

Certified Prevention Specialist Handbook

Your Guide to Meeting Requirements, Passing the Exam, and Maintaining Certification



About the Handbook



Purpose of the Handbook

This handbook is designed to help individuals understand the process of becoming a Certified Prevention Specialist (C-PS) in Nevada. It explains the major certification requirements, application steps, exam preparation resources, renewal expectations, and professional development tools.

What You'll Find in This Handbook

- **Certification Requirements** A breakdown of the education, training, experience, and ethics standards you must meet to become a Certified Prevention Specialist in Nevada.
- **Application Process** Step-by-step instructions for preparing, submitting, and tracking your certification application through the Nevada Certification Board.
- **Exam Preparation** An overview of the IC&RC Prevention Specialist exam, including format, content domains, and study tips.
- **Maintaining Your Credential** Guidelines for continuing education, renewal timelines, and professional development to keep your certification active.
- **Resources & Tools** Links to approved training providers, CE tracking templates, and professional support networks to help you succeed.

This handbook is a living document and may be updated periodically to reflect changes in certification requirements, ethics guidelines, or professional standards.

Please ensure you are familiar with its contents, as it is an important tool in your professional growth and success.

While this handbook provides valuable information, it does not replace the official guidance provided by the Nevada Certification Board. Always refer to the Nevada Certification Board's website and IC&RC resources for the most current requirements. For additional support or clarification, you can reach out to:

Mailing Address **Nevada Certification Board**
 PO Box 13122
 Reno, NV 89507

Email **contactus@nevadacertboard.org**

Website **<https://nevadacertboard.org>**

Table of Contents

	About the Certification Handbook	02
	◊ Purpose of the Handbook	02
	◊ What You'll Find in This Handbook	02
01	Understanding CPS Certification in Nevada	05
	What is a Certified Prevention Specialist?	06
	Who Oversees the Certification?	07
	Benefits of Certification	07
02	Certification Requirements	08
	Account Setup	09
	Personal Information	10
	Requirements	11
	Other Information	13
03	Exam Preparation	14
	About the IC&RC Prevention Specialist Exam	15
	Study Resources	16
	Test-Taking Tips	18

04	Maintaining Your Credential	19
	Renewal Process and Timeline	20
05	Resources & Tools	21
	Approved Training Providers & Organizations	22
	Nevada Prevention Coalitions & Networks	23
	Conferences	24
	Career Pathways	26
	Thank you	28





01

Understanding the Prevention Specialist Certification in Nevada

This section explains what CPS certification means, who oversees the credential, and why certification matters for prevention professionals and organizations in Nevada.



What is a Certified Prevention Specialist?

A Certified Prevention Specialist (CPS) is a behavioral health professional trained to prevent substance misuse and related public health concerns before they occur or worsen. CPSs use prevention science, public health principles, and evidence-based strategies to reduce risk factors, strengthen protective factors, and support healthier communities.

Their work is informed by an understanding of the social determinants of health and tailored to diverse populations, whether it be a single high school, an entire county, or a vulnerable group such as the unhoused population. Through supervised experience, CPSs are equipped to use their creativity, interpersonal skills, and deep knowledge of substance use to deliver programs that reduce risk, strengthen protective factors, and promote equity and well-being at both the individual and community levels.

Certified Prevention Specialists ensure that prevention programs are evidence-based, culturally appropriate, and aligned with community needs to avoid unintended harm. They are trained to critically evaluate and implement strategies backed by research, using data to guide planning and continuous improvement. This is essential, as past programs such as scare-based drug campaigns have sometimes caused more harm than good due to lack of evidence.

C-PS Work May Include:

Program Planning

Policy Development

Evaluation

Prevention Education

Training Facilitation

Community Outreach

Environmental Strategies

Coalition Building

Media Campaigns

Data Collection

Who Oversees the C-PS Certification?

The Nevada Certification Board (NCB) administers the Certified Prevention Specialist credential in Nevada. NCB reviews applications, verifies eligibility, issues certifications, and ensures that applicants meet applicable professional and ethical standards.

The International Certification & Reciprocity Consortium (IC&RC) is an international network of certification boards. Nevada's C-PS credential aligns with IC&RC standards, which may support reciprocity in other participating jurisdictions. This means your credential can be recognized in other participating states and countries.

Benefits of Certification

Becoming a Certified Prevention Specialist in Nevada provides numerous advantages for both the individual and the organizations or communities they serve:

Professional Credibility Earning CPS certification demonstrates your expertise and commitment to the field of prevention, increasing recognition among peers, employers, and the community.

Career Advancement Certification opens doors to advanced career opportunities, including leadership roles, program management, and specialized prevention services.

Standardized Knowledge The CPS credential reflects mastery of core prevention competencies, including assessment, planning, education, and evaluation. This standardization ensures consistent quality and best practices across programs and settings.

Reciprocity Certification allows professionals to transfer their credentials to other IC&RC boards, providing flexibility for employment across state lines and enhancing professional mobility.

Organizational Benefits Employing CPS-certified staff strengthens your organization's credibility, demonstrates a commitment to evidence-based prevention, and supports the development of high-quality programs. It can also improve staff retention by offering clear pathways for professional growth.

Community Impact Certified Prevention Specialists contribute to safer, healthier communities by implementing prevention programs that reduce risk behaviors and promote well-being. They help build public trust in prevention services and foster partnerships between schools, local agencies, and community members.

02

Certification Requirements and Process



This section walks you through the major steps required to become a Certified Prevention Specialist in Nevada. You will create a Certemy account, submit personal and professional information, document education and training hours, verify prevention work experience and supervision, agree to the Code of Ethics, pay applicable fees, and complete the IC&RC Prevention Specialist Exam.

What is a Prevention Specialist?

A certified prevention specialist addresses risk and protective factors to build resilient, healthy and equitable communities through a public health model and sustainable change. The Certified Prevention specialist engages with all sectors of a community to ensure funders, service providers, governments, and the community at large are delivering evidence-based prevention and evidence-informed. Prevention specialists demonstrate a thorough understanding of prevention science to include cutting-edge practices, substance misuse and behavioral health trends, social determinants of health and other applicable risk and protective factors.

For reciprocity, please check out the [IC&RC Reciprocity](#) tab.

Cost:

- PS application: \$255

If the exam needs to be retaken due to failing or missing the appointment, there will be an \$125 retake fee.



CPS Application

Account Setup

Create an account with the Nevada Certification Board through the platform Certemy. This account will serve as your primary portal for submitting your application, tracking progress, and accessing important updates about your certification status.

Account setup:

1. Go to the Nevada Certification Board website: nevadacertboard.org
2. Under the menu, go to certifications and click Certified Prevention Specialist
3. Scroll to the bottom and select CPS Application as pictured above

***Please note:** If you only search Certemy in a web browser it will not automatically take you to the Nevada Certemy and you could end up registering for another state. If this happens email contactus@nevadacertboard.org for assistance.

The following pages will detail each section of the certification application process so you are prepared for submission. Once you register, it is suggested to go through each part of the application to view the submission process and what is asked to complete each requirement.

Personal Information

The first section of your Certemy application will ask for your personal details. This step establishes your applicant profile and ensures the Nevada Certification Board can stay in touch with you throughout the process. Below is a list of the questions you should be prepared to answer:

- First Name, Last Name, Please list all former/other names used, Home Address, Primary Phone
- Date of Birth, Gender, Race
- Employer/Organization Name, Address, Phone, Supervisor Name
- Have you ever received any disciplinary action from another certification or licensing authority?
- What is your highest level of Educational Attainment?
- Which of the following are part of your motivation for applying for Prevention Specialist certification?
- Please share in writing your reasons for pursuing Prevention Specialist certification at this time



The following are statements you will need to review and agree to in the application:

- I either live or work in Nevada at least 50% of the time
- I understand that one-half of the fee is refundable if application is denied or cancelled prior to the exam; no refund if application is denied or cancelled after exam.
- I understand that my application is open for a period of one year after the date of review. If I fail to fulfill all certification requirements within that year, the application will be closed and no refund will be issued.
- I hereby certify that the information given herein is true and complete to the best of my knowledge and belief. I also authorize any necessary investigation and the release of information relative to my certification. Falsification of any records or documents in my application will nullify this application and will result in denial or revocation of certification.
- I consent to the release of information contained in my application and any other pertinent data submitted to or collected by NCB to officers, members, and staff of the aforementioned Board
- I consent to authorize NCB to gather information from third parties regarding continuing education and employment and understand that such communication shall be treated as confidential
- Allegations of ethical misconduct reported to NCB before, during, or after application for certification is made will be investigated by NCB and could result in the nullification of the application or denial or revocation of certification

Formal Education

Requirement: High school diploma, GED, or college transcript
Accepted documentation may include a high school diploma, GED certificate, or official/unofficial college transcript. Transcripts are only accepted if they clearly state the graduation date.

Experience Hours

Requirement: 2,000 total hours of prevention-related work (approximately 1 year), including 120 supervised hours across prevention domains.

Definition of Experience: Hands-on prevention work applying the IC&RC performance domains.

- Examples include: facilitating prevention programs, conducting community outreach, developing materials, coalition work, program evaluation, or policy advocacy.

Supervision Requirement: At least 120 hours of direct supervision, with a minimum of 10 hours in each of the six prevention domains.



Training Hours

Requirement: 120 hours of approved prevention training. See pg. 22 for training providers

Requirement	Hours
Alcohol, Tobacco, and Other Drugs (ATOD)* *Treatment and recovery classes are not accepted for this requirement	24
Ethics	6
Strategic Prevention Framework Applications for Prevention Success Training	24
Additional IC&RC Prevention Domain Training	66

IC&RC prevention domains:

1. **Planning and Evaluation:** Needs assessments, data collection, program evaluation, and strategic planning.
2. **Prevention Education and Service Delivery:** Evidence-based programs, health education, community outreach, and skill-building workshops.
3. **Communication:** Public speaking, social marketing, media campaigns, and interpersonal communication.
4. **Community Organization:** Coalition building, mobilization strategies, partnerships, and community readiness.
5. **Public Policy and Environmental Change:** Advocacy, policy development, environmental strategies, and regulatory issues.
6. **Professional Growth & Responsibility:** Ethics, cultural competence, continuing education, and professional conduct.

Documentation: Certificates of completion must be uploaded to your application in Certemy to be counted toward your certification.

Residency Requirement



Requirement: Live or work in Nevada during the certification process. You will have to certify that you live or work in Nevada at least 50% of the time.

This requirement also helps maintain the integrity of the certification process by ensuring that certified professionals are invested in Nevada's prevention workforce and are able to actively contribute to the state's prevention goals.

Code of Ethics



Requirement: Adhere to the NCB Code of Ethics for Certified Prevention Specialists.

Applicant Responsibility:

- Read the NCB Code of Ethics for Certified Prevention Specialists in its entirety.
- Sign and affirm within your Certemy application that you have read, understood, and agreed to uphold these ethical standards.
- Understand that violations of the Code may result in disciplinary action, including suspension or revocation of certification.

 The full NCB Code of Ethics for Certified Prevention Specialists can be found on the Nevada Certification Board website.

Fees



Requirement: Pay all applicable fees, including exam and renewal fees.

Exam Fee: \$255
Renewal Fee: \$100

*These costs do not include 3rd party administrative fees. There is also a cost to retest if the exam is failed, and an extension cost if fees are not paid within the 1-year period of opening the application. Fees are subject to change. Applicants should verify current application, exam, renewal, and late fees directly with the Nevada Certification Board before submitting payment.

Exam Requirement

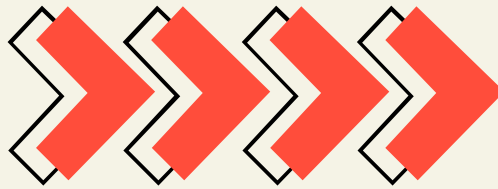


Requirement: Pass the IC&RC Prevention Specialist Exam.

The exam verifies knowledge and skills across all prevention domains, confirming that certified professionals are prepared to implement evidence-based strategies.

What Counts as Prevention Work

Prevention work includes activities that directly contribute to reducing substance misuse and promoting healthy communities. This can involve program planning, delivering community education sessions, conducting outreach, coordinating events, writing prevention materials, data collection/evaluation, and coalition participation. Administrative work may also count if it directly supports prevention programming. When documenting experience, connect your activities to the six IC&RC prevention domains. If an activity is not clearly prevention-related, confirm with your supervisor or the Nevada Certification Board before counting the hours.



If Your Application is Delayed

The certification process is designed to be completed within one year from the date you begin your application in Certemy. If more than a year passes and you have not finished submitting all requirements (such as training hours, experience verification, or exam completion), your application may be considered expired. The need for extension may cause additional fees to be required.

If this happens:

- Contact the Nevada Certification Board to confirm the status of your application.
- Be prepared to resubmit documents — you may need to re-upload transcripts, training certificates, or supervisor verifications.
- Keep track of your progress by setting reminders for deadlines and maintaining a checklist of completed steps.
- To avoid starting over, plan ahead and make steady progress. Treat the one-year timeframe as a firm deadline for completing all requirements.

What to Do Once You've Paid for Your Exam

After you pay your exam fee in Certemy, you should receive instructions on how to schedule your test — either online or in person. If you do not receive scheduling details within a reasonable time (typically 1–2 weeks):

1. Check your Certemy messages and email inbox (including spam/junk folders) for instructions.
2. If you still haven't received scheduling information, email the Nevada Certification Board (NCB) directly to request assistance.
 - Keep a copy of your payment confirmation handy in case it needs to be reverified.
 - Staying proactive will ensure you don't lose valuable time in the certification process.

03

Exam Preparation



About the IC&RC Prevention Specialist Exam

The IC&RC Prevention Specialist Exam assesses your knowledge and competencies across all core prevention domains, including assessment, planning, education, community outreach, and evaluation. The exam is typically multiple-choice and designed to test both theoretical understanding and practical application of prevention strategies. A passing score demonstrates that you are prepared to perform effectively as a Certified Prevention Specialist. Understanding the domains and format ahead of time will help you focus your study efforts.

The exam is structured to assess competencies across six core domains:

1. **Planning and Evaluation – 30%**
2. **Prevention Education and Service Delivery – 15%**
3. **Communication – 15%**
4. **Community Organization – 12%**
5. **Public Policy and Environmental Change – 15%**
6. **Professional Growth and Responsibility – 13%**

These domains encompass the essential tasks and responsibilities that a prevention specialist must be proficient in to effectively contribute to community health initiatives.

The exam comprises 150 multiple-choice questions, of which 125 are scored, and 25 are pretest items. The pretest questions do not affect your score and are included to evaluate their effectiveness for future exams. The scoring scale ranges from 200 to 800, with a passing score set at 500. Importantly, candidates should answer each question, as no points are deducted for incorrect answers.



Exam Format

The IC&RC Prevention Specialist Exam can be taken online or in person.

- **Online Testing:** Applicants may take the exam remotely using a secure, proctored system. A computer with a detachable webcam, stable internet connection, and a quiet testing environment are required.
- **In-Person Testing:** Applicants may schedule to take the exam at an approved testing center in Nevada or another IC&RC jurisdiction.

Both options provide the same exam content, structure, and time limits, ensuring fairness and consistency.

Study Resources

Preparing for the IC&RC Prevention Specialist exam is an important step in the certification process. The right study plan and resources will help you feel confident and ready.



IC&RC Candidate Guide

- The Candidate Guide is the official overview of the exam.
- Includes exam structure, sample questions, scoring, and content areas.
- Download at: <https://internationalcredentialing.org/icrc-credentials/ps/>

IC&RC Prevention Specialist Exam Prep Flashcards

- Interactive flashcards designed to reinforce key concepts for the Prevention Specialist exam.
- Covers terminology, theories, models, and practice questions.
- Download at: <https://quizlet.com/779864508/icrc-prevention-specialist-exam-prep-flash-cards/>

Ohio Practice Exam

- Free online practice exam tailored for IC&RC Prevention Specialist candidates in Ohio.
- Helps assess readiness with sample questions aligned to the official exam content.
- Download at: https://ohio.qualtrics.com/jfe/form/SV_cN3QVdkrhXTIdAV

◀ Jeopardy Practice Exam

- A game-style practice resource to help reinforce knowledge for the Prevention Specialist exam.
- Includes strategies for test-taking and sample questions in a Jeopardy format.
- Download at: https://pttcnetwork.org/wp-content/uploads/2023/08/S3_PPT-Strategies-for-Taking-the-PS-Exam.pdf

◀ Domain Flashcards

- Flashcards organized by the six IC&RC Prevention domains to support targeted studying.
- Useful for memorizing key concepts, definitions, and domain-specific terminology
- Download at: https://pttcnetwork.org/wp-content/uploads/2023/08/S3_PPT-Strategies-for-Taking-the-PS-Exam.pdf

◀ Rhode Island Study Guide

- Comprehensive guide tailored for candidates pursuing Prevention Specialist certification in Rhode Island.
- Covers exam domains, key concepts, and preparation strategies specific to state requirements.
- Download at: <https://www.riprc.org/wp-content/uploads/2023/08/Final-RI-Prevention-Certification-Study-Guide-Revised-January-2024.pdf>



Test-Taking Tips

◀ Start Early and Be Consistent

- Give yourself at least 6–8 weeks to prepare.
- Break your study sessions into manageable chunks (30–60 minutes a day is more effective than cramming).
- Use a calendar or planner to map out what domain you'll study each week.

◀ Focus on the Six Domains

- Organize your notes, flashcards, or study guides by the IC&RC prevention performance domains.
- Make sure you understand not just the definitions, but how to apply concepts in real-world prevention settings.

◀ Use Active Learning Strategies

- Flashcards: Great for memorizing definitions and prevention terminology.
- Teach back: Try explaining a concept to a friend or colleague — if you can teach it, you understand it.
- Practice questions: Mimic the exam by timing yourself and reviewing why the right answer is correct.

◀ Study with Others

- Form a study group with colleagues preparing for the exam.
- Discuss tricky topics together and quiz each other.
- If you don't know other applicants, consider joining prevention networks or online groups for accountability partners.

◀ Simulate Exam Conditions

- Practice sitting for a timed test (the CPS exam is multiple choice and timed).
- Get used to the pace so you don't feel rushed on exam day.
- Use Multiple Study Formats
- Don't rely only on reading — mix in audio (webinars, recorded lectures), visuals (charts, diagrams), and practice activities.
- This strengthens retention and helps you engage different learning styles.

◀ Prioritize Ethics and Core Concepts

- Many applicants report that ethics questions are heavily represented on the exam.
- Be sure you understand confidentiality, cultural competence, and professional boundaries.

◀ Take Care of Yourself

- Good sleep, hydration, and exercise can improve focus and memory.
- Avoid cramming the night before; instead, do a light review and relax so you're clear-headed on exam day.

04

Maintaining Your Credential



Renewal Process

The Nevada Prevention Specialist credential is valid for two years from the date it is issued. To maintain your certification, you must complete the renewal process before your expiration date.

- **Continuing Education Hours:** You are required to complete 40 hours of continuing education during each two-year renewal cycle. At least 3 of these hours must be in prevention-specific ethics training approved by the Nevada Certification Board and 3 hours towards cultural competency.
 - See Section 5: Resources & Tools for recommendations on where to get CEUs
- **Renewal Application:** Submit your renewal application and documentation of continuing education hours through Certemy.
- **Deadlines:** It is recommended that you begin preparing for renewal at least 90 days before your certification expiration date to allow time to gather training certificates, complete any remaining hours, and upload documents.
- **Late Renewals:** If you do not renew on time, your certification may lapse. This could require additional fees, reapplication, or retesting.

Tip: Keep a personal log of all trainings and continuing education you complete throughout the two-year cycle. Upload certificates to Certemy as you go to avoid a last-minute scramble.



05

Resources & Tools



Training Providers & Organizations

To meet certification and renewal requirements, it's important to complete trainings from credible, approved providers. Below are key organizations and resources where you can access prevention-specific education in Nevada and nationwide.

Nevada Certification Board (NCB)



Oversees the credentialing process for Prevention Specialists in Nevada, including application review, exam eligibility, and continuing education requirements.

Prevention Technology Transfer Centers (PTTC Network)



Provides training, technical assistance, and resources aligned with the IC&RC domains to help professionals prepare for certification and enhance prevention practice.

SAMHSA (Substance Abuse and Mental Health Services Administration)



Sets national standards and funding priorities for substance use prevention, offering research, guidelines, and strategic frameworks that inform certification content and practice.

Nevada Opioid Center of Excellence (NOCE)



Provides various options for training and technical assistance either on site or via Zoom for various domains and public health topics.

CASAT Learning



Delivers online courses and webinars approved for CEUs, many of which are tailored to the IC&RC Prevention domains and certification prep.

HealtheKnowledge



Hosts free and low-cost online courses that align with prevention competencies and offer CEUs applicable toward certification renewal.

Other CEU providers

Include universities, nonprofits, and training platforms that offer IC&RC-approved continuing education hours required for initial certification and ongoing renewal.

If unsure, contact NCB to verify approval of CEUs prior to taking the course.

Nevada Prevention Coalitions

Getting involved with your local prevention coalition is one of the best ways to grow as a prevention professional. Coalitions connect you with trainings, volunteer opportunities, and community projects that can count toward your required hours for certification. They also provide mentorship, networking, and real-world insight into the needs of Nevada communities; experience that will make you a stronger applicant and professional. Coalitions are here to support your journey and give you a space to learn, contribute, and lead. Below you'll find contact information for Nevada's prevention coalitions and the areas they serve.

Nevada Statewide Coalition Partnership (NSCP) Statewide	healthierv.org
Care Coalition (CARE) Clark County	carecoalitionnv.org (702) 463-1415
Churchill Community Coalition (CCC) Churchill County	churchill-coalition.com (775) 423-7433
Frontier Communities Coalition (FCC) Pershing, Lander, Humboldt, and Mineral Counties	frontiercommunitycoalition.com (775) 273-2400
Healthy Communities Coalition (HCC) Lyon and Storey Counties	healthycomm.org (775) 246-7550
Join Together Northern Nevada (JTNN) Washoe County	jtnn.org (775) 324-7557
NyE Communities Coalition (NyE) Nye, Esmeralda, and Lincoln Counties	nyecc.org (775) 727-9970
PACE Coalition (PACE) Elko, Eureka, and White Pine Counties	pacecoalition.org (775) 777-3451
PACT Coalition (PACT) Clark County	drugfreelasvegas.org (702) 582-7228
Partnership Douglas County (PDC) Douglas County	pdcnv.org (775) 782-8611

All coalitions hold general membership meetings that are open to the public. This is your chance to connect with others, learn about current prevention efforts, and get involved in making a difference in your community. For more information, visit the coalition's website or reach out directly to their team!

Conferences

Conferences are valuable opportunities for Certified Prevention Specialists and applicants to continue learning, earn continuing education hours, and stay connected to emerging trends in prevention.

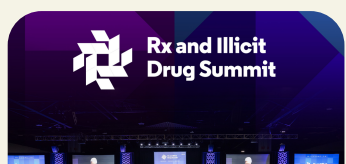
National Conferences

National conferences can help CPS professionals expand their understanding of prevention beyond their local community. These events highlight evidence-based practices, and practical strategies that can be adapted to support prevention work in Nevada.



Typically in July

CADCA's Mid-Year Training Institute is a summer professional development event featuring interactive workshops designed to strengthen the skills of coalition members and prevention specialists.



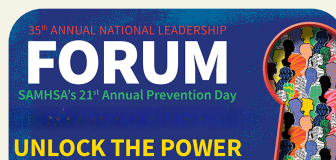
Typically in April

The **Rx and Illicit Drug Summit** is a national conference dedicated to addressing opioid and drug misuse through education, collaboration, and the exchange of evidence-based approaches across prevention, treatment, enforcement, and recovery.



Typically in August

The **Nevada Prevention Network Conference** brings together prevention professionals to explore the latest research, best practices, and collaborative strategies for preventing substance misuse and supporting community well-being.



Typically in February

CADCA's National Leadership Forum is the leading national conference for prevention professionals, featuring advocacy, professional development, and networking opportunities focused on strengthening community prevention efforts.



Typically in July

The **Montana Summer Institute** provides training and networking opportunities focused on Positive Community Norms and the Science of the Positive, emphasizing hope, resilience, and strengths-based approaches to prevention.



Nevada Conferences

Nevada-based conferences provide regionally relevant training and networking with professionals who understand the state's unique needs. These events are convenient, often more affordable, and allow you to connect directly with coalitions and organizations you may work with in your own community.



Typically in February

The **Rural Nevada Public Health Summit** is for public health professionals in rural communities, focused on challenges, innovative solutions, and collaboration to improve health outcomes.



Typically in April

The **Nevada Public Health Association Conference** is Nevada's statewide forum for public health professionals to share research, policy developments, and evidence-based practices that advance population health.



Typically in May

The **Washoe County Prevention Conference** is an annual conference focused on education, collaboration, and best practices in substance misuse prevention, youth development, and community wellness.



Typically in August

The **Southern Nevada Substance Misuse and Overdose Prevention Summit** is a regional event that provides education, training, and collaboration opportunities for professionals working in prevention, treatment, recovery, and public health.

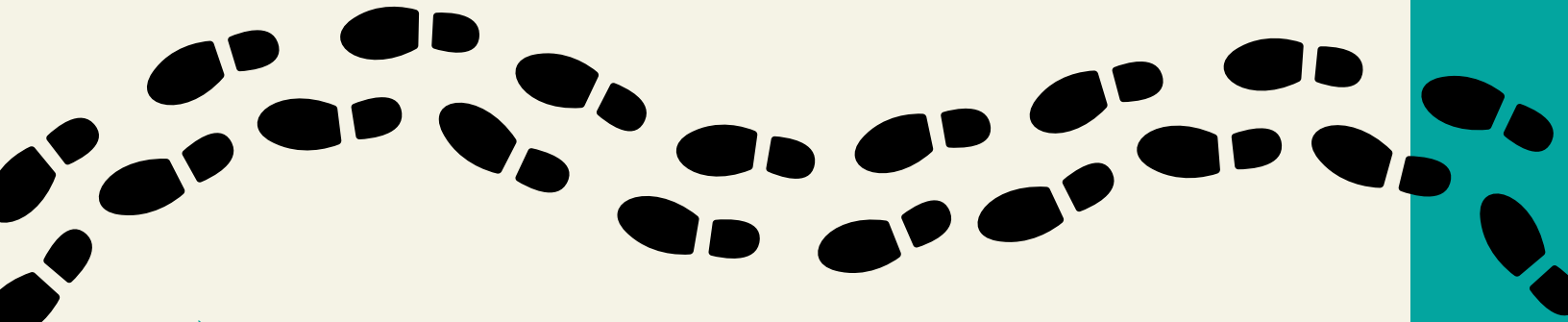


Typically in September

The **Nevada Primary Care Association Conference** brings together healthcare professionals to discuss clinical care, policy developments, and strategies for improving access to quality primary care services throughout Nevada.

Career Pathways

Earning your prevention specialist certification is just the beginning of your professional journey. Ongoing career development allows you to deepen your expertise, expand your impact, and open doors to new opportunities in the prevention field.



➤ Identify Growth Areas

- **Education:** What classes, training, books, articles, webinars, and other formal educational resources can help you build knowledge?
- **Exposure:** Find people who already have the skills or knowledge that you're trying to gain and learn from them. This could be through mentoring, informational interviews, or tapping into your network of close contacts or loose connections.
- **Experience:** Put yourself in positions or situations where you can gain experience in your development areas.

➤ Development and Exposure Opportunities

- **Mentorship-** Gain guidance, career insight, and leadership skills from experienced professionals.
- **Volunteer positions-** Participate in projects or events to build practical experience, enhance your resume, and contribute to community initiatives.
- **Board member-** Serve on an organizational board to develop governance, strategic planning, and decision-making skills while influencing the direction of programs.
- **Fellowships-** Engage in structured learning experiences that provide specialized training, mentorship, and opportunities for professional growth.

🔗 Development and Exposure Opportunities Cont'd

- **Committees**- Join committees to collaborate on specific projects or initiatives, expanding expertise in a focused area and building professional connections.
- **Workgroups**- Participate in workgroups to tackle targeted challenges, contribute to solutions, and gain hands-on experience in your field.
- **Conference planning**- Help organize conferences to strengthen project management, event coordination, and teamwork skills while shaping meaningful professional experiences.
- **Grant Reviewer**- Review grant applications to develop critical evaluation skills, deepen understanding of funding priorities, and contribute to advancing programs in your field.
- **Networking**- Connect with colleagues, mentors, and leaders to grow professional relationships and increase awareness of your skills and interests.
- **Presenting**- Share knowledge or research in front of an audience to highlight your expertise and gain recognition in your field.
- **Postering**- Display research or project outcomes to engage attendees visually and generate discussion, increasing professional visibility.
- **Tabling**- Represent your organization or initiative at events to engage with peers, increase exposure, and showcase your work.



Thank You

Thank you for taking the time to explore this handbook and learn more about becoming a Certified Prevention Specialist in Nevada. Your commitment to professional growth and community well-being is what makes prevention work impactful.

By pursuing certification, you are joining a dedicated network of professionals striving to make a difference in the lives of individuals, families, and communities across the state. We hope this guide has provided clarity, guidance, and encouragement as you take the steps toward certification.

Remember, every hour of training, every experience gained, and every ethical decision you make contributes to a safer, healthier Nevada. Thank you for your dedication to this important work.

Best wishes on your journey to becoming a CPS!

This publication was made possible by the State Opioid Response Grant #H79TI087835 awarded by the State of Nevada DHS DPBH Bureau of Behavioral Health, Wellness and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the State of Nevada or the Substance Abuse and Mental Health Services Administration.