

908 KAR 2:250. Community support associate; eligibility criteria and training.

RELATES TO: KRS 202A.011(12), 210.010, 210.040, 210.370 – 210.485, 309.080 – 309.089, 309.130 – 309.1399, 311.571, 314.042, 319.050, 319.056, 319.064, 335.100, 335.080, 335.500 – 335.599

STATUTORY AUTHORITY: KRS 210.450

NECESSITY, FUNCTION, AND CONFORMITY: KRS 210.450 authorizes the secretary of the Cabinet for Health and Family Services to promulgate administrative regulations which prescribe standards for qualifications of personnel in community programs for mental health. This administrative regulation establishes the eligibility criteria and training requirements for community support associates employed by an entity which provides comprehensive community support services.

Section 1. Definitions.

- (1) "Client" means an adult or child who receives comprehensive community support services and has a primary mental health disorder diagnosis or a co-occurring disorder.
- (2) "Co-occurring disorder" means the primary diagnosis of a mental health disorder and one (1) or more of the following:
 - (a) Substance use disorder;
 - (b) Intellectual disability; or
 - (c) Physical health disorder or condition.
- (3) "Comprehensive community support services" means activities necessary to allow clients to live with maximum independence in the community and consists of one (1) or more of the following:
 - (a) Skills training, cueing, or supervision as identified in the client's individualized treatment plan;
 - (b) Medication adherence and recognizing symptoms and side effects;
 - (c) Non-clinical but therapeutic behavioral intervention, support, and skills training;
 - (d) Assistance in accessing and utilizing community resources;
 - (e) Emotional regulation skills;
 - (f) Crisis coping skills; and
 - (g) Developing and enhancing interpersonal skills.
- (4) "Department" means the Department for Behavioral Health, Developmental and Intellectual Disabilities.
- (5) "Professional equivalent" means a person who meets the professional equivalent requirements established in the Community Mental Health Services Manual that is incorporated by reference in 907 KAR 1:044.
- (6) "Qualified mental health professional" is defined by KRS 202A.011(12).

Section 2. Eligibility Criteria.

- (1) A community support associate shall:
 - (a) Be eighteen (18) years of age or older;
 - (b) Have a high school diploma, a general equivalency diploma (GED), or qualifying documentation from a comparable educational entity;
 - (c) Have one (1) year of full-time experience working with individuals who receive services for treatment of a:
 1. Mental health disorder; or
 2. Co-occurring disorder; and
 - (d) Successfully complete within six (6) months of hire the department-led or approved training program described in Section 3 of this administrative regulation.
- (2) Supervision. A community support associate shall:
 - (a) Work under the supervision of one (1) of the following:
 1. Physician;

2. Psychiatrist;
3. Advanced practice registered nurse;
4. Physician assistant;
5. Licensed psychologist;
6. Licensed psychological practitioner;
7. Licensed clinical social worker;
8. Licensed professional clinical counselor;
9. Licensed marriage and family therapist;
10. Certified psychologist;
11. Certified psychologist with autonomous functioning;
12. Licensed psychological associate;
13. Marriage and family therapy associate;
14. Certified social worker;
15. Licensed professional counselor associate;
16. Licensed professional art therapist;
17. Professional equivalent;
18. Certified alcohol and drug counselor;
19. Psychiatric nurse; or
20. Licensed board certified behavior analyst; and

(b) Meet face-to-face no less than one (1) time every two (2) weeks with the community support associate's supervisor as described in paragraph (a) of this subsection.

(3) The supervisor shall maintain a written record of supervision that:

(a) Is dated and signed by the supervisor for each meeting; and

(b) Includes a description of the encounter that specifies:

1. The topic discussed;
2. Any specific action to be taken;
3. An update for any issue previously discussed that required follow-up; and
4. A plan for additional training needs if any were identified.

Section 3. Initial Training Requirements. A department-led or approved training curriculum for a community support associate shall consist of ten (10) clock hours of planned program instruction at a minimum in the following areas:

- (1) Principles of recovery and resilience;
- (2) Principles of psychiatric rehabilitation;
- (3) Effective listening and communication skills;
- (4) Diagnosis and medication management of mental health disorders or co-occurring disorders; and
- (5) Crisis coping skills.

Section 4. Annual Training. During each subsequent year of employment, a community support associate shall complete and maintain documentation of a minimum of six (6) hours of training or education related to the specification described in Section 3(1) through (5) of this administrative regulation.

(40 Ky.R. 2236; 2795; eff. 6-18-2014; TAm eff. 4-27-2016; TAm eff. 9-17-2018; Cert eff. 5-10-2021.)