

## OCHN Direct Care Training Requirements for CLS – Respite - Aide

	Can you get this from MORC?	Comments	Initially Due	Ongoing Frequency	State/Federal Source
<b>CPR</b>	Yes	Blended course includes required instructor-led Skill Check.	Within 60 days of hire	As required per training program	AFC Licensing R400.14204(3) and R330.1806
<b>Corporate Compliance</b>	No		Within 90 days of hire	Annual	Medicaid Integrity Program(MIP)and Deficit Reduction Act
<b>Cultural Competency</b>	Yes	Online Course	Within 90 days of hire	Every 3 years	MDHHS PIHP Contract Part II(A); 4.5 and 42 CFR 438.206
<b>Due Process</b>	No	Contained within New Hire and Annual Rights Training with OCHN	Within 30 days of hire	Annual	
<b>Documentation Basics</b>	Yes		Within 90 days of hire	As required per training program	
<b>Emergency Prep</b>	Yes	Online course	Within 30 days of hire	N/A	R 330.1806 and AFC Licensing R 400.14204(3)
<b>First Aid</b>	Yes	Blended course includes required instructor-led Skill Check.	Within 60 days of hire	As required per training program	Medicaid Provider Manual 2.4 & 18.12
<b>Grievance and Appeals</b>	No	Contained within New Hire and Annual Rights Training with OCHN	Within 30 days of hire	Annual	42 CFR 438.400-424, MDHHS PIHP Contract, Attachment P 6.3.1.1
<b>Health</b>	Yes	Online course	Within 90 days of hire or prior to working independently	N/A	Specialized Residential Licensing Rules R 330.1810
<b>HIPPA</b>	Yes	Contained within Documentation Training	Within 90 days of hire	Every 3 years	45 CFR 438.400-424, MDHHS PIHP Contract Attachment P 6.3.1.1
<b>Infectious Disease Control</b>	Yes		Within 90 days of hire	Annual	MIOSHA R 325.70016
<b>Intro to Human Services</b>	Yes	Online course	Within 90 days of hire or prior to working independently	N/A	Specialized Residential Licensing Rules R 330.503(b)(1)
<b>Limited English Proficiency</b>	Yes	Online Course	Within 90 days of hire	Every 3 years	MDHHS Master Contract Part 1;18.16, Office of Civil Rights Policy, Guidance of the Title VI Prohibition Against Discrimination
<b>Non-Aversive Techniques</b> for prevention and treatment of challenging behavior \ preventing workplace violence	Yes	Contained within MORC's <u>Working With People</u>	Within 30 days of hire	Annual	MDHHS PIHP Contract attachment P.1.4.1 and R 330.1806
<b>Person Centered Planning</b>	Yes	Contained within MORC's <u>Intro to Human Services</u>	Within 90 days of hire	Every 3 years	MDHHS Provider contract; Attachment P.4.4.1.1, MDHHS CMHSP Contract; Attachment C3.3.1
<b>Recipient Rights</b> including Due Process with Grievance & Appeals	No	Taken through OCHN	Prior to working with Individual	Annual	MH Code: 330.1755(5)(f), SUD Admin Rules: R 325.14302
<b>Training specific to persons Plan of Service</b>	Yes	Training provided by SC or trained program leadership	Prior to working with Individual	Annual or when changes are made to person's plan	
<b>Trauma Informed Care</b>	Yes	Contained within MORC's <u>Working With People</u>	Within 90 days of hire	Every 3 years	MDHHS PIHP contract Attachment C.6.9.9.1
<b>Working With People</b>	Yes	Online course	Within 30 days of hire	Annual	