[www.naadac.org/SAP](http://www.naadac.org/SAP)

**Earn the Substance Abuse Professional (SAP) Qualification**

**What is a Substance Abuse Professional?**

A U.S. Department of Transportation Substance Abuse Professional (SAP) operates as a “gatekeeper” of the return-to-duty process and provides an important service to the employee, the employer and the traveling public.

Specifically, Substance Abuse Professionals (SAPs) evaluate workers who have violated a U.S. Department of Transportation (DOT) drug and alcohol program regulation and make recommendations concerning education, treatment, follow-up testing and continuing care.

SAPs provide the following services for their clients:

* Conduct comprehensive face-to-face assessment and clinical evaluation to determine what level of assistance the employee needs in resolving problems associated with alcohol use or prohibited drug use;
* Recommend a course of education and/or treatment with which the employee must comply prior to returning to DOT safety-sensitive duty;
* Serve as a referral source to assist the employee’s entry into an acceptable program;
* Conduct a face-to-face follow-up evaluation with the employee to determine if the individual has demonstrated successful compliance with recommendations of the initial evaluation and has made appropriate clinical progress sufficient to return to duty;
* Develop and direct a follow-up testing plan for the employee returning to work following successful compliance; and
* Provide the employee and employer with recommendations for continuing care.

**What are the requirements?**

In order to be an SAP, you need to have certain credentials, possess specific knowledge, receive training and achieve a passing score on an examination. There is also a continuing education requirement.

Each of these requirements is discussed below and is easily accomplished through NAADAC’s *Substance Abuse Professional’s U.S. DOT Alcohol and Drug Testing Regulation Qualification Independent Study Course*.

1. The applicant must have one of the following credentials:

* Alcohol and drug abuse counselor national level certification through the NAADAC Certification Commission (NCC) or the International Certification & Reciprocity Consortium (IC&RC). Note: State level certification does NOT meet DOT requirements.
* Alcohol and drug abuse counselors with MAC certification through the National Board of Certified Counselors (NBCC)
* Licensed physician (Doctor of Medicine or Osteopathy)
* Licensed or certified psychologist
* Licensed or certified social worker
* Licensed or certified employee assistance professional (EAP)
* Licensed or certified Marriage and Family Therapist (MFT)

1. SAP applicants must possess knowledge of:

* Clinical experience in the diagnosis and treatment of substance abuse-related disorders.
* Understanding how the SAP role relates to the special responsibilities employers have for ensuring the safety of the traveling public.
* The nine required components laid out in Section 281 (c), Part 40 of the U.S. Department of Transportation's agency regulations, SAP guidelines and any significant changes to the SAP guidelines.

Note: Degrees and certificates alone do not confer to you these knowledge requirements.

1. SAP applicants must receive SAP training and pass a validated examination administered by a nationally recognized professional or training organization.
2. SAPs must complete 12 hours of professional development relevant to performing SAP functions during each subsequent three-year renewal period.

**Obtain this training through NAADAC’s Substance Abuse Professional’s U.S. DOT Alcohol and Drug Testing Regulation Re-qualification Independent Study Course**

(cover attached):

**Substance Abuse Professional’s U.S. DOT Alcohol and Drug Testing Regulation Qualification Independent Study Course**

* Course includes a bound Learner’s Guide that covers all required information in an easy to learn style and includes sample forms to use in your practice. The initial qualification course includes a 100-item written examination, and subsequent re-qualification examinations are 25 questions and can be taken online.
* Read the training materials at your convenience and submit the completed written examination or pass the online requalification exam anytime within 90 days of your receipt of the materials.
* Upon passing the exam, receive:
  + A new Substance Abuse Professional (SAP) Qualification Certificate that affords you 3 years of maintenance-free ability to practice as a SAP
  + Certificate of Completion for 12 CEs that can be used towards renewing other professional credentials or licenses at the state and/or national level
  + A free listing on our website to help advertise your services

$307 for Members

$407 for Non-members

Request an order form:

* Call NAADAC at 800.548.0497
* Email [naadac@naadac.org](mailto:naadac@naadac.org)

**SAP Services on** [**www.naadac.org/SAP**](http://www.naadac.org/SAP)

* Read detailed instructions and requirements for becoming a Substance Abuse Professional (SAP) or renewing your qualification
* Search for SAPs by state through an interactive US map
* Apply for your name to be listed on our website as a SAP for free, or for a fee if you did not receive your qualification through NAADAC ($100 for members of NAADAC; $150 for non-members – contact NAADAC to apply)
* Browse a listing of SAP Employment Agencies
* Read U.S. Department of Transportation Regulatory Updates

Bookmark our website and use it as a professional resource!

Couple of pop out sentences:

* **Mandated by the Department of Transportation (DOT)**
* **Generate new revenue**
* **Expand your services and clientele**
* **Free webinars on how to build your business and market yourself** – image attached