

# Wisconsin Department of Safety and Professional Services

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## DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

### AFFIDAVIT REGARDING SUPERVISED EXPERIENCE FOR SUBSTANCE ABUSE COUNSELORS

Clinical supervision may be provided by a clinical supervisor-in-training, an intermediate or independent clinical supervisor, a physician knowledgeable in addiction treatment, or a psychologist knowledgeable in psychopharmacology and addiction treatment. However, a credential holder acquiring supervised experience as a substance abuse counselor-in-training may not practice under the supervision of an individual holding a certificate as a clinical supervisor-in-training (Wis. Admin. Code § SPS 162.02).

<b>APPLICANT: Complete this section and forward to your supervisor.</b>			
Type of credential applying for (check one): <input type="checkbox"/> SAC <input type="checkbox"/> CSAC			
Last Name	First Name	MI	Former/Maiden Name(s)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Signature of Applicant: <input type="text"/>		Date: <input type="text"/> / <input type="text"/> / <input type="text"/>	

<b>SUPERVISOR: Complete section below and return directly to DSPS. Supervisor may mail to the above address or fax or email with facility cover sheet or cover letter to (608) 251-3036 or <a href="mailto:dspscredsubstanceabuse@wisconsin.gov">dspscredsubstanceabuse@wisconsin.gov</a>.</b>	
Name of Agency where work experience was gained: <input type="text"/>	
Address of Agency where supervised experience was gained (city, state, zip): <input type="text"/>	
Beginning and Ending dates of this supervised professional substance abuse counseling experience: From: <input type="text"/> / <input type="text"/> / <input type="text"/> To: <input type="text"/> / <input type="text"/> / <input type="text"/>	
Supervisor's Name:	<input type="text"/>
Supervisor's Credential Number:	<input type="text"/> - <input type="text"/>
Credential held by Supervisor:	<input type="text"/>
<b>Applicant completed one of the following:</b>	
<input type="checkbox"/> <b>SAC</b> I am a supervisor holding the credential named above and I have supervised the above applicant within the 5 years immediately preceding the date of application with individuals diagnosed with substance use disorders. The applicant's work experience includes the eight (8) practice domains (clinical evaluation, treatment planning, referral, service coordination, counseling, patient family and community education, documentation, professional and ethical responsibilities). The applicant currently has 3,000 hours of supervised experience which includes all of the following: <ul style="list-style-type: none"><li>•1,000 hours in providing substance use disorder counseling with a minimum of 500 hours in a one-on-one individual modality setting.</li><li>•A minimum of 200 hours of providing counseling during the 12-month period immediately preceding the date of application of which 100 hours have been completed using an individual modality setting.</li></ul>	
<input type="checkbox"/> <b>CSAC</b> I am a supervisor holding the credential named above and I have supervised the above applicant within the 5 years immediately preceding the date of application with individuals diagnosed with substance use disorders. The applicant's work experience includes the eight (8) practice domains (clinical evaluation, treatment planning, referral, service coordination, counseling, patient family and community education, documentation, professional and ethical responsibilities). The applicant currently has 5,000 hours of supervised experience which include any work experience hours obtained as a requirement of the substance abuse counselor credential.	
<b>I attest that the foregoing information is true and accurate and that the candidate for licensure has met the requirements of Wis. Admin. Code § SPS 161.02(6) (SAC) or § SPS 161.03(7) (CSAC).</b>	
Signature: <input type="text"/>	Date: <input type="text"/> / <input type="text"/> / <input type="text"/>
(Signature of a current supervisor is acceptable, even if the experience was completed at a previous place of employment.)	