

**Helio Health
Training Institute
CASAC Application**

Syracuse In-person/Online



Helio Health

CASAC Initial Certification 350 Course

The Helio Health Training Institute is an approved OASAS Training provider for the delivery of the full CASAC 350 hour training for CASAC Certification.

Taking all 4 sections on a Tuesday and Thursday evenings only this course will take approximately 18 months to complete. Typically, classes run from 4-7pm in the evening. Please note, there are additional assignments and tests to complete outside of class time and students are expected to meet grading and attendance standards in order to pass the course. In order to offer an expedited course we also deliver sections on Friday mornings. Taking classes in the evening and on Friday mornings reduces the course to 12 months.

During 2019, we will continue to pilot online CASAC classes. These courses are open to individuals who have at least 6 months working in SUD treatment and have at least an associate's degree. All online participants must have a computer Laptop or desktop, a webcam and a microphone set up in order to access this course. Students will follow the same curriculum as in-person students and be expected to complete the same assignments. All classes are delivered live and in real time with student's able to interact with the instructor and their classmates. Further details can be received by contacting the Training Institute via email at Training@helio.health

Upcoming class dates for the online and Syracuse classes are shown on the next page. To register for upcoming classes please complete the application and payment forms at the end of the document and submit them via email to Training@helio.health. All applicants will be asked to participate in a brief screening interview to ensure that they understand the course requirements and are appropriate for the course. These interviews can take place in person or over the phone.

Completion of 350 certification classes will not count toward the work hours requirement that is set by OASAS and varies depending on your qualifications. Further information on this can be found at:

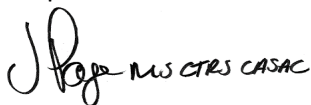
<http://www.oasas.ny.gov/sqa/credentialing/CASACreq.cfm>

If you have already submitted an application to OASAS and only require certain parts of a module or modules, we can work with you to tailor the program to meet your needs. Our hourly rates are \$9 for employees and \$13 for the general public.

Finally, we recognize that taking these courses is a significant financial investment. We are able to help by offering payment plans should the need arise. In order to access a payment plan please contact the training institute prior to completing this application. Our payment plans are tailored to each student and carry not interest. Payment plans split the cost of each section into monthly payments. Payment plans only run for the duration of each section so if your section runs from September to the following January you will be expected to pay a 10% deposit to secure your place on the course, then make five monthly payment to pay off the balance.

If a payment plan is still beyond your means you might consider contacting either ACCESS-VR or CNY works to enquire about funding through those organizations. Both organizations have funded students in the past. Unfortunately as a private training institute we are unable to accept other student loans to cover the cost of CASAC training at this time.

I hope this answers some of your questions feel free to contact me via email for additional info.



Jason Page MS CTRS CASAC
Training Institute Director
Training@helio.health

CASAC 350 Live In-person Sections

| Section | Employee Price | Public Price | Dates | Day(s) |
|--------------------------------------------------------------------------------------------------------------------------|----------------|--------------|-------------------|--------------------|
| CASAC section 3: Assessment; Treatment Planning; Case Management; and Patient, Family and Community Education (70 Hours) | \$630 | \$910 | 9/3/19 - 12/5/19 | Tues & Thurs 4-7pm |
| CASAC Section 1: Knowledge of Alcoholism and Substance Abuse (85 hours) | \$765 | \$1105 | 5/3/19 - 11/22/19 | Fri 9-12pm |
| CASAC Section 4: Professional and Ethical Responsibilities (45 Hours) | \$405 | \$585 | 1/7/20 - 2/27/20 | Tues & Thurs 4-7pm |
| CASAC Section 2: Alcohol and Substance Abuse Counseling (150 hours) | \$1350 | \$1950 | TBD | Tues & Thurs 4-7pm |

NB: Dates are subject to change based on program needs

CASAC 350 Live Online Sections

| Section | Employee Price | Public Price | Dates | Day(s) |
|------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|-------------------|--------------|
| CASAC section 3: Assessment; Treatment Planning; Case Management; and Patient, Family and Community Education (70 Hours) <i>Limit 15 students</i> | \$630 | \$910 | 10/28/19 - 2/5/20 | Mon-Weds 5-8 |
| CASAC Section 1: Knowledge of Alcoholism and Substance Abuse (85 hours) <i>Limit 15 students</i> | \$765 | \$1105 | 2/24/20 - 4/15/20 | Mon-Weds 5-8 |
| CASAC Section 4: Professional and Ethical Responsibilities (45 Hours) <i>Limit 15 students</i> | \$405 | \$585 | 5/4/20 - 8/12/20 | Mon-Weds 5-8 |
| CASAC Section 2: Alcohol and Substance Abuse Counseling (150 hours) <i>Limit 15 students</i> | \$1350 | \$1950 | TBD | Mon-Weds 5-8 |

NB: Dates are subject to change based on program needs

Helio Health Training Institute
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CASAC Application Form

Individuals who complete this application and meet eligibility requirements may be asked to attend an interview with the Training Institute Director or designee before a final decision is made on their acceptance into this program. Please complete all parts of this application and attach all required documentation, incomplete applications will not be processed.

Part 1: Contact information

Last Name: First Name:

Address:

City: State: Zip:

Email:

Contact Phone Number:

Part 2: Education

Do you have your High School Diploma or High School Equivalency? Yes: No:
NB Candidates for the CASAC Certification are required to have either their High School Diploma or equivalent.

Highest level of education completed (please check):

High School or Equivalent

Associates Degree Major: Minor:

Bachelor's Degree Major: Minor:

Master's Degree Major: Minor:

PhD Major:

Do you currently hold any professional certification or license? Yes: No:

If yes, which: #

#

#

Have you submitted a CASAC application to OASAS? Yes: No:

Part 6: Registration Information

Please complete the table below indicating which sections you are registering for. If you only require part of a section please indicate the specific number of hours and the content that is required for completion.

| Training Name | Full Section (please check) | # of hours | Content required | Cost ¹ |
|-----------------------------|--------------------------------|------------|------------------|-------------------|
| CASAC Section 1 (85 hours) | | | | |
| CASAC Section 2 (150 hours) | | | | |
| CASAC Section 3 (70 hours) | | | | |
| CASAC Section 4 (45 hours) | | | | |
| Total | | | | |

I agree to pay the above stated price for the trainings requested in this application by one of the payment methods listed within the payment options section of this form.

Further, I understand that payment is due at least one week prior to the start of each training. Failure to make payment by this deadline may result in my not being allowed to participate in the indicated training.

Failure to pay for training may result in the withholding of training certificates.

Signed: Date:

Part 7: Payment Options

Please note: Payment does not have to be made at the time of application; however, payment, or confirmation of pending payment if working with a third party payer, will be expected before your place can be confirmed. Additionally, Training Institute staff cannot take payment over the phone.

Helio Health accepts the following payment options for CASAC classes:

3rd Party Payer

Please provide the name and contact information for the payer so we can confirm arrangements with them.

Self-Pay

I wish to pay for: An individual Section

The entire course:

I would like to go on a payment plan and will be paying a 10% deposit to secure my place on the course.

Personal Check/ Money Order

Personal checks should be made payable to "Helio Health". Please note on the check the course that you are signing up for. Checks can be mailed or brought into the Helio Health administrative offices to:

Helio Training Institute
555 East Genesee St.
Syracuse, NY 13202

Credit Card

Credit card payments can be made by completing the information below and returning this form to the Training Institute.

Billing address (if different from the address on Page 1).

Street Address:

City: State: Zip:

Card Type: MasterCard: VISA:

Name on Card:

Card Number: Security Code:

Expiration Date: Charge Amount: \$

Your completed registration form and payment information can be emailed to Training@helio.health, or faxed to (315) 474 1554



Helio Health

Where hope meets healing

For more information,
please contact Training Institute at
training@helio.health