

Oakland Community Health Network Training Requirements

Oakland Community Health Network Required Trainings Grid

Training	Initial	Ongoing Frequency	State / Federal Source	Direct Care - CLS Respite / Aide	Direct Care Specialized Residential	Non Vocational Skill Building	Prescribers	Professional	Self Determination	Supported Employment	Vocational	Wraparound
Basic Health	Within 90 days of hire or prior to working independently or as lead staff	N/A	¹ Specialized Residential Licensing Rules R 330.1806(2), ² AFC Licensing R 400.14204(3) & ⁴ Michigan Mental Health Code	x	x				Strongly Recommended			
Blood Borne Pathogens / Infection Control	Within 90 days of hire	Annually	³ MIOSHA R 325.70016, ¹ Specialized Residential Licensing Rule R 330.1806(2) & ⁴ Michigan Mental Health Code	x	x	x		x	x Adults Only	x		x
Corporate Compliance	Within 90 days of hire	Annually	⁷ Balanced Budget Act, ⁸ HIPAA, ⁹ Deficit Reduction Act (DRA) (Specific to Employer), ¹⁰ Michigan Administrative Code, ⁵ Code of Federal Regulations	x	x	x	x	x		x	x	x
CPR	Within 60 days of hire	As required per the training program (usually every 2-3 years)	¹ Specialized Residential Licensing Rules R 330.1806(2) & ² AFC Licensing R 400.14204(3)	x	x	x		Strongly Recommended	x required for those working with children on SED & CWP waivers Strongly Recommended	x	Strongly Recommended	Strongly Recommended
Cultural Diversity	Within 90 days of hire	Every 3 years	⁵ MDHHS PIHP Contract, ⁶ CFR 438.206 & ⁴ Michigan Mental Health Code	x	x	x	x	x	Strongly Recommended	x	x	x
Environmental Emergencies	Within 90 days of hire or prior to working independently or as lead staff	N/A	¹ Specialized Residential Licensing Rules R 330.1806(2), ² AFC Licensing R 400.14204(3), ⁴ Michigan Mental Health Code	x	x				Strongly Recommended			
Ethics: Expectations regarding professional conduct	Within 90 days of hire	Every 3 years	CARF- Human Resources Section 1				x	x				x
First Aid	Within 60 days of hire	As required per the training program (usually every 2-3 years)	¹¹ Medicaid Provider Manual, ¹ Specialized Residential Licensing 330.1806(2) & ² AFC Licensing R400.14201	x	x	x		Strongly Recommended	x	x	Strongly Recommended	Strongly Recommended

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Grievances & Appeals*	Within 30 days of hire	Annually	⁶ 42 CFR 438.400-42, ⁵ MDHHS PIHP Contract B.3.K.vii, ⁷ Balanced Budget Act	x	x		x	x			x	x
HIPAA	Within 30 days of hire	Annually for PIHP staff; every 3 years for others	⁶ 45 CFR 164.308(a)(5)(i) & 45 CFR 164.503(b)(1), 8HIPAA, ¹¹ Medicaid Provider Manual, & ¹³ MDHHS CMHSP Contract I.15.8	x	x	x	x	x	Strongly Recommended	x	x	x
Introduction to Special Needs of MI/DD	Within 90 days of hire or prior to working independently or as lead staff	N/A	¹ Specialized Residential Licensing Rules R 330.1806		x				Strongly Recommended			
Limited English Proficiency	Within 90 days of hire	Every 3 years	⁵ MDHHS PIHP Contract B.3.K.viii & ¹³ MDHHS CMHSP Contract I.15.7	x	x	x	x	x	Strongly Recommended	x	x	x
Medication Administration	Within 90 days of hire or prior to working independently or as lead staff	N/A	¹ Specialized Residential Licensing Rules R 330.1806	Req based on plan	x	Req based on plan			Req based on plan	Req based on plan		
Non-Aversive Techniques for Prevention and Treatment of Challenging Behavior / Prevention of Workplace Violence	Within 30 days of hire	Annually	⁵ MDHHS PIHP Contract and ¹ R 330.1806(2)	x	x	Req based on plan	x	x	Req based on plan	Req based on plan	Req based on plan	x
Nutrition	Within 90 days of hire or prior to working independently or as lead staff	N/A	¹ Specialized Residential Licensing Rules R 330.1806		x							
Person Centered Planning	Within 90 days of hire	Every 3 years	⁵ MDHHS PIHP Contract B.3.K.iii, ⁴ Michigan Mental Health Code, ⁶ Code of Federal Regulations, ¹³ MDHHS CMHSP Contract Attachment C.3.3.1	x	x	x	x	x	Strongly Recommended	x	x	x
Recipient Rights	Within 30 days of hire	Annually	⁴ MH Code: 330.1755(5)(f), ¹² SUD Admin rules: R 325.14302 & ² AFC Licensing R 400.14204(3e), ¹³ MDHHS CMHSP Contract Attachment C.6.3.2.3A	x	x	x	x	x	x	x	x	x

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Role of Direct Service Workers/Working with People	Within 90 days of hire or prior to working independently or as lead staff	N/A	¹ Specialized Residential Licensing Rules R 330.1806(2), ⁴ Michigan Mental Health Code, ⁶ Code of Federal Regulations		x				Strongly Recommended			
Self-Determination	Within 90 days of hire	Every 3 years	⁵ MDHHS PIHP Contract B.3.K.iv, MDHHS CMHSP Contract Attachment C.3.3.4, ⁷ Balanced Budget Act				x	x				x
Training specific to the Person's Plan	Prior to working with the individual	Annually and when changes are made to the person's plan.	¹ Specialized Residential Licensing Rules R 330.1806(1), ⁴ Michigan Mental Health Code, ⁶ Code of Federal Regulations	x	x	x			x	x	x	x
Trauma Informed Care	Within 90 days of hire	Every 3 years	⁵ MDHHS PIHP Contract N.9	x	x	x	x	x	Strongly Recommended	x	x	x

* Due Process training is included as part of the Recipient Rights training. A separate Due Process training is required for Primary clinicians, Access/UM staff, Customer Service, Service Supervisors of previously listed staff

References

- ¹[Certification of Specialized Programs Offered in Adult Foster Care Home to Clients with Mental Illness or Developmental Disability](#)
- ²[Licensing Rules for Adult Foster Care Small Group Homes](#)
- ³[General Industry Safety and Health Standard Part 554. Bloodborne Infectious Disease](#)
- ⁴[Michigan Mental Health Code](#)
- ⁵FY21 MDHHS PIHP Contract
- ⁶[Code of Federal Regulations](#)
- ⁷[Balanced Budget Act](#)
- ⁸[Health Insurance Portability and Accountability Act \(HIPAA\)](#)
- ⁹[Defecit Reduction Act](#)
- ¹⁰[Michigan Administrative Codes](#)
- ¹¹[Medicaid Provider Manual](#)
- ¹²[Mental Health and Substance Abuse Services Recipient Rights](#)
- ¹³FY21 MDHHS CMHSP