

The Illinois Model For The CRSS - Young Adult Endorsement (CRSS-YA)



In Collaboration with the: IDHS Division of Mental Health

**Mission:
To protect the public by providing competency based
credentialing of Human Service Professionals**

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Supersedes all previous endorsement requirements**

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PREFACE

The intent of this document, The Illinois Model for Certified Recovery Support Specialist Young Adult Endorsement (CRSS-YA), is to establish a valid, reliable, and defensible methodology for the evaluation of CRSS-YA competency. To assure CRSS-YA professionals meet an acceptable standard of competency, the credential itself defines, in terms of knowledge and skills, minimum acceptable standards of the CRSS-YA profession.

The competencies are specific to the effective utilization of unique insights gained through one's personal experience in recovery from mental illness or from dual diagnosis of mental illness and substance use disorder, and provided to support other individuals with such conditions, specifically the young adult population.

This professional endorsement is competency based, meaning the minimum standards for the CRSS-YA are the fidelity items identified for the profession. The competencies are specific to supporting the young adult population. The CRSS-YA recognizes paid work experience and/or internships and education as means to acquiring the competencies to provide supported services to young adults.

PURPOSE

- To establish standards and procedures for the voluntary, professional endorsement of CRSS-YA professionals who provide mental health recovery support to the young adults between the ages of 14 and 25 who are in need of mental health recovery support services.
- To provide a respected credential of professional competency that recognizes CRSS-YA professionals' efforts toward continuous learning and their willingness to work to provide specialized support specifically to the young adults between the ages of 14 and 25.
- To provide a method for maintaining and updating professional standards by keeping current with research and evidence-based practices in providing support to young adults between the ages of 14 and 25.

RATIONALE

The Illinois Certification Board Inc. (ICB) endorses the concept that CRSS services to young adults is a specialty field requiring performance by competent and professional individuals. The standards for the endorsement are weighted on the side of proven experience and training.

PHILOSOPHY CRSS-YA ENDORSEMENT

The mission of the CRSS-YA is to be committed to the provision and improvement of effective, specialized services with young adults. The endorsement identifies a workforce that possesses the knowledge, skills, and attitudes necessary to use best practices and evidence-based treatment to support safe passage to recovery for young adults and their families.

Professionals with the CRSS-YA combine a distinct knowledge base with human service skills that allows them to structure around the unique learning styles and developmental needs of the young adults to be served that are in need of mental health recovery support services. Knowledge and skill bases may be acquired through a combination of specialized training, education, and supervised work experiences.

ICB supports ongoing research and technology and remains open to new techniques as they are proven to be workable and effective. ICB is committed to the professional growth of those working in the mental health field and to openness and enthusiasm about new information that allows professionals with the CRSS-YA to become more effective in their work.

INTRODUCTION

Professionals with CRSS-YA fill a unique role among health and human service professionals by filling a need for mental health recovery support training specifically for young adults. They work in a variety of settings, using a combination of strategies and recognizing the need to provide quality services to the public. ICB, a voluntary credentialing system, provides the CRSS-YA based on a combination of experience, education and training, and supervised practical experience.

The Illinois Model is the basic document that describes the rationale and competencies of the credentialing process for the CRSS-YA. ICB recognizes that Professionals with CRSS-YA are educated in a wide range of areas, utilize many different approaches and techniques, and bring to the field diverse personal and professional experiences. The endorsement system is designed to accommodate and evaluate these professionals.

DEFINITION

Young Adult specific mental health recovery support services are distinguished as those that:

- Address young adult mental health recovery support needs
- Reduce barriers to recovery from mental illness that are more likely to occur for young adults
- Are delivered in a context that is compatible with young adults' lifestyles and orientations
- Take into account the young adult role, socialization and relative status within the larger culture

The CRSS-YA defines the minimum competencies for CRSS' who provide peer recovery support to young adults between the ages of 14 and 25.

REQUIREMENTS

The CRSS-YA is specifically developed for professionals who are competent in the CRSS-YA domains and who possess enhanced abilities to increase engagement and retention of young adults in treatment and improve treatment success and outcomes as well as support on-going recovery and post-treatment support services. The CRSS-YA provides a process by which mental health recovery support specialists can demonstrate competencies in providing mental health recovery support specifically for young adults between the ages of 14 and 25.

To obtain this seal of endorsement, applicants must be Certified Recovery Support Specialist and be able to provide proof that they are certified in good standing with the Illinois Certification Board.

The following chart details the minimum requirements for the CRSS-YA based on work experience, supervised practical experience and training/education:

| Required Work Experience | Supervised Practical Experience | Training/Education | Certification Requirements | Letter of Support |
|--|---|---|--|---|
| 1 year (2,000 hours) qualified work experience and/or internship | 25 hours of supervision by an individual knowledgeable in peer recovery support with young adults | 50 hours in the CRSS Young Adult-specific domains | A current and in good standing CRSS certification from the Illinois Certification Board. | From a credentialed professional (through ICB and/or a Licensed Independent Practitioner) |

Work Experience

Work experience is defined as paid, supervised employment or volunteer work in a position where an applicant spends at least 51% of their time providing mental health recovery support services to individuals between the ages of 14 and 25. A supervised/internship experience that is part of a process approved by ICB may also be utilized. Applicants minimally must have primary responsibility for providing mental health recovery support services to an individual and/or group, preparing recovery plans, documenting client’s progress and be clinically supervised by an individual who is knowledgeable in the Recovery Support Young Adult Performance Domains. The work experience or volunteer experience must have been done within the last 4 years of the date an application is submitted

A non-resident of Illinois pursuing a credential as a CRSS-YA is eligible for ICB Certification, if at least 51% of the applicant’s work experience in the last 90 days prior to application was performed in an Illinois MH setting.

Supervision

In order to meet the experience requirements for the CRSS-YA, the applicant must submit a completed Supervisor Evaluation Form from a work/volunteer/internship experience, which was maintained for at least one year.

- The supervision must be documented. The supervisor does not need to be ICB certified.
- Supervision is broadly defined as in the SAMHSA Technical Assistance Publication Number 21 (TAP 21). TAP 21 defines supervision/clinical supervision as the administrative, clinical and evaluative process of monitoring, assessing and enhancing counselor performance.
- The applicant must submit verified documentation of supervision covering the CRSS-YA Performance Domains.
- Supervision includes the hours the individual spends being observed, either directly or indirectly (audio/video tapes, chart review, etc.) performing these services, time spent discussing topics related to the CRSS-YA role and responsibilities in staff meetings, or time spent with a designated supervisor discussing the CRSS-YA professional’s work performance.

- Realizing that supervision may take place in a variety of settings and have many faces, ICB has determined not to place limiting criteria on either the areas of supervision, or qualifications of a supervisor.

Education

- Training / Education
- The applicant for CRSS-YA must document a minimum of 50 clock hours of education in young adult specific domains.
- Sources of education are the Illinois Recovery Support Specialist Training Program, Wellness Recovery Action Plan orientation/seminar/courses, college courses, seminars, conferences, in-service, lectures
- One college semester hour equals 15 clock hours
- One college quarter hour equals 10 clock hours
- One college trimester hour equals 12 clock hours.

FEES

| | |
|------------------------------|---------|
| Application Fee | \$50.00 |
| Initial Endorsement Fee..... | \$25.00 |
| Annual Endorsement Fee | \$25.00 |

ACCOUNTABILITY

This system is accountable to other professionals. The credentials are independent, private, freestanding, and self-supporting. The profession determines and maintains its own standards.

HOW TO APPLY

Endorsement will be granted contingent upon documentation of eligibility, submission of all required application materials and payment of all fees. Following is the application, review, and approval process:

- Read the entire Illinois Model for the CRSS-YA Endorsement thoroughly.
- Complete all parts of the application. Print legibly or type application.
- Attach all required documentation. (Work experience forms, supervisor forms, training forms)
- Sign and date the Assurance and Release.
- Verify the completeness of the application by using the **Checklist** in this model.

- Mail the application materials to:
(Applications will not be accepted by email.)
- ICB, Inc.
401 East Sangamon Avenue
Springfield, IL 62702**
- Once the application is approved, the applicant will be invoiced for the endorsement fee.
 - Once the initial endorsement payment is received the endorsement will be issued.

Review of Materials

Upon receipt, the application and materials will be screened by ICB for completeness and correctness. The results may be one of the following:

- Application Approved – The application meets all standards for the CRSS-YA.
- Application Pending – Some of the materials need clarification, submission, or resubmission of any part of the application. The applicant will be notified in writing of the problem(s). **Within one year of the application date, corrected materials must be submitted to ICB or the application will be destroyed resulting in reapplication.**
- Application Denied – The endorsement criteria were not met resulting in denial of application.

ENDORSEMENT TIME PERIOD

The CRSS-YA Endorsement period will be the same as the CRSS certification the applicant holds. At the completion of the application process, the applicant will receive an embossed sticker, to attach to the CRSS certificate, that will signify they have received the endorsement to provide mental health recovery support services to young adults.

ENDORSEMENT MAINTENANCE AND RENEWAL

To maintain the high standards of professional practice and to assure continuing awareness of new knowledge in the field, Professionals with CRSS-YA are required to renew their credentials every two years and are responsible for maintaining their credentials. Any failure to act is the responsibility of the member.

Professionals with CRSS-YA are required to pay an annual endorsement fee and submit continuing education units (CEUs) every other year. Professionals with CRSS-YA will be notified that their endorsement is about to expire no fewer than 30 days prior to the expiration date. They will submit their annual fee and CEUs to ICB by their expiration date. Non-responsiveness to credential renewal notices will result in termination of the endorsement status. Any change of address must be submitted to ICB in writing. Forms for the documentation of CEUs can be downloaded from the ICB website, www.iaodapca.org, under Credentialing/Credentialing Forms. The form must be completed, signed and submitted with proof of attendance. CEUs should not be submitted until notification of expiration.

Continuing Education requirements are in addition to those needed to maintain the CRSS credential. ICB will allow use of the CRSS-Young Adult Specific hours to be counted as CRSS Category II continuing education hours.

Continuing Education Policy

The purpose of continuing education is to promote ongoing professional development. It benefits the individual, group, organization, and community to whom services are provided.

Ten (10) CRSS-YA continuing education units (CEUs) are required to maintain the CRSS-YA and must be earned within the two-year endorsement period. CEUs are not transferable to any other endorsement period. CEUs obtained prior to the initial endorsement date are not eligible for maintaining the endorsement. Credit may be received once for a training event, even if it is repeated during different endorsement periods. A CEU is equivalent to one clock hour. (Excluded is non-program time such as breaks, social hours, registration time, and meal times). One college semester hour of credit is equivalent

to 15 CEUs, one college trimester hour of credit is equivalent to 12 CEUs, and one college quarter hour of credit is equivalent to 10 CEUs.

The 10 CRSS-YA CEUs required to maintain the CRSS-YA must be recognized or petitioned for ICB CEUs.

Renewal for Professionals with CRSS-YA will be contingent on continued good standing of their CRSS certification. Proof of current certification will be required and submitted with their biennial CRSS-YA renewal.

Sources of Continuing Education Units

Recognized programs are training/education programs ICB has identified as fulfilling the criteria for CEU credit and have been awarded CEUs by ICB or are pre-recognized sources. The certificate of completion will contain the program number assigned by ICB, the number of CEUs and the category.

Agency In-Service Education and Training Programs

Agency in-service training programs may be counted for all CEUs required for endorsement renewal.

- The training must be specific topics related to mental health recovery support for young adults between the ages of 14 and 25.
- The training must be documented on agency letterhead with a qualified supervisor's signature.
- In-services not awarded CEU recognition by ICB may be petitioned for CEUs.

Validation of Continuing Education

Professionals with CRSS-YA must document they have obtained CEUs and submit certificates or other proof of completion such as transcripts or official grade reports for college or university courses.

Procedures to Petition for CEUs

Not all educational experiences available have been awarded CEUs by ICB, requiring the need to petition for CEU credit. Requests are to be submitted to ICB on the petition form with the following information:

- Documentation of attendance
- Goals and objectives of the program
- Date/length of program in clock hours
- Brochure describing program content
- Sponsor, location, instructor and target population
- Definition of the training type (publication, workshop, seminar)
- Identification of the specific performance domain content
- Non-refundable petition fee

Requests will be reviewed within 30 days, and the professional with CRSS-YA will be notified of the results. If recognized, they will be informed of the number of CEUs awarded.

Extension of Continuing Education Requirements

Professionals with CRSS-YA unable to meet the continuing education requirements for renewal of their endorsement may request an extension (\$5 per month) for up to six months past their expiration date. Professionals with CRSS-YA not meeting the CEU requirement after the six-month extension will be terminated. Reinstatement shall be through completion of the full endorsement requirement.

NOTE: The extension process leaves only 18 months to obtain CEUs for the current endorsement period.

INACTIVE STATUS

Professionals with CRSS-YA, in good standing, unable to meet the continuing education requirements for endorsement renewal due to health or extenuating personal circumstances, may place their endorsement on inactive status. The process for reactivation from inactive status will then be followed when they wish to activate the endorsement.

ICB established an Inactive Status to allow professionals with CRSS-YA, who are experiencing extenuating circumstances, a means to prevent their endorsement from expiring. It has been established for those who expect to be inactive for more than two years.

Eligibility Requirements for Inactive Status:

- Endorsement is in good standing, i.e., current with fees and continuing education units
- Moving to another state but remaining active in the field
- Retired
- Pursuing academic coursework and not active in the field for the duration of such course work
- On extended military active duty
- Having health problems
- Having extenuating personal reasons

Insufficient hours of continuing education will not be accepted as a rationale for requesting inactive status.

Procedure for Obtaining Inactive Status:

- Request inactive status, in writing from ICB, stating specific reason(s) for the request.
- Provide documentation for eligibility with the written request.
- Members will receive a letter acknowledging their endorsement is on inactive status.
- Pay a \$20.00 biennial fee.

During the period of inactive status, members are considered to be without the CRSS-YA endorsement, and as such cannot refer to themselves, in writing or verbally, as holding the CRSS-YA.

Procedure for Reactivating an Endorsement from Inactive Status:

Professionals with CRSS-YA who have left the state and continued in the field must:

- Submit a written request for reactivation to ICB.
- Submit payment of endorsement fees.

Professionals with CRSS-YA who have left the recovery support field but wish to reactivate their endorsement before two years have lapsed must:

- Submit a written request for reactivation to ICB.
- Submit payment of endorsement fees.
- Submit payment of reapplication fee.
- Provide documentation of current employment providing mental health recovery support for young adults between the ages of 14 and 25.
- Provide documentation of current CEU experience.

Professionals with CRSS-YA who wish to reactivate their endorsement and have been on inactive status for more than two years must:

- Submit a written request for reactivate to ICB.
- Submit payment of endorsement fees.
- Submit payment of reapplication fee.
- Submit current job description. This must be on agency letterhead, signed and dated by members and their current supervisors and include the amount of time spent in direct service.

TERMINATION OF ENDORSEMENT

Endorsement will be terminated for:

- Failure to apply for an extension prior to the expiration date.
- Failure to comply with the conditions of an extension by the deadline.
- Failure to document 10 continuing education units (CEUs) over the two-year endorsement period and no request for extension.
- Ethics violations.
- Failure to pay the Annual Fee.

ICB will give written notice at least 30 days before the endorsement expires.

APPEAL PROCESS

When an applicant is denied a credential, questions the results of the application review, or is subject to an action by ICB that the applicant deems unjustified, the applicant has the right to inquire and appeal. If, after having been provided an explanation or clarification of the action of ICB, and the applicant still thinks that an action taken is unjustified, he or she may appeal. The applicant may appeal the decision within 30 days of receipt of the notice of denial, or any other action deemed unjustified, by sending a certified letter to the Executive Director of ICB, 401 East Sangamon, Springfield, IL 62702.

DISCIPLINARY REVIEW PROCESS

Professionals with CRSS-YA hold a unique position of trust and responsibility and as a result must be aware at all times of ethical requirements imposed on them.

ICB has established a “disciplinary review process” which provides an avenue through which complaints can be filed about ethical conduct of professionals with CRSS-YA or an applicant of the ICB credentialing system.

If a breach of the code of ethics is suspected, it should first be brought to the professional’s attention. If this does not result in a satisfactory outcome, the supervisor should be informed. If this action still does

not result in a satisfactory outcome, an ethics complaint should be made to ICB. For a copy of this formal process, contact ICB directly.

CRSS-YA ENDORSEMENT PERFORMANCE DOMAINS

Professionals competent in the CRSS-YA Domains have enhanced abilities to increase engagement and provide recovery support to young adults. Four performance domains for the CRSS-YA were identified. Following is a brief outline of those domains.

Domain 1: Systems of Care Approach

- 1.1 Knowledge of family driven and youth guided services and supports
- 1.2 Knowledge of community-based services and infrastructure at the community level
- 1.3 Knowledge of culturally and linguistically competent care

Domain 2: Child-Serving Systems

- 1.1 Knowledge of federally recognized expert on juvenile justice
- 1.2 Knowledge of federally recognized expert on human services
 - 1.2.1 Knowledge of federally recognized vocational rehab services
 - 1.2.2 Knowledge of Social Security
 - 1.2.3 Knowledge of federally recognized expert on mental health
 - 1.2.4 Knowledge of federally recognized expert on developmental disabilities
- 1.3 Knowledge of federally recognized expert on of public health
- 1.4 Knowledge of federally recognized expert on education
- 1.5 Knowledge of federally recognized expert on child and family services
- 1.6 Knowledge of federally recognized expert on healthcare and family services
 - 1.6.1 Knowledge of State Medicaid Authority
 - 1.6.2 Knowledge of State Behavioral Health Authority

Domain 3: Adolescent and Young Adult Development

- 1.1 Knowledge of adolescent development
- 1.2 Knowledge of young adult development
- 1.3 Knowledge of youth and young adult engagement

Domain 4: Impact of Trauma on Development

- 1.1 Knowledge of impact of stress on brain development
- 1.2 Knowledge of common reactions to trauma in teenagers and young adults