

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
REGIONAL TRAINING PLAN 2008-2009**

Created by NSMHA Regional Training Committee

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I. Purpose

The purpose of the North Sound Mental Health Administration Regional Training Plan is to provide an effective, efficient process that builds the requisite skills for optimum performance at all levels of staff. The ultimate purpose of the Regional Training Plan is to provide a learning environment that supports progressive learning and optimum performance in providing exemplary mental health services for consumers.

II. Philosophy

- Education, training and development are ongoing processes rather than a single event, that occurs at any time or any place.
- NSMHA will collaborate with consumers, advocates and providers to design and implement a regional training plan that identifies core competencies and how to provide competency trainings that are cost-effective, efficient and of high quality.
- Within the various organizations that provide services in the NSMHA region, each employee is responsible for ongoing achievement of competencies and learning objectives.
- Each organization within the NSMHA region will develop an annual training plan and is responsible for providing means for employees to develop their knowledge and skills. The annual training plan will be pertinent to each employee's position, improve quality of care and incorporate a recovery, strength-based system of care.
- Training offered shall be based on Evidence-based Practices, Emerging and Promising Practices whenever possible.

III. Goals of the Regional Training Plan

The goals of the NSMHA's Regional Training Plan are to:

1. Ensure that employees are provided with an adequate orientation that validates qualifications and assures the employee's ability to perform job duties.
2. Provide an environment that supports continuous learning and individual optimum performance to achieve the organization's mission.

IV. Evaluation

Evaluation is a systematic collection and analysis of data in order to make decisions regarding the effectiveness and improve the quality of the education program. Evaluation will be conducted with a variety of methods to in order to determine the effectiveness of training for participants.

NSMHA shall provide a standardized tool for evaluation of NSMHA training modules while each organization shall be responsible for evaluation of other training plan components. Data shall be collected and agencies shall report the data collected on the NSMHA training modules annually. The results of the evaluations shall be used to revise training as appropriate.

V. Committee Function

1. Develop Regional Training Plan goals that are consistent with the mission and values of NSMHA.
2. Identify regional training needs with resources to address these needs.
3. Evaluate effectiveness of resources and make improvements as necessary.

VI. Regional Training Plan Grids

1. Each agency is responsible for developing its own training plan, which shall incorporate trainings as indicated in the Regional Training Plan.
2. Each agency shall determine which trainings are appropriate for each staff person.
3. Trainings without a NSMHA Training Module may be developed by the agency using any number of presentation styles such as illustrated presentations, videos, handouts, verbal discussions, and hands-on approaches.
4. Agencies shall train their staff on NSMHA Policies and Procedures and Clinical Guidelines not included in the grids once they receive the contract memorandum.

NSMHA Training Modules Grid – Trainings in this grid are conducted through self-study modules and are validated through a post-test.

Title	Time Frame	Reference	Source of Training Requirement
Cultural Competence NSMHA Training Module	Orientation	WAC: 388-865-0150 388-865-0220	NSMHA
NSMHA System Training Module	Orientation		NSMHA
Recovery Model NSMHA Training Module	Orientation	RCW: 71.24.015 71.24.025 74.39A.050	NSMHA
Integrated Crisis Response System (ICRS) NSMHA Training Module	Within first year of employment	RCW: 71.05 71.34 70.96B WAC 388.865.0452	NSMHA
Administrative Policy 7.01/American Indian	Second year of employment	NSMHA 7.01 Plan	NSMHA

NSMHA Training Module			
Post Traumatic Stress Disorder (PTSD) NSMHA Training Module	Second year of employment		NSMHA

Agency-specific Trainings Grid – Trainings in this grid are conducted and validated through an agency-specific plan.

Title	Time Frame	Reference	Source of Training Requirement
Blood borne Pathogens/Infection Control	Orientation	WAC 296-823	WAC 296-823-12005
Clinical Documentation (e.g. treatment plans, crisis plans, assessment, etc)	Orientation	WAC: 388-865-0425 388-865-0430	NSMHA
Clinical Risk Assessment and Management	Orientation	RCW: 71.05 71.34 49.19.030	RCW: 49.19.030 71.05.720 NSMHA
Community-Based Cross System Collaboration	Orientation	RCW 71.24.430	NSMHA
Consumer Rights/Respect and Dignity	Orientation	WAC 388-865-0410 NSMHA Policy 4505.00	NSMHA
Co-occurring Disorders/Global Appraisal of Individual Needs – Short Screener (GAIN-SS)	Orientation	RCW 70.96C.010; MHD Contract 2008-09 Co-occurring Disorder section	NSMHA
Critical Incident Reporting	Orientation	RCW 49.19.040	NSMHA
Customer Service/Consumer Satisfaction	Orientation	MHD and NSMHA Contracts 2008-09 Customer Service section	NSMHA
Violence in the Workplace	Orientation	RCW 49.19	RCW: 49.19.030 71.05.720
Confidentiality/HIPAA	Orientation and annually	RCW: 70.02	NSMHA

		71.05.390 71.05.420 71.05.425 71.05.427 71.05.440 71.05.445 71.05.630 71.34.340 71.34.345 71.34.350	
Ethics (e.g. mandatory reporting, dual relationships)	Orientation and annually	WAC 246 – Professional Standards & Licensing section	NSMHA
Fraud and Abuse	Orientation and annually	<u>Fraud and Abuse</u> WAC 388-865-0280 (2) (e)	MHD
Level of Care Utilization System (LOCUS)/Child and Adolescent Level of Care Utilization System (CALOCUS)	Orientation and annually	NSMHA Policy #1565.00	NSMHA
Behavior Management for Children	Within first year of employment	WAC 388-865-0405	NSMHA
De-escalation	Within first year of employment	RCW: 49.19.030 71.05.720	RCW: 49.19.030 71.05.720 NSMHA
Marty Smith Bill	State training when it becomes available	RCW: 71.05.700 71.05.715 House Bill 1456	HB 1456