Employee Assistance Certification Commission (EACC)

Proposed Revisions

- Simplify the process
  - A candidate submits application and has 3 years to complete the process (more below).
  - Payments will be spread out as candidates take courses.
    - Currently, $670 for members; $870 for non-members.
- Multiple entry points
  - Educational
  - Experience
  - Union
- Eliminate the 1,000 hours required EAP related experience
- Eliminate the exam as it is today
  - Create several courses on Employee Assistance Modules that each have their own multiple-choice tests. A candidate will have 3 years after applying as a CEAP candidate to complete necessary coursework. Upon completion, the CEAP certificate is awarded.
  - Specific required modules will be:
    - 20-hour Fundamentals of Employee Assistance
    - Elevating Ethical Awareness
    - (* other modules TBD)
- Mentorship (previous advisement) process under consideration

Certification Requirements

- Level 1: candidate has less than 1 year or no EAP experience, is a MAP or LAP or has an undergraduate or graduate degree in an approved discipline.
- Level 2: candidate has a minimum of 1,000 hours of EAP work experience earned within 10 years of certification completion and has less than a master’s degree in an approved discipline.
- Level 3: candidate has a minimum of 1,000 hours of EA related work experience earned within 10 years of certification completion and has a master’s degree in an approved discipline.

Pre-approved EAP-related disciplines include:

- Clinical Psychology
- Marriage & Family Therapy
- Social Work
- Counseling
- Psychiatry
- Pastoral Counseling
Psychiatric Nursing
Substance Abuse Professionals or other substance expertise credential

Level 1 Candidates:
To earn the CEAP® credential, all candidates must complete:
• Complete 20-hour Fundamentals of Employee Assistance
• Elevating Ethical Awareness
• Additional 60 Professional development hours (PDHs). For those with less than a master’s in approved discipline, at least 30-hour emphasis on mental health/SUD assessment and referral. For those with a master’s in approved discipline, 30-hour emphasis on EAP service delivery.
• Passing scores of 80% or more on all courses
• Complete at least 5 hours of mentoring with a CEAP

Level 2 Candidates:
To earn the CEAP® credential, all candidates must complete:
• Complete 20-hour Fundamentals of Employee Assistance
• Elevating Ethical Awareness
• Additional 30 Professional development hours (PDHs) with at least 15-hour emphasis on mental health/SUD assessment and referral.
• Passing scores of 80% or more on all courses
• Complete at least 5 hours of mentoring with a CEAP

Level 3 Candidates:
To earn the CEAP® credential, all candidates must complete:
• Complete 20-hour Fundamentals of Employee Assistance
• Elevating Ethical Awareness
• Additional 10 Professional development hours (PDHs)
• Passing scores of 80% or more on all courses
• Complete at least 5 hours of mentoring with a CEAP

After a candidate has completed their CEAP, the addition of specialty focus certificates reflecting additional proficiencies are under consideration. Potential areas of proficiency certificates include:

Internal EA services
External EA services
EA account management
Healthcare based EA services
Education based EA services
Military based EA services
FF / First Responder based EA services
Etc.
Curriculum guidance drawn from the experience and expertise of the EACC Commissioners, the body of knowledge housed within the CEAP process to date, and on review of the course work of the MASI On-Line EAP International Certificate Course, the International Association of Machinists and Aerospace Workers peer EAP training, and from the Shengxin International EAP Coaching Institute (China).

Q & A’s

1. *I am currently preparing to sit for the CEAP exam. What does this mean for me?*
   Those currently in the CEAP pipeline are encouraged to complete their work and take the current exam by the end of December 2019. After that date, and before the CEAP revisions are completed, an alternate exam process will be put in place.

2. *What does this mean for re-credentialing by PDHs?*
   The process to recertify by PDH will not change. There may still be an option to re-credential by test but that decision has yet to be finalized.

3. *What if I am re-credentialing by PDHs and need to request an extension?*
   You are encouraged to complete the process as soon as possible. The change in the credentialing and re-credentialing process will not impact your request if the extension is requested prior to end of December 2019.

   The last step of the CEAP transition process will be to ensure that each individual circumstance is dealt with as we move to implement CEAP revisions.

Proposed Timeline:

December 31, 2019- Current CEAP process will end.
January 1, 2020- Interim CEAP exam will be available which will be very similar to the current CEAP exam only administered in a different way.
July 1, 2020- Fundamentals of EAP course will be launched and new CEAP process will begin.
October 27-29, 2020- Offer the Fundamentals of EAP course at EAPA 2020 Houston Conference & EXPO