



**STATE OF HAWAII**  
**DEPARTMENT OF HEALTH**  
**ALCOHOL AND DRUG ABUSE DIVISION**  
**KAKUHIHEWA BUILDING**  
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In reply, please refer to:  
File: DOH/ADAD

March 17, 2020

**Communication to Certified Substance Abuse Counselors, Certified Prevention Specialist, Certified Clinical Supervisor, Certified Criminal Justice Professional, Certified Program Specialist, Candidates, and Behavioral Health Professionals Regarding Education, Training and Certification Testing**

**(Updated 3/17/2020)**

The Department of Health (DOH) continues to monitor the Novel Coronavirus Disease 2019 (COVID-19) daily. The Alcohol and Drug Abuse Division (ADAD) is postponing all training and certification testing until further notice. ADAD encourages everyone to participate in distance learning opportunities. Please visit the ADAD website for information on training, policy and procedures, and to obtain ADAD approval for continuing education and updates:

**Educational Distance Learning Resources:**

<https://health.hawaii.gov/substance-abuse/files/2019/12/Distance-Learning-Treatment.pdf>  
<https://health.hawaii.gov/substance-abuse/files/2020/02/Prevention-Distance-Learning.pdf>

**Other resources:**

<https://www.hawaiiecho.info/>  
<https://www.samhsa.gov/practitioner-training>

The Behavioral Health Administration (BHA), ADAD and you all play a role in being prepared and in reducing the possibility of spreading the illness. We ask that everyone do their part including:

1. Practice everyday protections and encourage your staff and clients to do the same:
  - a. Wash your hands frequently (e.g., after using the bathroom, after coughing or sneezing, before preparing food) with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer;
  - b. Avoid touching your eyes, nose, and mouth;
  - c. Avoid close contact with people who are sick;

- d. If you are sick:
  - i. Stay home
  - ii. Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
  - iii. Clean and disinfect frequently touched objects and surfaces (e.g., door handles, lobby area, countertops, state cars after use) daily.
2. If clients are scheduled to come in to a BHA office or Center, we will call to remind them of the meeting in advance and ask them to reschedule if they are sick, have been exposed to someone with COVID-19 or have traveled to an area with sustained exposure in the past 2 weeks.
3. Whenever possible and appropriate, facilitated meetings (e.g., treatment team meetings, community meetings, workgroups) should be conducted by phone or Zoom.

**Continue to share informational resources:**

1. Department of Health's issues and advisories for COVID-19:  
<https://health.hawaii.gov/docd/advisories/novel-coronavirus-2019/>
2. Center for Disease Control's resource on managing mental health and coping during COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/about/coping.html>
3. Child Mind Institute's resource on talking to kids about COVID-19:  
<https://childmind.org/article/talking-to-kids-about-the-coronavirus/>