

# The RADT (CCAPP) — Step-by-Step

## What it costs (right now)

- Orientation class (10 hours): ~\$50 (online). ([counselorcehub.com](https://counselorcehub.com))
  - RADT application (initial): \$100 (effective Aug 1, 2025; paid in Certemy). Renewals: \$60. ([ccappcredentialing.org](https://ccappcredentialing.org))
  - (Optional) CCAPP Individual Membership: \$100/year (gets big fee discounts later + free/discounted CEs). ([ccappmembership.org](https://ccappmembership.org))
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## 1) Take the 10-hour Orientation (where & how)

- Where: Online via **Counselor CE Hub** (CCAPP's provider catalog lists the "10-Hour Orientation Course"). It's self-paced and purchasable directly. Price shows as \$50. ([counselorcehub.com](https://counselorcehub.com))
- What it covers: Ethics, confidentiality, professional boundaries, EHR, sexual harassment, DEI/LGBTQIA2+. ([ccappcredentialing.org](https://ccappcredentialing.org))
- How it's assessed: You complete module quizzes/assessments online (course pages note passing quizzes is required; legacy CCAPP page mentions 3 attempts per quiz). ([CCAPP Education Institute](https://ccappeducationinstitute.com))

 Finish this first—your RADT application can't be approved without it.  
[ccappcredentialing.org](https://ccappcredentialing.org)

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## 2) Apply for RADT Trainee I in Certemy (the portal)

- Where: **Certemy** (CCAPP's application system). Create/login, choose **RADT Trainee I**. ([ccappcredentialing.org](https://ccappcredentialing.org))

- **You'll submit/sign:**
    - CCAPP **Code of Conduct** and DHCS **Code of Conduct** (both inside the application).
    - **Scope of Practice** acknowledgment.
    - **Government ID** upload.
    - **Orientation certificate** upload.
    - **Pay \$100** application fee (non-refundable). ([ccappcredentialing.org](http://ccappcredentialing.org))
  - **Processing timelines:**
    - Apply **120 days before** your registration expires for renewals.
    - CCAPP has **45 days** to approve/deny/mark incomplete; you get **30 days** to fix; CCAPP re-reviews within **15 days** after you respond. ([ccappcredentialing.org](http://ccappcredentialing.org))
  - **Fast-track (if your employer is a CCAPP Program Member):** You can request **2-business-day** processing once your app is fully complete + orientation attached. ([ccappcredentialing.org](http://ccappcredentialing.org))
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### 3) Knock out the 80 hours in the first 6 months (AB 2473)

- **Deadline:** Complete **80 hours of core competencies within 6 months** of first registration (applies to first-time registrants after July 1, 2025). ([ccappcredentialing.org](http://ccappcredentialing.org))
  - **Where to study:** Any **CCAPP-approved** AOD education provider or program. (CCAPP Education lists options; programs vary in cost/format.) ([ccappeducation.org](http://ccappeducation.org))
  - **What topics:** DSM, ASAM, cultural responsiveness, case management, EHRs, MAT, documentation, co-occurring disorders, confidentiality/ethics, professional boundaries, system navigation. ([ccappcredentialing.org](http://ccappcredentialing.org))
  - **Upload proof** of completion in Certemy; the board issues written verification within **45 days**. ([ccappcredentialing.org](http://ccappcredentialing.org))
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## 4) Renew & advance each year (the ladder)

- **Year 1 → Year 2:** Renew Trainee I (apply **≥120 days** before expiry). ([ccappcredentialing.org](http://ccappcredentialing.org))
  - **Trainee II (Year 3+):** After finishing the 80 hours and renewing once, you move to **RADT Trainee II** and must complete **≥50 hours** of AOD education **each year** toward the **315-hour** total. ([ccappcredentialing.org](http://ccappcredentialing.org))
  - **Intern:** After **315 hours** of AOD education, apply for **RADT Intern**; maintain **25 hours** of AOD continuing education annually. ([ccappcredentialing.org](http://ccappcredentialing.org))
  - **Time limit:** You have **5 years total** from your initial Trainee I registration to become certified (hardship extension possible). ([ccappcredentialing.org](http://ccappcredentialing.org))
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## “Where/How do I take the test?”

- **Important:** The **RADT** itself has no separate certification exam. You complete the orientation (with online quizzes) and the education hour requirements; the formal exam comes later when you go for **CADC** certification. ([ccappcredentialing.org](http://ccappcredentialing.org))
  - **When you’re ready for CADC:** You’ll sit for the **IC&RC Alcohol & Drug Counselor (ADC)** exam, after CCAPP approves your exam eligibility. IC&RC exams are **computer-based via Prometric** test centers **or remote proctoring** (if the board allows). CCAPP/IC&RC will email scheduling instructions once you’re approved. ([ccappcredentialing.org](http://ccappcredentialing.org))
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## What CCAPP Membership means (and why it’s useful)

- **Cost:** \$100/year (individual). ([ccappmembership.org](http://ccappmembership.org))
- **Perks:**
  - **Big credentialing discounts** (listed examples: ~50% off standard certification fees; steep renewal/advancement discounts).

- **Free/discounted CE courses** on CCAPP's CE platform.
  - Conference discounts, Counselor Magazine (with free CE hours), advocacy, and more. ([ccappmembership.org](http://ccappmembership.org))
  - **Clarify: Membership is optional and separate** from RADT registration—but it can save real money when you move to **CADC** and need lots of CEs over time.  
([ccappmembership.org](http://ccappmembership.org))
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## First-year checklist (quick)

1. **Buy & finish the 10-hour Orientation (~\$50) online.** ([counselorcehub.com](http://counselorcehub.com))
2. **Apply for RADT Trainee I in Certemy** (sign codes of conduct, scope, upload ID + orientation certificate, **pay \$100**). ([ccappcredentialing.org](http://ccappcredentialing.org))
3. **Complete 80 hours** of AB-2473 core education **within 6 months**, upload proof. ([DHCS](#))
4. **Renew on time** (start  $\geq$ 120 days before expiry). Keep moving toward **315 hours**, then **Intern**. ([ccappcredentialing.org](http://ccappcredentialing.org))

**Likely out-of-pocket in Year 1 (minimum):**  $\approx \$150$  (Orientation \$50 + RADT app \$100). Education program costs vary by provider; e.g., **CCAPP Academy** lists program tuition around **\$3,500** (separate from RADT). ([ccappacademy.com](http://ccappacademy.com))

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if you want, I'll turn this into a **personalized timeline + reminders** (e.g., 6-month education deadline, renewal at 120-day mark) and a **shopping list** of CCAPP-approved courses to hit your 80 hours fastest.