



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, U. S. ARMY MEDICAL COMMAND
2050 WORTH ROAD
FORT SAM HOUSTON, TEXAS 78234-6000

MCHO-CL-H

08 SEP 2009

MEMORANDUM FOR

COMMANDERS, MEDCOM REGIONAL MEDICAL COMMANDS
COMMANDER, US ARMY MEDICAL DEPARTMENT CENTER AND SCHOOL, ATTN:
DIRECTOR, ARMY SUBSTANCE ABUSE PROGRAMS, 3151 SCOTT ROAD,
FORT SAM HOUSTON, TX 78234-6133

SUBJECT: Revision to Army Substance Abuse Program (ASAP) Counselor Hiring
Policy Change in Response to Mission Requirements

1. This memorandum authorizes changes to hiring of ASAP Counselors through 1 January 2011. The changes do not include exceptions to law, nor any other issues which would put patients, providers, or the Army Medical Department at risk. This memorandum supersedes the 1 Apr 09 memorandum with the same subject line.
2. The majority of ASAP staff should be independently licensed. However, facilities which have a sufficient number of independently-licensed supervisory staff to provide supervision at ratio of 1:2 (supervisor: supervisees) may hire qualified individuals who are not yet independently licensed. Social workers who have completed their Master's in Social Work, but have not obtained independent licensure may be hired. This includes new graduates without licensure and those with the Licensed Master's of Social Work. Timelines for obtaining the Licensed Clinical Social Worker credential (independent licensure) must be set at hiring.
3. Licensed Professional Counselors may be hired and supervised by the independently licensed ASAP provider, in accordance with Department of Defense policy.
4. Licensed Marriage and Family Therapists (LMFTs) may be hired as ASAP counselors. Those who meet the requirements as advanced LMFTs may be considered independent ASAP providers. Those who are not advanced LMFTs will be supervised as with other providers noted above. To be considered an advanced LMFT, the individual must have a minimum of a 48-hour Master's degree plus a 12-hour practicum (comparable to the counseling and social work degrees) from an accredited university.

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5. Substance Abuse Certification. Counselors may be hired without certification if they agree to obtain certification within 12 months. If the staff member is performing well, an extension of an additional 6 months may be granted.

6. Our points of contact for this action are Dr. Wanda Kuehr, Behavioral Health Division, at (210) 221-7243 or wanda.l.kuehr@us.army.mil, and COL Doreen Lounsbury, Chief, Quality Management Division, at (210) 221-6195 or doreen.lounsbury@us.army.mil.

FOR THE COMMANDER:


HERBERT A. COLEY
Chief of Staff