

## GENERAL INFORMATION

### NEED MORE WORKSHOP INFORMATION?

Not sure if a workshop is right for you? Simply call or e-mail us to discuss your needs. We are pleased to answer your questions. You can reach Jeri Frederick at (217) 206-7985 or e-mail, [jfred1@uis.edu](mailto:jfred1@uis.edu) or visit our website: <http://cspl.uis.edu/ILLAPS/Training/DUIServiceProviderTraining>

### OVERNIGHT ACCOMODATIONS

For all sites in the Chicago Metro area: Should you desire overnight accommodations, you must *call the hotel directly* to make lodging reservations. We have arranged a group rate with each of the hotels. Hotels will routinely hold *group rates* for 21-30 days prior to the workshop; make your reservation as early as possible. To get this rate, ask for the group rate for the "DUI Training Program" or "U of I Springfield Training Program".

For sites in Springfield: contact Jeri Frederick to obtain a list of area hotels. Special rates are not available.

### CONTINUING EDUCATION CREDIT HOURS

The Institute for Legal, Legislative and Policy Studies at UIS is endorsed to provide continuing education credits by IAODAPCA and the Illinois Department of Financial and Professional Regulation for DUI service providers. Continuing Education credits can be earned for DUI service provider continuing education, IAODAPCA, Social Work and LPC/LCPC. If you meet the requirements, you may earn CEU's for each of the above certifications at each session. Certificates of attendance, including the CEU's earned, will be mailed within two (2) weeks of the workshop.

*All questions regarding certification issues should be directed to UIS, Institute for Legal, Legislative and Policy Studies, Program Coordinator, Jeri Frederick.*

### INSTITUTE FOR LEGAL, LEGISLATIVE, AND POLICY STUDIES

The Institute for Legal, Legislative and Policy Studies is located in the Center for State Policy and Leadership at the University of Illinois at Springfield. The Institute for Legal and Policy Studies was developed in 1977 primarily to contribute to the understanding and improvement of the Illinois legal system in ways accessible to scholars, policymakers, practitioners, and the general public. In 2007, the Institute for Legislative Studies merged with the Institute for Legal and Policy Studies.

### REGISTER EARLY! *Class size is limited*

Participants must register and submit payment at least 10 (ten) business days prior to the **first day** of the workshop. Everyone registering for a workshop will be asked to provide a DHS/DASA license number and/or professional certification number. Please arrive by 8:30 am for registration. Workshop hours are 9 am - 4 pm. Continental breakfast and lunch included in the registration fee for full day registrations. **PLEASE contact our office in advance if you have special dietary needs or require a vegetarian selection.**

UIS will attempt to accommodate as many registrants as possible for each program. However, **program enrollment is limited** both by the size of the training facility and by good instructional practice. To ensure your comfort and an optimal learning environment, UIS reserves the right to limit the number of program participants. Registrants will be accepted on a first-come, first-served basis. **Participants will receive a letter of confirmation approximately two weeks prior to the workshop.** In the case of late registration, participants will receive confirmation by phone or fax.

- **Workshop fees include** tuition costs, instructional materials, continental breakfast and lunch. Please note that workshop fees established are on a cost-only basis.
- **Please dress comfortably;** bring a sweater or jacket if you chill easily, meeting room temperatures can vary.
- **Severe Weather:** In the event of severe weather, please call the training site prior to traveling to the site. This policy applies to those rare conditions that make driving and travel extremely hazardous. If the weather prevents us from holding the training or from safe travel to and from the training, we will make arrangements for you to reschedule.

### CANCELLATION / RESCHEDULING POLICY

Cancellation/ Rescheduling Policy: If you need to cancel or reschedule your registration, you must notify us no later than five business days prior to the first day of training. **If we do not hear from you in this time period, you will not be eligible for a refund.**

UIS reserves the right to cancel or reschedule a workshop due to low registration. In such an event, full refunds will be made to those registered for the canceled program or, at the registrant's request fees may be applied to another DUI training program.

<http://cspl.uis.edu/ILLAPS/Training/DUIServiceProviderTraining>

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U.S. POSTAGE  
PAID  
Springfield, IL  
Permit 703

Institute for Legal, Legislative and Policy Studies  
University of Illinois Springfield  
One University Plaza, MS PAC 451  
Springfield, IL 62703-5407



# DUI SERVICE PROVIDER ORIENTATION TRAINING 2011 - 2012

Illinois Department of Human Services  
Division of Alcoholism & Substance Abuse  
Coordinated through the University of Illinois Springfield  
Institute of Legal, Legislative & Policy Studies



## DUI SERVICE PROVIDER ORIENTATION PROGRAM

The DUI Service Provider Orientation *is required for all service providers who offer evaluation and risk education services in Illinois.* The orientation workshops are also available to all DUI seasoned service providers who are interested in receiving periodic updates on DUI service provision requirements and procedures. The DUI Service Provider Orientation program *must be completed within the first six months of employment as a DUI evaluator in the state of Illinois.*

### RISK EDUCATION

Service providers who plan to work **only** as risk education instructors are **required** to attend the portion of the training which covers DASA rules and regulations (Day 2) of the Service Provider Orientation. Risk Education instructors are encouraged, however, to attend days 1 and 3 for an overall view of the system. Staff providing DUI risk education services shall meet one of the qualifications listed above.

### PROFESSIONAL QUALIFICATIONS REQUIRED

Staff providing DUI evaluations **must** meet the following professional qualifications according to the Illinois Department of Human Services, Division of Alcoholism and Substance Abuse, Rule 2060:

- Hold clinical certification as a Certified Alcohol and Drug Counselor (CADC) from the Illinois Alcoholism and Other Drug Abuse Professional Certification Association (IAODAPCA); or
- Be a licensed professional counselor (LPC) or licensed clinical professional counselor (LCPC); or
- Be a physician licensed to practice medicine in all its branches (Medical Practice Act of 1987); or
- Be licensed as a psychologist (Clinical Psychology Practice Act); or
- Be licensed as a social worker (LSW) or licensed clinical social worker (LCSW), (Clinical Social Work and Social Work Practice Act); or
- Hold assessor certification as a Certified Assessment and Referral Specialist (CARS) from IAODAPCA.

<http://cspl.uis.edu/ILLAPS/Training/DUIServiceProviderTraining>

## PROGRAM INFORMATION

### Day 1 – morning DUI ASSESSMENT TOOLS

This session will focus on becoming familiar with the current assessment tools used in Illinois in the DUI evaluation process. The service provider will learn to administer the new Adult Substance Use and Driving Survey (ASUDS – RI) and the Mortimer-Filkins paper and pencil tool. We will also briefly review the Drivers Risk Inventory (DRI - II). This day of the orientation is especially helpful to new evaluators who have not had much experience with the standard assessment tools used in Illinois.

**Instructor:** Jeri Frederick M.A., Project Manager, Institute for Legal, Legislative and Policy Studies, University of Illinois Springfield

### Day 1 – afternoon DUI EVALUATION

An interactive review of the DUI Evaluation will include step-by-step instructions related to the DUI Evaluation process and instruction for use of associated DHS/DASA forms. Interviewing skills, particularly probing related to the substance use history and the DSM-IV symptoms of abuse and dependence will be emphasized. With enhanced knowledge and skill practice, participants will be prepared to complete the DUI Evaluation.

**Instructors:** Leslie Berkley, M.S., CADC (Northern IL) or Yvonne Rath Ph.D., LCPC (Southern IL)

### Day 2 – morning DASA DUI SERVICE PROVIDER SYSTEM: Rules and Regulations

The morning session will include a comprehensive examination of the Department of Human Services/Division of Alcoholism and Substance Abuse DUI service provider system and the role of the DUI evaluator in that system. We will cover DHS/DASA Rules and Regulations (Rule 2060) updates and changes in procedure, use of current forms and computer software, and information on starting a DUI program.

**Instructor:** George Rafeedie, MPA, CSADC, DUI Program Liaison, Department of Human Services, Division of Alcoholism and Substance Abuse

### Day 2 – afternoon THE DUI ARREST: STANDARDIZED FIELD SOBRIETY TEST AND BAC DETERMINATION

The Illinois State Police will describe the DUI arrest procedures, including the Standardized Field Sobriety Test (SFST) and a demonstration of the use of the breathalyzer in determining BAC levels.

**Instructor:** Illinois State Police Chemical Testing Unit

### Day 3 UNDERSTANDING THE SECRETARY OF STATE ADMINISTRATIVE HEARING PROCESS FOR DUI OFFENDERS

The Secretary of State's staff will clarify the difference between the Statutory Summary Suspension and the DUI arrest and conviction. Additionally, they will explain the Secretary of State's rationale for the required documentation submitted by the petitioner wanting driving relief. Finally, you will take part in a Secretary of State mock hearing and review of the evidence, followed by a panel discussion with Secretary of State Administrative Hearing staff.

**Instructors:** Sereta Deal, B.A., Supervisor of Informal Hearings (Northern Region) and Marc Loro, J.D., Hearing Officer / Staff Attorney Illinois Secretary of State

## WORKSHOP DATES AND LOCATIONS

➤ **October 18-20, 2011  
DASA DUI Service  
Provider Orientation**  
6 CEUs per full day

Holiday Inn Willowbrook  
7800 Kingery Highway  
Willowbrook, IL 60527  
(630) 325-6400

➤ **January 24-26, 2012  
DASA DUI Service  
Provider Orientation**  
6 CEUs per full day

University of Illinois Springfield  
Public Affairs Center,  
Conference Room G  
One University Plaza  
Springfield, IL 62703

➤ **March 20-22, 2012  
DASA DUI Service  
Provider Orientation**  
6 CEUs per full day

Holiday Inn Carol Stream  
150 S. Gary Ave  
Carol Stream, IL 60188  
(630) 665-3000

➤ **April 24-26, 2012  
DASA DUI Service  
Provider Orientation**  
6 CEUs per full day

Holiday Inn Palatine/  
Arlington Heights  
1550 E Dundee Rd.  
Palatine, IL 60074  
(847) 934-4900

➤ **June 5-7, 2012  
DASA DUI Service  
Provider Orientation**  
6 CEUs per full day

Holiday Inn Chicago  
Northwest – Elgin  
495 Airport Road  
Elgin, IL 60123

Chicago Metro area: You must call the hotel directly to make lodging reservations. Group rates available 21-30 days prior to the workshop. (See reverse side for more information.)

Springfield:  
contact Jeri Frederick to obtain a list of area hotels.

## REGISTRATION FORM

Please complete one registration form for each registrant.  
Make copies of form as needed.

\*DUI License # A – \_\_\_\_\_ – \_\_\_\_\_ – A

or \*Professional Certification number \_\_\_\_\_

**\*PLEASE NOTE: Each DUI participant must have an agency License # or professional license number.**

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Business/Home Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Email Address: \_\_\_\_\_

Participant's Phone: \_\_\_\_\_

### DUI Service Provider Orientation

\$360.00 Three day registration fee

\$120.00 Single Day fee →  Day 1  Day 2  Day 3

Please register me for the following location:

- Willowbrook (Oct.18 – 20, 2011)
- University of Illinois Springfield (Jan. 24 – 26, 2012)
- Bolingbrook (March 20 – 22, 2012)
- Palatine (April 24 – 26, 2012)
- Elgin (June 5 – 7, 2012)

### Payment

MasterCard  Visa  Am. Express  Discover

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name (as on card) \_\_\_\_\_ 3-digit code \_\_\_\_\_

Personal Check  Money Order

*Checks or Money Orders should be made payable to  
University of Illinois Springfield (UIS).*

### MAIL FORM AND PAYMENT TO

University of Illinois Springfield  
Institute for Legal, Legislative & Policy Studies  
Attn: Jeri Frederick  
One University Plaza, MS PAC 451  
Springfield, IL 62703-5407

For more information or to request a special diet and/or other accommodations please contact Jeri Frederick at [jfred1@uis.edu](mailto:jfred1@uis.edu), phone (217) 206-7985 or fax (217) 206-7397.

Visit our website at

<http://cspl.uis.edu/ILLAPS/Training/DUIServiceProviderTraining>