

Performance Domain 1: Dynamics of Addiction and Criminal Behavior

Task Statements for Domain 1:

1. Human Growth and Development: Apply knowledge of human growth and development in order to understand addiction and criminal behavior.

Knowledge of:

1. Accepted theories of human growth and development (e.g., Piaget, Maslow, Satir, Bettelheim).

Skill in:

1. Applying theories of human growth and development throughout the treatment process.

2. Theories of Criminal Behavior: Apply knowledge of criminal behavior, including sociological, psychological, biological, and biochemical theories in order to provide appropriate addiction treatment services.

Knowledge of:

1. Accepted theories of criminality (e.g., Samenow, Benthan, Timmons, environmental).

Skill in:

1. Applying theories of criminality in hypothetical situations.
2. Applying theories of criminality with actual clients with proper supervision.
3. 3. Applying theories of criminality in independent interactions with clients.

3. Addiction and related theories: Apply knowledge of addiction including sociological, psychological, biological, and biochemical theories in order to provide appropriate addiction treatment services.

Knowledge of:

1. Accepted theories of addiction (e.g., disease concept, biochemical theory, adaptive model, environmental model, psychospiritual model, 12-step model, family system).
2. Developmental models (e.g., Gorsky, relapse).
3. Relapse (e.g., cues, triggers, post-acute withdrawal).
4. Drug-induced brain damage (e.g., Wernike, Korsakoff).

Skill in:

1. Applying the developmental model to clients in all stages of the treatment process (early, middle, late, etc.)
2. Communicating the 12-step model and assisting clients in understanding the process of recovery.
3. Educating clients on the dynamics of family systems and assist clients in modifying their behavior and understanding family patterns and improving relationships.
4. Interpreting clients' behavior using the adaptive model.
5. Communicating the components of the disease concept which includes genetic predisposition, tolerance, progress, physiological effects, symptomology, and maintenance requirements.
6. Communicating to the client the effects of early and adult environmental factors on addiction and assisting them in planning behavior modification.
7. Applying psychospiritual dynamics to address religious conversion and its relationship to addiction.
8. Applying theories of addiction to special populations.

4. Pharmacology: Understand the effects of drugs on the brain and body in order to deliver appropriate addiction treatment services.

Knowledge of:

1. Methods of ATOD administration.
2. Physiological, psychological, and behavioral effects of the classifications of drugs (depressants, stimulants, hallucinogens, etc.).
3. Drug interactions (synergism, polydrug use, etc).
4. Withdrawal and detoxification.
5. Retention times.
6. Progression.
7. Tolerance.
8. Pharmacology as it relates to special populations.
9. Effects of ATOD on mentally chemically addicted clients.
10. Signs of ATOD stages (use, abuse, dependence).
11. Symptoms (confusion, memory problems, etc.)
12. Pharmacological interventions (methadone, Antabuse, Librium, etc.)

Performance Domain 2: Legal, Ethical, and Professional Responsibility

Task Statements for Domain 2

1. **Behave in an ethical manner by adhering to established professional codes of ethics, conduct, and standards of practice in order to promote the best interests of the client.**

Knowledge of:

1. Agency, state, and federal regulations which apply to substance use disorder counseling within the criminal justice system.
2. Confidentiality laws.
3. Client rights
4. Consequences which may result from non-compliance with confidentiality regulations.
5. Grievance processes.
6. Common violations of client rights.
7. 7. Common violations of confidentiality
8. 8. Legal consequences when client rights are violated.

Skill in:

1. Interpreting federal, state and agency regulations regarding client confidentiality in following procedure to protect client rights.
2. Explaining the rationale for decisions affecting confidentiality.
3. Effective communication. and professional code of ethics.
4. 4. Translating professional codes of ethics into appropriate behavior.
5. 5. Effective communication.

2. Adhere to federal, state local and agency regulations in order to protect client rights and the public.

Knowledge of:

1. Agency, state and federal regulations which apply to addictions counseling in a criminal justice setting.
2. Confidentiality laws.
3. Client rights in a criminal justice setting.
4. Consequences which may result from non-compliance with confidentiality regulations.
5. Grievance processes within criminal justice system.
6. Common violations of client rights within the criminal justice system.
7. Common violations of confidentiality.
8. Legal consequences when client rights are violated.

Skill in:

1. Interpreting federal, state, and agency regulations regarding client confidentiality in following procedure to protect client rights.
2. Explaining the rationale for decisions affecting confidentiality.
3. Effective communication.

3. Advise the client of the specific nature of treatment, confidentiality rights, and the requirements for treatment within the criminal justice system in order to obtain informed consent.

Knowledge of:

1. Treatment planning process.
2. Agency, State, Federal requirements of confidentiality.
3. Clients rights.

Skill in:

1. Interpreting federal, state, and agency regulations regarding client confidentiality in following procedure to protect client rights.
2. Explaining the rationale for decisions affecting confidentiality.
3. Effective communication.
4. Proper documentation in the client records.

4. Engage in appropriate professional development by obtaining continuing education, reading professional literature, etc., in order to promote the quality of professional services and assure continuing competence.

Knowledge of:

1. The value of assessing personal training needs.
2. Education and training methods which promote personal/professional growth.
3. The value of consultation to enhance personal and professional growth.
4. Certification or credentialing requirements.
5. Various methods used in assessing one's own training needs.
6. Current professional literature on addictions, addictions treatment, and treatment specific to the criminal justice system.
7. Sources to secure 'appropriate information on current trends in the addictions and criminal justice field.
8. Professional associations.
9. Professional competency criteria.

Skill in:

1. Selecting and participating in appropriate training programs.
2. Assessing personal training needs.
3. Utilizing consultants and supervisors effectively
4. Applying both practical and technical knowledge to the counseling process.
5. Reading and interpreting professional literature.
6. Applying professional knowledge to client- specific situations.
7. Accessing and utilizing current professional literature.

5. Obtain regular clinical and administrative supervision and consultation in order to facilitate proficiency.

Knowledge of:

1. The importance of regular assessment of professional skills and development.
3. The value of consultation to enhance personal and professional growth.
4. Strengths and limitations of one's own work setting.
5. How to present client cases to supervisors or other professionals.
6. How to identify needs for clinical or technical assistance.
7. Interpersonal dynamics and needs.
8. Quality assurance and outcome research methods.
9. Record-keeping and documentation procedures and requirements.

Skill in:

1. Identifying one's own professional progress and limitations.
2. Openly communicating the need for assistance.
3. Organizing client information for presentations to others.
4. Focusing on current, relevant issues.
5. Accepting both constructive criticism and positive feedback.
6. Soliciting feedback from others.
7. Communicating effectively.

6. Recognize personal biases, feelings, concerns, and other issues using a range of options in order to prevent these variables from interfering with the treatment and criminal justice process.

Knowledge of:

1. Common obstacles in the counselor/client relationship.
2. Transference and countertransference.
3. Appropriate resources for exploration of professional concerns which impact the counseling relationship.
4. Problem-solving techniques.
5. Ways to manage counselor/client conflict.
6. 6. The process and impact of client reassignment.
7. 7. Unique needs of the client due to cultural, age, gender, ethnicity, physical needs, sexual orientation, religion, etc.
8. 8. The stages of human development.
9. 9. Human needs and motivation.
10. 10. Phases of treatment and client responses (i.e., crises, impasses, plateaus, resistance).

Skill in:

1. Exploring personal feelings and concerns about clients.
2. Communicating personal feelings openly
3. Organizing thoughts and feedback about concerns into a plan for resolution or improvement.
4. Mediating counselor/client conflict.
5. Identifying overt and covert feelings and their impact on the counseling

relationship.

7. Participate in quality improvement and evaluation activities by gathering data and identifying areas that need improvement in order to offer effective services.

Knowledge of:

1. Models of evaluation, quality improvement
2. Data gathering techniques
3. The use of data in assisting in organizational change

Skill in:

1. Accurately completing forms and documentation in the treatment process.
2. Accurately completing forms and documentation for facility administration.

Performance Domain 3: Criminal Justice System and Processes

Task Statements for Domain 3

1. Legal Overview: Apply knowledge of relevant constitutional law and federal confidentiality regulations (42 CFR, Part 2).

Knowledge of:

1. General criminal constitutional law (e.g., search and seizure, Miranda).
2. Federal confidentiality regulations and their exclusions.

Skill in:

1. Locating current and applicable changes in law.
2. Applying relevant laws and regulations.
3. Applying regulatory standards.

2. Court roles: Apply knowledge of the roles in court played by participants such as the judge, prosecutor, defense counsel, probation, advocates, and guardian *ad litem*.

Knowledge of:

1. Courtroom participants and their roles.
2. Powers, duties, responsibilities, and discretions of each courtroom role.

Skill in:

1. Practicing good courtroom demeanor.
2. Providing accurate and concise testimony.
3. Preparing and presenting courtroom documents.

4. Articulating treatment processes and goals to court and criminal justice personnel.

3. Juvenile and criminal justice continuum: Apply knowledge of processes such as arrest/detainment, bond hearing, pretrial, post conviction or post adjudication, and how they can differ between the juvenile and criminal justice systems.

Knowledge of:

1. Adult criminal justice system.
2. Juvenile criminal justice system.

4. Overview of correctional settings: Apply knowledge of correctional options such as jail, prison, boot camp, community-based corrections, and day reporting centers.

Knowledge of:

1. The various correctional settings.

5. Criminal justice theories: Apply knowledge of criminal justice theories such as punishment, rehabilitation, restorative justice, deterrence, and of the theories of crime and punishment.

Knowledge of:

1. Theories of corrections.

6. Models of addictions treatment settings: Apply knowledge of addictions treatment settings such as drug courts, therapeutic communities, intensive probation models, boot camps, and community-based programs in the juvenile and criminal justice systems.

Knowledge of;

1. Levels of treatment in the adult criminal justice system.
2. Levels of treatment in the juvenile criminal justice system.

7. Supervision: Apply knowledge of modes of criminal justice supervision such as probation, parole, work release, community control, house arrest, and electronic monitoring.

Knowledge of:

1. Probation.
2. Parole.
3. Work release.

4. Community control.
5. House arrest.
6. 6. Electronic monitoring.

Performance Domain 4: Screening, Intake, and Assessment

Task Statements for Domain 4

1. Motivate the client to give accurate and complete information by explaining to the client the purpose of the assessment in order to make valid decisions and increase the probability of compliance.

Knowledge of:

1. The purpose of the assessment process in determining client needs.
2. Client resistance encountered during the assessment process.
3. 3. Criteria for evaluating psychoactive substance use.
4. 4. Behavior patterns and progressive stages of substance use disorders.
5. 5. Implications/impact of client participation in the assessment process will impact criminal justice status.
6. 6. How criminal justice status may effect the level and nature of client participation in the assessment process.
7. 7. Criteria for evaluating criminal risk.

Skill in:

1. Building trust and establishing rapport with the client.
2. Eliciting feedback to assure understanding of information given
3. Communicating effectively.
4. Reducing client resistance to entering the assessment process.
5. Presenting technical information in a manner appropriate to the client
6. Communicating with appropriate criminal justice and treatment personnel to clearly understand legal status, intent of the court or other supervising authority.

2. Conduct a comprehensive assessment by collecting and evaluating information on the client's biopsychosocial status and criminality using standardized instruments, interviews, and other methods, in order to formulate a comprehensive case plan.

Knowledge of:

1. Criteria for evaluating substance use disorders

2. Behavior patterns and progressive stages of substance use disorders.
3. States of intoxication, withdrawal, and long-term psychological and physical effects of psychoactive substance.
4. Adverse effects of combining various types of psychoactive substances.
5. Patterns and methods of misuse and abuse of prescribed and over-the-counter medications.
6. Potential for poly-substance dependence.
7. Current commonly used drugs.
8. How blood alcohol content affects behavior.
9. Legal limits of blood alcohol content.
10. Significance of diagnostic reports from laboratory tests.
11. Sexual functions.
12. Relationships with significant/concerned others
13. Social functioning and behavior
14. Vocational development
15. Spiritual development
16. Legal consequences.
17. Physical conditions.
18. Ethical deterioration
19. Educational development
20. 20. The relationship between psychoactive substance use and recreational/leisure activities.
21. 21. Psychoactive substance use and compulsive behavior.
22. 22. Addiction substitution.
23. 23. The relationship between psychoactive substance use and other mental and emotional disorders
24. Signs and symptoms of psychological disorders
25. The normal range of affects.
26. Signs, symptoms and patterns of domestic violence
27. Signs, symptoms and patterns of compulsive behavior
28. Requirements regarding "Duty to warn"
29. The interview processes, including objectives and techniques
30. Requirements regarding the mandatory reporting regulations for child abuse.
31. Risk factors that relate to potential suicide, homicide, family violence, self injury and other violent and aggressive behaviors.
32. Methods of responding to a client in crisis
33. Federal state and local laws related to psychoactive substance use.
34. When and how to conduct an interview with an interpreter.
35. Testing instrument used for assessments within the criminal justice system (e.g., criminal risk assessments, classification instruments and models)
36. Policies, procedures and technical aspects of urine drug screening and alcohol breath testing
37. Behavior patterns and factors associated with criminal behavior and risk and consequences of criminal behavior

Skill in:

1. Discerning client needs which result from culture, lifestyle, age, gender, HIV status, sexual orientation, physically challenging conditions, socioeconomic status and values.
2. Utilizing interview techniques.
3. Gathering and assessing information and summarizing all the data.
4. Assessing client motivating for treatment.'
5. Assessing and determine the severity of client psychoactive substance use.
6. Building trust and establishing rapport with clients.
7. Recognizing and understanding nonverbal behaviors.
8. Using and interpreting risk assessment and other criminal justice evaluation tools

3. Obtain and evaluate information from sources other than the client in order to validate and provide more complete data using interviews and/or review of existing records.

Knowledge of:

1. The significance of diagnostic reports from laboratory tests.
2. How peer influence encourages or discourages psychoactive substance use, abuse or dependence.
3. The relationship psychoactive substance use and sexual function.
4. Signs and symptoms of mental and psychological disorders.
5. Normal range of affect.
6. The referral rationale for group counseling and individual counseling
7. The treatment planning process.
8. Information sources in the criminal justice system (e.g., pre-sentence investigations; police reports, violation / conduct reports, progress summaries)
9. Criminal justice agency confidentiality policies and procedures
10. Legal and constitutional rights of accused and convicted clients
11. The possible effects of criminal justice system involvement on the validity of information provided
12. Procedures for protecting information sources from adverse consequences
13. Family, social and peer influences/patterns in criminal behavior
14. Impact of educational and vocational achievement and employment and financial status on criminal behavior

Skill in:

1. Identifying and understanding non-verbal behavior
2. Building trust and establishing rapport.
3. Gathering and assessing information and summarizing all data.
4. Identifying discrepancies in information given by client and/or concerned others.
5. Determining the importance of the relationship between the client and concerned others.
6. Assessing the appropriateness of involving concerned others in the assessment process.

7. Recognizing a need for more in-depth information from other professionals.
8. Discerning client needs which results from culture, lifestyle, age, gender, HIV status, sexual orientation, physically challenging conditions, socioeconomic status, and values.
9. Utilizing interview techniques.
10. Developing rapport with potentially hostile, resistant individuals
11. Detecting obvious and subtle deception or inconsistencies in information provided

4. Recognize the signs and symptoms of intoxication and withdrawal by interpreting observable behavior, laboratory data, and results of interviews and testing in order to determine the most appropriate level of care and legal response.

Knowledge of:

1. Current commonly used drugs, street names and pharmacological name.
2. How blood alcohol content affects behavior
3. Legal limits of blood alcohol content.
4. Significance of diagnostic reports from laboratory tests.
5. The relationship between psychoactive substance use and other mental and emotional disorders.
6. Risk factors that relate to potential suicide, homicide, family violence, self injury, and other violent and aggressive behaviors.
7. Effects of using psychoactive substances.
8. Normal range of affects.
9. Detoxification protocol and procedures.
10. Interactions of psychoactive substances.
11. Pharmacokinetics.
12. Withdrawal syndromes of psychoactive substances.
13. Treatment continuum.
14. Behavioral management of the intoxicated person.
15. Behavior patterns and progressive stages of substance abuse disorders.
16. Emergency procedures associated with overdose and acute withdrawal syndrome.

Skill in:

1. Recognizing signs and symptoms of intoxication and withdrawal.
2. Utilizing interview techniques.
3. Assessing severity of intoxication and risk for withdrawal.
4. Interpreting laboratory data.
5. Interpreting testing data.
6. Assessing verbal and non-verbal behavior.
7. Referring to appropriate medical personnel.
8. Performing appropriate first aid and cardiopulmonary resuscitation (CPR)

5. Identify signs and symptoms of co-existing disorders and conditions in order to

determine appropriate interventions by reviewing records, interpreting observable behavior, laboratory data and the results of interviews and testing.

Knowledge of:

1. Physical and mental health problems whose symptomatology may distort or complicate the identification of psychoactive substance abuse disorders and knowledge of those physical and mental/health problems which may require more extensive evaluation.
2. The relationship between psychoactive substance use and other mental and emotional disorders.
3. The relationship between psychoactive substance use and childhood trauma, including but not limited to physical, emotional, and sexual abuse.
4. Anxiety disorders.
5. Affective disorders.
6. Personality disorders.
7. Interview techniques.
8. Standard psychological testing instruments.
9. Theories of personality.
10. Cultural influence on manifestations of psychiatric disorders.
11. 11. The effect of psychoactive substances on affective states.

Skill in:

1. Interpreting laboratory data.
2. Psychological testing results.
3. Interviewing
4. Identifying medical conditions associated with psychoactive substance use.
5. Reporting information regarding co-existing conditions.

6. Assess the client's treatment and supervision needs by collecting information in order to determine eligibility and appropriateness for placement in programs or services.

Knowledge of:

1. The continuum of care
2. The relationship between symptoms and responsiveness to varying levels of care
3. A variety of programs and therapy models.
4. Interview Processes, including objectives and techniques.
5. The use and method of feedback to the client.
6. Human needs and motivation.
7. Theories of family development and dynamics.
8. A client's financial circumstances.
9. The services available to clients in the areas of child care and parenting, especially as they affect access to treatment and other services.

10. Counseling approaches used in overcoming clients resistance.
11. The appropriateness for use of family, group, and individual counseling.
12. Various criteria for placement, continuing care, and discharge.
13. Relevant facility/community/agency policies and procedures concerning assignment of individuals to various levels of custody and/or supervision (e.g., intensive supervision, home electronic monitoring, levels of institutional security)
14. Program eligibility/exclusion criteria relative to criminal justice status and offense history
15. Various levels of client motivation

Skill in:

1. Analyzing client information to determine nature of needs.
2. Formulating clinical impressions.
3. Establishing and maintaining a positive relationship with referral network.
4. Recognizing client problems which require services of other professionals.
5. Assessing client's financial resources.
6. Determining client's level of motivation for change

7. Prepare a written summary based on the results of a comprehensive assessment in order to develop an integrated case plan and define the level of service.

Knowledge of:

1. Criteria for evaluating substance use disorders
2. Behavior patterns and progressive stages of substance use disorders
3. Historical and generational influences on psychoactive substance use.
4. The relationship between psychoactive substance use and other physical, mental and emotional disorders
5. The dynamics of relapse
6. Client defense mechanisms
7. The relationship between psychoactive substance use and all areas of life functioning including relationships with concerned others, social functioning, vocational functioning, legal consequences, educational development, recreational/leisure activities.
8. Reporting policies and procedures for criminal justice agencies
9. Confidentiality in the criminal justice system

Skill in:

1. Organizing and summarizing client data, reports from other professionals and clinical impressions.
2. Written communication.

8. Review the results of a comprehensive assessment with the client in order to

promote understanding and compliance with recommended services in a manner consistent with the client's cognitive, emotional and cultural characteristics.

Knowledge of:

1. Criteria for evaluating substance use disorders
2. Behavior patterns and progressive stages of substance use disorders
3. Historical and generational influences on psychoactive substance use.
4. The relationship between psychoactive substance use and other physical, mental and emotional disorders
5. The dynamics of relapse
6. Client defense mechanisms of active substance use and all areas of life functioning including relationships with concerned others, social functioning, vocational functioning, legal consequences, educational development, recreational and leisure activities
7. Reporting policies and procedures for criminal justice agencies
8. Confidentiality in the criminal justice system
9. How values, lifestyle, age, gender, sexual orientation, etc. affect psychoactive substance abuse and criminality and communication patterns

Skill in:

1. Potential adverse client reactions to assessment findings and recommendations
2. Appropriate responses to client adverse reactions
3. Monitoring client response to assessment findings and recommendations

Performance Domain 5: Case Management, Monitoring and Client Supervision

Task Statements for Domain 5

- 1. 1. Integrate clinical care and criminal justice supervision through continuous communication between the treatment and criminal justice systems to ensure accountability and desired outcomes.**

Knowledge of:

1. How to implement agency policies and applicable federal, state and local regulations.
2. Case management models.
3. Treatment drug court models.
4. 4. Client rights in treatment and criminal justice.
5. 5. Format and structure of commonly requested court reports, investigations, classification reports and other common court/corrections documents.
6. 6. TASC case management model.

Skills in:

1. 1. Communicating rationale of case management activities to the client.
2. 2. Communicating rationale for referrals to the client.
3. 3. Participate as a member of a clinical team.
4. 4. Participate as a member of a judicial team.
5. 5. Participate as a member of a correctional team.
6. 6. Protecting and communicating client rights.
7. 7. Developing and maintaining referral relationships.
8. 8. Interpreting federal, state and agency regulations regarding client confidentiality.

2. Organize an array of services for the client's benefit by identifying and prioritizing appropriate resources in order to comply with court orders and clinical requirements.

Knowledge of:

1. 1. Methods of assessing client problems.
2. 2. Case management models.
3. 3. Treatment drug court models.
4. Continuum of addictions treatment and the characteristics of clients most likely to benefit from each.
5. Continuum of correctional sanctions and incentives and the characteristics of clients most likely to benefit from each.
6. Community resources which address common client problems.
7. Urinalysis chain of custody procedures.
8. Urinalysis screening and confirmation tests.
9. Medicaid eligibility and services available.
10. Health Maintenance Organizations
11. Managed Care Organizations.

Skill in:

1. Coordinating services for client care
2. Determining client needs resulting from culture, lifestyle, sexual orientation, age and gender.
3. Assessing client motivation for treatment.
4. Assessing severity of client AOD problem.
5. Classifying severity of criminal behavior.
6. Assessing client needs and matching them to available resources.
7. Identifying significant others who must be involved in the case plan.
8. Protecting and communicating client rights.
9. Developing and maintaining referral relationships.
10. Interpreting federal, state and agency regulations regarding client confidentiality.
11. Organizing information.
12. Developing an overall case plan for each client with provisions for day, evening and night linkages to needed services.
13. Referring or transferring individuals to all required internal and external services.

3. Decrease drug use and illegal behavior by developing and implementing a range of

incentives' and sanctions in order to ensure client accountability and -public safety.

Knowledge of:

1. Case management models
2. Treatment drug court models
3. Continuum of addictions treatment and the characteristics of clients most likely to benefit from each.
4. Continuum of correctional sanctions and incentives and the characteristics of clients most likely to benefit from each.
5. Community resources which address common client problems.
6. Urinalysis chain of custody procedures.
7. Urinalysis screening and confirmation tests.
8. Medicaid eligibility and services available.
9. Health Maintenance Organizations
10. Managed Care Organizations.

Skill in:

1. Coordinating services for client care
2. Determining client needs resulting from culture, lifestyle, sexual orientation, age and gender.
3. Assessing client motivation for treatment.
4. Assessing severity of client AOD problem.
5. Classifying severity of criminal behavior.
6. Assessing client needs and matching them to available resources.
7. Developing and maintaining referral relationships.
8. Developing an overall case plan for each client with provisions for day, evening and night linkages to needed services.
9. Referring or transferring individuals to all required internal and external services.

4. Assist the client by advocating for services and related resources which address problem areas identified in supervision and case plans in order to achieve desired outcomes.

Knowledge of:

1. Case management models
2. Treatment drug court models
3. Community resources which address common client problems.
4. Medicaid eligibility and services available.
5. Health Maintenance Organizations
6. Managed Care Organizations.

- Skill in:

1. Coordinating services for client care
2. Communicating rationale of case management activities to the client.
3. Communicating rationale for referrals to the client.
4. Determining client needs resulting from culture, lifestyle, sexual orientation, age and gender.
5. Assessing client motivation for treatment.
6. Assessing severity of client AOD problem.
7. Classifying severity of criminal behavior.
8. Assessing client needs and matching them to available resources.
9. Identifying inconsistencies and conflicts in information given by client and/or significant others.
10. Identifying significant others who must be involved in the case plan.
11. Protecting and communicating client rights.
12. Developing and maintaining referral relationships.
13. Clear and concise written and verbal communication.
14. Referring or transferring individuals to all required internal and external services.
15. Advocating on behalf of the client.

5. Revise the case plan, including a recommendation for custody/supervision level, by evaluating client behavior and circumstances in order to achieve desired outcomes and conserve resources.

Knowledge of:

1. Methods of assessing client problems.
2. Case management models
3. Treatment drug court models

Skill in:

1. Coordinating services for client care
2. Communicating rationale of case management activities to the client.
3. Communicating rationale for referrals to the client.
4. Assessing client motivation for treatment.
5. Assessing severity of client AOD problem.
6. Participate as a member of a clinical team.
7. Participate as a member of a judicial team
8. Participate as a member of a correctional team.
9. Assessing client needs and matching them to available resources.
10. Identifying inconsistencies and conflicts in information given by client and/or significant others.
11. Identifying significant others who must be involved in the' case plan.
12. Developing and maintaining referral relationships.
13. Monitoring client progress in community based settings.

14. Evaluating the effectiveness of services provided to clients.
15. Interpreting federal, state and agency regulations regarding client confidentiality.
16. Organizing information.
17. Continually observing a client's progress
18. Reassessing and developing new plans, linkages and activities.
19. Influencing and negotiating with human services and other support systems to respond to client needs.

6. Maintain a complete record of each case, using a variety of case management recordkeeping tools to provide a complete history of all case activities and their outcomes.

Knowledge of:

1. Case management models
2. Treatment drug court models
3. Case documentation formats and methods.
4. Format and structure of biopsychosocial history, treatment plans, progress notes, progress reports, discharge summaries and other common treatment documents.
5. Format and structure of commonly requested court reports, investigations, classification reports and other common court/corrections documents.

Skill in:

1. Assisting the client in the completion of release of information authorization forms.
2. Clear and concise written and verbal communication.
3. Completing forms fully and accurately.
4. Organizing information.

7. Report client status and compliance to the appropriate authority by providing written documentation and/or testimony in order to measure progress and facilitate decision making.

Knowledge of:

1. Case management models
2. Treatment drug court models
3. Client rights in treatment and criminal justice.
4. Format and structure of biopsychosocial history, treatment plans, progress notes, progress reports, discharge summaries and other common treatment documents.
5. Format and structure of commonly requested court reports, investigations, classification reports and other common court/corrections documents.
6. Urinalysis chain of custody procedures.
7. Urinalysis screening and confirmation tests.

Skill in:

1. Assisting the client in the completion of release of information authorization forms.
2. Monitoring client progress in community based settings.
3. Clear and concise written and verbal communication.
4. Completing forms fully and accurately
5. Evaluating the effectiveness of services provided to clients.
6. Interpreting federal, state and agency regulations regarding client confidentiality.
7. Organizing information.

Performance Domain 6: Counseling

Task Statements for Domain 6

- 1. Provide effective counseling services by applying knowledge theories and techniques in order to facilitate client progress.**

Knowledge of:

1. Counseling theories (analytical, existential, behavioral, interpersonal, developmental, family systems, etc.)
2. Boundary issues (transference, countertransference, trust, safety, etc.).
3. Basic psychopathology.
4. 4. Effect of chronological and psychological development on behavior.
5. 5. The influence of social, environmental, and cultural backgrounds on addiction and criminal behavior.
6. 6. Roles of different members of the criminal justice system (therapist, corrections officer, probation officers, etc.) and how they may come into the conflict.
7. 7. Principles of operant conditioning, contingency management, and cognitive behavioral therapy.
8. 8. Beliefs, attitudes, and cognitive emotional states which impact addiction and criminal behavior.

Skill in:

1. Applying appropriate techniques.
2. Communicating effectively (active listening, reflection, interpretation, leading, confronting, self-disclosure, summarizing, teaching).
3. Projecting warmth, empathy, respect, regard, and genuineness.
4. Establishing a safe and trusting environment.
5. Implementing the counseling program as planned.

6. Teaching, modeling, and providing practice in problem solving, coping, and anger management.

2. Create a therapeutic relationship by establishing rapport with the client and significant others in order to achieve treatment and criminal justice objectives.

Knowledge of:

1. Elements of the therapeutic relationship
2. Conditions associated with creating a therapeutic relationship in the criminal justice setting.

Skill in:

1. Communicating effectively (active listening, reflection, interpretation, leading, confronting, self-disclosure, summarizing, teaching).
2. Projecting warmth, empathy, respect, regard, and genuineness.
3. Establishing a safe and trusting environment.
4. Teaching, modeling, and providing practice in problem solving, coping, and anger.
5. Applying elements of the therapeutic relationship.

3. Develop an individualized treatment plan with the client by reviewing assessment findings, exploring areas for change, and using strengths in order to establish attainable goals.

Knowledge of:

1. 1. Elements of a treatment plan (problem statement, goals, objectives, etc.).
2. 2. All documents pertinent to the counseling process (assessment, ~resentencing reports, etc.).

4. Provide appropriate counseling services based on client needs as identified in the assessment process (culture, ethnicity, age, gender, physical needs, sexual orientation, religion, etc.) in order to achieve positive treatment outcomes.

Knowledge of:

1. All documents pertinent to the counseling process (assessment, pre-sentencing reports, etc.).
2. Differences between or among cultures, ethnic populations, genders, and religions and the impact of physical needs and sexual orientation.
3. The ways individual differences affect treatment outcomes.

Skill in:

1. Matching appropriate counseling techniques to clients.

5. Facilitate individual and group counseling as necessary and appropriate based on the assessment to meet treatment goals.

Knowledge of:

1. Elements of the therapeutic relationship.
2. Elements of a treatment plan (problem statement, goals, objectives, etc.).
3. All documents pertinent to the counseling process (assessment, pre-sentencing reports, etc.).
4. Group and individual process.
5. Group dynamics.
6. The roles of facilitator and co-facilitator in groups.

Skill in:

1. Facilitating growth and change, problem resolution, and attainment of long- and short-term goals.

6. Provide appropriate intervention for the client and/or significant others to achieve treatment and criminal justice objectives.

Knowledge of:

1. The process of and need for intervention.
2. Family dynamics and social, economic, and cultural status.
3. A variety of intervention techniques.

Skill in:

1. Applying family counseling methods.
2. Applying appropriate intervention techniques.

7. Educate the client by providing information regarding addiction, criminal attitudes and behavior, life skills, community resources, and other needed services in order to achieve treatment objectives.

Knowledge of:

1. Information regarding addiction, criminal attitudes, and behavior.
2. Life skills, problem solving, assertiveness training, anger management, etc.

Skill in:

1. Providing biopsychosocial, criminal attitudes, and behavior education.

8. Assist the client by helping to identify relapse triggers and develop coping

skills/techniques in order to minimize relapse episodes and recidivism.

Knowledge of:

1. Relapse, relapse prevention theory, and intervention techniques.
2. Criminality and how it impacts human behavior.
3. Coping skills and techniques.

Skill in:

1. Helping clients to develop coping skills and techniques to prevent relapse episodes.
2. Assisting clients in identifying high risk situations which precede relapse into addictive / criminal behavior.

9. Provide accurate, timely documentation using accepted record keeping procedures in order to describe services and client progress.

Knowledge of:

1. Elements of documentation.
2. The difference between data recording and assessment.

Skill in:

1. Using clear, concise, objective language.

10. Stabilize clients in crisis through immediate intervention to ensure the safety of the client and others.

Knowledge of:

1. Steps in crisis intervention.
2. Types of intervention that can be used.
3. Methods for assessing a crisis.
4. Group process when a member has had a crisis.

Skill in:

1. Applying intervention techniques.
2. Documenting a crisis.
3. Using appropriate counseling skills with groups and individuals.

11. Recommend appropriate referrals using a wide array of services to promote successful community functioning.

Knowledge of:

1. Referrals and resources that are available in the community.
2. Consultation.
3. Situations that require a release of information.
4. When referrals are necessary.

Skill in:

1. Adhering to confidentiality requirements.
2. Making referrals appropriately.
3. Consulting for the client's benefit.

12. Develop a comprehensive discharge plan to include continuing care for the client by addressing ongoing needs in order to enhance recovery, reduce recidivism, and ensure public safety.

Knowledge of:

1. Discharge planning forms and processes.
2. Continuing care and after care needs and community resources (e.g., medical and dental care, mental health counselors, support groups, transitional housing, self-help meetings).
3. Court follow up and tracking procedures.
4. Elements of a discharge plan.

Skill in:

1. Assisting in the development of appropriate discharge, continuing care, and/or after care plans.
2. Accessing community and referral sources.