



Other Professional (OT, PT, Speech, Psychological Testing, etc...) Training Requirements FY24

Title	Description	Frequency	How to Obtain	Requirement
Code of Ethics	Providers must attest to and follow the organization's Code of Ethics.	Initial within 90 days and annually	See www.rightdoor.org under "For Providers" for training materials.	CARF Standard 1.A.6.c; 1.I.5.b.(5)
Corporate Compliance	Introduction to the general laws and regulations governing waste, fraud, and abuse, and other compliance issues in both the CMHSP and the provider organization.	Initial within 90 days and annually	Online course at Improving MI Practices: https://www.improvingmipractices.org/focus-areas/courses/healthcare-workplace-essentials/corporate-compliance	Medicaid Integrity Program Section 33; Medicaid False Claims Act of 1977; Michigan False Claims Act 72 of 1977; Affordable Care Act; DHHS 42 CFR 438.608; CARF Standard 1.A.7.d.; Deficit Reduction Act: Title VI-Chapter 3 §6031-§6036; Balanced Budget Act; MSHN
Cultural Competence	Includes the importance of understanding our own and others' culture and values and how they may affect the perception of others and the quality of services for those we serve.	Initial within one year and annually	Online course at Improving MI Practices: https://www.improvingmipractices.org/focus-areas/courses/healthcare-workplace-essentials/cultural-competence	MDHHS contract Part II 3.3.3, Access Insurance Section 3.4.2 on Cultural Competence; Medicaid Provider Manual 4.5; MDHHS R330.2806; MI Mental Health Code 330.1116; DHHS 42 CFR 438.206(c)(2); CARF Standard 2.A.23; CCBHC 13.A.6; MSHN; TRD RR992
Emergency Preparedness/ Environmental Safety	Increases employee awareness and knowledge of various emergency situations to promote effective response practices, including basic emergencies and disasters (power outages, fires, tornadoes), responsibilities during emergency situations, how to develop an emergency preparedness plan, what to do to help individuals with special needs.	Initial within one year and annually	Online course at Improving MI Practices: Emergency Preparedness https://www.improvingmipractices.org/focus-areas/courses/healthcare-workplace-essentials/emergency-preparedness Should also receive emergency preparedness policy and procedures specific to the home/facility in which you are working.	CARF 1.H.4; Medicaid Provider Manual 2.11.E, 4.1, 15.2.C, 14.5.A, 2.4, 18.12; MI LARA R330.1806; MI LARA AFC Lic. R 400.14201; R 400.14204; R 400.15204; R 400.2122; DHHS R 330.2807; MSHN; TRD HR 512
Grievance and Appeals/ Customer Services	Includes the rights that people have to complain about services or supports, what due process is for those we serve, and the provider's role in assisting persons-served through this process.	Initial within 90 days and annually	See www.rightdoor.org under "For Providers" for training materials.	Balanced Budget Act; DHHS 42 CFR 438.10(g); MDHHS Contract 6.3.1; 6.3.2; MSHN; CARF Standard 1.I.5.a; TRD RR101; RR107
HIPAA	Provides information about HIPAA privacy and security, confidentiality and informed consent, applying it in appropriate contexts, how to release information legally, when information can be discussed and what information cannot be discussed, HIPAA requirements, and Michigan Mental Health Code requirements.	Initial within 30 days and annually	Online course at Improving MI Practices: HIPAA Essentials https://www.improvingmipractices.org/focus-areas/courses/hipaa/hipaa-essentials or other options approved by CMH.	DHHS Admin. Data Standards 45 CFR 164.308; MDHHS Contract 18.1.7; CARF 1.I.5; HIPAA; MI Dept. of Insurance and Financial Svcs. R 500.551; DHHS Medical Assistance Programs 45 CFR 438.208; TRD RR 130.3



Human Trafficking	Training to include: the types and venues of human trafficking in the United States, identifying victims of human trafficking in health care settings, identifying the warning signs of human trafficking in health care settings for adults and minors, and resources for reporting the suspected victims of human trafficking.	Initial within cycle of professional license	Course approved by supervisor that meets criteria of LARA mandate	MI Dept. of Licensing and Regulatory Affairs R 338.1215 (OT); R 338.7126 (PT); R 338.604 (SLT)
Implicit Bias	Information on implicit bias, equitable access to health care, serving a diverse population, diversity and inclusion initiatives, and cultural sensitivity, strategies to remedy the negative impact, historical basis and current research, strategies to reduce disparities in access.	Initial within cycle of professional license	Course approved by supervisor that meets criteria of LARA mandate	MI Dept of LARA Public Health Code R 338.7004
Infection Control/ Health Management/ Bloodborne Pathogens	Includes identification of situations where risk of exposure to bloodborne pathogens exist, the need to keep work and room surfaces clean, orderly and in a safe and sanitary condition, the purpose of universal precautions, precautions that should be taken to prevent HIV and HBV, and correct handwashing procedures.	Initial within 30 days and prior to working independently with a person and annually as refresher course	<u>Initial:</u> Online course at Improving MI Practices: Infection Control for Direct Care Workers https://www.improvingmipractices.org/focus-areas/courses/healthcare-workplace-essentials/infection-control-direct-care-workers <u>Renewal:</u> Refresher course: https://www.improvingmipractices.org/focus-areas/courses/healthcare-workplace-essentials/infection-control-refresher-direct-care-workers	OSHA 1910.1030; CARF Standard 1.H.4; Medicaid Provider Manual 2.11.E; 4.1; 15.2.C; 14.5.A; 2.4; 18.12; BSAAS Prevention Policy #2; Michigan LARA R330.1806; DHHS R330.2807; MI LARA AFC Licensing R400.14201; MI Dept. of LEO R325.70016 (7)(a); MSHN; TRD HR513
Limited English Proficiency	Trains the provider to recognize and assist individuals whose primary language is not English, or who have a limited ability to read, write, speak, or understand English.	Initial within 90 days and annually	Online course at Improving MI Practices: https://www.improvingmipractices.org/focus-areas/courses/healthcare-workplace-essentials/limited-english-proficiency	MDHHS contract Part II 3.3.3, Access Insurance Section 3.4.2 MDHHS Contract Part I, 15.7 (LEP); Medicaid Provider Manual 4.5; MDHHS R 330.2806; MI Mental Health Code 330.1116; DHHS 42 CFR 438.206(e)(2); CARF Standard 2.A.23; CCBHC 13.A.6; MSHN; TRD RR993
Medicaid Adverse Benefit Determination Process	Training developed by MSHN to increase staff knowledge on the important aspect of Medicaid Appeals and Grievance due process rights.	Initial within 90 days and annually	Training Powerpoint: MSHN ABD Training.2022.final.pptx (live.com) Attestation: Attestation of Completed Training-ABD.docx (live.com) Training can also be found at: Provider Trainings - Mid-State Health Network (midstatehealthnetwork.org)	



Non-physical Crisis Intervention/ Verbal De-escalation	Includes prevention and proven strategies for safely defusing anxious, hostile, or violent behavior at the earliest possible stage, how behavior escalates, and how to appropriately respond. This training will not cover holds as we are restraint free.	Initial within 90 days and renewal as certificate expires with refresher course	<p><u>Initial:</u> Onsite CPI training or as approved by CMH (Gentle Teaching, MANDT, Safety Care (QBS), Professional Crisis Management (PCM)) CPI is offered at The Right Door. See www.rightdoor.org under “For Providers” for schedule and registration information.</p> <p><u>Renewal:</u> on-site refresher course or other approved refresher training</p>	MDHHS Contract Technical Requirement for Behavior Treatment Plan Review Committee; Michigan Admin. Code R 330.7001 (z); MI LARA R330.1806; OSHA Publication 3148-01 R (2004); CARF Standard 2.A.16, 3.Q.14.; MSHN; DHHS 42 CFR 485.910; TRD RR116.1; C391.1; HR512
Person-Centered Planning & IPOS training	Includes how to use person-centered planning to assist consumers in attaining their goals and training on each consumer’s individual plan of service (IPOS).	<p><u>PCP:</u> Initial within 30 days and annually</p> <p><u>IPOS:</u> as plan is implemented and updated and prior to working with individual</p>	<p><u>PCP:</u> Provided in-person or virtual by CMH or other training as approved by CMH. See www.rightdoor.org under “For Providers” for schedule and registration information.</p> <p><u>IPOS training:</u> Provided by clinician and or behavior technician if person has behavior plan, or any trained direct care staff</p> <p><u>Renewal:</u> in-person or virtual at CMH or online course at Improving MI Practices: “Person-Centered Planning Process with Children, Adults, & Families”</p>	MDHHS contract Part 3.4.1.1.IV.A.4; DHHS 42 CFR 441.725; MSHN; CARF Standard 1.I.5.b. and 2.A.22.c.; CCBHC Criteria 13.A.6; TRD C 391.1, C 320.1; Mental Health Code R 330.1712
Recipient Rights	Includes the essential rights of recipients of community mental health services, abuse and neglect, confidentiality, informed consent, respect and dignity, restraint, seclusion, and incident-report writing.	Initial within 30 days and prior to working independently with persons served and annually as refresher course	<p><u>Initial:</u> In-person or virtual training offered at CMH or through another approved source. See www.rightdoor.org under “For Providers” for schedule and registration information.</p> <p><u>Renewal:</u> Online refresher course required: http://www.rightdoor.org/for-providers/training/recipient-rights-training-refresher-course.html</p>	MDHHS Contract Part II 6.3.2; CARF Standards 1.I.5 and 1.K; MI LARA R 330.1806; MI Mental Health Code 330.1755; MSHN; Medicaid Provider Manual 4.1; TRD RR Policies and Procedures
Suicide risk assessment/intervention/postvention	Suicide prevention and intervention training.	Initial within one year and annually	All staff must take ASIST/SafeTalk during their first year of employment. Bachelor’s level staff completing prescreens must complete ASIST/SafeTalk annually. Master’s level staff must complete a suicide intervention training, but RELIAS or another approved resource can be an option in addition to ASIST/SafeTalk. Email cadams@rightdoor.org for class schedule and registration information.	CARF Standard 2.A.22; CCBHC Criteria 13.A.6; TRD C391.1; C 320.8



Trauma-Informed Care	Includes the review of nature of trauma and its effects, and the responsibility of staff to work with individuals in a manner which supports and does not worsen the impact of previous trauma.	Initial within 90 days and annually	Online course at Improving MI Practices: Creating Cultures of Trauma-Informed Care Improving Mi Practices	MDHHS Contract P4.1.3.1; C6.9.9.1; CCBHC Criteria 13.A.6; CARF Standard 2.A.22.b.; MSHN; TRD C. 312; C. 320
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Additional Trainings as Directed by Contract

RETENTION OF TRAINING RECORDS: Written documentation of compliance with training shall be kept on file at the facility with employer for not less than 3 years.