADACT)**. <http://www.radact.com> This organization is under contract with DHSS Division of Behavioral Health to provide training opportunities to individuals working towards chemical dependency counselor certification, clinical supervision and administration. They offer several 3-week training academies each year and many other training opportunities around Alaska.

Other training resources are listed on this DJJ website:

<http://www.hss.state.ak.us/djj/training/substance.htm>

**Once you decide** that want to do the work required to become certified, discuss your interest and your commitment of time and energy with your supervisor. **When you obtain their approval** to participate, follow these steps:

1. **Send a letter of interest approved by your supervisors.** This letter is your initial application to the program and must include the following:
  - approval by all of your supervisors;
  - a statement of your interest in becoming certified;
  - your personal timeline for earning your certification;
  - a statement of how you will use your training and certification in your current position with DJJ.

**The letter must go through your supervisory chain of command including your Superintendent or Regional Probation Supervisor.** Send the letter to Michelle Rogers in State Office, and she will send you an ACCDPC Handbook. [It is okay to send this letter electronically if you forward it to your supervisor and they forward it to Michelle]

2. **Get prior authorization for training.** Email your requests for training to your supervisor, who forwards it to Michelle Rogers for approval and collocation coding. Having the supervisor forward the request indicates their approval.
3. **Keep the SACCP program coordinator informed** about your certification status.
4. **Report your Chemical Dependency activities into JOMIS.**

5. **Participate in teleconferences** scheduled periodically to check-in with other folks in the program and discuss current questions and issues.

If you have any questions or need more information contact:

Michelle Rogers  
Training Specialist II  
240 Main St., P.O. Box 110635,  
Juneau, Alaska 99811-0635  
Phone 465-1389 / fax 465-4390

email: [Michelle.Rogers@alaska.gov](mailto:Michelle.Rogers@alaska.gov)