



**The Millard College**  
**Professional Development**  
**2025 – 2026**  
**Catalog**

## **About Professional Development at The Millard College**

Our Professional Development Department offers a wide range of industry-relevant courses designed to help individuals enhance their skills, earn Continuing Education Units (CEUs), and gain professional certifications. Whether you're looking to transition into a new career, strengthen your expertise, or stay updated on industry trends, TMC is here to support your growth.

## **Why Choose TMC for Professional Development?**

**Led by Industry Experts** – All training programs are developed and led by credentialed professionals licensed by the Kentucky Board of Licensed Professional Counselors or other relevant governing bodies.

### **Flexible Learning Formats**

- **Virtual:** Live, instructor-led sessions online
- **In-Person:** Hands-on classroom-based training
- **Self-Paced:** Pre-recorded courses to complete at your convenience

**Certification & College Credit Options** – Certain trainings qualify for college credit and can be purchased at a discounted rate.

### **Refund Policy:**

- Full refund if withdrawn **7+ days before** the training start date
- 50% refund if withdrawn **3-6 days before** the training start date
- No refunds if withdrawn **2 days or less** before the training start date
- If TMC cancels or postpones a training, participants can either reschedule or receive a full refund.

## Featured Training Programs

### Behavioral Health & Peer Support Training

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#### **Adult Peer Support Specialist (PSS) Training**

**Duration:** 40 Hours | **Cost:** \$370 | **Format:** Virtual

**College Credit:** Available for 1 credit at a discounted rate of \$250

This training prepares individuals in recovery from mental health or substance use disorders to support others on their recovery journey. Kentucky Peer Support Specialists (KPS) work alongside clients, guiding them through personal recovery goals while complementing existing clinical services.

**Certification Requirements:**

Complete the 40-hour training

Pass a written and oral exam (minimum 70%)

Attend all required sessions (full program completion required)

If unsuccessful, candidates may retake the exam twice within a year

**Application Requirements:**

Be a Kentucky resident, 18+ years old

Have a diagnosis of a mental health or substance use disorder

Currently receiving or previously received treatment

Hold a high school diploma or GED

Demonstrate at least one year of personal recovery

**Required Personal References:**

Two letters of recommendation from:

- A healthcare provider, therapist, psychiatrist, group leader, employer, or sponsor (recommended)

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#### **Community Support Associate (CSA) Training**

**Duration:** 10 Hours | **Cost:** \$200 | **Format:** Virtual

**College Credit:** Available for 1 credit at a discounted rate of \$250

This program equips individuals with the skills to assist clients in navigating social services, accessing resources, and building community connections to support recovery.

**Certification Requirements:**

Pass a final exam (multiple-choice, true/false, and scenario-based questions)  
Complete a scenario evaluation demonstrating CSA competencies  
Receive guidance on completing the DBHDID certification application

**Application Requirements:**

Hold a high school diploma or GED  
Have at least one year of full-time experience working with individuals with mental health disorders

**Note:** *TMC provides the required education, but CSA certification is awarded by DBHDID.*

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**Community Health Worker (CHW) Training – Coming Soon**

**Duration:** 40 Hours | **Cost:** \$1,000 | **Format:** Virtual

**College Credit:** Available for 1 credit at a discounted rate of \$250

This program prepares individuals to support medically underserved populations by improving access to healthcare, promoting disease prevention, and educating communities on health management.

**Minimum CHW Certification Requirements in Kentucky:**

- ✓ Reside or work as a CHW in Kentucky
- ✓ Be a legal U.S. resident, 18+ years old
- ✓ Complete Mental Health First Aid Training
- ✓ Submit an application & required documents to KOCHW
- ✓ Complete 40 hours of mentorship under an approved CHW organization

Learn more at: [Kentucky CHW Program](#)

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**Additional Training Hours**

**HIV**

**Duration:** 2 Hours | **Cost:** \$100 | **Format:** Virtual

This training

This training course is designed to meet the ADC board requirements for becoming a Registered Alcohol and Drug Peer Support Specialist in Kentucky. Participants will gain a deep understanding of HIV/AIDS, including, the progression of the disease, and modes of transmission, effective prevention strategies, and principles of universal precautions to reduce transmission risks. Additionally, attendees will explore the legal and psychological impacts of HIV/AIDS, address issues of stigma and discrimination, and learn about available resources and current statistics.

## **Recovery Support**

**Duration:** 10 Hours | **Cost:** \$100 | **Format:** Virtual

This training

This training course fulfills the ADC board requirements for becoming a Registered Alcohol and Drug Peer Support Specialist in Kentucky. Participants will explore the fundamental concepts of recovery, the importance of recovery support, and the critical role of peer support in the recovery journey. The course emphasizes the value of community and self-help resources, highlighting available local and state support options. It examines the roles of family, spirituality, and community in fostering long-term recovery.

## **Advocacy**

**Duration:** 10 Hours | **Cost:** \$100 | **Format:** Virtual

This training

This specialized training course fulfills the ADC board requirements for becoming a Registered Alcohol and Drug Peer Support Specialist in Kentucky. The course provides participants with a foundational understanding of advocacy, emphasizing the critical role of peer recovery specialists in supporting individuals on their recovery journey.

## **Mentoring and Education**

**Duration:** 10 Hours | **Cost:** \$100 | **Format:** Virtual

This training

The course fulfills the ADC board requirements for a Registered Alcohol and Drug Peer Support Specialist and emphasizes the importance of serving as a positive role model, focusing on self-care, healthy relationships, and the use of lived experiences to inspire and support others. Participants will develop essential skills in self-advocacy, empowerment, communication, conflict resolution, and problem-solving. The training

also explores strategies for fostering community support and connecting individuals to vital resources.

## **Ethics**

**Duration:** 16 Hours | **Cost:** \$100 | **Format:** Virtual

This training

This essential training course meets the ADC board requirements for becoming a registered Alcohol and Drug Peer Support Specialist in Kentucky. The course provides a comprehensive understanding of ethics within the peer support role, emphasizing the importance of maintaining professionalism and integrity. Participants will explore ethical principles, core values, and the ADC Ethical Code of Conduct.

## **Domestic Violence**

**Duration:** 3 Hours | **Cost:** \$100 | **Format:** Virtual

This training

This specialized training course fulfills the ADC board requirements for becoming a registered Alcohol and Drug Peer Support Specialist in Kentucky. It provides participants with a thorough understanding of domestic violence, its impact on individuals and families, and the unique role peer support specialists play in offering support.

## **Testing & Certification Center**

The Millard College is an approved testing site for professional certifications, including:

- ☐ National Institute for Automotive Service Excellence (ASE) Exam – **\$200 | In-Person**
- ☐ American Meat Science Association (AMSA) Food Safety Exam – **\$135 | Online**
- ☐ Home Builders Association of Alabama (HBAA) Residential Construction Skills Exam – **\$160 | Online**

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## **Continuing Education Units (CEU)**

**American Society of Addiction Medicine (ASAM)** – 3 CE Hours  
**Cost:** \$120

**Format:** Virtual

This training provides an in-depth understanding of the ASAM Criteria. Participants will learn to assess multi-dimensional needs, determine appropriate treatment levels, and develop effective care plans for individuals with substance use and co-occurring disorders.

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**Ethics – 3 CE Hours**

**Cost:** \$120

**Format:** Virtual

This training enhances participants' awareness of ethical issues in service provision. It focuses on developing a personal ethical framework and applying ethical decision-making principles in professional practice.

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**Cultural Competency – 3 CE Hours**

**Cost:** \$120

**Format:** Virtual

This training broadens participants' understanding of cultural diversity and effective cross-cultural interactions. It emphasizes critical thinking and practical strategies for fostering cultural competence in professional settings.

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**Domestic Violence & Mandatory Reporting – 3 CE Hours**

**Cost:** \$120

**Format:** Virtual

This training explores the history of the battered women's movement and examines current and emerging approaches to addressing intimate partner violence for both men and women.

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**Group Therapy – 8 CE Hours**

**Cost:** \$210

**Format:** Virtual

Based on SAMHSA guidelines, this training provides an overview of group therapy in substance abuse treatment. Participants will learn about different types of group therapy, their theoretical foundations, and practical applications for both new and experienced counselors.

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**HIPAA – 3 CE Hours**

**Cost:** \$120

**Format:** Virtual

This training explains the evolution of privacy and security laws, key HIPAA definitions, and how HIPAA interacts with other privacy regulations. Participants will learn best practices for ensuring compliance and maintaining patient confidentiality.

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**HIV & Universal Precautions – 2 CE Hours**

**Cost:** \$80

**Format:** Virtual

This training provides foundational knowledge on the history, transmission, risk reduction, and prevention of HIV. It also covers the importance of universal precautions in healthcare and treatment settings.

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**Kentucky Law & Regulations – 5 CE Hours - *Coming Soon***

**Cost:** \$175

**Format:** Virtual

This training is designed to provide Licensed Professional Counselors (LPCs) with a comprehensive understanding of the legal and ethical framework governing counseling practices in Kentucky. Participants will explore the state-specific laws, regulations, and ethical standards that impact their professional responsibilities, ensuring they are well-equipped to navigate the legal landscape of counseling in Kentucky.

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**Motivational Interviewing – 3 CE Hours**

**Cost:** \$120

**Format:** Virtual



This training introduces the stages of change, motivational models, and core principles of motivational interviewing. Participants will learn therapeutic techniques to enhance client motivation and engagement in treatment.

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**Trauma-Informed Care – 8 CE Hours**

**Cost:** \$210

**Format:** Virtual

This comprehensive training examines the impact of trauma, principles of trauma-informed care, and strategies to prevent re-traumatization. Participants will learn evidence-based practices, crisis intervention techniques, and methods to foster resilience.

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**Verbal De-Escalation – 2 CE Hours**

**Cost:** \$80

**Format:** Virtual

This training teaches professionals verbal techniques for de-escalating crises. Drawing on strategies used by crisis negotiators, it focuses on stabilizing situations, reducing conflict, and building rapport.

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**Conflict Resolution – 3 CE Hours**

**Cost:** \$120

**Format:** Virtual

This training helps participants understand the types of conflict, key conflict resolution techniques, and how to apply them in workplace and clinical settings.

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**Mentoring and Education – 10 CE Hours**

**Cost:** \$100

**Format:** Virtual

This training covers essential mentoring skills, including role modeling, self-awareness, communication, conflict resolution, and using lived experiences to support others in their professional growth.

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**Advocacy – 10 CE Hours**

**Cost:** \$100

**Format:** Virtual

This training provides a foundation in advocacy, covering types, essential skills, challenges, ethical considerations, and resource identification to strengthen participants' advocacy roles.

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**Recovery Support – 10 CE Hours**

**Cost:** \$100

**Format:** Virtual

This training examines the principles of recovery as defined by SAMHSA. Topics include the role of support groups, spirituality, family involvement, and community resources in the recovery process.

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**Ethics for Peer Support – 12 CE Hours**

**Cost:** \$120

**Format:** Virtual

This training enhances participants' awareness of ethical considerations in peer support roles. It provides guidance on ethical decision-making, problem-solving, and maintaining professional boundaries.

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**CPR & AED for Adults, Children, and Infants (*Certification and Re-Certification*)**

**Duration:** 5 Hours (1 day)

**Cost:** \$120

**Format:** In-Person

This training provides step-by-step instruction in CPR techniques for adults, children, and infants, along with the proper use of an automated external defibrillator (AED).

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## **Targeted Case Management (TCM) Core Competencies & Substance Use Disorder (SUD)**

**Duration:** 18 Hours (3 days)

**Cost:** \$400

**Format:** Virtual

This comprehensive training covers the history, core principles, and processes of case management and advocacy in substance use disorder (SUD) treatment. Topics include documentation standards, assessments, treatment planning, service monitoring, referrals, and managing transitions and discharges.

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## **Substance Use Disorder (SUD)**

**Duration:** 6 Hours

**Cost:** \$100

**Format:** Virtual

This training equips case managers and peer support specialists with foundational and practical knowledge to effectively support individuals experiencing substance use disorders (SUD). Drawing from SAMHSA's guidelines and peer-reviewed resources, the training emphasizes trauma-informed, person-centered, and recovery-oriented care models.

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## **Remote Work Institute at The Millard College**

Step confidently into the future of work with The Remote Work Institute. Designed to empower professionals, our self-paced courses provide essential skills and certifications to succeed in remote work environments.

### **Available Courses:**

How to Work Remotely – \$1,250 | 40 Hours


How to Become a Successful Leader Remotely – \$1,250 | 40 Hours  
Project Management in a Remote Environment – \$1,250 | 40 Hours  
Sales in a Remote Environment – \$1,250 | 40 Hours  
Marketing in a Remote Environment – \$1,250 | 40 Hours

**Earn a professional certificate upon completion**

## Contact Us



The Millard College

 (606) 259-4155

 [millardcollege.org](http://millardcollege.org)

 **Email:** Contact Us

***Take the next step in your professional journey today!***