

Name: _____ Facility Number: _____

Facility Name: _____

How to Stay an ADETS Instructor

*Please note, only authorized DWI providers may offer ADETS; staff must include fully certified LCAS/CADC

Monitor... then begin



- Monitor your ADETS instructor certification *expiration date*
- If you are approaching the 90-day mark, begin your recertification process

Train (independently)



- You must have completed 8 **CEU classes** (the equivalent of 12 **CEU hours**) for recertification from Prime for Life
- All hours must be completed within the last 2-year period (beginning on the date of your previous certification)

Inquire



- When all 12 **CEU hours** have been completed, inquire about attending an **ADETS Operations Training**

Train



- Once hours are approved, you will receive an **ADETS training information email** (from Lilly Burns and/or Mike Pirozzi); this email will contain a link to sign up for the **ADETS Operations Training**
- Attend the **ADETS Operations Training** via Zoom

Follow Up



- After you attend the **ADETS Operations Training**, you will receive a **training follow-up email** (from Lilly Burns and/or Mike Pirozzi)
- This email will contain further instruction, a link to generate an **ADETS Operations Training Certificate**, and a **PFL Agreement**

Submit



- Once completed, submit all of your recertification requirements (to Lilly Burns and/or Mike Pirozzi)
- (Certification requirements: NCASPPB certification, updated CUE hours, signed PFL Instructor Agreement, ADETS Operations Training Certificate, and any updated agency information (if applicable))

How to Stay an ADETS Instructor Continued...

Follow Up (again)



- Once approved, you will receive an **ADETS instructor approval email** (from Lilly Burns and/or Mike Pirozzi); this email will contain your **ADETS Instructor Certificate**

Wait... then practice



- After you have received your updated **ADETS Instructor Certificate** from Lilly Burns and/or Mike Pirozzi, you may then continue to act as an ADETS instructor