

**Autism Professional Staff - Required Training**  
**BCBA, BCaBA, QBHP, LP, LLP**

**Fee Field Legend: X=BABH provides with fee**

Training Course:	Resource	Frequency	Required by:	Fee	Notes
Recipient Rights	BABH Provides self test	Initially within 30 days and annually	MDHHS		Contact Recipient Rights Department to request
Appeals & Grievances	BABH Provides initial or web-based available; Annual update is provider responsibility	Initially within 90 days and annually	MDHHS		Contact Customer Service Department to request
Bloodborne Pathogens	Provider Responsibility or web-based available	Initially within 30 days and annually	MDHHS/MIOSHA		
Verbal De-escalation	BABH Provides or Provider Responsibility <del>or web-based available</del>	Initially within 90 days and every 2 years	MDHHS/BABH/CFR		
<del>CPI Crisis Prevention/Verbal De-Escalation Units 1-4, 7-8 (Working with People II)</del>	<del>BABH Provides (if indicated in a Behavior Treatment Plan)</del>	<del>Initially within 90 days and every 2 years</del>	<del>MDHHS/BABH</del>		<del>Does not include physical skills</del>
<del>CPI Non-Violent Physical Intervention Skills—Units 5 and 6</del>	<del>BABH Provides (if indicated in a Behavior Treatment Plan*)</del>	<del>Initially within 90 days and every 2 years</del>	<del>MDHHS/BABH</del>		<del>*subject to change</del>
CPI Physical Holding Intervention (if applicable)	BABH Provides	Initially within 90 days and every 2 years	BABH		
Medication Procedures (site or person specific)	BABH provides for Lead Trainer**	Initially - if passing meds within 90 days and annually	MI Admin Rules		
Safety/Emergency Procedures (site specific)	Provider Responsibility	Initially	MI Admin Rules		
Cultural Competence/LEP	Provider Responsibility or web-based available	Initially within 90 days and annually	MDHHS		
Corporate Compliance	Provider Responsibility or web-based available	Initially within 90 days and annually	Federal Law		
HIPAA Privacy & Security	Provider Responsibility or web-based available	Initially within 30 days and annually	Federal Law		
Person Centered Planning	Provider Responsibility or web-based available	Initially within 30 days and annually	MDHHS		
Recovery Principles	Provider Responsibility or web-based available	Initially within 90 days and every 2 years	MDHHS		
Trauma Informed Care	Provider Responsibility or web-based available	Initially within 90 days and every 2 years	MDHHS		
Working with People/Culture of Gentleness (WWP/COG)	BABH provides if recommended by the BABH Behavior Treatment Review Committee	Initially***	MDHHS		
Training in IPOS***	Provider Responsibility	Initially, annually, and updates as necessary	MDHHS		

\* ~~Other non-violent crisis trainings may be accepted. Contact BABH ABA Coordinator for approval. BABH approves QBS and PCMBABHA approves the use of CPI and QBS. All other training programs require pre-approval from Behavior Treatment Review Committee.~~

\*\*Contact ABA Coordinator to arrange training for Provider's Lead Trainer;

Lead Trainer will train Provider's professional staff as applicable;

Staff must be trained in medication procedures before passing medications;

Provider will develop med error/remedial education procedure and retrain staff as outlined in the Statement of Work

~~\*\*\*Two day initial available monthly. Refresher course available on web-based training site.~~

\*\*\*~~Staff may be responsible for training others depending on the services the individual receives.~~

**Revision Date: 9/13/23(changes in red)**

Changes effective 10/1/23, 11/6/23