EXHIBIT A

LRE Regional Minimum CMHSP/SUD Training Requirements

Symbol Key*

I - Initially
A - Initially & Annually
II - Initially & Every Two Years
O - Initial and Ongoing (see Training Requirements: Detail)
R - Recommended
¥ - Adult Population Only
^ - Child Population Only (SED Waiver and CWP)
= - For staff involved in Medication Administration*
x - MANDT waiver available upon request and approval*
+ - MANDT waived for Children's Specialized Residential Settings or residential settings where there are multiple payors.
฿ - Requirement of Women's Specialty Services programming*
£ - DCO requirement of CCBHC*
₩ - Direct Care Workers Only

*Additional information related to the Symbol Key is located on Page 4 of this document.

Training	Requirements	Administrative Staff	Applied Behavior Analysis	ACT	Assessment	Behavior Treatment Review	Children's Waiver	Clinical Services OT/PT/SLP	Clubhouse	CLS Non-Specialized Residential	Crisis Intervention	Crisis Residential	Direct Prevention	Enhanced Pharmacy
Advance Directives	< 30 days of hire & prior to working with indv.			II							II £	II		
Behavioral Treatment/Crisis Intervention (MANDT Relational)	< 90 days of hire			R					R		A £	A+		
Behavioral Treatment/Crisis Intervention (MANDT Conceptual)	< 90 days of hire			R					R			A+		
Behavioral Treatment/Crisis Intervention (MANDT Technical)	< 90 days of hire											Ax+		
Corporate Compliance	<60 days of hire	A	A	A	A £	A	A	A	A	A	A £	A	A	A
Cultural Competence	<60 days of hire	A	A	A	A £	A	A	A	A	A	A £	A	A	A
Emergency Preparedness	<60 days of hire		I				O		I	I		I		
Knowledge of First Aid	<60 days of hire						II			II				
First Aid Certification	<60 days of hire		O									O		
CPR Certification	<60 days of hire						O					O		
Grievance and Appeals	< 30 days of hire		A	A	A £	A	A	A	A	A	A	A		
HCBS IPOS Holder Training Modules	< 60 days of hire			A										
HCBS Provider Training Module	< 60 days of hire									A				
Health & Wellness	< 60 days of hire											I		
HIPAA	< 60 days of hire	A	A	A	A £	A	A	A	A	A	A	A	A	A
Introduction to Human Services	< 30 days of hire											I		
Limited English Proficiency (LEP)	< 60 days of hire	A	A	A	A £	A	A	A	A	A	A	A	A	A
Medication Series	< 60 days of hire									=		I		
Nutrition & Food Safety	< 60 days of hire											I		
Person-Centered Planning & Self-Determination	< 60 days of hire		A	A	A £	A	A	A	A	A	A	A		
Recipient Rights	< 30 days of hire	A	A	A	A £	A	A	A	A	A	A	A	A	A
Standard Precautions	Prior to working with indv.		A	A	A £		A	A	A	A	A	A	A	
Trauma Informed Care	< 6 months of hire		II	II	II	II	II	II	II	II	II	II	II	

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Training	Requirements	Family Supports and Training	Fiscal Intermediary	Health Services	Home Based	Housing Assistance	Intensive Crisis Stabilization	Ind. Adult/ Family/Group Tx.	Nursing Facility MH Monitor	OBRA PAS/SAR	Peer Delivered Services	Personal Care/CLS in Specialized Residential Setting	Private Duty Nursing	Psychiatric Services	Respite
		*Additional information related to the Symbol Key is located on Page 4 of this document.													
Advance Directives	< 30 days of hire & prior to working with indv.								II						
Behavioral Treatment/Crisis Intervention (MANDT Relational)	< 90 days of hire				R		A £					A+			
Behavioral Treatment/Crisis Intervention (MANDT Conceptual)	< 90 days of hire				R							A+			
Behavioral Treatment/Crisis Intervention (MANDT Technical)	< 90 days of hire											A+			
Corporate Compliance	<60 days of hire	A	A	A	A		A £	A £	A	A	A	A	A	A	A
Cultural Competence	<60 days of hire	A		A	A		A £	A £	A	A	A	A	A	A	A
Emergency Preparedness	<60 days of hire											O			
Knowledge of First Aid	<60 days of hire														II
First Aid Certification	<60 days of hire											O			
CPR Certification	<60 days of hire											O			
Grievance and Appeals	< 30 days of hire	A		A	A		A £	A £	A	A	A	A	A	A	A
HCBS IPOS Holder Training Modules	< 60 days of hire														
HCBS Provider Training Module	< 60 days of hire											A			
Health & Wellness	< 60 days of hire											I			
HIPAA	< 60 days of hire	A	A	A	A		A £	A £	A	A	A	A	A		A
Introduction to Human Services	< 30 days of hire											I			
Limited English Proficiency (LEP)	< 60 days of hire	A	A	A	A		A £	A £	A	A	A	A	A	A	A
Medication Series	< 60 days of hire											I			
Nutrition & Food Safety	< 60 days of hire											I			
Person-Centered Planning & Self-Determination	< 60 days of hire				A		A £	A £	A		A	A	A	A	A
Recipient Rights	< 30 days of hire	A	A	A	A	A	A £	A £	A	A	A	A	A	A	A
Standard Precautions	Prior to working with indv.	A		A	A		A £	A £	A	A	A	A	A	A	A
Trauma Informed Care	< 6 months of hire	II		II	II		II	II	II	II	II	II	II	II	II

EXHIBIT A

LRE Regional Minimum CMHSP/SUD Training Requirements

Symbol Key*

I - Initially
A - Initially & Annually
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O - Initial and Ongoing (see Training Requirements: Detail)
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¥ - Adult Population Only
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Training	Requirements	Self-Directed	Skill Building/ Non-Vocational	SUD Community Based Tx.	SUD Medication Assisted Tx.	SUD Outpatient Tx.	SUD Residential Treatment	SUD Res. Withdrawal Mgmt.	Supported Employment	Supports Coord	Targeted Case Mgmt.	Transportation	Treatment Planning	Wrap-around
		*Additional information related to the Symbol Key is located on Page 4 of this document.												
Advance Directives	< 30 days of hire & prior to working with indv.			II ฿ £	II ฿ £	II ฿ £	II ฿ £			II¥	II¥		II	
Behavioral Treatment/Crisis Intervention (MANDT Relational)	< 90 days of hire			R ฿ £			R ฿ £	R ฿ £		R	R			
Behavioral Treatment/Crisis Intervention (MANDT Conceptual)	< 90 days of hire			R ฿ £			R ฿ £	R ฿ £		R	R			
Behavioral Treatment/Crisis Intervention (MANDT Technical)	< 90 days of hire													
Corporate Compliance	<60 days of hire		A	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A	A	A	A	A	A
Cultural Competence	<60 days of hire		A	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A	A	A	A	A	A
Emergency Preparedness	<60 days of hire	A₩	A						A					
Knowledge of First Aid	<60 days of hire	A₩	II						II					
First Aid Certification	<60 days of hire	A^												
CPR Certification	<60 days of hire													
Grievance and Appeals	< 30 days of hire		A	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A	A	A	A	A	A
HCBS IPOS Holder Training Modules	< 60 days of hire									A	A			
HCBS Provider Training Module	< 60 days of hire	A₩	A						A					
Health & Wellness	< 60 days of hire													
HIPAA	< 60 days of hire		A	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A	A	A	A	A	A
Introduction to Human Services	< 30 days of hire													
Limited English Proficiency (LEP)	< 60 days of hire		A	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A	A	A	A	A	A
Medication Series	< 60 days of hire													
Nutrition & Food Safety	< 60 days of hire													
Person-Centered Planning & Self-Determination	< 60 days of hire		A	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A	A	A		A	A
Recipient Rights	< 30 days of hire	A₩	A						A	A	A	A	A	A
Recipient Rights - SUD	< 30 days of hire			A ฿ £	A ฿ £	A ฿ £	A ฿ £	A ฿ £						
Standard Precautions	Prior to working with indv.	A₩	A	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A ฿ £	A	A	A	A	A	A
Trauma Informed Care	< 6 months of hire		II	II	II	II	II	II	II	II	II	II	II	II

Symbol Key:	
I	Initially
A	Initially and annually
II	Initial and every two years
O	Initial and ongoing (see Page 5 - Page 12, Training Requirements:Detail)
R	Recommended
¥	Adult Population only
^	Child Population only (SED Waiver and CWP)
=	Required when staff provide reminding, monitoring, and/or observation of medication administration per the Medicaid Provider Manual Guidelines for CLS.
x	Waiver from participation in MANDT Conceptual or Technical session is available upon request and approval from the contracting CMHSP
+	Waiver from participation in MANDT for Children's Specialized Residential Settings or residential settings where there are multiple payors.
฿	Providers of Women's Specialty Services programming are required to complete with all provisions outlined in the WSS Handbook.
£	Required for agencies contracted to provide services as a Designated Collaborative Organization (DCO) with the CMHSP/CCBHC. Must comply with all training requirements as outlined in the Michigan Certified Community Behavioral Health Clinic (CCBHC) Handbook.
₩	Required for staff classified as Direct Care Workers that are employed by agencies contracted to provide Self-Directed services.

This is a set of LRE minimum training requirements and is not all inclusive to each individual CMHSP/SUD Provider. Any county, accreditation, evidence -based practice, or CMHSP-specific training will be additionally documented by each CMHSP in their respective subcontracts. Not all requirements for accredited services (by CARF, etc.) are indicated.

Independent Facilitation: All Independent Facilitation providers are required to complete the MDHHS "Improving MI Practices" courses on Person Centered Planning (4 course module) or a recognized international, national, or state organization in Person-Centered Planning as well as complete an Office of Recipient Rights training (any CMHSP is acceptable).

LAKESHORE REGIONAL ENTITY

TRAINING REQUIREMENTS: DETAIL

TRAINING	DESCRIPTION	WHEN	HOW TO OBTAIN	REQUIREMENT
1. Advance Directives	This training will cover: · the types of Advance Directives (AD) · Why have an AD · Who may create an AD · The powers of a patient advocate · The role of the clinician in AD · Where to find additional information about AD	Initial · < 30 days of hire and prior to working independently with individuals served Ongoing · Every 2 years	Initial & Ongoing · CMH classroom training if available · Lakeshore LMS online course · As otherwise approved by CMH	· MDHHS Contract section 6.8.6 on Advance Directives
2a. Behavioral Treatment / Crisis Intervention (MANDT) RELATIONAL	Mandt Relational stresses the importance of building positive, healthy relationships with everyone. Chapters include: · Healthy Relationships · Healthy Communication · Healthy Conflict Management	Initial · < 90 days of hire Ongoing · As per certification or otherwise required NOTE · MANDT must be taken sequentially and within a consecutive 3-month period.	Initial & Ongoing · classroom training by a certified Mandt trainer; · E-learnings through MANDT systems. · As otherwise approved by CMH	· MDHHS Contract Technical Requirement for Behavior Treatment Plan Review Committee. · Administrative Rule 330.7001 (z) · OSHA Publication 3148-06 R (2016)
2b. Behavioral Treatment / Crisis Intervention (MANDT) CONCEPTUAL	Mandt Conceptual introduces additional information to help how we think about things, people, and situations. Chapters include: · Trauma Informed Cultures · Positive Behavior Interventions and Supports · Medical Risk Factors (optional)	Initial · <90 days of hire Ongoing · As per certification or otherwise required NOTE · MANDT must be taken sequentially and within a consecutive 3-month period.	Initial & Ongoing · classroom training by a certified Mandt trainer; or · E-learnings through MANDT systems · As otherwise approved by CMH	· MDHHS Contract Technical Requirement for Behavior Treatment Plan Review Committee. · Administrative Rule 330.7001 (z) · OSHA Publication 3148-01 R (2004)
2c. Behavioral Treatment / Crisis Intervention (MANDT) TECHNICAL	Mandt Technical provides staff with technical physical skills to keep people safe while working with them. Chapters include: · Assisting · Separating · Physical Techniques	Initial · < 90 days of hire Ongoing · As per certification or otherwise required NOTE · MANDT must be taken sequentially and within a consecutive 3-month period.	Initial & Ongoing · classroom training by a certified Mandt trainer; or · Initial e-learnings and/or test-out re-certification through MANDT systems, supplemented by face-to-face/classroom demonstration of physical interaction skills. · As otherwise approved by CMH	· MDHHS Contract Technical Requirement for Behavior Treatment Plan Review Committee. · Administrative Rule 330.7001 (z) · OSHA Publication 3148-01 R (2004)
3. Corporate Compliance	This training will acquaint staff members with the general laws and regulations governing waste, fraud, and abuse, and other compliance issues in both the CMHSP and the provider organization.	Initial · <60 days of hire Ongoing · Annual update	Initial · CMH classroom training if available · Lakeshore LMS online course · As otherwise approved by CMH Ongoing · CMH classroom training if available · Lakeshore LMS online course · As otherwise approved by CMH	· Medicaid Integrity Program (MIP) Section 33 · Medicaid False Claims Act of 1977 · Michigan False Claims Act, Act 72 of 1977 · Deficit Reduction Act of 2005 · Affordable Care Act of 2010 · CARF 1. A. 7 if applicable · Code of Federal Regulations 42 CFR 438 608

TRAINING	DESCRIPTION	WHEN	HOW TO OBTAIN	REQUIREMENT
4. Cultural Competence	This training will cover: effect of culture and how it affects our perception of life, various aspects of culture, understanding that every individual has the right to receive culturally proficient services, steps in providing culturally responsive services, and realizing that being culturally competent/proficient is a continual process.	Initial · < 60 days of hire Ongoing · Annual update	Initial · CMH Classroom Training if available · Lakeshore LMS online course · As otherwise approved by CMH Ongoing · Lakeshore LMS online course · As otherwise approved by CMH	· Code of Federal Regulations 42 CFR 438.206(c)(2) Cultural Considerations · MDHHS Contract Part II 3.0, Access Assurance Section 3.4.2 on Cultural Competence · MDHHS Contract Part I, 15.7 (LEP) · CARF 1.I.5 if applicable · Medicaid Provider Manual 4.5
5. Emergency Preparedness	The goal of this course is to provide information that helps increase employee awareness and knowledge of various emergency situations to promote effective response practices. At the completion of this program, participants should be able to: identify risk factors that lead to an emergency situation; implement proper safety and prevention practices; report emergencies promptly to proper authorities; respond to various emergency situations in an effective manner.	Initial · < 60 days of hire · Staff working independently or as lead workers need to complete all training prior to any direct care assignment Ongoing - Every 2 years	Initial & Ongoing · CMH Classroom Training if available · Lakeshore LMS online course · As otherwise approved by CMH	· R330.1806 · R400.14204 (Small Group Homes) · R400.15204 (Large Group Home) · R400.2122 (Congregate Settings) · CARF 1.H.4 if applicable
6. Knowledge of First Aid	This training will provide staff with information about basic first aid action principles and situations requiring first aid.	Initial · < 60 days of hire and prior to working independently with individuals served Ongoing · Update every 2 years	Initial & Ongoing · Lakeshore LMS online course · As otherwise approved by CMH	· Medicaid Provider Manual 2.4, 14.5.A, and 15.2.C
7. First Aid Certification	This training will provide staff with certification in basic first aid action principles, situations requiring first aid, and basic first aid skills in areas including: · Medical Emergencies · Injury Emergencies · Environmental Emergencies	Initial · Current certification < 60 days of hire and prior to working independently with individuals served Ongoing · As per certificate	Initial & Ongoing · CMH or Community Classroom Training which must include return demonstration · Through an American Red Cross, American Heart Association, OR National Safety Council certified trainer which must include return demonstration · As otherwise approved by CMH	· R330.1806 (Specialized Residential) · R400.14204 (Small Group Homes) · R400.15204 (Large Group Home) · R400.2122 (Congregate Settings) · CARF 3.G.22; 2.F.3.d

TRAINING	DESCRIPTION	WHEN	HOW TO OBTAIN	REQUIREMENT
8. CPR Certification	This class provides certification in the basics skills for cardio-pulmonary resuscitation for adults and children including checking a conscious or unconscious victim, conscious choking, CPR (30 – 2), unconscious airway obstruction, and automated external defibrillators (AED) as determined by certifying organizations (American Red Cross, American Heart Association, National Safety Council).	Initial · Current certification < 60 days of hire and prior to working independently with individuals served Ongoing · As per certificate	Initial & Ongoing · CMH or Community Classroom Training which must include return demonstration · Through an American Red Cross, American Heart Association, OR National Safety Council certified trainer which must include return demonstration · As otherwise approved by CMH	· Medicaid Provider Manual 14.5.A · R330.1806 (Specialized Residential) · R400.14204 (Small Group Homes) · R400.15204 (Large Group Home) · CARF 3.G.22; 2.F.3.d
9. Grievance & Appeals	This class demonstrates that due process/grievance and appeals are the right of every person seeking or receiving mental health or developmental disability services from a Community Mental Health Service Program or its contracted agencies. All individuals have the right to a fair and efficient process for resolving complaints regarding their services and supports.	Initial · < 30 days of hire and prior to working independently with individuals served Ongoing · Annual update	Initial & Ongoing · LRE classroom training if applicable · As otherwise approved by CMH	· MDHHS Contract Attachment 6.3.2.1 · Lakeshore Regional Entity Policy 6.2
10. HCBS IPOS Holder Training Modules	Home and Community Based Provider Training educates Case Managers/Supports Coordinators/Direct Care Workers on the requirements for treatment plan development and implementation to ensure plans are consistent with HCBS requirements.	Initial · < 60 days of hire Ongoing · Annual Update	Initial & Ongoing · Lakeshore LMS online course · As otherwise approved by CMH	· State Medicaid Director Letter #19-001
11. HCBS Provider Training Module	Home and Community Based Provider Training educates Direct Care Workers on the requirements for treatment plan development and implementation to ensure plans are consistent with HCBS requirements.	Initial · < 60 days of hire Ongoing · Annual Update	Initial & Ongoing · Lakeshore LMS online course · As otherwise approved by CMH	· State Medicaid Director Letter #19-001
12. Health & Wellness	This course provides staff with the information and skills to work as a health coach. Necessary skills include: promoting wellness, understanding the role of treatment options, monitoring a person's current health status, and responding to changes in healthcare needs.	Initial · < 60 days of hire and prior to working independently with individuals served	Initial · CMH classroom training if available · Lakeshore LMS online hybrid course (both online AND classroom portions) · As otherwise approved by CMH	· R330.1806 · R400.14204 (Small Group Homes) · R400.15204 (Large Group Home) · R400.2122 (Congregate Settings)

TRAINING	DESCRIPTION	WHEN	HOW TO OBTAIN	REQUIREMENT
13. HIPAA	This training will provide staff with information about HIPAA privacy and HIPAA 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 · < 60 days of hire Ongoing · Annual update	Initial & Ongoing · CMH Classroom Training if available · Lakeshore LMS online course · As otherwise approved by CMH	· Code of Federal Regulations – 45CFR 164.308(a)(5)(i) and 164.530 (b)(1) · CARF 1.I.5
14. Introduction to Human Services	This course provides an overview of Developmental Disabilities, Mental Illness, Substance Use Disorders, and provides information about documentation and the role of staff.	Initial · < 30 days of hire and prior to working independently with individuals served	Initial · Lakeshore LMS online course · CMH Classroom Training if available · As otherwise approved by CMH	· MCL 330.1806 · R400.14204 (Small Group Homes) · R400.15204 (Large Group Homes) · R400.2122 (Congregate Settings)
15. Limited English Proficiency (LEP)	This course will provide information on the language assistance entitlements available to individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English.	Initial · < 60 days of hire Ongoing · Annual update	Initial · CMH Classroom Training if available · Lakeshore LMS online course · As otherwise approved by CMH Ongoing · Lakeshore LMS online course · As otherwise approved by CMH	· Code of Federal Regulations 42 CFR 438.206(c)(2) Cultural Considerations · MDHHS Contract Part I, 15.7 (LEP) · Medicaid Provider Manual 18.1.6 & 6.3.2
16. Medication Series May include: Lakeshore course series that includes online and classroom demo portions (see How to Obtain column) OR Standalone CMH classroom training(s) if available	This training series provides an overview of the rights of medication administration; legal, ethical, and liability considerations of medication administration; commonly prescribed medications for individuals receiving services; special considerations of administering psychotropic and other medications; correct drug routes, dosages; pharmacy labels and physician orders; drug information sheets; possible side effectives, possible adverse effects of, and contraindications; transcription of medication orders; medication storage; how to document medication refusal and inability to administer medications as scheduled; how to document medication errors; disposal of discontinued, expired and/or contaminated medications per agency policy and procedure and FDA guidelines. This series provides preliminary information about this topic. Providers will work with staff to build and develop competency.	Initial · ≤ 60 days of hire and prior to working independently with individuals served	Initial · Lakeshore LMS course series that includes these online AND classroom portions: 1. Medication Administration & Monitoring (online) 2. Health & Wellness (online – see #10 above) 3. Medication & Health Skills Demonstration (classroom) 4. Medications: Types, Uses & Effects (online) Both Medication Administration & Monitoring and Health and Wellness online modules MUST be completed BEFORE the classroom Skills Demo. · Standalone CMH classroom training(s) if available · As otherwise approved by CMH	· MCL 330.1806 · R400.14204 (Small Group Homes) · R400.15204 (Large Group Home) · R400.2122 (Congregate Settings)
17. Nutrition & Food Safety	This course provides staff information so they may: understand the effect of food intake on health and wellness; identify and help people understand healthy food options; recognize and implement menus which encourage healthy meals and snacks based on setting; be able to shop in accordance with dietary and budgetary considerations; describe the link between improper food handling, poor personal hygiene, and food-borne illness; list signs/symptoms of food- borne illness; list criteria for safe food handling, storing, and serving; and, Identify appropriate response to food recalls.	Initial · < 60 days of hire and prior to working independently with individuals served	Initial · CMH classroom training if available · Lakeshore LMS online course · As otherwise approved by CMH	· MCL 330.1806 · R400.14204 (Small Group Homes) · R400.15204 (Large Group Home) · R400.2122 (Congregate Settings)

TRAINING	DESCRIPTION	WHEN	HOW TO OBTAIN	REQUIREMENT
18. Person-Centered Planning and Self-Determination	This training provides information on the core principles of person-centered planning (PCP), self-determination, and the Individual Plan of Service (IPOS). Emphasis is placed on discovering the preferences of the individuals being served and improving ability to implement the IPOS accordingly; understanding what the person wants to achieve with each goal and objective in his/her IPOS; and understanding that the IPOS is the prescription for the services that staff provide.	Initial · < 60 days of hire Ongoing · Annual update for all staff	Initial · CMH classroom training if available · Lakeshore LMS online course · As otherwise approved by CMH Ongoing · Lakeshore LMS online course · As otherwise approved by CMH	· MDHHS contract Part 3.4.1.1.IV.A.4 · Administrative Rule R 330.1700 (G)
19. Recipient Rights	This course will provide a basic understanding of recipient rights and reporting requirements. When a person receives behavioral health services, Michigan's Mental Health Code and other state and federal laws safeguard their rights. Staff are responsible to protect these rights.	Initial · < 30 days of hire Ongoing · Annual update	Initial · CMH classroom training · Options as approved by CMH Office of RR Ongoing · CMH classroom training · Options as approved by CMH Office of RR · As otherwise approved by CMH	· MH Code: Sec 330.1755(5)(f)
19a. Recipient Rights SUD	This course will provide a basic understanding of recipient rights and reporting requirements specific to individuals recieving Substance Use Disorder treatment. When a person receives substance use disorder services, Michigan's Mental Health Code and Public Health Code, as well as other state and federal laws safeguard their rights. Staff are responsible to protect these rights.	Initial · < 30 days of hire Ongoing · Annual update	Initial · Training at Provider Agency · Options as approved by LRE Recipient Rights Consultant Ongoing · Classroom training at Provider Agency · Options as approved by LRE Recipient Rights Consultant	· Chapter 2A of the Michigan Mental Health Code · Part 5 of the Administrative Rules for Substance Abuse Administration/Service Programs · Article 6 of the Michigan Public Health Code

TRAINING	DESCRIPTION	WHEN	HOW TO OBTAIN	REQUIREMENT
20. Standard Precautions	This course provides information on: the epidemiology and symptoms of infectious diseases; how infectious diseases are transmitted; exposure control plans; recognizing what job activities may present a risk for potentially infectious situations; appropriate engineering controls, work practices, and personal protective equipment; an emergency involving blood or other potentially infectious material; appropriate response to an exposure incident including immediate care, documentation, and medical follow up; and, appropriate cleaning and disinfecting following a biohazard incident.	Initial · Prior to working with individuals served Ongoing · Annual update	Initial & Ongoing · CMH Classroom Training if available · Lakeshore LMS online course · OSHA approved Standard Precautions curriculum · As otherwise approved by CMH	· OSHA 1910.1030 · Administrative Rule R325.7000 · Administrative Rule R 325.70016 (7)(a) – specifies initial training and annual retraining · Administrative Rule R330.2807 (10) · CARF 1.H.11.b.
21. Trauma Informed Care	This course addresses the nature of trauma and its effects on people. Being able to provide trauma informed services to individuals receiving services is a crucial skill set for staff. Recognizing that an alarming majority of people receiving services have had trauma in their lives, it is staff's responsibility to work with them in a manner which supports and does not worsen the impact of previous trauma.	Initial · < 6 months of hire Ongoing · As identified by MDHHS contract and CCBHC standards	Initial · CMH classroom training (Mandt Conceptual) · Other CMH classroom training if available · As otherwise approved by CMH Ongoing · CMH classroom training (Mandt Conceptual) · Other CMH classroom training if available · As otherwise approved by CMH	· MDHHS/CMHSP Contract Attachment C6.9.9.1 CCBHC Standard

Additionally:

· If through the Quality Monitoring Review or MDHHS Site Review deficiencies are noted in this area, additional training may be required.

· When applicable laws and/or regulations change CMHSP may require a training update

· Specialized Res: Staff working independently or as lead workers need to complete all training prior to any direct care assignment. For Self-Directed Arrangements, please see training requirements documented in the Self-Determination Agreement.

· Children's Diagnostic Training Requirements: Each full-time staff member in a certified program shall complete not less than 24 hours of formalized child-specific professional development and training annually. Definition of "annual" to be determined by each CMHSP (i.e. fiscal year, calendar year). Prorated amounts based on date hired and/or employment status are allowed, as determined by each CMHSP. For example, should a CMHSP choose to calculate credits annually by calendar year, a qualifying full-time staff member hired on June 1st would need to complete 12 hours annually; separately, a qualifying part-time staff member employed by the CMHSP the entire calendar year and expected to work 20 hours weekly would need to complete 12 hours annually, while a part-time staff member employed by the CMHSP the entire calendar year and expected to work 32 hours weekly would need to complete 19 hours annually.