

ATTACHMENT G
Sanilac County Community Mental Health Authority Training Requirements

Sanilac County Community Mental Health Training Requirements for Provider 2020

Name of Training	Frequency	Target Audience	Format	Description	Requirement Source
Corporate Compliance/Ethical Codes of Conduct (SCCMH Policy) & Sanilac County CMHA Compliance Training	Initial & Annual	All staff	ONLINE	Training on the Sanilac CMH Corporate Compliance/Ethical Codes of Conduct policy, Information regarding general laws and regulations governing compliance issues in the health care organization (two trainings).	PIHP Contract, Medicaid Integrity Program CARF Manual:1.A.7.d Ethics:1.A.6.c., 1.I.5.b.(5)
CPR/First Aid	As needed to maintain current certification at all times	Techs/Aides, Peer Support, Care Managers, Clinical/Care Managers, Respite, RN, Mental Health Assistant, Med Drop/Transportation staff and any key staff identified by direct supervisor.	IN-PERSON	This course offers certification in cardiopulmonary resuscitation, rescue and basic life support techniques. Information regarding emergency preparedness/first aid.	CARF Manual, Section 2.F.3.d, Numerous Sections (both), First Aid: Medicaid Provider Manual Sections 2.4, 14.5.A, 15.2.C, &18.12.A
Cultural Competency/ Diversity	Initial & every other year	All staff	ONLINE	This course provides information about the many different aspects of diversity in the workplace. It takes staff beyond tolerating or accepting diversity, towards embracing differences and understanding what each person can bring to an organization to make it even better.	PIHP Contract, MDHHS Contract, 3.3.3, paragraph 2 (4); CARF Manual, Section 1.I.5 (b)(4)
DCH Classes (Group Home Curriculum)	Initial	CMH internal Techs/Aids	IN-PERSON and SELF-STUDY	This training includes modules designed to be used by people providing direct care in community and residential settings. This training is intended to help you provide the best services and most effective support possible. Classes Include: Introduction to Residential Services, Recipient Rights, Working with People, Basic Health, Introduction to Medications (Basic Medications), Nutrition and Food Service,	MDHHS PIHP/CMHSP Provider Qualifications;

				Environmental Emergencies, & Working with People	
Emergency Preparedness/ Safety	Initial & Annual	All staff	ONLINE	This course assists employees in identifying workplace hazards that could cause an emergency, and provides information about reporting emergencies, carrying out emergency responsibilities, evacuation procedures, and how to respond to emergency situations quickly and effectively.	CARF Manual, Section 1.H.4. b.1,2,3, 7 Numerous Sections; Medicaid Provider Manual, Section 2.4, 14.5.A, &18.12.A
HIPAA	Initial & every other year	All staff	ONLINE - MyLearning Pointe (HIPAA: Behavioral Health)	Overview of HIPAA, the HIPAA privacy rule, and HIPAA security risk	45 Code of Federal Regulations,160,162,& 164 CARF Manual Section 1.I.5
Individual Specific IPOS Training	Initial and any change in IPOS (face to face with CSM w/ in 30 days of hire or IPOS change)	All Direct Service Staff	IN-PERSON	Staff will review the individual's IPOS for specific information regarding the person's medications, health and safety/emergency procedures, and the special needs of the individual served.	Medicaid Provider Manual Section 2.4, Section 7, Section 14.5, Section 15.2C, Section 18.12; & Numerous Sections of CARF
Limited English Proficiency	Initial only	All staff who have direct contact with Individuals including administration staff	ONLINE	Procedures for working with individuals with limited English abilities; training on terminology used in association with the limited English.	MDHHS /CMHSP Managed Mental Health Supports and Services Contract, 3.3.2
Medication Administration	Initial & Annual	Tech/Aids, Med Drop/Transportation, ACT staff, and any key staff identified by direct supervisor.	IN-PERSON/Self-Study ONLINE	Medication Administration training covers the basics of administering medications.	CARF Manual, Section 1.H.a.b.(7), & 2.E.2 Michigan PIHP/CMHSP Provider Qualifications

Physical Intervention (Nonviolent Crisis Intervention (CPI)/Proactive Intervention	Initial & every other year	Techs/Aides, and key staff identified by direct supervisor.	IN-PERSON	This course provides information and techniques regarding strategies used when working with individuals with challenging behaviors, including de-escalation techniques and positive behavior supports.	CARF Manual, Section 2.F.2 and 2.F.3
Recipient Rights	Initial & Annual	All staff	IN-PERSON	Information on Recipient Rights including confidentiality, abuse and neglect.	CARF Manual, 1.I.5. & numerous sections MDHHS Administrative Code 330.1755
Transportation Techniques	Initial only	All staff who regularly transport individuals served	ONLINE	This module provides information about transporting individuals served and passengers with special needs. Restraint devices, accessibility and road emergencies are also discussed.	CARF Manual, Section 1.H.12.g
Universal Precautions/ Bloodborne Pathogens/ Infection Control/ Communicable Disease	Initial & Annual	All staff	ONLINE	This course provides information on bloodborne pathogens, including protection, prevention, reporting, infection control, & communicable diseases. Provides information that helps increase employee awareness and knowledge of bloodborne pathogens and to further promote safety, protection and prevention practices.	CARF Manual, Section 1.H.4., 9, & 11 Medicaid Provider Manual Section 18.12.A. MDHHS Administrative Rule 330.2807(10); Michigan PIHP/CMHSP Provider Qualifications
Violence in the Workplace	Initial & every other year	All staff	ONLINE	This course provides information on the prevention of workplace violence, prevention and response to critical incidents and safety management, understanding of alternative interactions to de-escalate a situation.	CARF Manual, Section 2..F