

**Washington State Gambling
Counselor Certification Committee**

Evergreen Council on Problem Gambling
1821 Fourth Avenue East
Olympia, WA 98506-4629
360-352-6133



*Washington State
Gambling Counselor Certification*

Gambling Counselor Certification Manual

**Washington State Gambling
Counselor Certification Committee**

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Washington State Gambling Counselor Certification Committee

Washington State Gambling Counselor Certification Committee

Mission, Scope of Work, and Goals

Mission Statement

To ensure that professionals certified to clinically treat those affected by problem gambling and Gambling Disorder, and their loved ones, with consideration of cultural diversity and with a social justice lens, meet the requirements established by the Committee.

Scope of Work

To assure that Washington State Certified Gambling Counselors possess high standards of training, competence, skills, and knowledge, the Washington State Gambling Counselor Certification Committee is committed to the following:

1. To operate a system of evaluation, screening, and certification of Gambling Counselors in Washington State.
2. To maintain the WSGCC Manual and revise with changes as needed to reduce barriers to Certification while maintaining high standards of professional care.
3. To evaluate applicants for credentials to ensure they meet the qualifications for Gambling Counselor Certification and make decisions in questionable cases.
4. To ensure that this certification process is available to all interested applicants who meet the minimum qualifications.
5. To endorse a professional code of ethics.
6. To maintain coordination and liaison with tribal communities, state officials, professional associations, and educational institutions to keep current with developments in the field of gambling treatment, and to periodically review, modify, update, and improve current standards of competence, skills, and knowledge.
7. To maintain, through administrative services provided by ECPG, a registry of Certified Gambling Counselors in Washington State and maintain all necessary records of applicants.

2021-2022 Goals (Updates pending)

1. Increase number of Certified Gambling Counselors in Washington to 50, by end of 2022.
2. Recruit people of diverse and underrepresented populations to become Certified Gambling Counselors.
3. Increase Committee members' knowledge and understanding in internet and video gaming disorders by their participation in gaming training where possible to increase knowledge and understanding of internet and video gaming disorders, including seeking the International Gaming Disorder Certificate.
4. Assess possibility of adding a gaming focus and/or Certification to the mission or goals of the Certification Committee.
5. Support ECPG's efforts to develop a Problem Gambling/Gaming Prevention Endorsement program by providing consultation and feedback for increasing prevention awareness and meeting the needs of diverse and underrepresented populations.

The state of Washington needs trained and experienced counselors for individuals and their family members affected by problem and disordered gambling. In order to best treat this addiction, Gambling Counselors need specific training that addresses a broad range of issues presented by those affected by problem and disordered gambling. The Washington State Gambling Counselor Certification Committee reviews and approves applications and monitors the program and the Evergreen Council on Problem Gambling (ECPG) oversees the application and administrative processes. The Gambling Counselor Certification Program was conceived by professionals in the treatment community to encourage and promote individuals to become Certified Problem Gambling Counselors, monitor and oversee the Certification Program, and review any questions and issues that arise with the Program.

Certification Committee

The Washington State Gambling Counselor Certification Committee members represent varied professional disciplines, which may include: Masters and PhD degrees in Behavioral and Mental Health fields, Licensed Mental Health Counselors, Certified Gambling Counselors (WSCGC, NCGC/ICGC). A full listing of current Committee members and their credentials can be found on the ECPG website:
www.evergreencpg.org.

This Certification Manual was created to assist counselors in obtaining their Gambling Counselor Certification. The application process requires specialized training, supervised experience, and Washington State Gambling Counselor Certification Committee approval. **Applicants have two years to complete an initial application. Counselors are required to renew their certification every two years after the initial application is approved.** This information packet is intended to assist

applicants and make the process as smooth as possible. A checklist is included to help applicants ensure they are completing all requirements. In addition, all forms and templates needed to complete the application are included in this material.

If you have questions about the application process, or need additional information, please contact ECPG staff at trussell@evergreencpg.org; 360-352-6133.

Professional Development Training

Professional Development training is an important element of the Gambling Counselor Certification Program. Changes in the field and the specific needs of individuals, couples, and families affected by problem and disordered gambling require commitment to continuing education in the areas of treatment techniques and therapeutic approaches, current research findings, and both evidence-based and culturally-based prevention and treatment options.

Washington State Gambling Counselor Certification Committee

Criteria for Gambling Counselor Certification

Gambling Counselor Certification is designed as a specialty certification endorsed and monitored by the Washington State Gambling Counselor Certification Committee.

The minimum eligibility requirements are:

1. The applicant ***must hold a current certificate or license issued by the state of Washington*** to provide mental health or substance use treatment services to the public, such as: Substance Use Disorder Professional; Marriage and Family Therapist; Mental Health Counselor; Psychologist; Social Worker.
 - For more information on certification for those who are an Agency Affiliated Counselor, Associate Licensee, or Substance Use Disorder Professional Trainee, see pg. 42.
2. The applicant ***must hold a Bachelor's Degree*** or higher from an accredited college-level institution, or a Bachelor's Equivalency:
 - Associate's Degree **and**
 - 2 years post-SUDP Licensure clinical experience to include:
 - Preponderance (minimum of 85%) of duties related to the fields of mental health/addictions/problem gambling treatment.
 - Proof of successfully completed problem gambling-specific training programs/courses (30-hour Introductory Problem Gambling Training AND a minimum of 10 additional hours of face-to-face advanced gambling-related training).
3. The applicant ***must provide documentation of at least 1,500 hours*** of professionally supervised post-certification or post-licensure behavioral health counseling work experience providing mental health or substance use treatment services (may include the 100 hours of supervised experience working with those affected by problem gambling and Gambling Disorder, and their loved ones).
4. The applicant ***must provide three letters of reference*** from professionals and/or supervisors personally familiar with the applicant's work as related to problem gambling.
5. The applicant ***must document the following*** gambling-specific training and experience:
 - **Level I –**
 - Documentation of a minimum of **30 hours of unduplicated gambling-specific training** (Problem Gambling Counselor Introductory Training taken within the past two years) approved by the Washington State Gambling Counselor Certification Committee. This 30-hour introductory training can be either in-person, virtual, or hybrid.

- Starting July 1, 2021, documentation of a minimum of **6 hours of Cultural Competency Training** (*can* include, but is not limited to, any hours on Cultural Competency topics within the 30-hour introductory training. Additional training hours may need to be obtained for a total of 6 hours)
 - A continuing education program or course must be relevant to problem gambling counseling and must contribute to the advancement, extension, and enhancement of the professional competence of the applicant. Relevant courses include those that are related to counseling practices and modalities for individuals, couples, and families affected by problem and disordered gambling, assessment of disordered gambling, ethics, financial management and value of money issues related to problem gambling, and suicide assessment, screening, and referral.
 - Continuing education courses, seminars, workshops, and training programs must be documented by an official certificate of attendance listing attendee, dates, and approved CEU hours, and have a featured instructor, speaker(s), or panel approved by ECPG, NCPG, NAADAC, or an organization recognized in the field of problem gambling (no staff-led in-service training). Proof of course content may be required. Please check in advance if there is any question on approval.
 - Distance learning and online programs must be approved in advance and are limited to 10 hours of the required 30 total hours.
 - Continuing education credit for preparing and presenting a lecture or course specifically related to problem and disordered gambling is not approved for Level I Certification.
- Documentation of a minimum of **100 hours of supervised experience** working with those affected by problem gambling and Gambling Disorder, and their loved ones.
 - The Supervisor must be an approved Gambling Counselor Clinical Supervisor at either the Washington State level, or BACC at the International level. (see pages 8 and 38 for more details).
 - Supervision can be provided from anywhere in the U.S. either in person, by phone, or by other HIPAA-compliant video/audio communications.
 - Group supervision can be provided for up to four (4) providers per session.
- **Level II –**
 - Documentation of a minimum of **60 hours of unduplicated** continuing education relevant to problem gambling (including Problem Gambling Counselor Introductory Training if not previously taken) approved by the Washington State Gambling Counselor Certification Committee.
 - Applications for Level II can include up to 30 hours online learning total. Therefore, if the 30-hour introductory training was completed online, then the remaining advanced 30 hours must be in-person. If the 30-hour introductory training was completed in-person, then the remaining 30-hours advanced training can be either online or in-person. If hybrid, adjust accordingly based on ratio of in-person to online content.

- Starting July 1, 2021, documentation of a minimum of **6 hours of Cultural Competency Training** (*can* include, but is not limited to, any hours on Cultural Competency topics within the 30-hour introductory training. Additional training hours may need to be obtained for a total of 6 hours)
 - A continuing education program or course must be relevant to problem gambling counseling and must contribute to the advancement, extension, and enhancement of the professional competence of the applicant. Relevant courses include those that are related to counseling practices and modalities for individuals, couples, and families affected by problem and disordered gambling, assessment of disordered gambling, ethics, financial management and value of money issues related to problem gambling, and suicide assessment, screening, and referral.
 - Continuing education courses, seminars, workshops, and training programs must be documented by an official certificate of attendance listing attendee, dates, and approved CEU hours, and have a featured instructor, speaker(s), or panel approved by ECPG, NCPG, NAADAC, or an organization recognized in the field of problem gambling (no staff-led in-service training). Proof of course content may be required. Please check in advance if there is any question on approval.
 - Distance learning and online programs must be approved in advance and as of January 1, 2023, may include up to 30 hours online learning, of the required 60 total hours.
 - Continuing education credit for preparing and presenting a lecture or course specifically related to problem and disordered gambling is not approved for Level II Certification unless already a Level I certified Problem Gambling Counselor in good standing.
- Documentation of a minimum of **300 hours of supervised experience** working with problem gamblers and their significant others.
 - The Supervisor must be an approved Gambling Counselor Clinical Supervisor at either the Washington State level, or BACC at the International level. (see page 38 for more details).
 - Supervision can be provided from anywhere in the U.S. either in person, by phone, or by other HIPAA-compliant video/audio communications.
 - Group supervision can be provided for up to four (4) providers per session.

Clinical Supervision

The ratio of supervision to direct work is a minimum of one (1) hour of supervision to every twenty (20) hours of direct client service with a recognized Gambling Counselor Clinical Supervisor, for both Level I and Level II applicants. Supervision hours are *in addition to* the 100/300 clinical experience hours. Applicants will continue to be supervised at this 1:20 ratio beyond the 100/300 practice hours required until Certification Application is approved, and applicant is officially a Certified Gambling Counselor. Clinical Supervision may be done in person, by phone, or by HIPAA-compliant video/audio communications.

6. The applicant must receive a passing score on the National/International Gambling Counselor Examination through the International Gambling Counselor Certification Board (IGCCB). Or, submit and pass the Written Case Consultation exam alternative. (see pgs. 33-36)
7. The applicant ***must present a signed Problem Gambling Counselor Ethical Standards Statement.***
8. The applicant ***must present a signed Attestation.***
9. The applicant ***is required to have Liability Coverage Insurance*** with a minimum \$1 million/\$3 million policy in effect.
10. The applicant ***must provide a copy of a completed background check performed by either the employer or the Department of Health.***

Criteria for status as a Provisional Provider

- The applicant ***must have completed*** the Introductory Problem Gambling Counselor Training within the past two years.
- The applicant ***must be currently under the supervision*** of a Clinical Supervisor who meets the criteria of the Washington State Gambling Counselor Certification Committee.
- The applicant ***must have completed at least 30 hours of supervised experience*** working with those with problem gambling and their significant others.
- The applicant ***must have documentation of at least three meetings*** with his/her Clinical Supervisor.
- The applicant ***must present a signed Problem Gambling Counselor Ethical Standards Statement.***
- The applicant ***must present a signed Attestation.***
- The applicant ***must have Liability Coverage Insurance*** with a minimum \$1 million/\$3 million policy in effect.
- (SUDPTs and Associate Licensees, please see special requirements outlined on page 42.)

Washington State Gambling Counselor Certification Fee Schedule

Non-Refundable Fee Type	Fee Amount
Initial Certification Application for Level I or Level II	\$150
Application for Level II, if currently Level I	\$50
Application for Gambling Counselor Clinical Supervisor	\$75
Certification Renewal (every 2 years)	\$75
Renewal late penalty (up to 60 days max grace period with written explanation and request)	\$50
Duplicate certificate	\$10
Inactive** renewal	\$35
Inactive renewal late penalty	\$35
Case Conceptualization (Alternative to exam)	\$310

**Inactive status is appropriate for Certified Gambling Counselors who:

- Will not be practicing in Washington State for an extended period of time. For example, to take an extended vacation or to temporarily relocate to practice in another state.
- For more information, see the Frequently Asked Questions, page 42.

Washington State Gambling Counselor Certification Committee

Renewal Requirements

The Washington State Gambling Counselor Certification requires renewal every two years. Changes in the field require commitment to continuing education in the areas of research findings, treatment techniques, and therapeutic approaches.

- The Gambling Counselor Ethical Standards statement and Attestation must be signed and submitted with each renewal.
- The treatment provider must provide a copy of their current certificate or license issued by the State of Washington to provide mental health or substance use treatment services to the public.
- The treatment provider must provide a current certificate of insurance with each renewal.
- Submit a check made payable to ECPG in the amount of \$75 with each renewal.
- Recertification as a Washington State Gambling Counselor requires a minimum of 40 hours of advanced continuing education (up to 30 hours can be online) **relevant to problem gambling** every two (2) years in order to foster professional development and ensure high standards of competency for all problem gambling treatment providers.
 - A continuing education program or course **must be relevant to problem gambling counseling** and must contribute to the advancement, extension, and enhancement of the professional competence of the applicant. Relevant courses include those that are related to counseling practices and modalities for individuals, couples, and families affected by problem and disordered gambling, assessment of disordered gambling, financial management and value of money issues related to problem gambling, and suicide assessment, screening, and referral.
 - Continuing education must include 1 approved **ethics training (minimum 4 hours)** every 2 years.
 - Starting July 1, 2021, continuing education must include a minimum of **6 hours training on Cultural Competency**, every 2 years
 - Continuing education courses, seminars, workshops, and training programs **should contain new content and be non-repetitive**, and must be documented by an official certificate of attendance listing attendee, dates, and approved CEU hours, and have a featured instructor, speaker(s), or panel approved by ECPG, NCPG, NAADAC, or an organization recognized in the field of

problem gambling (no staff-led in-service training). **Proof of course content may be required.** Please check in advance if there is any question on approval.

- Distance learning and online programs must be approved in advance and as of January 1, 2023, may include up to 30 hours online learning of the required 40 total hours.
- Continuing education credit for preparing and presenting a lecture or course specifically related to problem and disordered gambling and contributing to the professional competence of other counselors or mental health providers may accumulate the same number of hours obtained for continuing education purposes by attendees, to a maximum of 6 hours per renewal period. The hours for presenting a lecture or education on a specific gambling-related topic must be approved in advance and may only be used for continuing education credit once during each renewal period.

To keep your certification current, please send all materials prior to your certification expiration date. If you need additional time to obtain these CEUs, please notify the Washington State Gambling Counselor Certification Committee in writing.

In addition to the two-year renewal cycle, all Washington State Certified Gambling Counselors must provide the following updated materials annually in order to keep files current:

- Signed Gambling Counselor Ethical Standards Statement and Attestation.
- Copy of current certificate or license issued by the State of Washington to provide mental health or substance use treatment services must be submitted whenever updated with the State.
- Copy of current certificate of insurance must be submitted whenever updated or renewed to keep your certification current.

Revocation of Certification

Certification will be revoked for any of the following reasons:

1. Falsification of any information, including experience data.
2. Revocation of current license, certification, or registration.
3. Violation of the Gambling Counselor Ethical Standards or those standards specific to the appropriate licensing agency.

**Washington State Gambling
Counselor Certification Committee**

Application Forms

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**Washington State Gambling
Counselor Certification Committee**

Gambling Counselor Certification Application

Name: _____

Address: _____

City: _____ State: WA Zip+4: _____

Office Phone: _____ Cell Phone: _____ Fax: _____

E-mail: _____

Current Occupation: _____

Agency: _____

Work Supervisor's Name: _____

Washington State Gambling Counselor Supervisor: _____
(see enclosed list)

Are you currently licensed or certified? ☐ Yes ☐ No

Please list your licenses or credentials, their numbers and whether they are State or National level.

<u>License/Credential Type</u>	<u>License Number</u>	<u>State/Nat'l</u>	<u>Date Issued</u>	<u>Expiration Date</u>

I am applying for: ☐ Level I or Provisional ☐ Level II ☐ Gambling Counselor
Clinical Supervisor

Please return this application, the required documentation, and a check for the application fee (see fee schedule on page 9) to:

**Washington State Gambling Counselor Certification Committee
Evergreen Council on Problem Gambling
1821 Fourth Avenue East
Olympia, WA 98506-4629**

Your application will remain active for a period of two years. If at the end of two years your file is incomplete, you will be notified that you will have to reapply when your documentation is complete.

If you have any questions about the Certification application process, please call (360) 352-6133

For Official Use Only

Date Received: _____ Date Forwarded for Review: _____
Date Approved: _____ Renewal Date: _____

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**Washington State Gambling
Counselor Certification Committee**

**Gambling Counselor Certification
Applicant Check List – Level I**

APPLICANT MUST SUBMIT:

- ___ Completed ***Gambling Counselor Certification Application*** form*
- ___ Documentation of at least 1,500 hours of professionally supervised post-certification or post-licensure behavioral health counseling work experience providing mental health or substance use treatment services (may include the 100 hours direct clinical work with those affected by problem gambling and Gambling Disorder, and their loved ones).
- ___ Signed ***Attestation*** form
- ___ Signed ***Gambling Counselor Ethical Standards*** statement
- ___ Copies of all certifications, licenses, and academic diplomas.
- ___ Copies of certificates of attendance from **30 hours introductory Problem Gambling training** session(s) attended. Proof of course content may be required. If the training was provided by an organization other than ECPG, please be prepared to document course content.
- ___ Documentation of a minimum of **6 hours of Cultural Competency Training** (*can* include, but is not limited to, any hours on Cultural Competency topics within the 30-hour introductory training. Additional training hours may need to be obtained for a total of 6 hours).
- ___ Copy of proof of current malpractice liability insurance coverage (cover page only)
- ___ Photocopy of results showing a passing score on the International Gambling Counselor Exam. (As test results are confidential, results cannot be faxed, emailed, or released over the telephone; applicant will be responsible to provide documentation of passing score.)

- _____ **Documentation of Hours** form signed by applicant and supervisor, providing documentation of a minimum of 100 hours of supervised experience working with those affected by problem gambling and Gambling Disorder, and their loved ones.
- _____ Signed **Directory Authorization** form
- _____ Copy of completed background check performed by employer or Department of Health
- _____ Application fee in the amount of **\$150**

PLEASE KEEP COPIES OF ALL DOCUMENTS SUBMITTED FOR YOUR FILES. DO NOT SEND ORIGINALS, SEND COPIES. PERMISSION IS GRANTED TO REPRODUCE THESE FORMS.

- _____ **LETTERS OF REFERENCE (Professional Colleague Statements: Three (3) are required and must be mailed directly to ECPG)**

_____ **GAMBLING SUPERVISOR'S STATEMENT (Confidential Supervisor Evaluation mailed directly to ECPG)**

The Certification Committee reserves the right to ask for the credentials of any individual signing that they have supervised you in your gambling counseling duties. Please be sure the names listed on the application correspond to those on the forms.

NOTE: When **all** of the above materials are received, the information will be forwarded to the Gambling Counselor Certification Committee for review.

***Your application will be held for two years from the date it is received.**

**Washington State Gambling
Counselor Certification Committee**

**Gambling Counselor Certification
Applicant Check List – Level II**

APPLICANT MUST SUBMIT:

- ___ All documents required for Level I
- ___ Completed ***Gambling Counselor Certification Application – Level II*** form*
- ___ Copies of certificates of attendance from Problem Gambling training sessions attended. A minimum of 60 hours is required, including Introductory Problem Gambling Counselor Training (may include the 30 training hours required for Level I, and the 6 hours of cultural competency training). Proof of course content may be required. If the training was provided by an organization other than ECPG, please be prepared to document course content.
- ___ ***Documentation of Hours*** form signed by applicant and supervisor, providing documentation of a minimum of 300 hours of supervised experience working with those affected by problem gambling and Gambling Disorder, and their loved ones (may include the 100 hours required for Level I).
- ___ Processing fee of **\$50** if currently Level I, **or \$150** if applying for certification for the first time.

PLEASE KEEP COPIES OF ALL DOCUMENTS SUBMITTED FOR YOUR FILES. DO NOT SEND ORIGINALS, SEND COPIES. PERMISSION IS GRANTED TO REPRODUCE THESE FORMS.

****Your application will be held for two years from the date it is received.***

**Washington State Gambling
Counselor Certification Committee**

**Gambling Counselor Certification
Applicant Check List – Provisional Provider**

APPLICANT MUST SUBMIT:

- ___ Completed ***Gambling Counselor Certification Application*** form*
- ___ Signed ***Attestation*** form
- ___ Signed ***Gambling Counselor Ethical Standards*** statement
- ___ Copy of proof of current malpractice liability insurance coverage (cover page only)
- ___ Copies of all certifications, licenses, and academic diplomas
- ___ Copy of certificate of attendance from the 30-hour Introductory Problem Gambling Counselor Training within the last two years
- ___ ***Documentation of Hours*** form signed by applicant and supervisor, providing documentation of a minimum of 30 hours of supervised experience working with those affected by problem gambling and Gambling Disorder, and their loved ones, and at least three meetings with the supervisor. (Fifty hours for SUDPTs and Associate Licensees with regular consultation or supervision, see page 42.)
- ___ Signed ***Provisional Provider Directory Authorization*** form
- ___ Application fee in the amount of **\$150**

PLEASE KEEP COPIES OF ALL DOCUMENTS SUBMITTED FOR YOUR FILES. DO NOT SEND ORIGINALS, SEND COPIES. PERMISSION IS GRANTED TO REPRODUCE THESE FORMS.

The Certification Committee reserves the right to ask for the credentials of any individual signing that they have supervised you in your gambling counseling duties. Please be sure the names listed on the application correspond to those on the forms.

****Your application will be held for two years from the date it is received.***

Washington State Gambling Counselor Certification Committee

Attestation

1. Are you currently a member of a Professional Association or possess Professional Credentials? Yes ☐ No ☐ If Yes, please list all professional and occupational licenses, registrations, or other credentials that you hold. Include state, agency/board, number, effective date, and expiration date:

2. Have you ever had a professional license or certification held by you revoked, suspended, or voluntarily surrendered? Yes ☐ No ☐
3. Has a professional credentialing body ever rejected your application because of ethical or legal considerations? Yes ☐ No ☐
4. Have you ever been convicted or are you now under charges for any criminal convictions, civil lawsuits, administrative proceedings, court rulings, statement agreements, or judgments? Yes ☐ No ☐
5. Have you ever used any name(s) other than the name provided in this application? Yes ☐ No ☐ If Yes, please list all other names used in the past:

Please mark the appropriate box for all questions. If you marked "Yes" to questions 2, 3, 4, or 5, please provide a full explanation. Use additional paper if necessary.

Explanation

- A. By signing this document, I hereby certify that I am the person identified above, and the information contained in this application is true, correct, and complete to the best of my knowledge. I understand that providing false information is grounds for denial, suspension, or revocation of certification. I understand that the Washington State Gambling Counselor Certification Committee (WSGCCC) has the right to contact any person, government agency, or organization to review or confirm any information provided in this application. I further agree to authorize the release of any information requested by WSGCCC with respect to the review of this application.
- B. I understand that if I am granted certification by the WSGCCC and practice counseling, I do so at my own risk. I hereby release the WSGCCC and the Evergreen Council on Problem Gambling (ECPG) from any and all liability and claims that may arise from any and all counseling activity in private practice and otherwise.
- C. I understand and agree that the Washington State Gambling Counselor certification depends upon my fulfillment of all required criteria and obligations, including compliance with the Gambling Counselor Ethical Standards. I further agree to fully inform the WSGCCC within two (2) weeks if I become the subject of any ethics, disciplinary, criminal, or lesser offenses, complaints, or charges.

Signature

Date

PRINT NAME: Please print your name as shown on your secure and verifiable document.

Washington State Gambling Counselor Certification Committee

Gambling Counselor Ethical Standards

I shall be dedicated to the concept that problem and disordered gambling is treatable and that efforts with the client shall have as a primary goal the recovery from disordered gambling.

I shall respect the confidentiality of all records, materials, and communications concerning the client, as set forth in relevant WACs.

I shall not discriminate among clients, colleagues, or other professionals on the basis of race, color, creed, gender, age, or sexual orientation.

I shall assess my own personal strengths and limitations, biases and effectiveness, and recognize when it is in the client's best interest to refer them to another individual or program.

I shall take personal responsibility for continued professional growth through further education and training.

I shall make a total commitment to provide the highest quality services through personal effort and the utilization of other health professionals or services which may assist the client in his/her recovery.

I shall never solicit clients, particularly at gambling establishments, Gambler's Anonymous, or other self-help groups.

I shall not engage in any form of gambling, betting, or wagering with clients.

I shall limit my practice to my areas of competence. Competency at a minimum must be based upon appropriate education, training, and experience. I will refer to other health care resources, legal authorities, or social service agencies when such referrals are in the best interest of the client.

If impaired due to a mental, emotional, physical, pharmacological, substance, or gambling disorder, I shall never begin or continue a professional relationship with a client. If such a condition develops after a professional relationship begins, I shall terminate the relationship in an appropriate manner and assist the client in obtaining services from another provider. I do not use alcohol, drugs, or gamble in a manner that will reflect adversely on the credibility and integrity of the profession.

I shall never accept as clients, persons with whom there is a pre-existing or close personal relationship.

I shall respect the client by maintaining an objective, non-possessive professional relationship at all times which by neither conduct nor conversations could be construed as sexual in nature or lead to sexual allegations.

I shall never engage in any sexual contact or sexual activity with current or former clients.

I shall never engage in sexually harassing or demeaning behavior.

Gambling Treatment Provider Signature

Date

PRINT NAME: Please print your name as shown on your secure and verifiable document

**Washington State Gambling
Counselor Certification Committee**

**Professional Colleague's Statement
Letter of Reference**

DO NOT RETURN THIS FORM TO THE APPLICANT

Applicant's Name

Please describe the nature of your professional relationship with the applicant and describe her/his professional work within the area of problem gambling.

Please describe your awareness of the applicant's involvement in assessment and/or treatment with problem gamblers and their families.

Do you have any reservations about this applicant's professional or ethical performance? Yes ☐ No ☐

If yes, please elaborate. (Attach additional pages if necessary)

I hereby certify that I have been in a position to observe and have first-hand knowledge of the above named Applicant's work at the _____

Name of Agency or Work Setting

During the time period from _____ to _____

My relation to the Applicant is/was _____

The information I am giving is my best judgment of the above named Applicant's capabilities to be certified as a Gambling Counselor in Washington State.

Please print clearly or type.

Name: _____

Title: _____

Agency: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Daytime Phone: _____

Signature

Date

Please return this form directly to:

Washington State Gambling Counselor Certification Committee
1821 Fourth Avenue East
Olympia, WA 98506-4629

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**Washington State Gambling
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Supervisor's Statement Confidential Evaluation

(To be completed by a Washington State Gambling Counselor Certification Committee Approved Supervisor)

DO NOT RETURN THIS FORM TO THE APPLICANT

Applicant's Name

Please describe your awareness of the applicant's involvement in assessment and/or treatment with problem gamblers and their families.

Do you have any reservations about this applicant's professional or ethical performance? Yes ☐ No ☐

If yes, please elaborate. (Attach additional pages if necessary)

(Page 1 of 2)

I hereby certify that I have been in a position to have first-hand knowledge of the above named Applicant's work at the _____

Name of Agency or Work Setting

During the time period from _____ to _____

During the above time period, I certify that I provided the Applicant with a total of _____ hours of supervision relating to the Applicant's work as a Gambling Counselor.

The information I am giving is my best judgment of the above named Applicant's capabilities to be certified as a Gambling Counselor in Washington State.

Please print clearly or type.

Name: _____

Title: _____

Agency: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Daytime Phone: _____

Signature

Date

Please return this form directly to:

Washington State Gambling Counselor Certification Committee
1821 Fourth Avenue East
Olympia, WA 98506-4629

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**Washington State Gambling
Counselor Certification Committee**

**Documentation of Supervised Hours for
Problem Gambling Related Work**

Applicant: _____

Please indicate the total number of supervised hours spent on the tasks listed below related to problem gambling assessment and treatment that comprise your total documented hours.

Level I – a minimum of 100 hours of supervised experience working with problem gamblers and their significant others

Level II – a minimum of 300 hours (may include the 100 hours used for Level I) of supervised experience working with problem gamblers and their significant others

Tasks	Hours
▪ Screening	_____
▪ Assessment/Intake	_____
▪ Treatment Planning	_____
▪ Individual counseling	_____
▪ Family counseling	_____
▪ Group counseling	_____
▪ Financial management	_____
▪ Client education	_____
▪ Client record keeping	_____
▪ Aftercare services	_____
▪ Client follow-up	_____
▪ Other (please specify):	_____
_____	_____
_____	_____
Total hours spent _____	

I certify that the above information accurately describes my hours spent in problem gambling related work with gamblers and their significant others.

Signature by supervisor to support the hours of work completed

Date: _____

Signature of applicant

Date: _____

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Washington State Gambling Counselor Certification Committee

Directory Authorization

The Certification Committee has authorized the Evergreen Council on Problem Gambling to offer a directory of WSCGC/NCGC and provisional treatment providers. This directory will be maintained on the ECPG website (www.evergreencpg.org). To ensure our records are accurate, please fill out the form below to have your information included in the directory. Please note this directory will remain property of the Certification Committee and will not be used or sold without its permission. It is your responsibility to contact ECPG with any updated information.

☐ No, I do not wish to be listed in the Problem Gambling Certified Treatment Provider Directory.

☐ Yes, please include me in the Problem Gambling Certified Treatment Provider Directory.

Please list the information below as you wish it to appear in the directory.

Prefix: _____ Name: _____

Credentials (ex. SUDP, LMHC, PhD, etc.): _____

Agency: _____

If you work for a Tribe, services are provided for:

☐ Tribal members only ☐ Tribal and non-tribal members

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

Agency Website: _____

You do/could provide treatment services in the following languages:

☐ English ☐ French ☐ Japanese ☐ Korean ☐ Mandarin ☐ Portuguese ☐ Spanish

☐ Vietnamese ☐ ASL ☐ Other (please specify): _____

(Optional) **Year of birth:** _____

(Optional) **Gender:** _____ **Pronouns:** _____

(Optional) **Race/Ethnicity:** _____

Services Info	
Gambling Treatment Services	<input type="checkbox"/> Assessment/Evaluation <input type="checkbox"/> Family and/or Couples Counseling <input type="checkbox"/> Financial therapy <input type="checkbox"/> Group sessions <input type="checkbox"/> Individual Sessions <input type="checkbox"/> Referrals <input type="checkbox"/> Other: _____
Telehealth Services	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Telehealth-only
Other Treatment Services	<input type="checkbox"/> Mental Health <input type="checkbox"/> Substance Use Disorder <input type="checkbox"/> Gaming Disorder <input type="checkbox"/> Other: _____
Specialties	<input type="checkbox"/> Asian American/Pacific Islander <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> LGBTQIA+ <input type="checkbox"/> Military/Veterans <input type="checkbox"/> Native American/Tribal Members <input type="checkbox"/> Youth <input type="checkbox"/> Other: _____
Funding Options	<input type="checkbox"/> Tribal funding for free or low-cost services for <i>both</i> tribal and non-tribal members <input type="checkbox"/> Tribal funding for free or low-cost services for <i>tribal members and their households only</i> <input type="checkbox"/> State, grant, or other funding for free or low-cost services
Insurances Accepted	<input type="checkbox"/> None/not applicable <input type="checkbox"/> Apple Health (Medicaid) <input type="checkbox"/> Medicare <input type="checkbox"/> TriCare <input type="checkbox"/> Out-of-pocket and/or sliding scale <input type="checkbox"/> Private Insurances accepted, call for more information

Signature

Date

Please return this form to:
Washington State Gambling Counselor Certification Committee
1821 4th Avenue E
Olympia, WA 98506-4629

Washington State Gambling Counselor Certification Committee

International Exam

(International Certification Examination for Gambling Counselors)

You must receive a passing score on the International Gambling Counselor Exam. The Certification Program is sponsored by the International Gambling Counselor Certification Board ([IGCCB](https://igccb.org)). The International Certification Examination for Gambling Counselors is administered for the IGCCB by Prometric.

Registration for the Exam (as of April 2022)

- Applicants must register for the exam by going to igccb.org/examination/ and registering through their Certemy software.
- Washington State applicants must notify the Evergreen Council on Problem Gambling that they are intending to register for the exam so that ECPG can submit a letter of recommendation on your behalf, to complete the exam registration process.

Examination Prep Course

Evergreen Council on Problem Gambling offers an online self-directed Examination Prep Course for 2 CE credits. It provides an overview of the IGCCB exam handbook, 100 practice questions, and links to study resource materials.

Find it on ECPG's virtual training page, here:

<https://www.evergreencpg.org/training/virtual/engage/igccb-exam-pre-ecourse-program/>

Washington State Gambling Counselor Certification Committee

Exam Alternative: Written Case Conceptualization

Case Conceptualization - Alternative to the IGCCB International Certification Examination for Gambling Counselors¹

INSTRUCTIONS:

The following document is an outline for Washington State Gambling Counselor Certification applicants who hold a current certificate or license such as: Substance Use Disorder Professional; Marriage and Family Therapist; Mental Health Counselor; Psychologist; or Social Worker, to submit your Case Conceptualization as an alternative to the IGCCB Exam requirement for Gambling Counselor Certification.

NO IDENTIFYING INFORMATION ON CLIENTS SHOULD BE EXCHANGED AT ANY TIME. THE CONFIDENTIALITY OF CLIENTS IS MANDATORY AT ALL TIMES AND IS PROTECTED BY HIPAA.

- Information for every category need not be included, select only the information that applies to your case example.
- Your case example may be a single individual or compilation of cases.
- Everything you submit must be your own original work. References to other work must be cited.
- Write in a manner that is clear, factually current, and demonstrates current knowledge in the field.
- Formatting: All documents must:
 - have a minimum body text font size of 12 point and a maximum of 14 point, double-spaced, and between 3-7 pages in length
 - display page numbers in the bottom right corner
 - be submitted on standard 8 ½" x 11" pages – no custom size pages.
 - not include borders around the edge of pages

Goals of this exercise: This Case Conceptualization is intended to serve as an alternative to the IGCCB Gambling Counselor Exam for licensed Substance Use Disorder Professionals; Marriage and Family Therapists; Mental Health Counselors; Psychologists; or Social workers in Washington State. The Washington State Gambling Counselor Certification Committee understands that a multiple-choice exam is not always the best measure of counseling competency and that some applicants may be better served by having at least one other option. Some of the benefits of this exercise are to lower barriers to certification for those for whom English is a second language, or for those with test anxiety and/or any form of learning disability; as such, grammar and spelling are not graded, we just ask that you do your best. However, please do take the time to make every effort to thoroughly proof-read your materials to eliminate as many errors in grammar, spelling, and punctuation as possible. More importantly, your case conceptualization should clearly articulate a biopsychosocial clinical impression together with cultural considerations in working with clients impacted by Gambling Disorder.

(Page 1 of 3)

¹ This Case Conceptualization was inspired by and adapted from the Case History Outline for IGCCB Certification by the International Gambling Counselor Certification Board.

NO IDENTIFYING INFORMATION ON CLIENTS SHOULD BE EXCHANGED AT ANY TIME. THE CONFIDENTIALITY OF CLIENTS IS MANDATORY AT ALL TIMES AND IS PROTECTED BY HIPAA.

- 1. Demographic Data:** Do NOT include specific personally identifying information such as full name, client number, date of birth, etc.
 - a. Please select at least 5 of the categories below (i to ix) to include on chosen client case study.²
 - i. Age or age range and generational influences
 - ii. Developmental and acquired disabilities
 - iii. Religion and spiritual orientation
 - iv. Ethnicity
 - v. Socioeconomic status
 - vi. Sexual orientation
 - vii. Indigenous heritage
 - viii. National origin
 - ix. Gender
 - b. Of the 5 or more categories above that you choose to include in your Case Conceptualization, please provide sufficient detail to give a picture of your client's affiliations.
- 2. Family and Cultural Considerations:**
 - a. Key considerations of client's values, beliefs, gender roles, family and kinship, health beliefs and treatment/counseling expectations, traditions, and cultural identity.
 - i. How have the intersections of Demographic Data and Family and Cultural Considerations impacted this client?
 - ii. In what way(s), if any, has the client experienced discrimination, marginalization, social injustice, and/or privilege?
- 3. Client Strengths, Resources, and Major Life Impacts:**
 - a. Internal strengths such as insight, ability to communicate feelings, and resilience, as well as external resources such as family support, employment, peer support network, etc.
 - b. Childhood, adolescence, and adulthood significant events and experiences. History of trauma or abuse, strengths, supports, and resilience factors, education, family relationships, friendships, etc.
- 4. Gambling History:** Age of onset of gambling, age of onset of problematic gambling, type of gambling, frequency/severity of gambling, negative consequences of gambling that may include impacts on employment, education, finances, relationships, legal/criminal, etc.
- 5. Co-Occurring Disorders and Issues:**
 - a. Past or present substance use, gaming, or other process addictions, and their connection to gambling behaviors.
 - b. Intellectual/cognitive functioning, mental health (i.e., depression, anxiety, trauma-response symptoms, ADHD, delusional thinking, hallucinations, traumatic brain injury, etc.) and their connection to gambling behaviors.
 - c. Physical health issues, chronic medical conditions, medications, mobility limitations, disabilities, service animals, etc.

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² Categories list source: Hays, P. A. (2007). *Addressing Cultural Complexities in Practice, Second Edition: Assessment, Diagnosis, and Therapy*. American Psychological Association.

6. Clinical Impressions:

- a. DSM-5 Diagnosis and criteria met
- b. Description of appearance, behavior, speech etc.
- c. Clinical assessment: Primary impacts on gambling behaviors and other co-occurring issues, sources of motivation.
 - i. How does this influence their coping, strengths, and needs?
 - ii. What barriers do they face in accessing or benefiting from treatment services?
- d. Chief Complaints: Problems as client sees them, client's reasons for seeking help, financial problems, legal issues, primary risks of continued problems if help is not received, etc.
- e. Treatment/Recovery planning: Immediate and longer-term goals set collaboratively with client, level of care, frequency of sessions, referrals, self-help, family involvement, etc.

- 7. Professional Development:** In working with this client and/or completing this exercise, what did you learn about your own assumptions, attitudes, beliefs, biases, and values? How did this impact, strengthen, or weaken your ability to provide counseling services?

NO IDENTIFYING INFORMATION ON CLIENTS SHOULD BE EXCHANGED AT ANY TIME. THE CONFIDENTIALITY OF CLIENTS IS MANDATORY AT ALL TIMES AND IS PROTECTED BY HIPAA.

**Washington State Gambling
Counselor Certification Committee**

**Gambling Counselor Certification
Renewal Checklist**

Certification Renewal is due every two (2) years

APPLICANT MUST SUBMIT:

- ___ Signed ***Attestation*** form
- ___ Signed ***Gambling Counselor Ethical Standards*** statement
- ___ Copy of proof of current malpractice liability insurance coverage (cover page only)
- ___ Copy of current WA DOH certification(s) or license(s)
- ___ Copy of at least **40 hours** of Continuing Education certificates. Completed since last certification/renewal, **non-repetitive**, on topics **relevant to problem gambling** counseling, with a minimum of **4 hours in ethics** and **6 hours in cultural competency**. Approved supervisors must complete 6 hours of gambling-specific clinical supervision continuing education every 3 years. **At least 30 hours can be online/distance learning, and at least 10 hours must be in-person.**
- ___ Renewal fee in the amount of **\$75**

PLEASE KEEP COPIES OF ALL DOCUMENTS SUBMITTED FOR YOUR FILES. DO NOT SEND ORIGINALS, SEND COPIES. PERMISSION IS GRANTED TO REPRODUCE THESE FORMS.

Washington State Gambling Counselor Certification Committee

Gambling Counselor Clinical Supervisor

To be deemed an approved gambling counselor clinical supervisor, an individual must document the following requirements:

Education Levels for Clinical Supervisor:

- Hold a PhD or a Master's Degree in the mental health/substance use field from an accredited college/university, or
- Bachelor's Degree (New Master's Degree Equivalency Requirements, effective March 1, 2019) in mental health/substance use field from an accredited college/university and 2 years of work experience as a clinical supervisor in a behavioral health clinical setting. Supporting documentation may include postgraduate studies related to the field. These will be considered with copies of official transcripts from an accredited college or university. Undergraduate credits do not count toward Master's Equivalency.

Required Coursework/Certifications/Licensure:

- In addition to courses taken to meet Education Requirements above, the applicant must complete a minimum 6 hours of training in gambling-specific clinical supervision, and 6 hours gambling-specific clinical supervision continuing education every 3 years thereafter.
- Hold a valid National/International Certified Gambling Counselor II (NCGC/ICGC-II) or Washington State Certified Gambling Counselor II (WSCGC-II) certification. Note: individuals holding a valid International Gambling Counselor Certification Board Approved Clinical Consultant (BACC) will be deemed as meeting all the requirements for Clinical Supervisor.
- Hold a license with the Department of Health, without restrictions, in good standing for at least 5 years.

Professional Endorsement:

Obtain endorsement from 2 professional colleagues who hold a master's degree or higher and/or are clinical supervisors in mental health/substance use field:

- The individuals providing endorsement cannot be related to the applicant.
- At least 1 must be a current certified gambling counselor supervisor.

Work Experience:

- Expertise and experience in content area:
 - 2,000 hours of direct contact clinical work with those affected by problem gambling and Gambling Disorder (may include the 300 direct contact hours documented for completion of the Level II requirements).
- You must document having completed at least 3,000 hours of post-licensure behavioral health counseling work experience over a minimum 24-month period (may include the 2,000 hours direct clinical work with those affected by problem gambling and Gambling Disorder).

Ethics:

You are required to adhere to the WSGCC ethical policies, including the Gambling Counselor Ethical Standards.

Review Requirements:

- Applicants may be asked to complete a case conceptualization or an oral interview with a panel of three clinical supervisors in the field.

Application and Fees:

- Submit a Gambling Counselor Clinical Supervisor application (page 15).
- Submit the application fee of \$75 to ECPG.

**Washington State Gambling
Counselor Certification Committee**

**Gambling Counselor Clinical Supervisor
Applicant Check List**

APPLICANT MUST SUBMIT:

- ___ Submit a ***Gambling Counselor Clinical Supervisor Application***

- ___ Degree + Clinical Supervision experience:
Submit verification of PhD or Master's degree (if not already submitted for application to Level-II)
OR
Submit verification of Bachelor's degree (if not already submitted for application to Level-II) **AND** 2 years of work experience as a clinical supervisor in a behavioral health clinical setting

- ___ Certificate(s) of completion of a total of 6 hours of training in gambling-specific clinical supervision. (Must complete a minimum 6 hours of training in gambling-specific clinical supervision every 3 years.)

- ___ Copy of a valid National/International Certified Gambling Counselor II (NCGC/ICGC-II) or Washington State Certified Gambling Counselor II (WSCGC-II) certification.

- ___ License with the Department of Health, without restrictions, in good standing for at least 5 years.

- ___ Written endorsement from 2 professional colleagues who hold a master's degree or higher and/or are clinical supervisors in mental health/substance use disorder field. (The individuals providing endorsement cannot be related to the applicant. At least 1 must be a current certified gambling counselor supervisor.)

- ___ ***Documentation of Hours*** form, providing documentation of a minimum of 2,000 hours of experience working with problem gamblers and their significant others. (Not required for ICGC-II applicants.)

- ___ You must document having completed at least 3,000 hours of post-licensure behavioral health counseling work experience over a minimum 24-month period (may include the 2,000 hours direct clinical work with those affected by problem gambling and Gambling Disorder, and their loved ones and those affected).

(Page 1 of 2)

____ Signed ***Attestation*** form

____ Signed ***Gambling Counselor Ethical Standards*** statement

____ Processing fee of **\$75**, payable to ECPG.

PLEASE KEEP COPIES OF ALL DOCUMENTS SUBMITTED FOR YOUR FILES. DO NOT SEND ORIGINALS, SEND COPIES. PERMISSION IS GRANTED TO REPRODUCE THESE FORMS.

Washington State Gambling Counselor Certification Committee

Frequently Asked Questions

If I am licensed as a Substance Use Disorder Professional Trainee (SUDPT), or have an Associate License (such as LMHCA, LMFTA, etc.) can I still become a Certified Gambling Counselor?

- An SUDPT or Associate Licensee can apply to be a Provisional Provider for a maximum of two years if they meet the following criteria:
 - Applicants must declare they are enrolled in an approved school and gaining the experience required to receive a substance use disorder professional certification. Or, show they have completed a Master's program and currently an Associate Licensee working toward full licensure.
 - An SUDPT or Associate Licensee can provide problem gambling assessment, counseling, and case management to clients consistent with their education, training, and experience as documented by an approved Gambling Counselor Clinical Supervisor.
 - For the first 50 practice hours (instead of the 30hrs required for *licensed* Provisional Providers) either an approved Gambling Counselor Clinical Supervisor, or WSCGC-II/NCGC-II Certified Gambling Counselor, must be either onsite (preferred), or available regularly virtually, to provide consultation (or supervision) when an SUDPT/Associate Licensee is providing clinical services to those affected by problem gambling and Gambling Disorder, and their loved ones. This includes case-staffing of all gambling assessments, counseling sessions, treatment plans, and case management.
 - Complete all the other requirements for Provisional Providers (see pages 9 and 20).
 - Provisional Provider status can be extended another 2 years upon written request, if needed in order to complete requirements for Gambling Counselor Certification.

If I have an Agency Affiliated Counselor license, can I still become a Certified Gambling Counselor?

- No, applicants must have a Bachelor's Degree or equivalent and a credential in a mental health or addictions discipline, demonstrating basic human service competencies; a minimum of an SUDPT credential is required (see above).

What are the requirements to have an inactive status?

- You must hold a current active mental health or substance use disorder certificate or license with Washington State to treat members of the public.
- The fee is \$35 a year and must be renewed annually.

How do I change a status from active to inactive?

- Notify ECPG that you wish to place your Washington State Gambling Counselor Certification in inactive status.
- Mail your request and the fee of \$35 to ECPG.

Once in inactive status, is there a way to return to active?

- Yes. If your Washington State Gambling Counselor Certification has been in inactive status for less than three years, you may choose to return to active status by submitting your request for a change of status to ECPG. You must document 50 hours working with problem gamblers and their significant others and show evidence of 20 hours of problem gambling-specific continuing education within the first year of returning to active status.
- A mandatory audit will be performed after the first year back in active status in order to verify all requirements were met.

May I return to active status if my Washington State Gambling Counselor Certification has been in inactive status for three or more years?

- To become eligible to reapply for an active Washington State Gambling Counselor Certification after being inactive for three or more years, you must take a WSGCCC-approved 8-hour gambling-specific refresher course and submit your request for a change of status to ECPG. You must show evidence of an additional 20 hours of advanced continuing education related to problem gambling and provide documentation of 50 hours working with those with problem gambling and their significant others within the first year of returning to active status.
- A mandatory audit will be performed after the first year back in active status in order to verify all requirements were met.
- If you were actively practicing in another state during the time your Washington Certification was placed in inactive status, you may be eligible to reactivate without having to complete a refresher course.

How do I find clients to see while doing my supervised hours?

- Screening your current clients may reveal that some of them are in need of gambling treatment.

Letter of Review and Consideration

If applicant has any reasonable concerns about requirements or deadlines for Level -I/II Certification, Supervisor Application, or Certification Renewal, as listed in this manual, they may write a Letter of Review and Consideration to the Certification Committee. The letter should include:

- ☐ a reference of the specific requirements of concern as listed in the Certification Manual, with referenced page number(s),
- ☐ an outline of barriers or limitations,
- ☐ and a specific request of or recommendation to the Certification Committee for review and consideration.