



Detroit Wayne Integrated Health Network Required Courses Training Grid 2019



Title of Training	Staff Required to Take Training	Source of Training	New Hires?	Frequency
1. Medicare & Medicaid Compliance Training (Previously Corporate Compliance)	All CMH Staff (Clinical and Non-Clinical)	DWC Website (www.dwctraining.com)	Yes	Annually
2. Cultural Competence/Diversity (Previously Cultural Competence: A Foundational Course)	All CMH Staff (Clinical and Non-Clinical)	Employer hosted/sponsored DWC Website (www.dwctraining.com)	Yes	Annually
3. Human Sex Trafficking (Previously Child Sex Trafficking in America)	All CMH Staff (Clinical and Non-Clinical)	Employer or DWC Website (www.dwctraining.com)	Yes	At Hire Every 2 years (Biennially)
4. Emergency Preparedness	All CMH Staff including Direct Care Workers	Employer or DWC Website (www.dwctraining.com)	Yes	At Hire Every 2 years after (Biennially)
5. Medicare Fraud & Abuse (Replaces Medicare Fraud Waste and Abuse)	All clinical administrative staff providing service to persons with Medicare. Required for Dual Eligible/MI-Health Link employees involved in the administration or delivery of Medicare benefits, including, but not limited to: Clinicians, billers, Utilization Management, Quality, Legal, compliance and management.	DWC Website (www.dwctraining.com)	Yes	Within 60 days of hire Annually (Required annually for Dual Eligible/MI-Health Link employees involved in the administration or delivery of Medicare benefits, including, but not limited to: Clinicians, billers, Utilization Management, Quality, Legal, compliance and management.)
6. HIPAA (Basics)	All CMH Staff (Clinical and Non-Clinical)	DWC Website (www.dwctraining.com)	Yes	At Hire As required by DWIHN or Provider protocol
7. Universal Precautions/Blood Borne Pathogens/Infection Control (Previously Infection Control & Standard Precautions)	All CMH Staff (including Self Determination hires)	Employer or DWC Website NOTE: DWIHN staff are required to complete this course on DWC (www.dwctraining.com)	Yes	At Hire Every 2 year after (Biennially)
8. Limited English Proficiency (LEP)	All CMH Staff (Clinical and Non-Clinical)	Employer or DWC Website NOTE: DWIHN staff are required to complete this course on DWC (www.dwctraining.com)	Yes	At Hire (Every 3 years after (Triennially))
9. Grievances, Appeals and State Fair Hearings (Previously Medicaid Fair Hearings, Local Appeals, and Grievances)	All CMH Staff (Clinical and Non-Clinical)	DWC Website (www.dwctraining.com)	Yes	At Hire Every 2 years after (Biennially)
10. Person-Centered Planning with Children, Adults, & Families	All CMH Staff, including Self- Determination Hires	DWC Website (www.dwctraining.com)	Yes	At Hire (prior to delivering services) Annually
11. Person-Centered Planning & Individual Plan of Service for Direct Support Professionals (Direct Care Workers)	Direct Care Workers	DWC Website (www.dwctraining.com)	Yes	Annual
12. Recipient Rights (New Hires)	ALL CMH Staff within 30 days of employment	DWIHN (Recipient Rights; Face 2 Face)	Yes	At Hire (including Self Determination staff) within 30 days of hire.
13. Recipient Rights - Annual	All CMH Staff (Clinical and Non-Clinical)	DWC Website (www.dwctraining.com)	Yes	Annually (Each calendar year)
14. Abuse & Neglect: Reporting Requirements	All CMH Staff (Clinical and Non-Clinical)	DWC Website (www.dwctraining.com)	Yes	At Hire Every 2 years after (Biennially)
15. Anti-Harassment & Non-Discrimination Training for Employees (Everyone other than a Supervisor)	All Non-Managerial Staff	DWC Website (www.dwctraining.com)	Yes	Front line Every 2 Years (Biennially)
16. Anti-Harassment & Non-Discrimination Training for Leaders (Supervisors Only)	Managerial Staff (supervisors, managers, directors, administrators and officers)	DWC Website (www.dwctraining.com)	Yes	Supervisors Every 2 Years (Biennially)

All CMH Staff Includes: Administrative (over CMH programming), DWIHN Board Members, Clinicians serving CMH, IDD, SUD populations (Child Mental Health Professionals, Substance Abuse Treatment Specialists, Qualified Intellectual Disabilities Professionals, and Qualified Mental Health Specialists), Direct Care Workers, DWIHN Financial, Managerial/Supervisory (over CMH programming), New Hires, Project Consultants, Satellite Offices, Support Staff, Temporary Staff, and Volunteers.

New Hire Indicators: Within 60 days of hire or first available training date, unless otherwise specified by DWIHN. **At Hire** is based on Provider requirements; not to exceed 60 days.

****All required courses should be taken within 60 days of being hired with the exception of Recipient Rights for New Hires which should be taken within 30 days****