

MCCMH Specialized Residential Service Providers Training Requirements Grid (Revision Date: June 2026)

| <b>Source Document Key:</b><br><br>1. Balanced Budget Act<br>2. Health Insurance Portability and Accountability Act (HIPAA)<br>3. Deficit Reduction Act<br>4. Michigan Department of Health and Human Services (MDHHS)<br>5. Michigan Administrative Code<br>6. Michigan Mental Health Code<br>7. Occupational Safety & Health Administration (OSHA)<br>8. Code of Federal Regulations<br>9. State Training Guidelines Work Group |                 |             | Specialized Residential Service Providers | <b>Training Frequency Key</b><br>A = Initial and then Annually<br>AN = As Needed<br>I = Initial<br>O = MCCMH LMS<br>S = Specific to Individuals Plan of service<br>2 = Initial and every 2 years thereafter<br>3 = Initial and every 3 years thereafter |
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|                                                                                                                                                                                                                                                                                                                                                                                                                                   |                 |             | Licensed Group Home Staff                 |                                                                                                                                                                                                                                                         |
| Training                                                                                                                                                                                                                                                                                                                                                                                                                          | Completed By    | Source      | Frequency                                 |                                                                                                                                                                                                                                                         |
| Basics for Cultural Competent Providers                                                                                                                                                                                                                                                                                                                                                                                           | 90 days of hire | 4, 6, 8,9   | 2, O                                      |                                                                                                                                                                                                                                                         |
| Behavior and Crisis Intervention                                                                                                                                                                                                                                                                                                                                                                                                  | 90 days of hire | 5, 6, 7,9   | 3, O                                      |                                                                                                                                                                                                                                                         |
| Blood borne pathogens, Universal Precautions, Infection Control (Specific to Employer)*                                                                                                                                                                                                                                                                                                                                           | 90 days of hire | 5,6,7,9     | A                                         |                                                                                                                                                                                                                                                         |
| Building Natural Supports                                                                                                                                                                                                                                                                                                                                                                                                         | 90 Days of hire | 9           | I, AN, O                                  |                                                                                                                                                                                                                                                         |
| Critical Thinking and Creative Problem-Solving                                                                                                                                                                                                                                                                                                                                                                                    | 90 Days Of hire | 9           | I, O                                      |                                                                                                                                                                                                                                                         |
| Crisis Planning                                                                                                                                                                                                                                                                                                                                                                                                                   | 90 days of hire | 9           | I, O, A, S                                |                                                                                                                                                                                                                                                         |
| Corporate Compliance (Specific to Employer)*                                                                                                                                                                                                                                                                                                                                                                                      | 90 days of hire | 1,2,3,4,5,8 | A                                         |                                                                                                                                                                                                                                                         |

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|---------------------------------------------------|---------------------------------------------------|---------------|----------|
| CPR & First Aid*                                  | 30 days of hire or prior to working independently | 5,9           | 2        |
| Documentation Skills                              | 90 days of hire                                   | 9             | I, AN, O |
| Emergency Preparedness<br>(Specific to Employer)* | 30 days of hire                                   | 5, 6, 9       | A        |
| Grievance and Appeals                             | 90 days of hire                                   | 1, 4, 6,9     | 2,O      |
| Health and Wellness                               | 90 days of hire                                   | 5,9           | 3,O      |
| HIPAA Privacy and Security<br>*                   | 90 Days of Hire                                   | 1,2,3,4,5,8,9 | A        |
| Home and Community-<br>Based Services (HCBS)      | 90 Days of Hire                                   | 4             | A        |
| Human Relationships                               | 90 days of hire                                   | 1, 4, 9       | 3,O      |
| Introduction To Human<br>Services                 | 90 days of hire                                   | 2, 3, 4, 8, 9 | 3,O      |
| Limited English Proficiency                       | 30 Days of Hire                                   | 1,4,9         | 2,O      |
| Medication                                        | 90 Days of Hire                                   | 5,9           | 3,O      |
| Nonviolent Crisis<br>Intervention                 | 90 Days of Hire                                   | 8             |          |

|                                                           |                 |           |            |
|-----------------------------------------------------------|-----------------|-----------|------------|
| Nutrition/Food Safety/Swallowing Disorders                | 90 days of hire | 4, 5, 9   | 3,O        |
| Person-Centered Planning                                  | 90 days of hire | 1, 4, 5 9 | I, O, A, S |
| Philosophy and Current Trends in Providing Human Services | 90 days of hire | 9         | I,O        |

|                                                                                                |                 |         |                              |
|------------------------------------------------------------------------------------------------|-----------------|---------|------------------------------|
| Recipient Rights                                                                               | 30 Days of hire | 4,5,8,9 | 2                            |
| Health & Medication<br>Return Demonstration                                                    | 90 days of Hire | 5,9     | 3                            |
| Suicide Risk Assessment<br>and Intervention                                                    | 90 days of hire | 9       | 1,0                          |
| Teaching New Life Skills                                                                       | 90 days of hire | 5,9     | 3,0                          |
| Trauma-Informed Care<br>Training for Non-Clinical,<br>Ancillary, and<br>Paraprofessional Staff | 90 days of hire | 9       | 2,0                          |
| QPR (Question, Presuade,<br>Refer)                                                             | 90 days of hire | 4       | 2,0 (Special Considerations) |

**SPECIAL CONSIDERATIONS:**

- CPR and First Aid Certification must include an in-person skills demonstration in front of certified trainer. Examples of entities that fulfill this requirement within their established fidelity are American Heart Association, American Red Cross, EMS Safety, American CPR Training and American Safety & Health Institute. Blended training options that incorporate online content training along with in person skills demonstration in front of a certified trainer for certification will be accepted. Any training option that does not include in-person skills demonstrations will not be accepted. Contracted providers are required to ensure that their employees meet the provider qualifications outlined within the Michigan Medicaid Manual, site/professional licensing requirements, and the accreditation standards outlined by the provider's accrediting body.
- Direct Support Professional Reciprocity only applies to initial trainings completed through OCHN, TTI, and Community Living Services. All other Direct Support Professional trainings must have been vetted and approved by the State Training Guidelines Work Group.
- A Direct Support Professional cannot be counted towards the staff to consumer ratio unless they have successfully completed the full Specialized Residential Service training, including the In-Person MAR and Medication Demonstration.
- A Direct Support Professional whom is not up to date on their Specialized Residential Service provider training requirements cannot be counted towards the staff to consumer ratio.
- Direct Support Professionals that have not been working within a Specialized Residential program for the duration of 1 year or greater will be required to complete the initial Specialized Residential Service provider training program.
- Skill Building and Day Program staff that will be administering medications to individuals within these programs must complete the SRS Refresher modules in addition to other recurring required training curricula, to become certified to pass medications. This refresher curriculum includes Introduction to Human Services, Behavior and Crisis Intervention, Crisis Planning, Human Relationships, Teaching New Skills, Nutrition, Health and Medication Modules, and must pass the in-person Medication Demonstration testing prior to being able to administer medications on site. These staff must maintain certification at all times they are responsible for administering medications.
- Recipient Rights Training must be completed in a live (face to face) training format facilitated by a representative from the Office of Recipient Rights. MCCMH will accept and honor face to face Recipient Rights Trainings facilitated by a representative from the Office of Recipient Rights from another county.
- Staff must be trained on the Individualized Plan of Service and Crisis Plan for each participant at the following intervals: Intake into the program, after all annual updates, periodic reviews and amendments to these existing documents.
- Behavior Management Training must be provided to all staff that is providing a direct service to individuals that have a behavior plan that has been approved by the Behavior Treatment Plan Review Committee (BTPRC). Training shall focus on the specified behavior and all identified interventions that are in place to support the individual served. Updated training must occur anytime the approved behavior plan and prescribed interventions are changed. Training must be provided by the psychologist, behaviorist/BCBA Specialist participating in the development of said plan.
- Trainings that are Agency Specific (Bloodborne Pathogens/Infection Control, Corporate Compliance, HIPAA and Emergency Preparedness) should be specific to the agencies policy and procedures (Exposure Control Plan, Corporate Compliance Plan and Emergency Preparedness plan). These agency specific trainings should be completed on an annual basis. The utilization of an approved training source combined with agency/location specific procedures can be utilized to fulfill these annual recurring training requirements. In the event there is location specific procedures that staff should adhere to, then training should also include this information as well. Documentation must be retained and made available upon request for audits and other investigation related matters.
- QPR is required to be completed 2 years after the initial DSP curriculum is completed. This is a refresher course for the "Suicide Risk Assessment and Intervention" module.
- All trainings are required to be completed within the identified timeframe. This includes the full SRS curriculum or refresher including a successful completion of the live medication demonstration certification prior to the 90th day of hire.
- All staff who come in contact with individuals served are required to complete Nonviolent Crisis Intervention or an equivalent evidence-based practice. Nonviolent Crisis Intervention training may be substituted with Welle, Right Response or Safety Care Training and comply with QBS fidelity.