



MACT REGISTRATION FORM

Name: _____ Date: _____

Address: _____ City, State, Zip: _____

Phone: _____ (Wk) _____ (Cell)

E-Mail Address: _____

Employer/Occupation: _____

Who pays for your training? _____

Registration Fee	\$50 Members:	\$ _____	\$80* Non-Members:	\$ _____
MACT Text Book:	\$130 Members:	\$ _____	\$155* Non-Members:	\$ _____
Course Fee:	\$350 Members:	\$ _____	\$395* Non-Members:	\$ _____

(Per Course; there are 4 courses)

Membership Dues (\$75)	\$ _____	\$0* Non-Members:	_____
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(Dues are from 01/01—12/31 each year.)

TOTAL AMOUNT: \$ _____

*it is more beneficial to become a member presently, as membership IS a requirement if you are seeking to be certified with MAAP

(Please Print)

Total Amount Enclosed \$ _____

Payment Type: Check/Money Order _____ Payable to "MAAP"

Please Charge to my VISA _____ MasterCard _____ (Sorry, No AmEx)

Credit Card No: _____ Expiration Date: _____

Signature: _____ Security Code: _____

*By signing above you authorize MAAP to charge this credit/debit card for the amount shown above. You also hereby guarantee payment of the amount shown above.


Billing Address: _____

(Credit/Debit card payment pay be mailed, faxed, or emailed to the MAAP office)

Direct all Inquiries to:	Make all Checks Payable to:
Your local District Representative. See http://msaap.net for contact information. You can also email info@msaap.net for the contact information of your representative.	MAAP Attn: Accounts Receivable P.O. Box 489 _____ Florence, MS 39073

MACT Schedule at a Glance

2022-2023

<u>Core Courses</u>	<u>Hours</u>	<u>Date</u> <i>(may be subject to change)</i>
Counseling Process	45  (15 hrs. each weekend)	September 17-18, 2022 October 15-16, 2022 November 5-6, 2022
Ethics	6	August 20, 2022(zoom)
Counseling Process	45 (15 hrs. each weekend)	December 3-4, 2022 January 14-15, 2023 February 11-12, 2023
Addiction Pharmacology	45 (15 hrs. each weekend)	March 11-12, 2023 April 8-9, 2023 May 13-14, 2023
Ethics	6	TBA-2023
Counseling Theories	45 (15 hrs. each weekend)	June 10-11, 2023 July 8-9, 2023 August 5-6, 2023
Counseling Skills	45 (15 hrs. each weekend)	September 2023 October 2023 November 2023 ***TBA

Classes meet 8 a.m. to 5 p.m. Saturday and Sunday

Ethics class will meet quarterly 9 a.m. to 4 p.m. Via ZOOM (TBA)

*****Dates are subject to change (contact office/website for details)**



Invoice:

Date:

Description:	Amount Due:
MACT – Registration Fee	\$ 50.00
MACT Textbook (covers all course work)	\$ 130.00
MACT- Addiction Pharmacology (March, April, May 2023)	\$ 350.00
MACT – Counseling Theories (June, July, August 2023)	\$ 350.00
MACT – Counseling Skills – (September, October, November 2023)	\$ 350.00
MACT – Counseling Process – (December 2022, January 2023, February 2023)	\$ 350.00
MACT – Counseling Ethics (TBA 2022-2023 quarterly)	\$ 75.00
Payments:	\$
(not including membership dues)(will prorate at sign up)	
Balance:	\$1,655.00

(Please Print)

Total Amount Enclosed \$ _____

Payment Type: Check/Money Order _____ Payable to "MAAP"

Please Charge to my VISA _____ MasterCard _____ (Sorry, No AmEx)

Credit Card No: _____ Expiration Date: _____

Signature: _____ Security Code: _____

Billing Address: _____

(Credit/Debit card payment pay be mailed, faxed, or emailed to the MAAP office)

Direct all Inquiries to:	Make all Checks Payable to:
Your local District Representative. See http://msaap.net for contact information. You can also email info@msaap.net for the contact information of your representative.	MAAP Attn: Accounts Receivable P.O. Box 489 Florence, MS 39073



MACT RULES for Jackson, MS Training Site

MAAP leases its office space and training room. We must have respect for our landlord and the agreement we have with them.

_____ **ATTENDANCE**

Students must be present to answer roll at 8:15am and sign-out for each day after the instructor has released class for the day. Late students will need to sign in with the office prior to attending class. Failure to be present for roll or sign out will result in zero (0) hours credit for that session.

_____ **TUITION**

Tuition must be received in the MAAP office no later than 10 days prior to the start of each Course.

_____ **CELL PHONES**

Cell phones are only to be used during training in cases of emergency situations. This includes sending or receiving texts. Please notify the instructor if need to step out of the room to take an emergency call.

_____ **SMOKING**

Please be respectful and smoke only in designated area around the facility and dispose of smoking material properly

Notify MAAP: if you will be late, miss class, or drop out (info@msaap.net)

Please initial by each rule. By signing this form you agree to abide by these rules. Failure to comply will result in disciplinary actions and may result in program dismissal.

Print name

Date

Signature

MAAP Representative

Date

WELCOME New MACT Student:

Welcome to your first course in the Mississippi Addiction Counselor Training (MACT) program. We are very pleased that you have chosen to join us for this important training program and hope that it is beneficial to you and your work in the addiction counseling field. In order to help you get off to a good start, we would like to offer you the following helpful information about the training:

Once you have enrolled, we presume that you will complete the year long training program, so you are automatically re-enrolled for the next course. Attached is a Tuition Agreement that explains the guidelines and requirements. Once you have read it carefully, we ask that you sign and return it to us no later than the first day of your first course.

ATTENDANCE

Each course consists of three weekend training sessions that are held once per month. The training curriculum has been designed to encourage full attendance. Students are encouraged to attend all the training sessions, to be prompt in attendance, and to avoid missing any sessions. All courses are comprehensive in nature and are divided into three (monthly) parts by the instructors for their specific training methods. For this reason, missed sessions **may not be made up**.

Accurate attendance records are maintained. Roll will be taken at 8:15am. Sign-out sheets will be provided for you to sign at the end of each session after the instructor releases you for the day. If you need to leave prior to the instructor releasing students for the day, you will need to sign out with the instructor. Failure to notify the administrator of your presence in class or sign-out will result in zero (0) hours for that day.

While we realize that students may miss some sessions due to a variety of important reasons, no "excused" absences are given for any reason. Training time is simply missed. If you are unable to attend a session, please give us a courtesy call. Students missing two consecutive training sessions without notifying the MAAP office will be automatically dropped from the roll and must re-register for future courses on a space-available basis.

CERTIFICATES

Contact hours for continuing education are earned for each course, which can be applied toward certification requirements. Each student receives a mini-certificate at the end of each course quarter indicating the number of contact hours earned. The information for these certificates comes from the sign in/out sheets. Those who complete the year-long program are awarded a graduation certificate at the end of their last class with the full number of hours completed. If you lose your certificate one can be obtained through the website under "Certification-Duplicate Certificate". www.msaap.net

TUITION AGREEMENT

It is agreed that MAAP shall:

1. Provide 186 hours of instruction on the basics of addiction counseling over a period of one year.
MAAP currently offers classes at the following location (class locations are subject to change) Jackson, MS
*We will give address upon registration:)
2. Notify student as far in advance as possible of any necessary changes in the training schedule because of unforeseen circumstances. Training schedule is located on our website under MACT at www.msaap.net .
3. Provide highly qualified instructors in the field of addiction studies who meet the following criteria:
 - a. Proven current experience in the addictions field;
 - b. Demonstrated mastery of field of expertise; and
 - c. Exceptional skills in verbal communications and design of training.
4. Hold confidential all personal information provided by student. Keep accurate records of student hours. Maintain website calendar.

It is agreed that Student shall:

1. Pay the following sums to MAAP for the MACT program: Choose and check which one is right for you.

Registration Fees:

_____ **Members:** One-time non-refundable registration fee of \$50.00

_____ **Non-Members:** One-time non-refundable registration fee of \$80.00

Textbook fees:

_____ **Members:** \$130.00

_____ **Non-Members:** \$155.00

Tuition Fees: Student may pay tuition in either of the following increments (CHOOSE ONE):

_____ \$350 per Course (Members); \$395 (Non-Members), due 10 days prior to the course start date. Pay an additional sum of \$75 (Members); \$100 (Non-Members), for Ethical Issues in Addiction Counseling no later than 10 days prior to the Ethics class for those paying by the course.

_____ \$775 (Members) \$890 (Non-Members) per half year, due at time of registration and 10 days prior to the third course start date (includes Ethics).

_____ \$1,475 (Members) \$1,680 (Non-Member) payment in full, due at time of registration (includes Ethics).

2. Failure to keep accounts current may result in termination from the program.
3. Absence from class does not absolve students from making payments. Students must pay full course fees even if unable to attend all class sessions.
4. **REFUND POLICY:** Upon written notice from student no later than two weeks prior to the start of the pre-paid course; fees will be refunded in full. Registration fees and membership dues are non-refundable.
5. Once you have enrolled, we presume that you will complete the year long training program, so you are automatically re-enrolled for the next course. Once you have read this tuition agreement carefully, we ask that you complete, sign and return it to us with your first course payment.
**We would also like to mention that if your goal is to obtain certification with us, that one requirement of Certification is membership. Membership is on an annual basis (January) and is prorated throughout. This will save on additional costs for trainings, etc.

Student Name (Print)

Signature of Student

Date

Signature of MAAP Representative

Date

This Tuition agreement must be turned in at time of first payment

-Why should I attend the MACT program and become certified?

-What are the benefits?

- Enhances professional credibility.
- Extends knowledge and skills, preparing you for more job responsibilities.
- Serves as portable proof of ability.
- Enriches self-image and reputation among peers.
- Improves career opportunities-promotion, pay increases, job portability.
- Builds confidence in employers seeking competent staff to work with SUD populations.
- You'll have reciprocity throughout the U.S. and other countries through IC&RC.
- Organizations recognize certifications; helps ensure quality prevention and treatment services.

For more information on training and credentialing, please visit our website www.msaap.net or email us at info@msaap.net



Mississippi Addiction Counselor Training ("MACT")

**"OFFERING A PROVEN MODEL FOR ADDICTIONS
TRAINING IN USE
SINCE 1974"**

Our Mission:

To provide education, training, and certification to professionals in the field of Substance Use Disorders.

Our Vision:

To promote and participate in the development and recognition of professional standards and resources such as education, training, and certification for all professionals involved in the field of Substance Use Disorders.

Distance Learning
Center, LLC



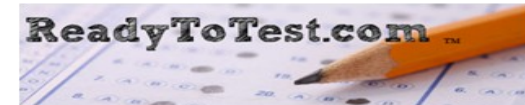
Serving the educational needs of the
drug/alcohol field since
1997

dlcas.com

Obtain basic or continuing education hours via distance learning and save both time and money! The Distance Learning Center (a division of DLC, LLC) is working in conjunction with MAAP to provide an expanded training plan for counselors seeking credentialing in Mississippi. At the present time, MAAP offers a live, 186-hour training program to help students gather hours toward their Certified Alcohol & Drug Counselor (CADC) credential. We will be offering a special package of courses to allow students to obtain the hours not currently offered through the MACT training program. These hours will increase your knowledge of the drug/alcohol field AND help prepare you for your credentialing examination. For more information, visit the following website:

<https://www.dlcas.com/mississippi>.

We also offer more than ninety courses that can be used to fulfill your CE renewal requirements. All coursework is research based and developed by national experts in the field.



Our ReadyToTest.com division is dedicated to helping students study for and pass their IC&RC credentialing examination. Since 2001, we have helped more than 32,000 counselors successfully navigate this final requirement for obtaining a credential as a drug/alcohol professional.

We offer a variety of study materials to assist you when the time comes to sit for your examination. Whether you need "how to" information on taking the exam, or if you need content review materials to refresh your basic knowledge, ReadyToTest.com has a product that is right for you.

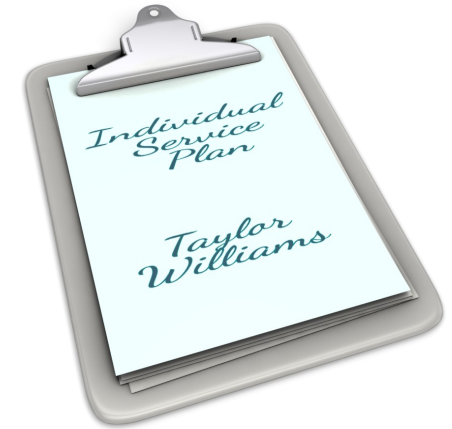
Visit our website at www.ReadyToTest.com for more information about our materials. You can also reach us by email at testing@dlc.email or call us, toll free, at 866 431-4240.

12 Core Functions

The 12 core Functions are the basics of Addiction Counseling. The MACT Program focuses on these to give you well rounded training and preparation for the IC&RC Exam.



1. Screening
2. Intake
3. Orientation
4. Assessment
5. Treatment Planning
6. Counseling (Individual, Group, Family)
7. Case Management
8. Crisis Intervention
9. Client Education
10. Referral
11. Reports & Recordkeeping
12. Consultation



Dear Prospective Student,

The entire membership of the Mississippi Association of Addiction Professionals (MAAP) would like to thank you for your interest in the Mississippi Addiction Counselor Training (MACT) program.

Our goal is to help individuals interested in the field of addiction to become certified. This course is designed to give you education, understanding, application and techniques to help you help others and their families treat addiction.

The course is designed to provide the education and training needed to help you pass your certification examination, once the educational, supervision and work experience parts of the certification process are completed. The (MACT) course runs for fifteen (15) hours of education and training, one (1) weekend a month for twelve (12) months.

There is currently one location in the state, Jackson, Mississippi. We sincerely hope you will join us in helping others recover from addiction.

You will find everything you need to get started on our website www.msaap.net or by calling the MAAP office at 601-321-2085 for further information or questions. Please begin your registration process today, as seating is limited, and registrations are taken on a first come-first serve basis. We look forward to hearing from you.

Welcome to the MAAP family.
Sincerely,

MAAP Education Committee



For ADA assistance please contact MAAP at 601-321-2085 at least 3 weeks prior to scheduled activities.



Together, we are "Bringing all the Pieces Together" to help enhance the quality of life for those directly or indirectly affected by alcohol, tobacco and other drug abuse. MAAP's mission is three-fold: "To provide education, training and certification to professionals in the field of chemical dependency." In order to effectively carry out its mission, MAAP depends on the generosity of its volunteer members to serve on the Board of Directors of the association, Certification Board and various standing committees.

Are you interested in becoming certified?

Certification for addiction professionals is designed to accommodate and evaluate those who are experientially trained as well as those who are academically trained. The certification process defines the core knowledge and skill base needed by all professionals regardless of their professional training, orientation or occupation. The certification process sets a baseline standard for professionals providing services to individuals with alcohol and drug abuse problems. Such professionals are given recognition for meeting specific predetermined criteria. The purpose is to assure that quality treatment services are available to individuals with substance abuse problems. Certification provides a professional credential that can assist employers in selecting competent staff to work with this populations.

Where do I begin?

Begin by looking over the Credentialing pages on our website. Which type and level of certification are you most interested in pursuing? Once that is determined, do you meet, or are you close to meeting, the qualifications to submit an application packet and portfolio to the Certification Board? If so, download and print the Certification Manual, Application Packet & Portfolio for the credential you are seeking. If not, consult with your supervisor (s) for assistance in obtaining the appropriate certification for your career goals. You may need to further your education or obtain additional work experience to meet the guidelines. Whatever it takes, don't give up!

CERTIFIED INTERN COUNSELOR

Education

192 hours of education/training specific to the domains. Six hours must in Ethics to include specifics relating to alcohol & drug counseling and six hours must be specific to HIV/AIDS training (MAAP Ethics class is mandatory for those applying for ANY of the MAAP Addiction Credentials).

Code of Ethics

Applicants must sign a code of ethics statement to include specifics relating to alcohol & drug counseling.

Renewal

20 hours of continuing education/training earned every two years, which must include topics relating to the IC&RC ADC domains, and must include 2 hours in Ethics to include specifics relating to alcohol and drug counseling and 2 hours in Person Centered training. This is a four year credential and you must have the remainder of your ADC portfolio ready in this time. Visit our website for ALL requirements.



Welcome to MACT

Mississippi Association of Addiction Professionals (MAAP) is pleased to offer an outstanding training program that will assist addiction counselors and allied health professionals to acquire and develop effective skills to work with individuals and families affected by addiction. The Addiction Counselor Training (ACT) Model for training addiction counselors was developed in Texas in 1974 and has been implemented throughout Texas, Louisiana, Florida, Hawaii and California. Its founder, Vic Shaw established the ACT here in Mississippi in the late 1990s.



*Vic Shaw
ACT Founder*

ACT has a proven track record of providing over three decades of quality counselor education, while benefitting several thousand individuals to improve and upgrade their skills. As we work to advance the credentialing standards here in Mississippi, we have recently added a textbook to guide the course and to help our graduates in taking the national credentialing exam. This book is published as a study guide by Kevin Scheel, who instructed the pharmacology segment of MACT for several years and has made it available for our students at a reduced price. As always, we are committed to providing this training at a reasonable cost and to making it accessible for interested individuals.

Thank you for your interest in the Mississippi Addiction Counselor Training (MACT) program and for your desire to improve your abilities and skills to help facilitate your work with addicted clients.. We hope that you will join us for this professional training program. If you have questions, you may contact the MAAP office by calling 601-321-2085 or emailing info@msaap.net. For additional information on training or to explore the different areas of certification, check out our website at www.msaap.net.

PURPOSE

The Mississippi Addiction Counselor Training (MACT) Program exists to help behavioral health students and professionals improve their skills to better serve persons addicted to harmful chemicals. All course work is structured in a manner to encourage both personal growth and professional development.

The program is designed for both experienced counselors looking to upgrade their skills, intern counselors working toward a credential, and individuals who are seeking employment in the addiction counseling profession. All training is provided in a safe learning environment conducive to personal and professional training and growth.

Eligibility

MACT courses are open to all individuals interested in learning more about chemical dependency. Many students have an interest in becoming a professional addiction counselor in a variety of social or work settings. Allied health professionals such as social workers, nurses, marriage and family therapists often benefit substantially from developing specialized addiction skills to better assist the individuals with whom they serve. A commitment to become a full-time counselor is not necessary for course enrollment. However, a strong desire to study the chemical dependency field is essential. A college degree is not required, but students are required to have a minimum of a high school diploma or GED.

Approved Provider

All MACT course offerings are approved by the Certification Board of the Mississippi Association of Addiction Professionals for credits toward certification and recertification as an addictions counselor in Mississippi. Other official professional continuing education accreditation groups, may also recognize MACT course work for continuing education credits.



Additional Courses

Ethical Issues in Addiction Counseling

Goal: To acquaint students with the MAAP official Code of Ethics and to explore and discuss essential ethical issues in providing professional addictions counseling to clients. Provides 6 contact hours of instruction.

“Ready to Test” Workshop

Goal: To prepare attendees for the IC&RC certification exam with an overview of the training textbook and practice exams.



MACT Students and Instructor Rod Farrar



For ADA assistance please contact Tonja Mangum at 601-321-2085 at least 3 weeks prior to scheduled activities.

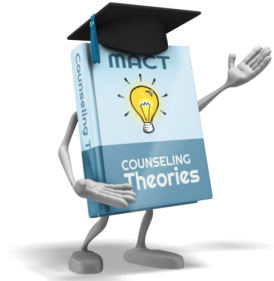
Core Courses

Each Core Course provides 45 contact hours of instruction



Addiction Pharmacology (Mar, Apr, May)

Goal: To familiarize the student with the basic pharmacological properties, effects, and consequences of alcohol and drug abuse in our society.



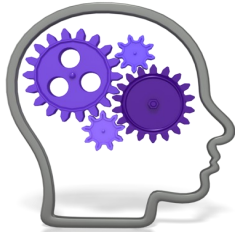
Counseling Theories (Jun, Jul, Aug)

Goal: To introduce students to various historical models of counseling addicted clients and to explore the relationship to other models of counseling.



Counseling Skills (Sept, Oct, Nov)

Goal: To develop the student's skills in basic addiction counseling techniques and theory application.



Counseling Process (Dec, Jan, Feb)

Goal: To acquaint the student with the theoretical and practical aspects of the addiction counseling process.

DID YOU KNOW ... that after completing the four Core Courses, students will have earned 180 contact hours toward the 270 hours required for certification. Add 6 hours of Ethics and 6 hours of the "Ready to Test" Workshop for a total of 192 hours from our training program. Sources for additional hours include employer in-services, conferences, workshops, and distance learning websites.

Current MACT Instructors



Shuana Fletcher
LMSW, SAP, CMHT, ICAADC
Counseling Process



Bernard Matherne, Jr.
P-LPC, ICADC-II, ACRPS
Counseling Skills



Jordan Hillhouse
MBA, BS, ICPS
Addiction Pharmacology




Dr. Lin Hogan
PsyD, LPC, MAC, ICAADC
Counseling Theories

All MACT instructors are chosen based upon their proven abilities to facilitate adult learning and skill development. All instructors must meet the following three criteria: (1) Proven current experience in the addictions field; (2) Demonstrated mastery of field of expertise; and (3) Exceptional skills in verbal communications and design of training. Most Instructors have earned advanced academic degrees relevant to their field.

Course Outline

MACT Schedule at a Glance

2022-2023

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Ethics class will meet quarterly 9 a.m. to 4 p.m. Via ZOOM (TBA)

*****Dates are subject to change (contact office/website for details)**

Core Courses

The MACT Program offers a series of four (4) “Core Courses” that provide students a comprehensive survey of information essential for developing basic addictions counseling skills. These courses are fully described below. Class sessions meet Saturdays & Sundays on a monthly basis for twelve (12) months. Classes meet from 8:00 a.m.–5:00 p.m. on Saturdays, and 8:00 a.m.–5:00 p.m. on Sundays. Students may begin the class sessions in March, June, September, or December, and are encouraged to enroll for the full year’s training in order to fully benefit from the course work. The four Core Courses total 180 hours of contact hours, which may be applied toward certification.

Ethical Issues in Addiction Counseling

This Ethics training class is mandatory for those applying for ANY of the MAAP Addiction Counselor Credentials.

This Training class explores essential ethical issues in addiction counseling. This workshop has been moved to online, (via ZOOM), starting August 20, 2022. This workshop is open to anyone interested in the subject. Pre-registration is required and is accepted on a first-come-first serve basis. To pre-register, simply e-mail the completed registration form with the appropriate fees. All registrations are confirmed by email.

Tuition and Fees

Registration is accepted on a first-come-first-serve basis and space is limited. To register, simply email the completed registration form with the appropriate registration fee and course tuition. Registration fees are non-refundable, but tuition fees are fully refundable up to two weeks prior to the start of a Core Course upon written request. All registrations are confirmed by return e-mail. (Prices may be subject to change.)

	<u>Members</u>	<u>Non-Members</u>
Registration Fee (Core Course)	\$ 50	\$ 80
Text Book	130	155
Tuition per Core Course	350	395
One-year program (4 Core Courses)	1400	1580
Ethics Course (includes \$10 Reg. Fee)	75	100
Ready to test workshop (includes \$10 Reg. Fee)	60	85

For ADA assistance please contact MAAP at 601-321-2085 at least 3 weeks prior to scheduled activities.

