



**dapaanz**

fostering excellence in addiction practice

# Membership and Practitioner Registration Policy

Version:	V6	Issued	July 2020	Created by:	Debby Sutton	Review	Registration and Competency Committee	Authorised by:	Ben Birks Ang Board Chair
----------	----	--------	-----------	-------------	--------------	--------	---------------------------------------	----------------	---------------------------

## Table of Contents

<b>Purpose</b> .....	1
<b>Scope</b> .....	1
<b>References (Internal)</b> .....	1
<b>Background</b> .....	1
<b>Affiliation with Dapaanz</b> .....	2
<b>Types of Affiliation</b> .....	2
<b>Benefits of Affiliation</b> .....	3
<b>Application Process</b> .....	3
<b>Disclosure of Criminal Convictions</b> .....	3
<b>Standard Member</b> .....	4
<b>Application Requirements for Standard Member</b> .....	4
<b>Annual Renewal Requirements for Standard Member</b> .....	4
<b>Student Standard Member</b> .....	4
<b>Lifetime Member</b> .....	5
<b>Addiction Support Worker</b> .....	5
<b>Application Requirements for Addiction Support Worker</b> .....	5
<b>Annual Renewal Requirements for Addiction Support Worker</b> .....	5
<b>Associate Alcohol and Other Drug (AOD) Practitioner (Discontinued)</b> .....	6
<b>Annual Renewal Requirements for Associate AOD Practitioner</b> .....	6
<b>Registered Addiction Practitioners: An Overview</b> .....	7
<b>Scope of Practice</b> .....	7
<b>Requirements for Practitioner Registration Pathways</b> .....	8
<b>Provisional Practitioner</b> .....	8
<b>Applying for Provisional Registration</b> .....	9
<b>Application Requirements for Provisional Registration</b> .....	10
<b>Annual Renewal for Provisional Registration:</b> .....	11
<b>Registered Practitioner</b> .....	11
<b>Requirements for Upgrading to Registered Practitioner</b> .....	11
<b>Annual Renewal Requirements for Registered Practitioner</b> .....	12
<b>Accredited Clinical Supervisor</b> .....	13
<b>Application (and Annual Renewal) Requirements</b> .....	13
<b>Recognised Kaumātua</b> .....	13
<b>Exemption from Registration Criteria</b> .....	14
<b>Appeal of Decision regarding Exemption Application</b> .....	15

Version:	V6	Issued	July 2020	Created by:	Debby Sutton	Review	Registration and Competency Committee	Authorised by:	Ben Birks Ang Board Chair
----------	----	--------	-----------	-------------	--------------	--------	---------------------------------------	----------------	---------------------------

<b>Leave of Absence from Registration/Endorsement</b> .....	15
<b>Cessation or Suspension of Membership and Registration</b> .....	16
<b>Re-instatement of Registration</b> .....	17
<b>Appendix A - Glossary</b> .....	18
<b>Appendix B – History of Dapaanz Membership and Registration</b> .....	19
<b>Key Events for Dapaanz and the Registration Process</b> .....	20
<b>Appendix C – Dapaanz Recognised Addiction Qualifications, 2016-20</b> .....	25
<b>Applied Addiction Qualifications:</b> .....	25
<b>Addiction Qualifications (Non-applied)</b> .....	25

Version:	V6	Issued	July 2020	Created by:	Debby Sutton	Review	Registration and Competency Committee	Authorised by:	Ben Birks Ang Board Chair
----------	----	--------	-----------	-------------	--------------	--------	---------------------------------------	----------------	---------------------------

## Purpose

The purpose of this policy is to define and outline the processes and criteria for the different types of membership, endorsement, accreditation and registration awarded and administered by the Addiction Practitioners' Association Aotearoa New Zealand (dapaanz).

## Scope

The policy applies to all applicants for dapaanz membership, endorsement, accreditation and registration; all current dapaanz members and to those involved in the implementation of this policy on behalf of dapaanz, namely the dapaanz Executive Board, Executive Director, Registrar and all employees.

## References (Internal)

Dapaanz Constitution

Dapaanz Code of Ethics

Dapaanz Delegation of Duties Policy

Dapaanz Privacy and Security of Information Policy

Dapaanz Complaints Process

Addiction Intervention Competency Framework (2011)

Dapaanz Practitioner Registration and Supervision Criteria (2012)

## Background

Dapaanz is the membership association representing the professional interests of the addiction workforce in Aotearoa New Zealand. Dapaanz was established in 2002 by addiction practitioners passionate about professional addiction treatment. Prior to this, the Alcohol and Drug Treatment Workforce Development Advisory Group, under the auspices of the Alcohol Advisory Council of New Zealand (ALAC), had published the first Practitioner Competencies for Alcohol and Drug Workers in Aotearoa (ALAC 2001). At that time, there was broad consensus that a national body was needed to implement and administer these standards. Consequently, dapaanz was established alongside other requirements for professional practice accountability: The Code of Ethics and a process of professional registration by which addiction practitioners could demonstrate their competencies (see Appendix B for further details).

Dapaanz aims to foster excellence in addiction practice. In order to achieve this, dapaanz has developed robust frameworks, policies, processes and systems for the benefit of members, the people they work with and the wider public. The objective of this policy is to champion excellence by outlining dapaanz's current requirements for affiliation, including registration.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

## Affiliation with Dapaanz

All dapaanz affiliations are voluntary, that is, they are not mandatory for work in addiction treatment under current legislation in Aotearoa New Zealand. However, most providers and funders of addiction treatment in Aotearoa New Zealand require Addiction Practitioners to hold a professional registration to be eligible for employment, of which a dapaanz Registered Practitioner is one of the options.

Dapaanz Registered Practitioners are also one of the approved professions to apply to undertake the following legislated roles:

- The roles of Authorised Officers, Responsible Clinicians or Approved Specialists, under the Substance Addiction (Compulsory Assessment and Treatment) Act 2017.
- The role of an approved assessment centre under Section 65 of the Land Transport Act, 1998.

## Types of Affiliation

The table below outlines the different types of dapaanz affiliation available<sup>1</sup>:

<b>Standard Membership</b> , as well as: <ul style="list-style-type: none"> <li>• <i>Student Membership</i></li> <li>• <i>Lifetime Membership</i></li> </ul>	For anybody with an interest in addiction treatment.
<b>Addiction Support Worker</b>	An <b>endorsement</b> of the competency of a Support Worker within an addiction treatment service, as outlined in the <i>Addiction Intervention Competency Framework (2011)</i> .
<b>Associate Alcohol and Other Drug Practitioner</b>	An <b>endorsement</b> of someone's experience in alcohol and drug clinical practice, while they upgrade to qualifications required for registration as a practitioner. This category is now only available for renewals, and not new applications.
<b>Provisional Practitioner (Alcohol and Other Drugs or Problem Gambling)</b>	Provisional <b>registration</b> is for those employed in addiction practitioner roles. Provisional Practitioners have demonstrated the foundation competencies outlined in the <i>Addiction Intervention Competency Framework (2011)</i> , and have completed a tertiary degree that has taught and assessed their competence to deliver interpersonal therapeutic services, including conducting assessments and delivering interventions. Provisional Practitioners work towards full registration through gaining qualifications and/or experience in the specialist practitioner competencies.
<b>Registered Practitioner (Alcohol and Other Drugs or Problem Gambling)</b>	<b>Registration</b> for those who have demonstrated the foundation and specialist competencies as outlined in the <i>Addiction Intervention Competency Framework (2011)</i> , and who can work independently as Addiction Practitioners.
<b>Accredited Clinical Supervisor</b>	An <b>accreditation</b> for registered professionals who are competent in addiction practice, and in clinical supervision of addiction practice.
<b>Recognised Kaumātua</b>	A <b>recognition</b> of those who have made significant contributions to the addiction treatment sector with their

<sup>1</sup> While smoking cessation worker competencies are included in the *Addiction Intervention Competency Framework (2011)*, the application process for this role has not been developed, and therefore has not been included in this policy.

	dedication and cultural expertise, and who do not have a formal qualification.
--	--

**Benefits of Affiliation**

The benefits of affiliating with dapaanz include:

- Belonging to an association of people passionate about reducing harms from substance use and supporting recovery from addiction.
- Contributing to an association that advocates for the addiction workforce and for people affected by addiction.
- Keeping current with issues and initiatives related to addiction, through dapaanz communications and professional development events.
- Being aligned with a Code of Ethics, to be held to account against. This provides confidence to people who access services, employers, funders and the public.

Affiliating with dapaanz through either endorsement, registration or accreditation has extra benefits:

- Acknowledgement of addiction-related competencies. This provides confidence to people who access services, employers, funders and the public.
- Enhanced employment opportunities for specialist addiction roles, including Addiction Support Workers, Practitioners or Supervisors.
- For dapaanz Registered Practitioners, recognition as a registered health professional under the Substance Addiction (Compulsory Assessment and Treatment) Act, 2017 and therefore able to apply for certain roles under this act.
- For dapaanz Registered Practitioners, eligible to be approved assessors of people sentenced under Section 65 of the Land Transport Act, 1998.<sup>2</sup>

**Application Process**

Each type of affiliation requires people to meet different criteria, of which they need to provide evidence for. The accuracy of these processes relies on the collaboration and shared responsibilities of: education providers, employers and dapaanz Accredited Clinical Supervisors to provide verification of these criteria.

To acquire the status of any dapaanz membership, endorsement, accreditation or registration, submission of a formal online application is required. All required criteria must be met. The fee needs to be paid in order for the application to be processed.

On approval, the applicant will be sent an annual certificate and their name will be entered into the directory of members on the dapaanz website.

Dapaanz reserves the right to decline any application for membership in accordance with article 10 of the dapaanz Constitution.

**Disclosure of Criminal Convictions**

In order to provide as much protection as possible to the public, and to protect the integrity and accountability of dapaanz as a professional association, applicants for all forms of

---

<sup>2</sup> Ministry of Health. 2017. *Assessing the Fitness to Drive of People Sentenced under Section 65 of the Land Transport Act 1998: Standard operating procedures*. Wellington: Ministry of Health.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

affiliation are required to disclose any offence that falls outside of the Clean Slate Legislation Act 2004.

The dapaanz Executive Board is aware that some applicants may have a criminal history. For such applications, leniency will be considered on a case-by-case basis. In particular, consideration is given to:

- The nature of the offending.
- The length of time since convictions were incurred.
- The degree to which the applicant can demonstrate insight and responsibility for their behaviour in relation to and subsequent to the offending, such as the changes they have made in their life.
- The strategies that the applicant has put in place to ensure that reoffending does not occur.
- The potential for significant negative public perceptions that could be a barrier to professional practice (for instance, the nature of the offending is likely to be seen by service users and others as unacceptable for a person holding a support worker or practitioner role).
- The potential for significant negative public perceptions that could undermine dapaanz's credibility as a professional association.

## Standard Member

Standard membership is open to anybody with an interest in addiction treatment (see dapaanz Constitution, Article 9). In this category, members are entitled to receive the benefits of membership and are subject to dapaanz's Constitution, Code of Ethics and complaints policies. The title conferred is '*Dapaanz Standard Member*'. Please note that this title (or 'dapaanz') may not be used as part of a signature.

### Application Requirements for Standard Member

A formal application is submitted using the required online forms and documentation, along with payment of a fee. The information required includes:

- **Disclosure and declaration of:**
  1. Any previous convictions of a criminal offence outside of the 'clean slate' legislation.
  2. Any previous disciplinary action from an employer.
  3. Any upheld complaints about professional practice.
- **Code of Ethics:** Applicant agrees to work within the dapaanz Code of Ethics.

### Annual Renewal Requirements for Standard Member

Annual renewal requirements are the same as those needed when applying to be a Standard Member.

## Student Standard Member

Student Standard Membership is a discounted fee option of standard membership to support the development and growth of the workforce in training. The title conferred is '*Dapaanz Student Standard Member*'. Please note that this title (or 'dapaanz') may not be used as part of a signature.

The same criteria are applied as for a standard member, as listed above, with the addition of:

- **Student Status:** Evidence of current status as a full-time, enrolled tertiary student.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

## Lifetime Member

On rare occasions the dapaanz Executive Board may award Lifetime Membership to standard members who have contributed significantly to dapaanz and the addiction sector. A recommendation will come from the dapaanz Executive Board or Executive Director. Whilst there is no standardised or formal application process for this membership, consideration will be given and approved, or not, by the dapaanz Executive Board. Lifetime members are not required to renew their membership. The title conferred is '*Dapaanz Lifetime Member*'. Please note that this title (or 'dapaanz') may not be used as part of a signature.

## Addiction Support Worker

The endorsement as an Addiction Support Worker is open to those who are in a support work role within addiction treatment services. Competent Addiction Support Workers are able to work in collaboration with clients, family and whānau providing information, education, skill development and support to assist clients to manage their recovery and wellbeing. Support Workers may also implement appropriate, delegated, parts of treatment provision, under supervision. Addiction Support Workers are required to work under the oversight of a dapaanz Accredited Clinical Supervisor.

Endorsed Addiction Support Workers demonstrate the Let's Get Real values and attitudes, the Foundation Essential level and the Addiction Support Worker competencies as outlined in the Addiction Intervention Competency Framework (2011). Addiction Support Workers commit to supporting dapaanz's values and objectives, are entitled to the benefits of membership and are subject to dapaanz's Constitution, Code of Ethics and complaints policies. The title conferred is 'Dapaanz Addiction Support Worker'. This title may be used as part of a signature, written in full to ensure the type of affiliation is specified.

## Application Requirements for Addiction Support Worker

A formal application is submitted using the required online forms and documentation, along with payment of the fee. The information required includes:

- **Disclosure and declaration of:**
  1. Any previous convictions of a criminal offence outside of the 'clean slate' legislation.
  2. Any previous disciplinary action from an employer.
  3. Any upheld complaints about professional practice.
- **Code of Ethics:** Applicant agrees to work within the dapaanz Code of Ethics.
- **Qualification:** A relevant qualification at Level 4 New Zealand Qualifications Authority (NZQA), is recommended, but not required.
- **Supervisor Report:** Assessment report from dapaanz Accredited Clinical Supervisor to verify ethical standards and competency as an Addiction Support Worker.
- **Manager Report:** Support of application from Line Manager to verify ethical standards and competency as an Addiction Support Worker.

## Annual Renewal Requirements for Addiction Support Worker

Annual renewal requirements are the same as those needed when applying to be an Addiction Support Worker, as listed above, with the addition of:

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------



- **Continuing Professional Development:** Confirming the completion of at least 75 Continuing Professional Development (CPD) points during the previous year. These points need to be from more than one of the categories of CPD activities, with the exception of activities from the Formal Training and Education category, which can supply the total annual points required. Applicants should keep a portfolio of their professional development activities for dapaanz to view if requested for a random audit.

If a qualification has already been recorded in previous applications/renewals then it does not need to be submitted again in future renewals.

## Associate Alcohol and Other Drug (AOD) Practitioner (Discontinued)

This endorsement was discontinued in July 2013 as part of the dapaanz registrations review and is no longer open for new applications. The endorsement remains valid only for those who currently hold and maintain this membership category.

The endorsement of *Associate Alcohol and Other Drug (AOD) Practitioner* was originally introduced in 2006 to recognise the competency of people experienced in alcohol and drug clinical practice, who did not have the qualifications required for registration. It was also designed to provide a transitional status, while people upgraded their qualifications. Requirements for this endorsement were: an NZQA Level 6 Diploma in Alcohol and Other Drug Studies; or evidence of long-term experience in providing alcohol and drug treatment, and carrying a caseload with responsibilities compatible with NZQA Level 6 qualifications.

Endorsed Associate AOD Practitioners must be closely supervised by a dapaanz Accredited Clinical Supervisor. Associate AOD Practitioners commit to supporting dapaanz's values and objectives, are entitled to the benefits of membership and are subject to dapaanz's Constitution, Code of Ethics and complaints policies. The title conferred is '*Dapaanz Associate Alcohol and Other Drug (AOD) Practitioner*'. This title may be used as part of a signature, written in full to ensure the type of affiliation is specified.

### Annual Renewal Requirements for Associate AOD Practitioner

While new applications are no longer accepted, existing Associate AOD Practitioners may continue to hold this endorsement provided they satisfy the renewal requirements.

A formal application for renewal is submitted using the required online forms and documentation, along with payment of the fee. The information required includes:

- **Disclosure and declaration of:**
  1. Any previous convictions of a criminal offence outside of the 'clean slate' legislation.
  2. Any previous disciplinary action from an employer.
  3. Any upheld complaints about professional practice.
- **Code of Ethics:** Renewed commitment to dapaanz Code of Ethics
- **Continuing Professional Development:** Confirmation of the completion of at least 75 Continuing Professional Development (CPD) points during the previous year. These points need to be from more than one of the categories of CPD activities, with the exception of activities from the Formal Training and Education category, which can supply the total annual points required. Applicants are required to keep a

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

portfolio of their professional development activities for dapaanz to view if requested for a random audit.

- **Supervisor Report:** Assessment report from dapaanz Accredited Clinical Supervisor to verify ethical standards and competency.
- **Manager Report:** A report from the applicant's Line Manager to verify ethics, competency and clinical hours required.

If people are expired from this category, they are not able to return. Expired Associates will need to meet the criteria for registration as an Addiction Practitioner to be registered. Once Associates have the qualifications required to become an Addiction Practitioner, they can become registered without being provisionally registered.

## Registered Addiction Practitioners: An Overview

Dapaanz Registered Practitioners are designated health professionals. The application and maintenance requirements for Registered Practitioners aim to ensure effective, ethical and compassionate professional practice, so that people who access addiction services experience positive outcomes. An overview of the scope and requirements of addiction practitioners is described below, followed by a more in-depth description of the two phases of becoming registered: first becoming a *Provisional Practitioner*, before becoming a *Registered Practitioner*.

Dapaanz registers both **Alcohol and other Drug (AOD) Practitioners and Problem Gambling (PG) Practitioners**.

### Scope of Practice

Dapaanz Registered Practitioners are designated as health professionals under the Substance Addiction (Compulsory Assessment and Treatment) Act 2017, and can be considered for the roles outlined in this Act. This is considered equivalent to other professional registrations regulated by legislation, namely professions registered under the *Health Practitioner Competency Assurance Act*, and Social Workers. Dapaanz Registered Practitioners are also eligible to be approved to assess people's fitness to drive, after they have been sentenced under Section 65 of the Land Transport Act, 1998.<sup>3</sup>

Registered AOD and PG Practitioners utilise specialist addiction knowledge and clinical judgement to assess complex clinical presentations, which include addiction and other life issues. Practice undertaken by dapaanz Registered Practitioners occurs in a range of settings and in a variety of clinical and cultural contexts in collaboration with individuals, families, whānau, groups and communities. In collaboration with clients and others, they plan and implement relevant evidence-based interventions to support people to address these issues<sup>4</sup>.

Registered AOD and PG Practitioners can practise independently and in collaboration with other stakeholders to perform their professional functions and/or to refer appropriately to ensure comprehensive care is provided to the best levels and standards available. The term "independent" practice in this context means that the practitioner is sufficiently qualified, skilled and experienced to enable them to competently and safely take key responsibility for

<sup>3</sup> Ministry of Health. 2017. *Assessing the Fitness to Drive of People Sentenced under Section 65 of the Land Transport Act 1998: Standard operating procedures*. Wellington: Ministry of Health.

<sup>4</sup> See the *Addiction Intervention Competency Framework* (2011) for specific competencies required.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

their own practice while part of a team and/or supervision structure. There is a requirement that all dapaanz registered practitioners participate in regular supervision of their clinical practice.

While the preferred approach of dapaanz Registered Practitioners is to work collaboratively with clients to develop a shared understanding of their challenges and the best treatment options, there will be times when formal diagnosis is required for therapeutic and clinical purposes. Dapaanz Registered Practitioners have the training and expertise to identify AOD and gambling disorders, and can therefore competently provide provisional diagnoses for substance use and/or gambling disorders (most commonly from the *Diagnostic and Statistical Manual of Mental Disorders*).

Registered Practitioners are also capable of recognising common physical and mental health disorders which people may present with, and will ensure appropriate treatments are offered for these, in collaboration with the respective health care professionals. Practitioners need to work within the limits that are appropriate for their specific qualifications, training, supervised experience and work context.

## Requirements for Practitioner Registration Pathways

An applicant may be registered as an AOD or PG Practitioner if the applicant:

- Is considered *fit* for registration.
- Has the prescribed *qualifications*.
- And is *competent* to practice.

Dapaanz Practitioner registration criteria is based on the following documents and processes:

- *Dapaanz Code of Ethics*.
- Dapaanz recognised addiction qualifications (see Appendix C).
- *The Addiction Intervention Competency Framework* (2011).
- Dapaanz Accredited Clinical Supervisors.
- A period of provisional registration before becoming a Registered Practitioner.
- Continuing professional development.

Registered AOD and PG Practitioners commit to supporting dapaanz’s values and objectives, are entitled to the benefits of membership and are subject to dapaanz’s Constitution, Code of Ethics and complaints policies.

## Provisional Practitioner

To become a registered Addiction Practitioner, applicants first need to apply for provisional registration and hold this status for a minimum of 12 months before applying for full registration. Provisional registration needs to be renewed annually and can be held for up to three years.

Someone with provisional registration has demonstrated the Essential and Practitioner level of the Foundation competencies of the *Addiction Intervention Competency Framework* (2011) and works competently and ethically with people. While they have a tertiary-level degree that has taught and assessed their competencies to deliver interpersonal therapeutic services, including assessment and interventions, they may not yet have sufficient knowledge, skills or experience to demonstrate the specialist Practitioner competencies (Problem Gambling and/or Alcohol and other Drug). Provisional practitioners must be closely supervised by a dapaanz Accredited Clinical Supervisor to enable them to develop the level

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

of specialist competency required to work independently as a fully Registered Addiction Practitioner.

This 12 to 36-month period of provisional registration allows practitioners to grow in their ability to independently case-manage more complex issues, and the time to gain addiction specific qualifications (if they have not yet been acquired).

The only applicants who are exempted from completing 12 months of provisional registration are those who:

- Have previously held full dapaanz registration, and are re-applying after it has lapsed.
- Or people who are Associate Practitioners and have completed qualifications to become fully registered.

See the sections *Associate AOD Practitioners* and *Re-instatement of Registration* for more details.

The title conferred is '*Dapaanz Provisional Practitioner (Alcohol and Other Drug) and/or (Problem Gambling)*'. This title may be used as part of a signature, written in full to ensure the type of affiliation is specified.

## Applying for Provisional Registration

Prior to applying for provisional registration applicants need to have completed the following requirements.

- 1) Qualification:** Applicants need to have completed an *applied, relevant* qualification that is a Level 7 bachelor qualification, or higher, on the NZQA Framework. A relevant qualification for provisional registration is one that teaches and assesses learning related to the *foundation* competencies of the *Addiction Intervention Competency Framework (2011)* and covers conducting assessment and delivering interventions.

An 'applied' qualification is defined as teaching clinical practice and includes: teaching and assessment of interpersonal therapeutic skills; as well as an opportunity to apply knowledge and skills within a work context, through a clinically supervised and assessed practicum of at least 120 hours.

Qualifications which meet these criteria include:

- One of the dapaanz recognised, applied, addiction qualifications as listed on the dapaanz website (see Appendix C).
- Or an applied bachelor's degree in social work, counselling, nursing, medicine or occupational therapy.

Applicants with overseas qualifications will need to provide evidence that the qualification is at an equivalent NZQA level and that any addiction specific qualification has taught and assessed the AOD or PG Practitioner Competencies in the *Addiction Intervention Competency Framework (2011)*. It is highly likely overseas applications will need to undertake cultural competency training specific to Aotearoa New Zealand.

If overseas applicants have already achieved professional registration through an associated body, such as for Social Workers or Nurses, they will not be required to have their qualifications reviewed by NZQA (this is because their qualification has already been assessed by an equivalent professional body).

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

- 2) **Employed in Addiction Practice:** Applicants need to have been working in addiction clinical practice for at least 6 months prior to applying to be provisionally registered. This clinical practice needs to include being responsible for an addiction clinical caseload and have been regularly supervised. Applicants are required to have completed a minimum of 100 hours of supervised addiction practice, including at least 75 hours working directly with clients in a therapeutic capacity. Work that cannot be used for these hours includes: Student practicum or internships, support work, and non-addiction related clinical practice.
  
- 3) **Participating in Regular Clinical Supervision:** While working in addiction clinical practice, applicants need to undertake regular clinical supervision, at least one hour of clinical supervision per month. Prior to applying for provisional registration, the applicant should have completed 6 months of addiction clinical practice and at least 6 hours of supervision from a dapaanz Accredited Clinical Supervisor during this period. Clinical supervision hours cannot be used for this requirement when someone is being supervised for their: Student practicum or internships, support work and non-addiction related clinical practice.

### **Application Requirements for Provisional Registration**

An online application to become provisionally registered is submitted using the required forms and documentation, along with payment of the fee. The information required includes:

- **Disclosure and declaration of:**
  1. Any previous convictions of a criminal offence outside of the 'clean slate' legislation.
  2. Any previous disciplinary action from an employer.
  3. Any upheld complaints about professional practice.
- **Code of Ethics:** Applicant agrees to work within the dapaanz Code of Ethics.
- **Qualification:** Evidence of a qualification achieved that meets the requirements described above. Where qualifications have been completed overseas, the applicant should provide supporting information to satisfy the Executive Director that the qualifications held are at a level equivalent to these requirements. If overseas applicants have already achieved professional registration through an associated body, such as for Social Workers or Nurses, they will not be required to have their qualifications reviewed by NZQA (this is because their qualification has already been assessed by an equivalent professional body).

Applicants with overseas qualifications will also be required to demonstrate that their practice meets the Essential and Practitioner level competencies of 'Working with Maori' and 'Working with Pacific Peoples' described in *the Addiction Intervention Competency Framework (2011)*. Evidence of this may include, but is not limited to, undertaking training courses and/or self-directed learning.

- **Employment:** Evidence of employment in addiction clinical practice, which meets the requirements described above.
- **Supervisor's Report:** An assessment report from the applicant's dapaanz Accredited Clinical Supervisor that endorses the applicant's competence in relation to *The Addiction Intervention Competency Framework (2011)* as relevant to the applicant's practice context, as well as their ethical standards.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

- **Manager’s Report:** A report from the applicant’s Line Manager that confirms their employment role, that they have met the required length and hours of clinical practice, and they have completed the clinical practice to satisfactory ethical and competency standards.

## Annual Renewal for Provisional Registration

Annual renewal requirements are the same as those for applying to be Provisionally Registered, as listed above, except applicants are not required to re-present evidence of qualifications, and the requirements for continuing professional development are as follows:

- **Continuing Professional Development:** Confirming the completion of at least 100 Continuing Professional Development (CPD) points during the previous year. These points need to be from more than one of the categories of CPD activities, with the exception of activities from the Formal Training and Education category, which can supply the total annual points required. Applicants should keep a portfolio of their professional development activities for dapaanz to view if requested for a random audit.

Provisional members are required to upgrade to full registration within 3 years unless there are extenuating circumstances. This allows them time to demonstrate competency in the AOD or PG Practitioner competencies.

Any extension of this period is subject to special permission from the dapaanz Executive Director. Applicants are required to apply to the Executive Director for an extension before the period for provisional registration expires. Each application will be assessed on a case by case basis, and there are limits to the length of time provisional status can be extended for.

## Registered Practitioner

To become registered, Practitioners need to demonstrate the *Let’s Get Real* values and attitudes, the Essential and Practitioner levels of the Foundation competencies, and the specialist Practitioner competencies (Problem Gambling and/or Alcohol and other Drug) as outlined in the *Addiction Intervention Competency Framework* (2011).

Practitioners who have held dapaanz provisional registration for 12 months or longer may apply to be registered as an *Alcohol and Other Drug* and/or a *Problem Gambling* Practitioner. Provisional Practitioners have 36 months within which they are required to upgrade to Registered Practitioner.

The title conferred is ‘*Dapaanz Registered Practitioner (Alcohol and Other Drug) and/or (Problem Gambling)*’. This title may be used as part of a signature, written in full to ensure the type of affiliation is specified.

## Requirements for Upgrading to Registered Practitioner

An online application for upgrading to Registered Practitioner is submitted using the required forms and documentation, along with payment of the fee. The information required includes:

- **Disclosure and declaration of:**
  1. Any previous convictions of a criminal offence outside of the ‘clean slate’ legislation.
  2. Any previous disciplinary action from an employer.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------



3. Any upheld complaints about professional practice.
- **Code of Ethics:** Agreement to work within the dapaanz Code of Ethics.
  - **Qualification:** Evidence of achieving one of the dapaanz recognised addiction qualifications as listed on the dapaanz website (see Appendix C). These qualifications are at Level 7, or higher, on the NZQA Framework and have been reviewed by dapaanz as teaching and assessing the specialist practitioner competencies of the *Addiction Intervention Competency Framework (2011)*. Applicants with overseas qualifications will need to provide evidence that the qualification is at an equivalent NZQA level and that any addiction specific qualification has taught and assessed the AOD or PG Practitioner Competencies in the *Addiction Intervention Competency Framework (2011)*.
  - **Applicants have held Provisional Practitioner Registration:** For a minimum period of 12 months immediately prior to application.
  - **Employment:** Confirmation that applicants have been in a clinical addiction role which has allowed them to complete 1000 hours of supervised addiction practice within a minimum 12-month period immediately prior to application for registration, including at least 500 hours of therapeutic work directly with clients.
  - **Supervisor's Report:** A current report endorsing the applicants' practice from their dapaanz Accredited Clinical Supervisor, which specifically:
    - a. Verifies that the applicant demonstrates capability in assessing and managing complex clinical presentations, in a complex, variable and specialised range of contexts.
    - b. Endorses the applicant's competence in relation to the Addiction Practitioner competency requirements, outlined in full in *The Addiction Intervention Competency Framework (2011)*, as relevant to the applicant's practice context.
  - **Manager's Report:** A report from the applicant's Line Manager that confirms their employment role, that they have met the required hours of clinical practice, and they have assessed and managed complex clinical presentations to a satisfactory ethical and competency standard. When practitioners are self-employed, this form can be completed by their dapaanz Accredited Clinical Supervisor.
  - **Continuing Professional Development:** Confirming the completion of at least 100 points of Continuing Professional Development (CPD) during the previous year. These points need to be from more than one of the categories of CPD activities, with the exception of activities from the Formal Training and Education category, which can supply the total annual points required. Applicants should keep a portfolio of their professional development activities for dapaanz to view if requested during a random audit.

### Annual Renewal Requirements for Registered Practitioner

Annual renewal requirements are the same as those needed for upgrading to a Registered Practitioner, as listed above, except applicants are not required to re-present evidence of addiction qualifications or provisional registration, and the requirements for employment are as follows:

- **Employment:** Once someone is fully registered, the requirements for employment change to being employed in addiction practice for at least six months in the previous year, with a minimum of 100 hours of addiction clinical practice. This must include at least 75 hours of supervised, direct client contact, OR supervised oversight and/or

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

training of addiction clinical practice, such as clinical management, supervision or education/training.

## Accredited Clinical Supervisor

It is a requirement for Addiction Support Workers, Associate Practitioners and Registered Addiction Practitioners to be under the supervision of a dapaanz Accredited Clinical Supervisor. Accredited supervisors are competent in addiction practice, as outlined in the Addiction Intervention Competency Framework (2011) and are competent in clinical supervision for addiction practice. Accredited Clinical Supervisors commit to supporting dapaanz's values and objectives, are entitled to the benefits of membership, and are subject to dapaanz's Constitution, Code of Ethics and complaints policies. The title conferred is '*Dapaanz Accredited Clinical Supervisor*'. This title may be used as part of a signature, written in full to ensure the type of affiliation is specified.

## Application (and Annual Renewal) Requirements

A formal application to apply (and renew) to be an Accredited Clinical Supervisor is submitted using the online forms and documentation, along with payment of the fee. Fees for applicants who are not already registered with dapaanz will also include standard membership. The information required includes:

- **Disclosure and declaration of**
  1. Any previous convictions of a criminal offence outside of the 'clean slate' legislation.
  2. Any previous disciplinary action from an employer.
  3. Any upheld complaints about professional practice.
- **Code of Ethics:** Applicant agrees to work within the dapaanz Code of Ethics.
- **Professional Registration:** Applicant must have held a professional registration for a minimum of 2 years. The registration can be either dapaanz Practitioner Registration, or a profession subject to the *Health Practitioners Competence Assurance Act (2003)*, or the *Social Workers Registration Act (2003)*, or full membership of the *New Zealand Association of Counsellors* or *New Zealand Christian Counsellors' Association*.
- **Addiction Clinical Practice:** New applicants must have completed a minimum of 3 years of clinical practice in addiction treatment in the 10 years immediately prior to their application. This is not required for renewal.
- **Training in Clinical Supervision:** New applicants have undertaken a minimum 2 day training in clinical supervision.
- **Supervisor's Report:** An assessment report from their Clinical Supervisor to verify ethical, competent, socially equitable and evidence-based practice. As well as endorsing their ability to provide clinical supervision for Addiction Practitioners.

## Recognised Kaumātua

This status allows dapaanz to recognise koroua and kuia who have made significant contributions to people affected by addiction, and the addiction sector, with dedication and cultural expertise and who do not have a formal qualification. Recognition means that Kaumātua are given free dapaanz membership and are not required to renew that membership. Other benefits include having free access to dapaanz events, such as the Cutting Edge conference, as a guest of dapaanz.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------



A Kaumātua can be nominated by a dapaanz registered Addiction Practitioner or a recognised member, in conjunction with a local Iwi/Hapū, or a recognised Iwi/Hapū urban authority, which is based in the area where the Kaumātua is employed.

The application for recognition is submitted to the dapaanz Executive Director by the nominators, along with approval from the nominee. All applications will be considered by the dapaanz Mātua sub-committee in collaboration with those who have made the nomination.

Recognised Kaumātua commit to supporting dapaanz's values and objectives, are entitled to the benefits of membership and are subject to dapaanz's Constitution, Code of Ethics and complaints policies. The title conferred is '*Dapaanz Recognised Kaumātua*'. This title may be used as part of a signature, written in full to ensure the type of affiliation is specified.

## Exemption from Registration Criteria

Where applicants do not meet the current registration criteria, but believe their qualifications and experience are equivalent, they may apply for an exemption from the criteria.

Applications for exemption need to meet core qualification and experience requirements before an exemption can be considered. To be considered for an exemption, applicants will need to demonstrate the following:

### 1) Qualifications need to:

- Have taught and assessed content relevant to the *Addiction Intervention Competency Framework, 2011* (with the Foundation Essential and Practitioner competencies being required for provisional registration, and the AOD or PG Practitioner competencies being required in addition to that for practitioner registration).
- Be at least Level 7 of the NZQA Education Framework.
- Meet the dapaanz requirements for an *applied* qualification. That is, have taught and assessed interpersonal, therapeutic skills relevant to addiction practice and have included an assessed, supervised placement of at least 120 hours in a clinical setting, where these skills were applied.
- Include an addiction specific qualification, when applying for practitioner registration.

NB: Experience of providing addiction practice is not considered equivalent to the qualification requirements.

### 2) Work experience needs to:

- Be focused on addiction clinical practice (providing assessment, treatment planning and treatment interventions for alcohol and drug issues).
- Have been regularly supervised by a dapaanz Accredited Clinical Supervisor.

NB: Experience as a Support Worker or a student on practicum/internship is not equivalent to the work experience requirements.

Once accepted for consideration, the application for an exemption is reviewed by a sub-committee according to the following criteria:

- Whether the information provided demonstrates equivalency to the qualification and experience requirements for registration.
- How current the applicant's qualifications and/or experience of addiction clinical practice are.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

- Consideration of findings from similar applications in the past, and implications for future applications.
- The potential impact of a decision on the applicant and other key stakeholders, including people who use addiction services, the employer of the applicant, registered Addiction Practitioners, applicants for registration who have been declined, and dapaanz.
- The applicant’s demonstrated commitment to dapaanz and working as an Addiction Practitioner, for example having a dapaanz membership, completing addiction specific qualifications.

The conclusion reached by the sub-committee and its rationale will be communicated to the applicant.

### **Appeal of Decision regarding Exemption Application**

When an exemption is not granted, an applicant may appeal the sub-committee’s decision if they believe that:

- The correct procedure has not been followed, or
- That there has been a factual error, or
- The decision is unreasonable given facts of the case.

An appeal needs to be received by the dapaanz Registrar within 10 working days of the decision to not grant the exemption. The appeal needs to be in writing and include a description of the grounds upon which the appeal is being lodged.

An Appellate Officer, nominated from the dapaanz Executive Board, will review all of the information and the procedures that were followed. They will consider:

- The request for exemption from the registration criteria;
- Any supplementary information that was considered by the sub-committee;
- The sub-committee’s decision, and;
- Any written communications associated with the case.

The Appellate Officer will make an impartial decision based on this information. They will inform the dapaanz Registrar in writing as soon as practicable, who will then notify the applicant. The provision of additional information on the appeal decision will be at the Appellate Officer’s discretion, as dapaanz is not required to provide reasons for membership decisions (Item 10-Application for Membership, dapaanz Constitution).

### **Leave of Absence from Registration/Endorsement**

People who need to maintain their endorsement or registration by completing hours of practice, supervision and/or professional development<sup>5</sup> should consider applying for leave of absence (LOA) if they need to take time out of addiction practice. Common reasons for requesting this are parental leave, illness, unemployment, or overseas travel.

LOA can be approved for up to 12 months. During this time it will be noted on the dapaanz website the person is taking a LOA, and that they are not permitted to work in addiction

---

<sup>5</sup> This applies to Addiction Support Workers, Associate AOD Practitioners, Provisional Practitioners and Registered Practitioners.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

services in Aotearoa New Zealand during that period. A twelve-month extension to the LOA can be applied for if necessary.

LOA has the benefit of protecting the registration/endorsement status of the practitioner over this period. This is particularly important for people who have been registered for many years and may no longer meet the current registration criteria. Another benefit of LOA is that the requirements for earning Continuing Professional Development (CPD) points and having supervision are suspended.

Applicants for LOA should follow the dapaanz procedure which includes:

### **Contacting Dapaanz Prior to Changes**

- Request LOA by writing to the dapaanz Registrar, prior to going on leave.
- If more than 12 months of LOA is required, an application for an extension should be made before the first year is completed.
- Inform dapaanz before returning to addiction practice.

### **Maintaining Membership and Registration**

- While on LOA, members need to maintain annual standard membership using the online forms and payment of the fees.
- Before becoming registered again, the member needs to pay the full registration fee, and confirm that they met the requirements for registration prior to going on LOA (i.e. CPD points and reports from their manager and supervisor). This may occur at the annual renewal time, or at other times if returning to practice before renewal is due.
- If returning to practice after LOA during a 12 month period, only a proportion of the CPD points will be required to become registered again, using the following guide:
  - For up to 3 months LOA: 75 CPD points are required.
  - From 3 to 6 months LOA: 50 CPD points are required.
  - From 6 to 9 months LOA: 25 CPD points are required.
  - From 9 to 12 months LOA: no CPD points are required.

## **Cessation or Suspension of Membership and Registration**

Membership and registration with dapaanz are maintained through annual renewal.

Cessation of membership and registration can occur through resignation or removal.

**Resignation:** Any member wishing to resign from dapaanz may give notice in writing to the Executive Director in accordance with article 12 of the dapaanz Constitution.

**Removal:** The dapaanz Executive Board may revoke membership and registration in accordance with the dapaanz Constitution, as follows:

- When annual renewal of membership/registration and fee payment is not completed in a timely manner (Article 12).
- Or when de-registration is recommended by a review of a complaint brought against a member (Article 14). The names of people who have had membership revoked, or have been de-registered, are recorded on the dapaanz website for at least two years. After this, members of the public can contact the dapaanz Executive Director to find out the names and de-registration details of people who have had a complaint against them upheld.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

Suspension of membership and registration can also occur if the dapaanz Executive Board deems it necessary while a matter is under review until it is resolved to their satisfaction (Article 13 of the dapaanz Constitution).

## Re-instatement of Registration

When a registered practitioner has either resigned from dapaanz, or has let their registration lapse, they may re-apply and become provisionally registered immediately, as long as they meet the current requirements for provisional registration.

People who have re-applied for registration, and meet current requirements for full registration, can upgrade from provisional to full registration in the following ways:

- At their next annual renewal (after 12 months of being provisional), or
- They can fast track this process after 3 months of being provisionally registered, which includes paying the fee to upgrade.

Members who have been de-registered from dapaanz, may be able to reinstate their membership after the conditions set by the dapaanz Practice Standards committee have been met. This will be based on the Practice Standards committee direction.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

## Appendix A - Glossary

### **dapaanz**

The acronym, dapaanz, represents the Addiction Practitioners' Association Aotearoa New Zealand original name - the Drug and Alcohol Practitioners' Association Aotearoa-New Zealand. In 2010 the membership was broadened to include problem gambling practitioners and smoking cessation practitioners and the legal name of the association became the Addiction Practitioners' Association Aotearoa New Zealand.

### ***Addiction Intervention Competency Framework (2011)***

The development of this document was instigated and funded by Mātua Raki, the National Addiction Workforce Development Centre. Published by dapaanz in 2011, this document extends on an earlier versions, namely the *Practitioner Competencies for Alcohol and Drug Workers in Aotearoa-New Zealand (2001)*. The current document defines the values, attitudes, knowledge and skills necessary for the provision of specialist interventions to assist people to address gambling, tobacco, alcohol and/or other drug problems.

### ***Practitioner Competencies for Alcohol and Drug Workers in Aotearoa-New Zealand (2001)***

Produced by the Alcohol Advisory Council of New Zealand (ALAC) for the addiction treatment sector this was the first document of national reference outlining a framework for foundation, generic and vocational competencies for alcohol and drug workers in Aotearoa New Zealand.

### **NZQA**

New Zealand Qualifications Authority

### **Recovery**

A process of change through which individuals improve their health and wellness, live a self-directed life, and strive to reach their full potential (SAMHSA, 2012).

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

## Appendix B – History of Dapaanz Membership and Registration

### Background

Prior to the 1990s the addiction treatment sector in Aotearoa New Zealand comprised of an informally and loosely connected workforce based largely in non-profit organisations (for example Queen Mary Hospital, Salvation Army and Odyssey House) and a few Area Health Boards. The epistemology and treatment approaches varied significantly across such organisations and regions, rather than representing any nationally agreed coordinated, standardised, evidence-based practice performed by formally trained and qualified practitioners.

At that time, a few training courses existed like the Certificate in Addiction Counselling provided by Central Institute of Technology (CIT, since 2002 known as WelTec through a merger of CIT and Hutt Valley Polytech) and post-graduate papers and courses, for example at the University of Auckland and University of Otago School of Medicine.

The late 1990s saw the emergence of the National Addiction Centre and the formation of larger and more specialised hospital-based addiction treatment services, determined the development of the treatment sector through the involvement of the Alcohol Advisory Council (ALAC) and the Ministry of Health, alongside other pockets of leadership. National conferences like 'Perspectives for Change', 'Cutting Edge' and regional 'Summer Schools' became a regular occurrence. It was identified that in order to professionalise the sector, a competency framework, amongst other components was required.

### The Formation of Dapaanz

Under the leadership of the Alcohol Advisory Council (ALAC), an Alcohol and Drug Treatment Advisory Group was formed which resulted in the publication of the first *Practitioner Competencies for Alcohol and Drug Workers in Aotearoa-New Zealand* (ALAC 2001). At that time, within the sector, there was broad consensus that a national body was needed to implement and administer these standards of competent practice. As a result, addiction practitioners passionate about professional addiction treatment specifically undertook this role and dapaanz was established in 2002 (formally incorporated in 2003) .

By May 2004 dapaanz had produced the first version of its Code of Ethics and a process for competent practitioner registration. These two elements, together with the practitioner competencies formed the three cornerstones of professional quality assurance and accountability. Over the following years until the present day, dapaanz has continued to foster excellence in addiction practice by producing sound and robust policies, processes and systems for the benefit of its membership, the people they work with and the wider public.

As noted above, the acronym, dapaanz, reflects the association's first name - the Drug and Alcohol Practitioners' Association Aotearoa-New Zealand. In 2010 this was reviewed in order to broaden the scope and membership to include problem gambling practitioners and smoking cessation practitioners. The new legal name, formalised in April 2014, became the Addiction Practitioners' Association Aotearoa New Zealand. Today the membership includes the majority of the specialised workforce in the addiction treatment of this country. Dapaanz is governed by an Executive Board who are elected by its members for a term of two years. The Association hosts a website which provides information on its values, objectives,

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

policies and activities. It also produces a regular newsletter to update and inform its members of the current state of affairs. Members are engaged via a range of activities and events, informed by a newsletter and encouraged to contribute to, participate in and attend the Annual General Meeting.

## Key Events for Dapaanz and the Registration Process

### 2001

**Competencies Developed:** The addiction treatment sector was consulted to develop the original alcohol and drug practitioner competencies and published '*Practitioner Competencies for Alcohol and Drug Workers in Aotearoa-New Zealand*' (ALAC, 2001).

### 2002 to 2003

**Dapaanz was Established:** Dapaanz was formally launched, primarily to administer a form of accreditation for practitioners against the newly produced practitioner competencies. People were first invited to join dapaanz as members at the Cutting Edge Conference in September 2002. The association formally registered as an Incorporated Society, namely 'The Drug and Alcohol Practitioners Association Aotearoa-New Zealand Incorporated' on 12 June 2003. (N.B The name was changed to Addiction Practitioners Association Aotearoa New Zealand' on 17 April 2014). The association can be found on the website of the New Zealand Companies Office.

### 2004 to 2005

**Code of Ethics:** Dapaanz developed and printed the first *Code of Ethics*. A subcommittee of the Executive Board developed the code, with assistance from external experts. The inaugural version was ratified by the membership in March 2004. This version was revised and mailed to the entire membership in August 2005, after which members ratified it.

**Registration:** In 2004, dapaanz developed registration criteria, and published the process of how to register as Competent Practitioners in the dapaanz newsletter in May of that year.

The *registration criteria* reflected national and international standards of best and ethical practice for professional registrations. They were selected to ensure inclusiveness and congruence with the knowledge and skills of the workforce at that time, while equally being orientated towards further development. The criteria also aimed to increase public confidence in dapaanz and the credibility of the addiction workforce. Ultimately the value of the dapaanz registration process relies on public stakeholders (service users, whānau, employers, service planners and funders) having confidence in the ability of dapaanz to uphold adequate practice standards.

This initial *registration process* included two phases:

- 1) Foundation Registration Criteria: From May 2004 to 31 July 2004, members could apply to be registered as a competent practitioner if they had:
  - Met specific requirements for experience in clinical practice in addiction treatment;
  - A letter of support from their Clinical Supervisor;
  - Disclosed previous criminal convictions;
  - One of the listed qualifications (at a Bachelor level or higher in: alcohol and drug studies; clinical psychology; medicine; health science; social work; or

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------



registration in nursing and occupational therapy). Other equivalent qualifications could also be considered; or

- Potential members, without necessary qualifications, could apply for Recognition of Prior Experience in providing addiction treatment if they had at least 3 years of supervised experience.

This grandparenting process ensured that most of the existing workforce could apply to be included in the launch of the scheme and come under the dapaanz quality and accountability structures. After 31 July 2004, no subsequent applications were considered on this basis.

2) Criteria for registration as a Competent Practitioner: From August 2004 members could apply for registration as a competent practitioner if they had:

- Completed a course which dapaanz approved as assessing all the practitioner competencies, or a number of partially approved courses which covered all competencies, or could provide evidence of other courses that covered the competencies, or (rarely) they could apply to be examined by dapaanz.
- Met specific requirements for experience in clinical practice in addiction treatment.
- A letter of support from their Clinical Supervisor.
- Disclosed previous criminal convictions.

**Endorsement of AOD Courses:** In June 2004, education and training providers of courses for professional AOD practitioners were invited to submit their courses for dapaanz full or partial approval, as to whether courses assessed students' competency according to the '*Practitioner Competencies for Alcohol and Drug Workers in Aotearoa-New Zealand*' (ALAC 2001).

## 2006

**AOD Support Workers:** Endorsement for *Alcohol and Other Drug Support Workers* was offered for the first time from December 2006. This endorsement aimed to provide formal recognition of people in the AOD workforce who performed delegated interventions and support functions that are part of a treatment plan under direct supervision of a dapaanz Registered Practitioner, or other appropriate registered health professionals. The endorsement criteria was: completed study of a relevant NZQA Level 4 or 5 course in AOD practice, such as the CIT or CAC certificates; Blueprint Support Worker course or similar; or other evidence of competence at the required level; Supervisor endorsement; as well as a number of client contact hours.

**Associate AOD Practitioners:** Registration for *Associate Alcohol and Other Drug Practitioner* was offered for the first time in December 2006 and remained available until July 2013. Requirements for this registration were: an NZQA Level 6 Diploma in Alcohol and Other Drug Studies; or evidence of long-term experience in AOD treatment provision; and carrying a caseload with responsibilities compatible with NZQA Level 6 qualifications.

This registration was developed to allow experienced AOD practitioners, who had trained before graduate and postgraduate AOD programmes were available, to become registered with, and accountable to, dapaanz. This was particularly valuable for those who had missed

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------



the foundation registration period for being 'grand-parented' into full registration. It was envisaged as a transitional facility to bridge historical and newer, NZQA Level 7 qualification requirements for fully registered AOD practitioners. It further functioned as a stepping-stone for those AOD practitioners who were studying to meet full registration criteria. The latter function was partially replaced by the introduction of Provisional Registration, following the review in 2012.

**2007 to 2008**

**Annual Renewal:** From January 2007 onwards, registered competent practitioners were required to renew their registration annually, with evidence of clinical hours and a letter from their supervisor.

**Equivalency to Health Practitioners Competence Assurance Act and Social Work Registration:** In 2007 the Mental Health Directorate- Ministry of Health, wrote to District Health Boards (DHBs) endorsing dapaanz registration, competency and complaints processes as rigorous and encouraged them “to view AOD staff as professional and competent practitioners in their field of expertise” (sic). It argued that the practice of positioning AOD practitioners at a level below registered nurses by some DHBs was founded on the “misinterpretation of the (HPCA) Act” (sic). The letter stipulated equal treatment of dapaanz competent registered practitioners with professions regulated by legislation, namely professions registered under the Health Practitioners Competence Assurance Act, 2003 (HPCAA) and Social Work.

**Continuing Education Programme:** In December 2008, the first Continuing Education Programme (CEP) - now known as Continuing Professional Development programme - and a point system was introduced as part of the registration process.

**2010 to 2011**

**Gambling Practitioners:** Problem Gambling Practitioners were invited to register with dapaanz in March 2010.

**Practitioner Competencies Reviewed:** Dapaanz commissioned a review of the 2001 Practitioner Competencies. The process was led by external contractors and included a management group and reference group with representatives from the treatment sector including AOD, Gambling, Smoking and Consumer representation. The objective was to update and widen the scope of the competencies to include other addiction workforces (gambling and smoking cessation) and revise the competencies and specify descriptors for Practitioners' competency. Dapaanz members were widely consulted during the review. The project resulted in the production and publication of the *Addiction Intervention Competency Framework (2011)*.

**Recognised Kaumātua:** Dapaanz introduced a process for recognising the contribution of nominated kaumātua to the addiction sector in August 2011.

**2012**

**Registration Criteria Revised:** Since 2004, only minor changes had been made to the criteria for registering competent practitioners, when the Executive Director forwarded changes for approval by the dapaanz Executive Board. Any changes approved were

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

published on the website as news. After the revision of the addiction competencies in 2011, the registration criteria were reviewed by an expert advisory group. Members were also invited to provide feedback to the expert group. From this process more significant changes were made, and the *Practitioner Registration and Supervision Criteria* was published December 2012. This outlined new registration criteria for Provisional Registration, Full Registration and Accredited Clinical Supervisors.

## 2013

**Accredited Clinical Supervisors:** Clinical Supervisors could start applying for accreditation from 1 February 2013.

**New Registration Criteria:** The new registration criteria came into effect from 1 July 2013. Those registered prior to this time were not affected. Those completing a qualification that met the prior criteria, but not the new, could submit an application for special consideration. All supervisor reports for registration applications needed to be from dapaanz Accredited Supervisors.

**Associate AOD Practitioners Discontinued:** The application process for Associate AOD Practitioners was closed on 1 July 2013. No new applications were processed and/or approved after this time. All existing Associate AOD Practitioners were able to continue the annual renewal of their registration for an indefinite period, meaning that this form of registration will be phased out over time.

## 2014

**Clarification of Provisional Registration Criteria:** In March 2014, the criteria for Provisional Registration were changed (and published on the website), so that as well as applicants applying if they had a relevant applied Bachelor qualification, they could also apply if they had “a Level 8 applied addictions qualification as endorsed and/or approved by dapaanz” (sic) (which allowed for an applied post-graduate qualification without having a relevant undergraduate degree).

**Name Change:** Since the competency review had widened the scope to include other addiction practitioners, like gambling, the name of dapaanz was changed from ‘Drug and Alcohol Practitioners’ Association Aotearoa-New Zealand’ to ‘Addiction Practitioners’ Association Aotearoa New Zealand’. The name was formally changed in the New Zealand Companies Office register on 17 April 2014.

## 2015 to 2016

**Accredited Supervisors:** Dapaanz accredited supervisors needed to meet all six criteria for accreditation from 1 January 2015.

**Addiction Qualifications Reviewed:** Educators were again invited to submit their addiction qualifications to be recognised by dapaanz as teaching and assessing the *Addiction Intervention Competency Framework (2011)*. This process re-emphasised that an applied Bachelor qualification was needed to ensure coverage of all the core competencies.

**Formalising the Exemption Process:** The way the criteria for registration was written on the dapaanz website was updated to enhance understanding about which Bachelor

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

qualifications were considered relevant and applied. Rather than all applications for registration being decided by one person (the Executive Director), any requests for exemption from the registration criteria were sent to the *Registration and Competence* committee for consideration by a panel.

### **2017 to 2018**

**Recognised Qualifications Published:** Up until this stage, the dapaanz website listed competency based courses - a range of trainings and qualifications which taught some of the addiction competencies (but did not necessarily meet the registration requirements). At the beginning of 2017 the qualifications that had been reviewed and found to teach the Addiction Competencies to sufficient levels were listed on the dapaanz website as being suitable for either provisional and/or full registration (see Appendix C).

**Dapaanz Registered, Approved Assessment Centres under Land Transport Act:** The Ministry of Health produced operational procedures<sup>6</sup> for how people could re-gain their driver's license after being charged under Section 65 of the Land Transport Act 1968. These procedures identified that dapaanz Registered Practitioners are eligible to apply to be an approved assessment centre.

**Dapaanz Registered, Approved Specialists under SACAT:** The Ministry of Health approved dapaanz registered practitioners as 'health professionals' and therefore able to be considered for the roles specified in the *Substance Addiction (Compulsory Assessment and Treatment) Act* 2017. This was formally notified in the Gazette (notice number 2017-go6595).

---

<sup>6</sup> Ministry of Health. 2017. *Assessing the Fitness to Drive of People Sentenced under Section 65 of the Land Transport Act 1998: Standard operating procedures*. Wellington: Ministry of Health.

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

## Appendix C – Dapaanz Recognised Addiction Qualifications, 2016-20

Between 2016 and 2020, the following qualifications were reviewed and deemed to meet the requirements for recognition as either an applied addiction, or a non-applied addiction, qualification appropriate for dapaanz registration. Results were published on the website.

### Applied Addiction Qualifications:

Applied addiction qualifications teach and assess all criteria as outlined in the *Addiction Intervention Competency Framework (2011)* and include a practicum. This therefore meets the qualification requirements for both provisional and full registration as a Practitioner.

Educational Institution	Recognised Qualification	Date Published
Moana House Training Institute	Te Taketake Diploma in Addiction Counselling (Level 7) NB: The Level 6 Diploma was honoured until December 2019.	October 2016
National Addiction Centre, University of Otago	Postgraduate Certificate or Postgraduate Diploma in Health Sciences in Addiction & Co-existing Disorders <i>Required papers:</i> PSME404 and PSME422. NB: The initial application in 2016 was for this qualification to be recognised as a non-applied qualification. NAC reapplied in 2018 for it to be recognised as an applied qualification (the qualification itself had not changed). The qualification was therefore listed as a non-applied qualification from December 2016 until November 2018.	November 2018
Nelson Marlborough Institute of Technology (NMIT)	Paetahi Tumu Kōrero Bachelor of Counselling <i>Required papers:</i> HSC0603, HSC0705, and HSC0706, and one placement in an addiction setting.	April 2017
University of Auckland	PGCert HSc and PGDipHSc in Alcohol and Drug Studies. <i>Required papers:</i> POPLHLTH 737, POPLPRAC 707, POLPRAC 708.	October 2016
WelTec	Bachelor of Alcohol and Drug Studies	October 2016
	Bachelor of Addiction Studies	June 2018
	Bachelor of Counselling & Addiction Practice	March 2019
WinTec	Paetahi Tumu Kōrero Bachelor of Counselling <i>Required papers:</i> HSC0603, HSC0705, and HSC0706, and one placement in an addiction setting.	December 2016

### Addiction Qualifications (Non-applied)

The non-applied addiction qualifications teach and assess the specialist practitioner competencies of the *Addiction Intervention Competency Framework (2011)*. They allow people who are provisionally registered based on applied, relevant Bachelor qualifications which are not addiction specific, to become a full Registered Practitioner.

Educational Institution	Recognised Qualification	Date Published
Auckland University of Technology	Graduate Certificate or Diploma in Health Sciences <i>Required papers:</i> PSYCH 714 and PSYCH 711	December 2016

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------

	Postgraduate Certificate, Diploma or Masters in Health Sciences in Mental Health and Addictions <i>Required papers: MENH 804 and MENH 805</i>	December 2016
WeiTec	Graduate Diploma in Applied Addiction Studies. <i>Required papers: AS 6233 and AS 6232</i>	July 2017

Version:	V1	Issued	May 2020	Created by:		Review		Authorised by:	Board Chair
----------	----	--------	----------	-------------	--	--------	--	----------------	-------------