

Step 1: Go to: <https://ccappcredentialing.org/index.php/career-ladder> and click on your current credential.

The screenshot shows the CCAPP Credentialing website. The top navigation bar includes links for About, Membership, Education, Credentialing, and Recovery Residences. Below this, a secondary navigation bar lists Home, CCAPP, Career Ladder, Renew a Credential, and Verify a Credential. A third navigation bar includes Credentiaing Board, FAQs, CCPS Renewal Online, and CCAPP Transfer. A link to Resume your Certemy Application is also present.

The main content area features a section titled "With CCAPP, Career is Your Journey" with the text: "Everyone has a place on CCAPP's career path. Find yours and let us help you on your way!" and "Registry and Certification". Below this, it states: "The following credentials are approved for employment in a licensed or certified facility:".

The "Career Steps" menu is highlighted with a red box and includes the following items:

- o RADT
- o RADT-II
- o CADC-CAS
- o CADC-I
- o CADC-II
- o LAADC
- o LAADC-S

The "Specialty Certifications" menu includes:

- o CCS
- o CDDP
- o CCJP
- o CCPS
- o MATS
- o IS
- o WTS
- o CTE

The "Recovery Related Credentials" menu includes:

- o CPRS
- o CRPM
- o SLS

The "RADT" section includes a photo of a man and the following text:

RADT
Registered Alcohol Drug Technician

Requirements:
Completion of Nine Hour Orientation Course (Ethics)
Completed RADT Application
Signed California SUD Counselor Code Of Conduct
Signed RADT Scope of Practice
Renewal is Due Annually
Must document progress toward certification with renewal
Must complete three hours of counselor ethics and professional boundaries every renewal

NOTE: If you are a transfer from CAADE, please use one of the following links, continue to step 3:

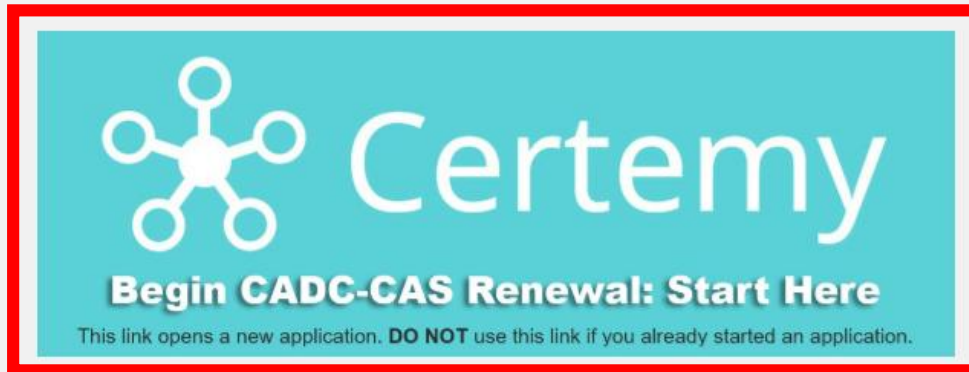
CADC-II (CA) – <https://app.certemy.com:/entry/self-enrollments/CADC-II-CA-Renewal/e4f41e06-a548-11e7-b817-0a6c8a0362a0>

LAADC (CA) – <https://app.certemy.com:/entry/self-enrollments/LAADC-CA-Renewal/c12708e7-8d3d-4481-a70c-3d64727eb9bc>

CADC-CS (CA) - <https://app.certemy.com:/entry/self-enrollments/CADC-CS-CA-Renewal/23f1886d-a917-4f4e-9a09-0e1235eeca64>

Step 2: Once you have chosen your correct credential (if you do not know what it is, please visit the registry at: <https://app.certemy.com/public-registry/865beee9-c683-411c-a87e-cdf3d3fcd18e>), scroll to the bottom of the page to find the renewal application link to Certemy.

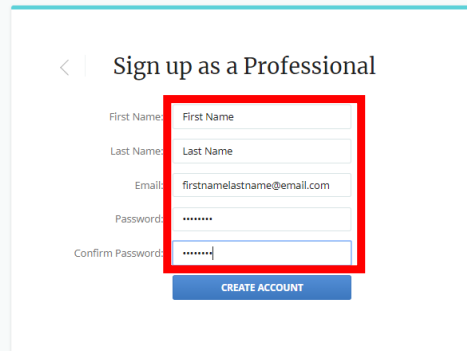
your choice after creating your profile for the first time.



For additional resources, please see the links below:



Step 3: It will take you to a Sign Up screen. At this screen, enter your First and Last name, the email you currently use and your current password. **Note: If you are currently certified with CCAPP and this is your first time renewing, the information will be the same as the old system (same email and password. If you do not know your password, please try the universal password: Cert2017!)**



< | Sign up as a Professional

First Name: First Name

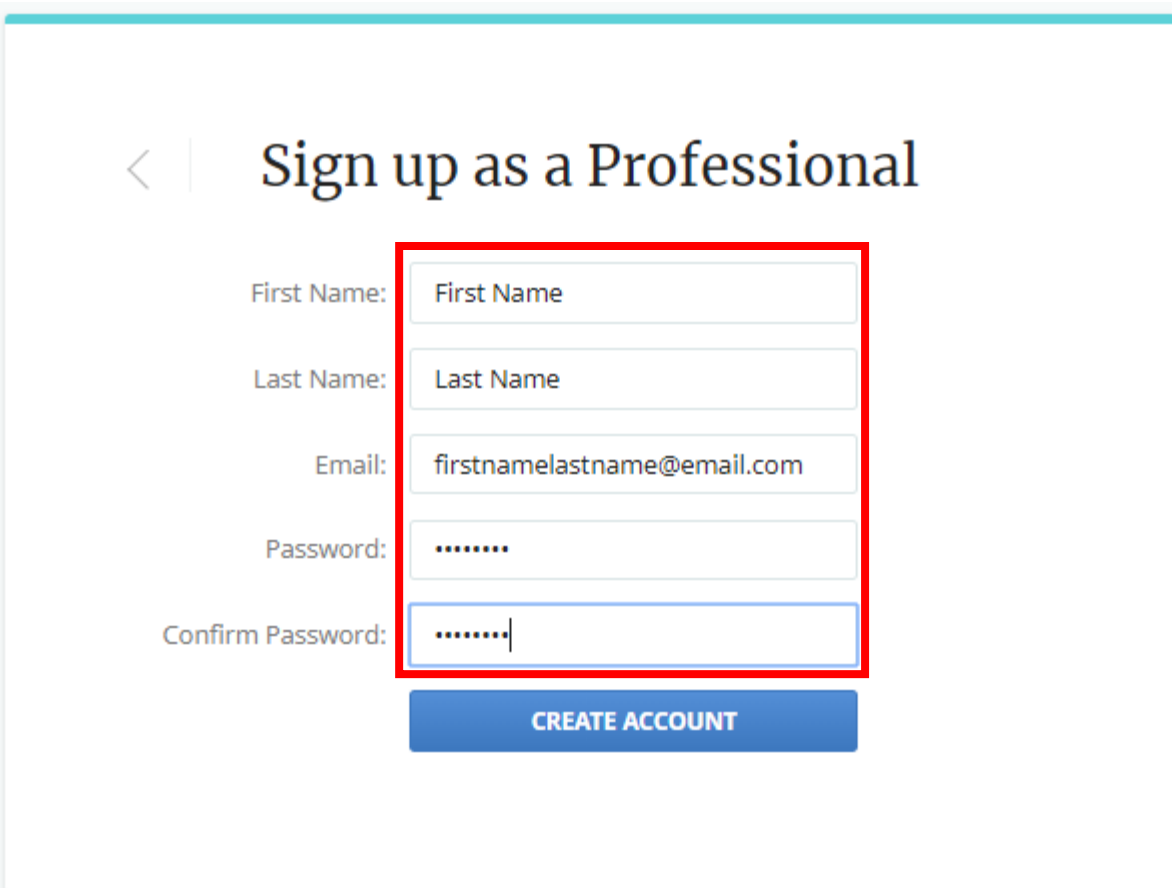
Last Name: Last Name

Email: firstnamelastname@email.com

Password:

Confirm Password:

CREATE ACCOUNT



< | Sign up as a Professional

First Name: First Name

Last Name: Last Name

Email: firstnamelastname@email.com

Password:

Confirm Password:

CREATE ACCOUNT

Step 4: The system will tell you that you already have an account and you need to enter your password again.

This email is already used for an existing account. Please sign in to system.

Email:

Password:

[LOG IN](#)

Already have an account? [Sign in](#)

This email is already used for an existing account. Please sign in to system.

Email:

Password:

[LOG IN](#)

Already have an account? [Sign in](#)

Step 5: The application will now be in your account. **Note: If you back out of the Sign Up then it will cancel the application. Please do not use a different email.**

The screenshot shows a web interface for managing certificates. On the left, under 'My Certificates', there is a search bar and a card for 'CADC - CAS Renewal [Phase: CADC - CAS Renewal]'. The card indicates it is a CCAPP application, 9 steps away from completion, with a 'Next Step Due: Apr 11, 2020' and a 'Pending Verification' status. On the right, a detailed view of the application shows a progress bar for 9 steps. The steps listed are: 'Update Contact Information' (Dynamic form, Incomplete, Due: Apr 11, 2020), 'State of California Conduct Agreement' (Dynamic form, Incomplete, Due: Apr 11, 2020), 'CADC - CAS Code of Conduct' (Dynamic form, Incomplete, Due: Apr 11, 2020), 'Scope of Practice' (Dynamic form, Incomplete, Due: Apr 11, 2020), and 'Statement of Understanding' (Dynamic form, Incomplete, Due: Apr 11, 2020). A pagination bar at the bottom shows page 2 of 2.

These are the links to all renewal applications:

RADT-II Renewal: <https://app.certemy.com:/entry/self-enrollments/RADT-II-Renewal/c3a4550b-a548-11e7-b817-0a6c8a0362a0>

CADC-CAS Renewal: <https://app.certemy.com:/entry/self-enrollments/CADC-CAS-Renewal/7b999a07-751a-4730-939a-59c4f3b50bdd>

CADC-I Renewal: <https://app.certemy.com:/entry/self-enrollments/CADC-I-Renewal/8f767d67-a548-11e7-b817-0a6c8a0362a0>

CADC-II (CA) Renewal: <https://app.certemy.com:/entry/self-enrollments/CADC-II-CA-Renewal/e4f41e06-a548-11e7-b817-0a6c8a0362a0>

CADC-II Renewal: <https://app.certemy.com:/entry/self-enrollments/CADC-II-Renewal/4c5ad269-f414-48c5-ae5a-5d00626055f5>

LAADC (CA) Renewal: <https://app.certemy.com:/entry/self-enrollments/LAADC-CA-Renewal/c12708e7-8d3d-4481-a70c-3d64727eb9bc>

LAADC Renewal: <https://app.certemy.com:/entry/self-enrollments/LAADC-Renewal/58fbfb43-640f-4a72-8cdb-abfba67846d8>

CADC-CS Renewal: <https://app.certemy.com:/entry/self-enrollments/CADC-CS-Renewal/2e200bd8-3dd9-4e34-88bb-cdbfe7d628e8>

CADC-CS (CA) Renewal: <https://app.certemy.com:/entry/self-enrollments/CADC-CS-CA-Renewal/23f1886d-a917-4f4e-9a09-0e1235eeca64>

MEMBERSHIP

Please note that all renewal applications need to have a membership. If you are 55+ a membership is \$90, if you are less than 55 the membership is \$100. You can find the memberships at the following link: <https://ccappmembership.org/index.php/individual-membership>. If you are a CAADe transfer you will need to complete the initial membership application with your renewal. If you are a CCAPP renewal, please complete the renewal application, IF your membership is expired. Memberships are an annual renewal, if you are uncertain if you need to renew, please visit our registry at: <https://app.certemy.com/public-registry/865beee9-c683-411c-a87e-cdf3d3fcd18e> , the acronym for membership is i_m.

The image displays four stacked rectangular buttons with a teal background and white text. Each button features the Certemy logo (a central circle with five smaller circles connected by lines) on the left and the word 'Certemy' in a large, white, sans-serif font on the right. Below the logo and name, each button has a specific call to action in bold white text. The first button says 'Start Your Individual Membership Click Here'. The second button says 'Start Your Age 55+ Individual Membership' followed by a smaller line of text: 'This link opens a new application. DO NOT use this link if you already started an application.' The third button says 'Begin Individual Renewal: Start Here' followed by the same smaller line of text. The fourth button says 'Begin Age 55+ Renewal: Start Here' followed by the same smaller line of text.

Certemy
Start Your Individual Membership
Click Here

Certemy
Start Your Age 55+ Individual Membership
This link opens a new application. DO NOT use this link if you already started an application.

Certemy
Begin Individual Renewal: Start Here
This link opens a new application. DO NOT use this link if you already started an application.

Certemy
Begin Age 55+ Renewal: Start Here
This link opens a new application. DO NOT use this link if you already started an application.

