

LICENSING ALERT

Lori Gerhard
Acting Deputy Secretary
for Quality Assurance

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Division of Drug and Alcohol Program Licensure
Licensing Alert #2-99

VERIFICATION OF TRAINING, EXPERIENCE AND PROFESSIONAL LICENSURE OR CERTIFICATION

On March 6, 2000, persons employed as clinical supervisors and counselors must be in full compliance with 28 PA Code Chapter 704, Section 704.4(e), compliance with staff qualifications relating to employees hired prior to March 4, 1996.

As you know, personnel files must include verification of qualifications including training, experience, professional licensure, registration, certification, where required for employment.

This is a reminder that facilities should request original certificates, transcripts and other documents when verifying credentials and that whenever possible, information be confirmed by calling or writing institutes of higher learning and certification/licensure boards.

If you have questions regarding this alert, please contact Arvida Wanner or Carol Bashore, Division of Drug and Alcohol Program Licensure, at (717) 783-8675.