

**2960.0460 STAFF QUALIFICATIONS.**

Subpart 1. **Staff qualifications.** The qualifications in this part are in addition to the qualifications required under part 2960.0100, subpart 6.

Subp. 2. **Qualifications applying to employees with direct resident contact.** An employee working directly with residents must be at least 21 years of age and must, at the time of hiring, document meeting the qualifications in item A or B.

A. A program director, supervisor, counselor, or any other person who has direct resident contact must be free of chemical use problems for at least the two years immediately preceding hiring and freedom from chemical use problems must be maintained during employment.

B. Overnight staff must be free of chemical use problems for at least one year preceding their hiring and maintain freedom from chemical use problems during their employment.

Subp. 3. **Program director qualifications.** In addition to meeting the requirements in subpart 2, the program director must know and understand the implications of parts 2960.0010 to 2960.0710 and Minnesota Statutes, chapter 260E and section 626.557.

Subp. 4. **Alcohol and drug counselor supervisor qualifications.** In addition to the requirements in subpart 2, the personnel file of an alcohol and drug counselor supervisor must include documentation that the individual meets the criteria in items A to C.

A. The individual is competent in the areas in subpart 6, and the competency is documented according to subpart 7.

B. the individual has three or more years of experience providing individual and group counseling to chemically dependent residents.

C. The individual knows and understands the implications of parts 2960.0010 to 2960.0710 and Minnesota Statutes, chapter 260E and section 626.557.

Subp. 5. **Alcohol and drug counselor qualifications.** In addition to the requirements in subpart 2, the personnel file of an alcohol and drug counselor must include:

A. documentation that the individual is either licensed or exempt from licensure under Minnesota Statutes, chapter 148C;

B. documentation that the individual has had an additional 30 hours of classroom instruction in adolescent development; and

C. documentation that the individual has had at least 150 hours of supervised experience as an adolescent alcohol and drug counselor, either as a student or as an employee.

Subp. 6. [Repealed, 32 SR 2268]

Subp. 6a. **Individuals with temporary permit.** An individual with a temporary permit from the Board of Behavioral Health and Therapy may provide chemical dependency treatment services according to the conditions in either item A or B.

A. The individual is supervised by a licensed alcohol and drug counselor assigned by the license holder. The licensed alcohol and drug counselor must document the amount and type of supervision at least weekly. The supervision must relate to clinical practices. One licensed alcohol and drug counselor may not supervise more than three individuals.

B. The individual is supervised by a clinical supervisor approved by the Board of Behavioral Health and Therapy. The supervision must be documented and meet the requirements of Minnesota Statutes, section 148C.044, subdivision 4.

**Subp. 7. Individuals exempt from licensure.** For an alcohol and drug counselor exempt from licensure under Minnesota Statutes, chapter 148C, the department must consider a counselor qualified according to subpart 5, item A, if:

A. the individual has at least a baccalaureate degree including 480 hours of alcohol and drug education in which each of the core functions in Minnesota Statutes, chapter 148C, is covered; and has successfully completed 880 hours of supervised experience as an alcohol and drug counselor, either as a student or as an employee;

B. the individual has documented the successful completion of 270 clock hours of alcohol and drug counselor training, 60 hours of which have occurred within the last five years, including completion of 880 hours of supervised experience as an alcohol and drug counselor, either as a student or as an employee. The training must cover the core functions in Minnesota Statutes, chapter 148C; or

C. the individual is certified as a chemical dependency counselor or as a chemical dependency counselor reciprocal, through the evaluation process established by the Certification Reciprocity Consortium Alcohol and Other Drug Abuse, Inc., and published in the Case Presentation Method Trainers Manual, copyright 1993. This manual is incorporated by reference. It is available at the State Law Library, 25 Rev. Dr. Martin Luther King Jr. Blvd., Saint Paul, MN 55155. It is not subject to frequent change.

**Subp. 8. Overnight staff.** The personnel file of overnight staff employed by a residential program must include the documentation of the requirements in subpart 2 and documentation of the individual's competency in the areas in items A to D:

A. knowledge of resident rights and staff responsibilities as outlined in parts 2960.0050 and 2960.0150;

B. knowledge of and ability to perform basic first aid procedures, including cardiopulmonary resuscitation and first aid for seizures, trauma, and fainting;

C. crisis intervention techniques consistent with the program's protective procedures plan; and

D. ability to notify the off-site, on-call supervisor regarding any unusual resident occurrences.

Overnight staff may not admit, transfer, or discharge residents, but may serve as the person in charge of the facility required in part 2960.0150, subpart 3, item B.

Subp. 9. **Student interns.** A qualified staff person must supervise and be responsible for all treatment services performed by student interns and must review and sign all assessments, progress notes, and treatment plans prepared by an intern. Student interns must meet the requirements in subpart 2, item B, and receive the orientation and training required for permanent staff members.

**Statutory Authority:** *L 1995 c 226 art 3 s 60; MS s 241.021; 245A.03; 245A.09; 254A.03; 254B.03; 254B.04*

**History:** *28 SR 211; 32 SR 2268*

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