



San Carlos City Anti-Drug Abuse Council



ISSUANCE OF COMMUNITY-BASED DRUG REHABILITATION CERTIFICATION

Certification is issued to: a.) Probationers (who availed the plea-bargaining agreement and is required in their Court Order to undergo a Community -Based Drug Rehabilitation Program and b.) Persons Who Used Drugs /Drug Surrenderers who are required to undergo a Community -Based Drug Rehabilitation Program.

Office or Division:	San Carlos City Anti-Drug Abuse Council			
Classification:	Simple			
Type of Transaction:	G2C			
Who may Avail:	Probationers/Personalities Who Used Drugs (PWUDs)/Drug Surrenderers			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
<p>For Probationers: Copy of his/her Court Order, Drug Dependency Examination Result and Alcohol Smoking and Substance Involvement Screening Test (ASSIST) Form, Government Issued Identification Card</p> <p>For PWUDs / Drug Surrenderer: Government Issued Identification Card</p>			City Health Office, City Social Welfare Development Office	
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1.Presents/submit s the required documents for initial assessment and verification.	Receives the required documents and checks for compliance. If the documents are complete, informs the client of the date of CDBRP Launching.	NONE	5 minutes	Legal Assistant III, ADAC Focal Person / CDBRP Facilitators
2.Attends the 10-day Community-Based Drug Rehabilitation Program (CDBRP) to the barangay where the CDBRP is launched. Receives the Certification.	<p>Launches and implements the 10-day Community-Based Drug Rehabilitation Program (CDBRP) together with other local and national agencies and Faith-Based Sectors.</p> <p>Issues the Certification to clients who completed the</p>	NONE	(80 hours) 3 minutes	<p>CDBRP Facilitators/ CSWD Officer/ PNP Chief / City Health Officer/ City Parole and Probation Officer or their respective representative</p> <p>SCCADAC Focal Person and CDBRP Facilitators</p>



	10-day Community-Based Drug Rehabilitation Program (CBDRP).			
	TOTAL:	None	5 minutes	
End of Transaction				