

**UPGRADING FROM ALCOHOL AND DRUG COUNSELOR (ADC-MN)  
TO ALCOHOL AND DRUG COUNSELOR RECIPROCAL (ADCR-MN)**

The upgrade is based on acquiring 6000 hours of relevant experience.

**DOCUMENTATION OF EXPERIENCE**

Applicable to this experience is any time spent providing services within the IC&RC Alcohol and Drug Counselor Domains.

- Screening, Assessment, and Engagement
- Treatment Planning, Collaboration, and Referral
- Counseling
- Professional & Ethical Responsibilities

To be eligible, the work experience must meet the following requirements:

- Experience must have been gained within the last seven years
- Experience is based on the applicant providing direct, primary alcohol and drug counseling to persons who has a substance use disorder diagnosis or the applicant is providing supervision of alcohol and drug counseling
- Applicant must be clinically supervised by an individual who is knowledgeable in addiction
- Experience must be gained as an intern or paid employee

Applicant must document their experience on the Documentation of Experience form.

The Minnesota Certification Board offers a degree equivalent process to substitute a degree for experience requirements. The equivalent is based on your highest relevant degree.

- An associate's degree in behavioral science may substitute for 1000 hours
- A bachelor's degree in behavioral science may substitute for 2000 hours
- A master's degree in behavioral science may substitute for 4000 hours

The degree must be from an accredited college or university with a major in sociology, psychology, social services, counseling, human services or a related behavioral science field. To be considered for the education credit, you must complete the Documentation of Academic Equivalents form and also submit a copy of your transcripts with the major and date of completion highlighted.