



## Macomb County Community Mental Health Self-Determination Training – Direct Employment Model

Document available from the MCCMH Training website, [www.mccmh.net](http://www.mccmh.net) and directly at the following link:  
<https://www.mccmh.net/wp-content/uploads/2020/12/Macomb-County-CMH-Self-Determination-Training-Requirements-Guide.pdf>

### Training for Employer of Record and/or Managing Employer:

The person served, and/or their guardian or personal representative acting as managing employer, must take the Self-Determination for Persons Served course prior to beginning self-determination arrangements. More detail on the free training is found below. Follow the hyperlink to take you to the document location:

Training	Who Trains	Contact Information (follow hyperlink for source)	Initial Training Due	Repeat Training Due	Length of Training
Self-Determination Training for Persons Served	Self-Determination Administrator (face-to-face training)	MCCMH Professional Learning Portal, <a href="#">Self-Determination Flyer</a> , for dates and times, location, and how to register.	<p>Prior to implementation of self-determination arrangements. Verification form completed and given to primary case holder.</p> <p>Persons who started using self-determination arrangements prior to January 1, 2018 who have never received the Self-Determination Training for Persons Served, have until January 1, 2021 to take the class to continue to direct services through self-determination.</p>	Every 2 years. Verification form completed and given to primary case holder.	2.5 hours

### Training for Staff Hired through Self-Determination:

Staff hired through self-determination arrangements must be qualified providers. The following grid details the free or low cost required training for qualified staff hired through self-determination. If staff do not meet the minimum training requirements, the fiscal intermediary will not be able to pay the staff with the self-determination budget dollars. It is the responsibility of the Employer of Record and /or Managing Employer to track training.

Training identified as new goes into effect for staff hired on or after December 1, 2019. Staff hired prior to December 1, 2019 have until March 1, 2020 to complete the new training. Where more than one source can be used to meet the training it will be noted for your consideration. Follow the hyperlink to take you to the training website location or to the training informational materials:

To ensure the most recent version of this training grid access it directly from the MCCMH website, at:  
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Training	Who Trains	Contact Information (follow hyperlink for source)	Initial Training Due	Repeat Training Due	Length of Training
Cultural Competency ( <b>new</b> )	Online	<ul style="list-style-type: none"> <li>• <a href="#">Detroit Wayne Connect</a> – “Cultural Competence/Diversity”</li> <li>• <a href="#">Improving MI Practices</a> – “Cultural Competence – Basic Concepts”</li> </ul>	90 days of hire. Verification form completed and sent to FI.	Every 2 years. Verification form completed and sent to FI.	30 to 45 minutes
Bloodborne Pathogens, Universal Precautions, Infection Control	Online	<ul style="list-style-type: none"> <li>• <a href="#">MI Virtual Professional Learning Portal</a> – “Bloodborne Pathogens 2019-20”</li> <li>• <a href="#">Detroit Wayne Connect</a> – “Universal Precautions/ Bloodborne Pathogens / Infection Control”</li> <li>• <a href="#">Improving MI Practices</a> – “Infection Control &amp; Standard Precautions”</li> </ul>	90 days of hire; or for staff working with someone enrolled in Children’s Waiver, before starting work. Verification form completed and sent to FI.	Renewed annually. Verification form completed and sent to FI.	30 minutes to 45 minutes
Corporate Compliance and HIPAA ( <b>new</b> )	Online	<p><a href="#">MCCMH Corporate Compliance and HIPAA for Self-Determination Staff PowerPoint</a></p> <p><b>After training, print attestation (last page), sign and give to FI.</b></p>	90 days of hire. Verification form completed and sent to FI.	Renewed annually. Verification form completed and sent to FI.	45 to 60 minutes
First Aid	Varied	<a href="#">MCCMH CPR &amp; First Aid Resources Flyer</a>	30 days of hire or prior to working independently with individuals. Verification form completed and sent to FI.	Renewed prior to expiration of two year certification. Verification form completed and sent to FI.	Varied, depending on training source

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CPR	Varied	<a href="#">MCCMH CPR &amp; First Aid Resources Flyer</a>	30 days of hire or prior to working independently with individuals. Verification form completed and sent to FI.	Renewed prior to expiration of two year certification. Verification form completed and sent to FI.	Varied, depending on training source
Person-Centered Planning – Specific to Person’s Individual Plan of Service	Person served, Guardian, or Personal Representative	See your Primary Case Holder for instructions on how to train your staff on the Individual Plan of Service and how to document proof of training on the <a href="#">Individual Plan of Service Training Verification Form</a> .	Must be completed prior to first day of work. Verification form completed and sent to FI.	Renewed at least annually, and after significant changes to the plan have occurred. Verification form completed and sent to FI.	Varied, depending on IPOS
Recipient Rights	MCCMH Office of Recipient Rights	<a href="#">MCCMH Office of Recipient Rights Training Flyer</a> for in-person training dates and times	30 days of hire; or for staff working with someone enrolled in Children’s Waiver, before starting work. Verification of training sent to FI.	Renewed (face-to-face) every 2 years. Verification form completed and sent to FI.	2.0 hours
Emergency Preparedness (new)	Online	<a href="#">MCCMH Emergency Preparedness PowerPoint Training</a> for Self-Determination staff  After training, <a href="#">print and sign attestation</a> .	30 days of hire; or for staff working with someone enrolled in Children’s Waiver, before starting work. Verification of training sent to FI.	Renewed annually. Verification form completed and sent to FI	30 to 45 minutes
Grievance and Appeals (new)	Online	<a href="#">Detroit Wayne Connect</a> – “Grievances, Appeals and State Fair Hearings”:	90 days of hire. Verification form completed and sent to FI.	Renewed every 2 years. Verification form completed and sent to FI.	60 minutes

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Training	Who Trains	Contact Information (follow hyperlink for source)	Initial Training Due	Repeat Training Due	Length of Training
Limited English Proficiency (LEP) ( <b>new</b> )	Online	<ul style="list-style-type: none"> <li>• <a href="#">Detroit Wayne Connect</a> – “Limited English Proficiency”:</li> <li>• <a href="#">Improving MI Practices</a> – “Limited English Proficiency”:</li> </ul>	30 days of hire. Verification form completed and sent to FI.	Renewed every 2 years. Verification form completed and sent to FI.	45 to 60 minutes
Behavior Treatment Plan Specific to Person (Required for staff if there is a Behavior Treatment Plan)	Behaviorist responsible for implementation of behavior treatment plan	Primary Case Holder	Must be completed prior to first day of work. Verification form completed and sent to FI.	Renewed after each behavior treatment plan review, and annually thereafter. Verification form completed and sent to FI.	Varied, depending on Behavior Treatment Plan
Trauma-Informed Care Training For Non-Clinical and Paraprofessional ( <b>new</b> )	Online	<ul style="list-style-type: none"> <li>• <a href="#">Detroit Wayne Connect</a> – Trauma 101</li> <li>• <a href="#">Improving MI Practices</a> – Trauma 101_</li> </ul>	90 days of hire. Verification form completed and sent to FI.	Renewed every 2 years. Verification form completed and sent to FI.	1.5 hours

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