

## **CGAC-R Toolkit**

This toolkit is designed to serve as a one-stop guide for registrants completing the CGAC process. Its goal is to reduce stress by organizing requirements into a simple, accessible format. Some items include subcategories, which are explained when relevant.

### **Initial Steps**

- Review **CGAC-R registration requirements:**  
<https://www.mhacbo.org/en/gambling/cgac-r/>
- Review **CGAC-I testing requirements:**  
<https://www.mhacbo.org/en/gambling/cgac-i/>
- Review (Save and complete if going through the “3 years relevant work” route)  
CGAC-R Assessment Matrix  
[https://www.mhacbo.org/media/filer\\_public/97/7a/977ad32b-1492-48fe-93bf-7661586078b1/cgac\\_r\\_assessment\\_matrix.pdf](https://www.mhacbo.org/media/filer_public/97/7a/977ad32b-1492-48fe-93bf-7661586078b1/cgac_r_assessment_matrix.pdf)
- Meet with your agency supervisor to create a completion plan and contact the OHA Problem Gambling Treatment Specialist at [pgs.support@oha.oregon.gov](mailto:pgs.support@oha.oregon.gov) for guidance.

### **Education & Training Requirements**

- Bachelor’s degree in Behavioral Health field, existing license or certification in BH field, or a combination of 3 years relevant work experience and education (See CGAC-R Assessment Matrix above)
- Coursework in the following:
  - Basic Counseling
  - Group Counseling
  - Counseling Ethics
  - Counseling Diverse Populations
  - Coexisting Disorders / Multiple Diagnosis / Dual Diagnosis
- **30 hours of Gambling Education**, including at least 2 hours in each of the following:
  - Gambling Client Assessment / Intake
  - Gambling Financial Planning & Budgeting

- Gambling Counseling (Individual, Group, Family)
- Gambling Case Management
- Professional Responsibility & Ethics
- Crisis Intervention
- Co-Occurring Disorders

### **Experience & Supervision**

- **500 hours of supervised experience** across the Four Domains:
  - Clinical
  - Documentation
  - Administrative
  - Client Advocacy
  - *Includes at least 100 hours of direct gambling treatment with clients and significant others*
- **24 hours of consultation** (face-to-face, phone, email, or electronic communication) with an approved Problem Gambling Certification Consultant
  - Below is the link to the list of MHACBO approved certification consultants. Please note that not all inner agency clinical supervisors are certification consultants.
  - List found at: <https://www.mhacbo.org/en/gambling/consultants/>

### **Administrative Requirements**

- Signed Code of Conduct
- Download and complete all requirements in Certemy
- Pass the approved Oregon Gambling Counselor Certification Exam currently administered by the International Problem Gambling and Gaming Council.
- Track timelines carefully — extension requests must be submitted by your agency to OHA and are not guaranteed

### **Support Programs**

- **ACORN Precertification Course (30 Hours)**

- Recommended course for CGAC-R's as it covers all needed requirements for CGAC and exam
- **ACORN PGS Courses**
  - Online trainings, courses, and webinars that can help build a foundation of understanding while awaiting the ACORN Precertification Course.
  - <https://www.acorncourses.org/pages/oha-pgs-courses>
- **OHA PG Consultant Program**
  - For individuals without an approved Problem Gambling Certification Consultant in their agency
  - Provided at no cost through OHA contracts
  - Consultants each offer one group supervision a quarter that is open to all CGAC's. Email [pgs.support@oha.oregon.gov](mailto:pgs.support@oha.oregon.gov) for dates and links.
- **PGS Certification Externship & Observation Program (CEOP)**
  - Offered through Lewis & Clark (L&C) and OHA
  - Supports candidates struggling to obtain clinical hours due to low client numbers
  - Connect with OHA PG Tx Specialist for more information as there is commitment to this program as there are limited spots available.
- **ECPG IPGGC Exam Prep eCourse**
  - ECPG self-paced course designed to supplement your study and core trainings with practice exam questions, listings of study resource materials, and test-taking tips
  - <https://www.evergreencpg.org/training/virtual/igccb-exam-pre-ecourse-program/>
- **ECPG Gambling Counselor Core Training**
  - ECPG offers a 30-hour course that is partially self-directed and partially a live-learning format.
  - <https://www.evergreencpg.org/training/virtual/gambling-counselor-core-training/>

- **CGAC Exam Prep Class**
  - Led by Kitty Martz, CGAC II, CGRM, IGRS, BARA, MBA and MHACBO
  - 4-week study group format (specific dates only, not revolving)
  - Click “follow” here to be notified of the next course held biannually at <https://www.eventbrite.com/o/mental-health-addiction-certification-board-or-109134765931>
  
- **Oregon Problem Gambling Snapshot**
  - This is a great opportunity to stay connected on information, changes, and updates within the system.
  - Signup at: <https://public.govdelivery.com/accounts/ORHA/signup/39432>
  
- **OHA Monthly Treatment Drop-in Hour (3<sup>rd</sup> Wednesday at 1pm)**
  - This time can be used to discuss general questions, program development, guidance/direction/and feedback from peers, in reach, outreach, or any other treatment related questions you may have.
  - <https://www.zoomgov.com/j/1616063880?pwd=C9frU9CFwDMIMNNsPB1qbNpmbGatCw.1>
  
- **OHA Monthly Group Consult (1<sup>st</sup> Wednesday at 1pm)**
  - This is run similar to a group supervision. Please remember to keep all client information confidential.
  - <https://www.zoomgov.com/j/1609310529?pwd=I6cTNC4zfzXuwbolPyhK41cKXz9adx.1>

### **Orientation Option**

If you are reviewing this toolkit before registering and would like to schedule an orientation, please email the OHA PG Treatment Specialist at: [pgs.support@oha.oregon.gov](mailto:pgs.support@oha.oregon.gov)