

EXHIBIT E

MSHN Minimum CMHSP Training Requirements

Source Document Key:

- [1. Balanced Budget Act](#)
- [2. Health Insurance Portability and Accountability Act \(HIPAA\)](#)
- [3. Deficit Reduction Act](#)
- [4. Michigan Department of Community Health \(MDCH\)](#)
- [5. Michigan Administrative Code](#)
- [6. Michigan Mental Health Code](#)
- [7. Occupational Safety & Health Administration \(OSHA\)](#)
- [8. Code of Federal Regulations](#)

CMH-employed Administration Group	Crisis Intervention/ Access	Other Professional Service (OT,PT, Dietary, Psychological Testing)	CMH-employed Maintenance	Medical Professional	Residential Supervisors/Q/Licenses	AFC Licensed Direct Care Staff	Aide level staff providing service in the community or in unlicensed settings	Students/ Volunteers/ Temporary workers	Primary Service Providers	Individual/Group Therapist	Clubhouse/ Drop-In/ Peer Supports	CMH-employed Transporters	ACT
									(Case Managers, Supports Coordination, Home Based Staff, MST, Wraparound)				

Renewal Key: I = Initially A = Initially & Annually 2 = Initially & every 2 years

Training	Requirements	Source														
Assertive Community Treatment (ACT)	180 days of hire for work in ACT	4														I
Advance Directives	90 days of hire	1									I	I				I
Appeals & Grievances	90 days of hire	1, 4, 6	A	A	A	A	A	A			A	A	A	A	A	A
CAFAS and/or PECFAS (if working with children)	90 days of hire	4		2							2	2				
Corporate & Regulatory Compliance	90 days of hire	1, 3	A	A	A	A	A	A	A	A	A	A	A	A	A	A
CPR & First Aid*	30 days of hire	5							2	first aid only						
Cultural Competency & Diversity	1 year of hire	4, 6, 8	A	A	A	A	A	A	A	A		A	A	A	A	A
Environmental Safety	1 year of hire	5, 6	I	I	I	I	I	I	I	I	I	I	I	I	I	I
Health Management - (Blood Borne Pathogens/Infection Control)	30 days of hire	5, 6, 7	A	A	A	A	A	A	A	A	A	A	A	A	A	A
HIPAA Privacy & Security	30 days of hire	2, 4, 5, 8	A	A	A	A	A	A	A	A	A	A	A	A	A	A
IDDT/COD	90 days of hire	4		COD								COD - if necessary	COD - if necessary			A- if providing IDDT
Limited English Proficiency (LEP)	90 days of hire	1, 4	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Medication Administration	90 days of hire	5							I	I - if necessary						
Non-Physical Intervention (Verbal De-escalation)	90 days of hire	8		I					I	I - if necessary		I	I	I		I
Person-Centered Planning	30 days of hire	4, 6, 8	A	A	A		A	A	A	A	A	A	A	A	A	A
Recipient Rights	30 days of hire	4, 5, 8	A	A	A	A	A	A	A	A	A	A	A	A	A	A
Self Determination	90 days of hire	4		A								A	A			
Culture of Gentleness	90 days of hire	4							A-if necessary	A-if necessary						

* Based on Certification Length set by the training entity (i.e., American Red Cross)

- Training with a DHS-approved group home curriculum is required for direct care staff working in licensed specialized AFC settings.
- Customer Service staff must receive training as defined in Attachment P.6.3.1 of the MDCH/PIHP contract (paragraph F.14)
- Additional program specific training is required for programs such as Wraparound, IMH, DBT, TFCBT, MST, Supported Employment, and ABA Aides (Autism Benefit).
- Child Mental Health Professionals are required to obtain 24 hours annual related to child specific training
- The following job titles will require Core Elements of Case Management training: Case Manager, Supports Coordinator, Home-based Mental Health Therapy, Multisystemic Therapy, and Wraparound

This is a set of MSHN minimum training requirements and is not all inclusive to each individual CMHSP. Any county, accreditation, evidence-based practice, or CMHSP specific training will be additionally documented by each CMHSP.