

SUD Clinician Required Training FY26				
Title	Description	Frequency	How to Obtain	Requirement
<b>Advance Directives</b>	Includes how to access advance directives, how to assist with completing them, and how to act when they are in effect.	Initial within 90 days	Relias	CARF Standard 2.B.8.d.(3); MDHHS Contract 7.10.5, PA 386 of 1998, PA 532 of 2004 sections 700.5506-700; Balanced Budget Act; DHHS 42 CFR 489.102; MSHN; TRD RR117
<b>Collaborating with Families and Peers</b>	Review of importance of collaborating with natural supports and recovery supports in treatment.	Initial within 90 days and annually	Training provided at orientation, and at full-staff meetings.	CCBHC 13.A.6; TRD RR108; C340.2
<b>Corporate Compliance</b>	Introduction to the general laws and regulations governing waste, fraud, and abuse, and other compliance issues in both the CMHSP and the provider organization.	Initial within 90 days and annually	Relias or at <u>Improving MIPractices</u>	Medicaid Integrity Program Section 33; Medicaid False Claims Act of 1977; Michigan False Claims Act 72 of 1977; Affordable Care Act; DHHS 42 CFR 438.608; CARF Standard 1.A.7.d.; Deficit Reduction Act: Title VI-Chapter 3 §6031-§6036; Balanced Budget Act; MSHN
<b>CPR/First Aid</b>	Certification in basic first aid action principles and skills including medical, injury and environmental emergencies. CPR and AED training included.	Initial within 30 days and renewal as certification expires	CMH or community classroom training American Red Cross, American Heart Association or National Safety Council Must include return demonstration	TRD HR 512.2; MSHN; CARF Standard 1.H.9, 3.F.16, 3.Q.12; Medicaid Provider Manual 2.4; 18.12; 14.5; 2.11.E; 4.1; MI LARA R330.1806; R 400.14201 and R 400.14204; R 400.15204; R 400.2122
<b>Crisis Prevention/ Intervention/ Verbal De-escalation</b>	Includes prevention and proven strategies for safely defusing anxious, hostile, or violent behavior at the earliest possible stage, how behavior escalates, and how to appropriately respond. This training will not cover holds as we are restraint free.	Initial within 90 days and renewal as certificate expires with refresher course	<u>Initial:</u> Onsite CPI training or as approved by CMH (Gentle Teaching, MANDT, Safety Care (QBS), Professional Crisis Management (PCM))  <u>Renewal:</u> on-site refresher course or other approved refresher training	MDHHS Contract Technical Requirement for Behavior Treatment Plan Review Committee; Michigan Admin. Code R 330.7001 (z); MI LARA R330.1806; OSHA Publication 3148-01 R (2004); CARF Standard 2.A.16, 3.Q.14; MSHN; DHHS 42 CFR 485.910; TRD RR116.1; C391.1; HR512
<b>Cultural Competence</b>	Includes the importance of understanding our own and others' culture and values and how they may affect the perception of others and the quality of services for those we serve.	Initial within 90 days and annually	Relias or Improving MIPractices	MDHHS contract Part II 3.3.3, Access Insurance Section 3.4.2 on Cultural Competence; Medicaid Provider Manual 4.5; MDHHS R330.2806; MI Mental Health Code 330.1116; DHHS 42 CFR 438.206(c)(2); CARF Standard 2.A.23; CCBHC 13.A.6; MSHN; TRD RR992
<b>Emergency Preparedness / Environmental Safety</b>	Increases employee awareness and knowledge of various emergency situations to promote effective response practices, including basic emergencies and disasters (power outages, fires, tornadoes), responsibilities during emergency situations, how to develop an emergency preparedness plan, what to do to help individuals with special needs.	Initial within one year and annually	Relias Should also receive emergency preparedness policy and procedures specific to the office/home/facility in which you work.	CARF 1.H.4; Medicaid Provider Manual 2.11.E, 4.1, 15.2.C, 14.5.A, 2.4, 18.12; MI LARA R330.1806; MI LARA AFC Lic. R 400.14201; R 400.14204; R 400.15204; R 400.2122; DHHS R 330.2807; MSHN; TRD HR 512
<b>Fiscal Policies and Written Procedures</b>	Training related to fiscal policies and procedures provided to appropriate personnel	Initial within 90 days and ongoing as changes are made	Orientation with CFO/Fiscal staff as applicable to job position: Topics covered: - Billing - Authorizations - Funding - Contracts <u>Federal funding compliance training</u>	1.F.6.b. Financial Planning and Management CARF Standards
<b>Grievance and Appeals/ Customer Services</b>	Includes the rights that people have to complain about services or supports, what due process is for those we serve, and the provider's role in assisting persons-served through this process.	Initial within 90 days and annually	Relias and website training: <a href="http://www.rightdoor.org/providers/training/grievances-appeals.html">http://www.rightdoor.org/providers/training/grievances-appeals.html</a> Additional training on-site at orientation	Balanced Budget Act; DHHS 42 CFR 438.10(g); MDHHS Contract 6.3.1; 6.3.2; MSHN; CARF Standard 1.1.5.a; TRD RR101; RR107

<b>HIPAA</b>	Includes HIPAA privacy and 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 within 30 days and annually	Online course at Improving MI Practices HIPAA Essentials: <a href="https://www.improvingmipractices.org/focus-areas/courses/hipaa/hipaa-essentials">https://www.improvingmipractices.org/focus-areas/courses/hipaa/hipaa-essentials</a> or other approved training	MDHHS Admin. Data Standards 45 CFR 164.308; MDHHS Contract 18.1.7; CARF 1.1.5; HIPAA; MI Dept. of Insurance and Financial Svcs. R 500.551; DHHS Medical Assistance Programs 45 CFR 438.208; TRD RR 130.3
<b>Infection Control/ Health Management / Bloodborne Pathogens</b>	Includes identification of situations where risk of exposure to bloodborne pathogens exist, the need to keep work and room surfaces clean, orderly and in a safe and sanitary condition, the purpose of universal precautions, precautions that should be taken to prevent HIV and HBV, and correct handwashing procedures.	Initial within 30 days and prior to working independently with a person and annually	Relias or Improving MI Practices	OSHA 1910.1030; CARF Standard 1.H.4; Medicaid Provider Manual 2.11.E; 4.1; 15.2.C; 14.5.A; 2.4; 18.12; BSAAS Prevention Policy #2; Michigan LARA R330.1806; DHHS R330.2807; MI LARA AFC Licensing R400.14201; MI Dept. of LEO R325.70016 (7)(a); MSHN; TRD HR513
<b>Limited English Proficiency</b>	Trains the provider to recognize and assist individuals whose primary language is not English, or who have a limited ability to read, write, speak, or understand English.	Initial within 90 days and annually	Relias or Improving MI Practices	MDHHS contract Part II 3.3.3, Access Insurance Section 3.4.2 MDHHS Contract Part I, 15.7 (LEP); Medicaid Provider Manual 4.5; MDHHS R 330.2806; MI Mental Health Code 330.1116; DHHS 42 CFR 438.206(e)(2); CARF Standard 2.A.23; CCBHC 13.A.6; MSHN; TRD RR993
<b>Military Culture</b>	Includes military and veteran culture including increased suicide risk, accessing MH services, and connecting to VA services.	Initial within 90 days for all ACCESS, CRISIS and veteran clinicians and Peers and annually	Training offered by CMH or other approved training	CCBHC 13.A.6; TRD C 320.2
<b>Person-Centered Planning &amp; IPOS training</b>	Includes how to use person-centered planning to assist consumers in attaining their goals and training on each consumer's individual plan of service (IPOS).	PCP: Initial within 30 days and annually IPOS: as plan is implemented and updated and prior to working with individual	PCP: Relias, on-site, or other trainings approved by supervisor; Improving MI Practices  IPOS training: provided by clinician and/or behavior technician	MDHHS contract Part 3.4.1.1.IV.A.4; DHHS 42 CFR 441.725; MSHN; CARF Standard 1.I.5.b. and 2.A.22.c.; CCBHC Criteria 13.A.6; TRD C 391.1, C 320.1; Mental Health Code R 330.1712
<b>Recipient Rights – SUD</b>	Recipient Rights for Substance Abuse Services In Part I, participants will learn the definitions of terms commonly used in the Recipient Rights process, the rights of recipients that have been established in the Administrative Rules, and the primary components of the recipient rights process. These components include the prevention of violations, informal resolutions to violations and the identification of priority rights violations. Part II describes the roles and responsibilities of providers in Michigan, how to investigate a complaint, and the steps involved in the formal complaint process. It also outlines the responsibilities for all involved parties; clients, staff and programs. Part III of the training outlines the complaint processing and appeal procedure.	Initial within 30 days of hire and before working independently with persons served.  ANNUAL – see refresher course	<a href="https://www.improvingmipractices.org/focus-areas/courses/substance-use-disorder/recipient-rights">https://www.improvingmipractices.org/focus-areas/courses/substance-use-disorder/recipient-rights</a>	MDHHS Contract Part II 6.3.2; CARF Standards 1.I.5 and 1.K; MI LARA R 330.1806; MI Mental Health Code 330.1755; MSHN; Medicaid Provider Manual 4.1; TRD RR Policies and Procedures
<b>Recovery-Oriented Systems of Care</b>	Includes interventions that focus on enhancing a person's abilities and resources, or recovery capital, to manage their own behavioral health condition(s) and to increase their participation in the community activities of their choice.	Initial within 90 days and annually	At orientation or online in Relias	CMHSP contract; CCBHC 13.A.6; TRD C311
<b>SBIRT</b>	Screening, Brief Intervention and Referral to Treatment	Initial within 90 days	At orientation or other approved training.	CCBHC
<b>Sexual Harassment</b>	What constitutes workplace violence, communication, actions to take	Initial within 30 days of hire and annually	Relias, "Sexual Harassment for Employees"	CARF –1.H.4.b.9 – Health and Safety
<b>SUD Prevention of Communicable Diseases - SUD Communicable Disease Level 1</b>	This training is required for all SUD professionals in the publicly funded service delivery system in Michigan. The training includes basic information on sexually transmitted diseases/infections (STD/Is), HIV/AIDS, viral hepatitis, tuberculosis, and pictures of various STD/Is. A comprehensive approach to education is the most effective	Initial within 30 days of hire and prior to working independently with a person.  Every 2 years update	Improving MI Practices <a href="#">Communicable Diseases</a>   <a href="#">Improving MI Practices</a>	OSHA 1910.1030; R325.7000; R 325.70016 (7)(a) – specifies initial training and annual retraining; R330.2807 (10)

	strategy for preventing infections in the substance using population and their communities, given the causal relationship between communicable diseases and substance use disorders.			
<b>SUD Standardized Tool—GAIN I-CORE or ASAM</b>	Includes development of SUD treatment plan through a multidimensional patient assessment based on the degree of direct medical management, the structure, safety and security, and the intensity of treatment services provided.	Initial within 120 days for clinicians providing assessments and as updates occur	MSHN training or internal training or other approved training	TRD C310.5, HR523.1; CARF Standard 2.A.22.b.; MDHHS Contract; MSHN
<b>Suicide risk assessment/intervention/postvention</b>	Includes identification of clinical risk factors, suicide prevention, intervention, and postvention.	Initial within one year and annually	All staff must take ASIST/SafeTalk during their first year of employment. Bachelor's level staff completing prescreens must complete ASIST/SafeTalk annually. Master's level staff must complete a suicide intervention training, but RELIAS or another approved resource can be an option in addition to ASIST/SafeTalk.	CARF Standard 2.A.22; CCBHC Criteria 13.A.6; TRD C391.1; C 320.8
<b>Trauma-Informed Care</b>	Includes the review of the nature of trauma and its effects, and the responsibility of staff to work with individuals in a manner which supports and does not worsen the impact of previous trauma.	Initial within 90 days and annually	Online course at Improving MI Practices: <a href="#">Creating Cultures of Trauma-Informed Care   Improving Mi Practices</a>	MDHHS Contract P4.1.3.1; C6.9.9.1; CCBHC Criteria 13.A.6; CARF Standard 2.A.22.b.; MSHN; TRD C. 312; C 320
<b>Workplace Violence</b>	Includes behaviors, actions, and communication that constitutes workplace violence, and how to respond.	Initial within 30 days and annually	Relias	CARF Standards 1.H.3-4; TRD HR 512
<b>EBP: Care for co-occurring mental health and SUD</b>		Initial within one year	At orientation or online training in "Introduction to Co-occurring Disorders", "Peer Support for Co-occurring Disorders", "Interventions for Co-occurring Disorders: Advanced Practice for Clinicians".	CCBHC
<b>EBP: Family Psychoeducation</b>		Initial within one year	Training available through Substance Abuse and Mental Health Services Administration (SAMHSA) and through MDHHS as directed by clinician supervisor; online training in internal learning system (Relias) "Overview of Family Psychoeducation"	CCBHC 13.A.6; TRD C320.1
<b>EBP: IDDT</b>		Initial within 90 days	Training available through Substance Abuse and Mental Health Services Administration (SAMHSA).	CCBHC 13.A.6; TRD C320.1
<b>EBP: Motivational Interviewing</b>	Motivational interviewing (MI) is an effective, evidence-based technique for helping clients resolve ambivalence about behaviors that prevent change. The core goals of MI are to express empathy and elicit clients' reasons for and commitment to changing substance use and other unhealthy behaviors (Miller & Rollnick, 2013). Used for children to older adults.	Initial within one year	On-site training provided annually	CARF 2.A.22; CCBHC 13.D.4.3; TRD C320
<b>EBP: Policies and Procedures for continuity of operations/disasters</b>		Initial within 90 days	At orientation or online training in Relias	CCBHC
<b>EBP: Primary Care/ Behavioral Health Integration</b>	Integration of primary and BH care is one of the most important factors in improving over health for persons served.	Initial within 90 days and annually	At orientation or online training in Relias	CARF 3.K.9; CCBHC 13.A.6.1; TRD C340

Additional Trainings as Directed by Supervisor

RETENTION OF TRAINING RECORDS: Written documentation of compliance with training shall be kept on file at the facility with employer for not less than 3 years.