



## IC&RC Announces New Prevention Specialist Job Task Analysis

IC&RC, the world leader in addiction-related credentialing, is pleased to announce the completion of its new **Prevention Specialist Job Task Analysis (JTA)**.

A JTA is the methodical process of determining what elements of practice and knowledge are important to assess as part of a certification examination and serves as the blueprint for the examination. It is the process that directly links an examination score to a specific job and ensures that an exam is valid, reliable, and legally defensible. To stay relevant to current trends and practices, a JTA must be updated every five to seven years.

The updated Prevention Specialist Job Task Analysis will be used to develop a new examination to be administered for the first time on **December 13, 2013** by IC&RC member boards.

The new examination will include the following six domains:

1. Planning and Evaluation
2. Prevention Education and Service Delivery
3. Communication
4. Community Organization
5. Public Policy and Environmental Change
6. Professional Growth and Responsibility

In addition to the new Communication domain, the former domain of Education and Skill Development has been changed to Prevention Education and Service Delivery. The new JTA also broadens the scope of a Prevention Specialist from focusing strictly on Alcohol, Tobacco, and Other Drugs (ATOD) to encompassing aspects of mental, emotional, and behavioral health. The full exam content outline and updated reference list can be found on the following pages.

The new examination will continue to have 150 questions of which 25 will be non-weighted, pretest questions. For more information on pretesting, please read [Important Information Regarding IC&RC Exams](#) on IC&RC's website [www.internationalcredentialing.org](http://www.internationalcredentialing.org).

IC&RC is the only organization offering standards and an examination for Prevention Specialist certification and is proud to stay in the forefront of the ever evolving field.

Please feel free to direct any questions you may have regarding these changes to Rachel Witmer, Assistant Director at [Rachel@internationalcredentialing.org](mailto:Rachel@internationalcredentialing.org) or via phone at +1-717-540-4457 Ex. 105.

# IC&RC Prevention Specialist Content Outline

Updated April 2013

## Domain 1: Planning and Evaluation

**Weight on Exam: 30%**

### Associated Tasks:

- Determine the level of community readiness for change.
- Identify appropriate methods to gather relevant data for prevention planning.
- Identify existing resources available to address the community needs.
- Identify gaps in resources based on the assessment of community conditions.
- Identify the target audience.
- Identify factors that place persons in the target audience at greater risk for the identified problem.
- Identify factors that provide protection or resilience for the target audience.
- Determine priorities based on comprehensive community assessment.
- Develop a prevention plan based on research and theory that addresses community needs and desired outcomes.
- Select prevention strategies, programs, and best practices to meet the identified needs of the community.
- Implement a strategic planning process that results in the development and implementation of a quality strategic plan.
- Identify appropriate prevention program evaluation strategies.
- Administer surveys/pre/posttests at work plan activities.
- Conduct evaluation activities to document program fidelity.
- Collect evaluation documentation for process and outcome measures.
- Evaluate activities and identify opportunities to improve outcomes.
- Utilize evaluation to enhance sustainability of prevention activities.
- Provide applicable workgroups with prevention information and other support to meet prevention outcomes.
- Incorporate cultural responsiveness into all planning and evaluation activities.
- Prepare and maintain reports, records, and documents pertaining to funding sources.

## Domain 2: Prevention Education and Service Delivery

**Weight on Exam: 15%**

### Associated Tasks:

- Coordinate prevention activities.
- Implement prevention education and skill development activities appropriate for the target audience.
- Provide prevention education and skill development programs that contain accurate, relevant, and timely content.
- Maintain program fidelity when implementing evidence-based practices.

- Serve as a resource to community members and organizations regarding prevention strategies and best practices.

### **Domain 3: Communication**

**Weight on Exam: 13%**

#### **Associated Tasks:**

- Promote programs, services, activities, and maintain good public relations.
- Participate in public awareness campaigns and projects relating to health promotion across the continuum of care.
- Identify marketing techniques for prevention programs.
- Apply principles of effective listening.
- Apply principles of public speaking.
- Employ effective facilitation skills.
- Communicate effectively with various audiences.
- Demonstrate interpersonal communication competency.

### **Domain 4: Community Organization**

**Weight on Exam: 15%**

#### **Associated Tasks:**

- Identify the community demographics and norms.
- Identify a diverse group of stakeholders to include in prevention programming activities.
- Build community ownership of prevention programs by collaborating with stakeholders when planning, implementing, and evaluating prevention activities.
- Offer guidance to stakeholders and community members in mobilizing for community change.
- Participate in creating and sustaining community-based coalitions.
- Develop or assist in developing content and materials for meetings and other related activities.
- Develop strategic alliances with other service providers within the community.
- Develop collaborative agreements with other service providers within the community.
- Participate in behavioral health planning and activities.

### **Domain 5: Public Policy and Environmental Change**

**Weight on Exam: 12%**

#### **Associated Tasks:**

- Provide resources, trainings, and consultations that promote environmental change.
- Participate in enforcement initiatives to affect environmental change.
- Participate in public policy development to affect environmental change.
- Use media strategies to support policy change efforts in the community.
- Collaborate with various community groups to develop and strengthen effective policy.
- Advocate to bring about policy and/or environmental change.

## **Domain 6: Professional Growth and Responsibility**

**Weight on Exam: 15%**

### **Associated Tasks:**

- Demonstrate knowledge of current prevention theory and practice.
- Adhere to all legal, professional, and ethical principles.
- Demonstrate cultural responsiveness as a prevention professional.
- Demonstrate self-care consistent with prevention messages.
- Recognize importance of participation in professional associations locally, statewide, and nationally.
- Demonstrate responsible and ethical use of public and private funds.
- Advocate for health promotion across the life span.
- Advocate for healthy and safe communities.
- Demonstrate knowledge of current issues of addiction.
- Demonstrate knowledge of current issues of mental, emotional, and behavioral health.

## IC&RC Prevention Specialist Reference List

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## About IC&RC

IC&RC is the global leader in the credentialing of prevention, addiction treatment, and recovery professionals. Organized in 1981, it provides standards and examinations to certification and licensing boards in 24 countries, 47 states and territories, five Native American regions, and all branches of the U.S. military.

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