

**SUMMARY OF STANDARDS AND REQUIREMENTS  
CERTIFIED INDIGENOUS CLINICAL SUPERVISOR IN ADDICTIONS (CICSA)**

This Certification level is available to applicants who are already certified with ICBOC as Certified Indigenous Addictions Specialists at level III (CIAS III) or are certified at a level equivalent to ICAS III with another certification **AND** satisfy the standards and additional requirements of this certification

**EDUCATION**

Minimum four year degree B.SC/BA in the social or behavioural sciences (human services, counseling psychology, social work, psychology or other relevant field) from an accredited educational institution

For Quebec applicants, three (3) years **or** baccalaureate **or** degree in social or behavioural Sciences (human services, counseling psychology, social work, psychology or similar field)

**Education and experience requirements:** In cases where the education requirement is more than compensated by the length of work experience in the field, ICBOC will give more weight to this experience, complemented by the portfolio of education/training and the Supervisor’s evaluation of the applicant.

**WORK EXPERIENCE**

**HOURS**

The work experience requirement for certification as a Clinical Supervisor is 4000 hours, with a total of 10 000 hours in the field of addictions

A Masters or higher degree including a minimum of 30 hours education in topics directly related to the 8 competencies of a clinical supervisor will reduce the work experience requirement from 10000 to 6000 hours. However:

- There is no substitution for the 4000 hours of work experience in clinical supervision that are required.
- These 4000 hours must include a minimum of 200 hours of face-to-face clinical supervision.

**10 000**

**CORE KNOWLEDGE AND SKILLS OF A CLINICAL SUPERVISOR**

**480 HOURS**

Roles and functions of clinical supervisors

**40**

Models of clinical supervision

**40**

Mental health-related professional development (Indigenous focus)

**40**

Methods and techniques in clinical supervision

**40**

Supervisory relationship issues

**40**

Cultural issues in clinical supervision

**40**

Legal and ethical issues in clinical supervision

**40**

Uses of Technology in Supervision

**40**

Ethical Considerations in Online Supervision

**40**

Evaluation of supervisee competence and the supervision process

**40**

Documentation and Report Making

**40**

Management and Administration

**40**

**FACE-TO-FACE CLINICAL SUPERVISION**

**200 HOURS**

- Face to face is optimal
- Can occur in a group of staff to enhance overall learning
- Phone can be used as an adjunct in rural areas with majority face to face
- Telehealth can be used if available

<b>CICSA - CONTINUING EDUCATION TOPICS RELATED TO CLINICAL SUPERVISION</b>		<b>50 hrs</b>				
At least 1 hour per topic						
Team building skills	Management theories					
Time Management	Challenges in Clinical Supervision					
Employee relations	Tools for effective Clinical Supervision					
Assessment & Evaluation/Methods & Standards	Leadership					
Self Leadership	Professional development issues					
<b>EDUCATION/TRAINING IN THE 8 COMPETENCIES OF A CLINICAL SUPERVISOR</b>				<b>80 hrs</b>		
Counsellor Evaluation	Management and Administration					
Professional Development of Staff	Ethics and Decision Making					
Supervisory Intervention and Education	Direct Human Resource Management					
Program Development	Documentation and Report Making					
<b>CICSA - ADDITIONAL SKILL SETS EVALUATION</b>				<b>1</b>	<b>2</b>	<b>3</b>
<b>SVP Score the level of competency by placing a cross in one of the column</b>						
<b>1 Basic      2: Good      3: excellent</b>						
Ability to negotiate performance objectives, to clarify roles, support counsellor evaluation						
Ensure counsellor investment in the supervisory process						
Capacity to assess skills, to identify the counsellor's areas of strength and weakness						
Knowledge of generic counselling skills, to model and demonstrate to counsellors						
Organizational skills (ensures supervision is consistent with organization's management 'style', policies/procedures)						
Capacity to manage time in an effective manner to avoid burnout						
Knowledge of case management,						
Ability to specific determine size & level of difficulty of case loads						
Knowledge of treatment planning						
Ability to use of outside agencies and resources, to address gaps in service as identified.						
<b>NOTE: EDUCATION/TRAINING</b>						
<p>The required training hours may be acquired through university or college education programs, informal training offered by a range of training providers, including independent trainers. This training may be delivered in a variety of formats (programs, courses, workshops, seminars, webinars) and venues (class setting, in-house, online, conferences). ICBOC also accepts training hours acquired through alternative forms of learning/training. All training hours must be supported by proof of attendance/completion.</p> <p>This includes transcripts, certificates and affidavits/declarations by qualified persons. Certificates must clearly bear the name of the provider, the title of the training, number of hours, date(s) of training and signature of the provider/trainer.</p> <p>Declarations/affidavits must be written on the employer letterhead, include the title of the training, number of hours, date(s) of training and signature of the provider/trainer and bear the name of the qualified person, his/her signature, and telephone or other contact information.</p>						