



New York State
Office of Alcoholism & Substance Abuse Services
Addiction Services for Prevention, Treatment, Recovery

Arlene González-Sánchez, Commissioner
www.oasas.state.ny.us

CREDENTIALLED ALCOHOLISM AND SUBSTANCE ABUSE COUNSELOR OF THE YEAR CREDENTIALLED ALCOHOLISM AND SUBSTANCE ABUSE COUNSELOR TRAINEE OF THE YEAR AWARDS PROGRAM – INSTRUCTIONS

- Nominees for the CASAC Awards Program must be a CASAC in good standing **for at least one year.**
- Nominees for the CASAC Trainee Awards Program must be a Trainee in good standing **for at least one year.**
- CASACs that have been credentialed **for less than one year** should be nominated in the Trainee category.
- In completing the Nomination Form, please be mindful of the following 12 Core Functions which serve as the platform for the services provided by all CASACs and CASAC Trainees:

Screening	Counseling
Intake	Crisis Intervention
Orientation	Patient Education
Assessment, Evaluation and Intervention	Case Management
Referral	Reporting and Record Keeping
Treatment Planning	Consultation with Other Professionals
- To demonstrate the nominee's qualifications as a candidate for CASAC or CASAC Trainee of the Year, nominators must identify those qualities or characteristics that make their nominee unique and provide specific examples of work behavior or accomplishments which they believe reflect exceptional performance. ***Please avoid global characterizations.***
- Self and co-worker nominations are acceptable.
- All nominations **must** be **typewritten** on the attached Nomination Form and be submitted to the Credentialing Unit **via E-Mail** to: credentialing@oasas.state.ny.us. Please do not attach additional sheets.

The nomination deadline for candidates to be considered for the 2011 Awards Program is
Friday, July , 2011.

Nomination Forms and questions should be directed to the OASAS Credentialing Unit at:
credentialing@oasas.state.ny.us



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CREDENTIALLED ALCOHOLISM AND SUBSTANCE ABUSE COUNSELOR TRAINEE OF THE YEAR
AWARDS PROGRAM – NOMINATION FORM**

Nominee Information	
Name:	
Employer:	
Home Address:	
Work Address:	
County of Residence:	
Daytime Phone Number:	
Credentialed Status:	CASAC # Trainee #

Nominator Information	
Name (with title):	
Employer:	
Home Address:	
Work Address:	
Daytime Phone No.:	
Relationship to Nominee:	

The nomination deadline for candidates to be considered for the 2011 Awards Program is
Friday, July 29, 2011.
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Choose ***only two of the five*** categories which ***best*** describe the nominee's qualities or characteristics that make them unique. Provide specific examples of work behavior or accomplishments which reflect ***exceptional*** performance. Please: (1) avoid global characterizations; (2) be concise; and (3) do **not** attach additional sheets.

- List **specific** examples of how of the nominee **consistently exceeds** the performance expectation in one or more of the 12 Core Functions.
- Provide **specific** examples of the nominee's **outstanding** attributes in the delivery of alcoholism and substance abuse services which distinguish him/her from other CASACs/CASAC Trainees.
- List **specific** contributions the nominee has made to the quality of patient care (e.g., improved program and/or patient outcomes and services).
- Provide **specific examples** of how the nominee has contributed to the body of professional knowledge for alcoholism and substance abuse counselors.
- Provide **specific examples** of the nominee's volunteer efforts in the community (other than Mutual Aid).