

*Department for Behavioral Health
Developmental and Intellectual Disabilities*

Curriculum Approval

Training for DBHDID Staff

Targeted Case Management

August 20, 2015

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Purpose for Today's Training/Discussion

- Review the TCM Regulations for which Webpage/Curriculum Requirements were Created
- Overview of each TCM Curriculum
- Further Guidance regarding Compliance with the TCM Regulations (Q&A)
- Additional Information about other training curricula as time allows – Peer Support, CCS

Targeted Case Management Services for Behavioral Health (Mental Health & Substance Use)

- **KY Medicaid Regulations**

907KAR 15:040/045

Coverage provisions and requirements regarding Targeted Case Management for Individuals with a Substance Use Disorder / Reimbursement provisions and requirements regarding Targeted Case Management for Individuals with a Substance Use Disorder

907KAR 15:050/055

Coverage provisions and requirements regarding Targeted Case Management for Individuals with a MH or SUD and Chronic or Complex Physical Health Condition / Reimbursement provisions and requirements regarding Targeted Case Management for Individuals with a MH or SUD and Chronic or Complex

907KAR 15:060/065

Coverage provisions and requirements regarding Targeted Case Management for Individuals with SMI or SED / Reimbursement provisions and requirements regarding Targeted Case Management for Individuals with SMI or SED

Targeted Case Management Services (Continued)

- **DBHDID Regulation**

908 KAR 2:260

Targeted Case Manager:
Eligibility and Training

Emergency vs. Ordinary Regulation

How it was...

Historically, **only** the CMHCs and IMPACT Plus providers (*only serving youth under age 21*) were able to enroll with Medicaid or DBHDID and provide TCM services...

And they generally only served one population, either SMI or SED- *there was no Medicaid funded SUD, except for Pregnant Women...*

And DBHDID provided the training to certify all of these Targeted Case Managers

And now, how it is today...

- *But now...* the provider network is open to “any willing provider” that meets the criteria to become enrolled with KY Medicaid
- Behavioral Health Targeted Case Managers will be serving Individuals with either SUD, BHPH, SMI, or SED or a single TCMrg. may now serve multiple populations as long as they have been deemed “certified” to do so by successfully completing the multiple trainings.

TCM Curriculum Approval Process – 5 Types

- 12-hour Core Curriculum Requirements
- 6-Hour Substance Use Disorder (SUD) *Also required for TCMangers serving Pregnant and Post Partum Women with Substance Use*
- 6-Hour Co-Occurring BH and Chronic or Complex Physical Health Condition (BHPH)
- 6-Hour Serious Mental Illness (SMI) (*Also sometimes referred to as “Severe”/“Chronic”*)
- 6-Hour Severe Emotional Disability (SED)

TCM Curriculum Submission and Approval Process

- TCM Curriculum Guidance was created by MH and SA program staff within the Division of Behavioral Health (DBH)
- Approval Process to be facilitated/conducted by Program Support Branch staff within the Division of Program Integrity
- Staff between the two Branches coordinate to make this as painless a process as possible but it may take patience as we work out the details

TCM Curriculum web site

Department web site for the TCM Curriculum
Submission and Approval Process

<http://dbhdid.ky.gov/dbh/cap.aspx>

Core Targeted Case Management

- Targeted Case Management (12 hour)

Specialized Curricula for Target Populations:

- Serious Mental Illness (6 hour)
- Children Diagnosed with Severe Emotional Disability (6 hour)
- Substance Use Disorder (6 hour)
- SMI, SED or SUD and a Co-occurring Chronic or Complex Physical Health Condition (6 hour)

Kentucky.gov

KY Agencies | KY Services | Search on for

Go

KENTUCKY CABINET FOR HEALTH AND FAMILY SERVICES

DEPARTMENT FOR BEHAVIORAL HEALTH,
DEVELOPMENTAL AND INTELLECTUAL DISABILITIES

CHFS Home | About CHFS | Contact CHFS | Agencies/Departments | Forms and Documents

Division of Behavioral Health > **Targeted Case Management Curriculum Approval Process**



DBHDID Home Page

24-Hour Crisis Numbers

Community Mental Health
Center Crisis Lines

Suicide Prevention Hotline

Report Suspected Abuse, Neglect and Exploitation

Adult Abuse

Child Abuse

Programs and Services

Behavioral Health

Developmental and
Intellectual Disabilities

Community Mental Health Centers

Facilities

Commissions, Councils and
Committees

Targeted Case Management Curriculum Approval Process

Curriculum Approval Process for Targeted Case Management

The Department for Behavioral Health, Developmental and Intellectual Disabilities (DBHDID) will approve both the initial 12-hour training curriculum and the four 6-hour specialized curricula for target populations for Targeted Case Management, as established in 908 KAR 2:260.

This regulation provides the curriculum applicant with an understanding of the requirements for a targeted case manager—both eligibility and training—and specifically speaks to the elements of a "training curriculum" and the training requirements (testing of the trainee and evaluation of the trainers). View this regulation in Related Links.

DBHDID recommends use of this rubric and related documents to ensure providers' submission of all necessary materials. This will allow DBHDID staff to review the curricula in their entirety and make an approval decision or request supplementary materials in an efficient manner, within the period specified.

The information below lists the core components of each curriculum and explains the [curriculum approval process](#).

Sample curriculum formats, sample test questions and a sample evaluation are provided in the "Curriculum Approval Process" section. For a link to a list of Approved Curricula, see the Related Links box.

Contact Information

275 E. Main Street 4WG
Frankfort, KY 40621
Phone: (502) 564-4456
Fax: (502) 564-9010

[Email Contact Form](#)

Related Links

[Calendar of Events](#)

[Provider Directory](#)

[Approved Curricula](#)

[Curriculum Approval
Processes](#)

[908 KAR 2:260](#)

Submitting Provider Name: _____

908 KAR 2:260E Targeted Case Management
KY Department for Behavioral Health, Developmental and Intellectual Disabilities
Twelve (12)-Hours Core Curriculum Criteria Rubric
to Satisfy Training Recommendations

The KY Department for Behavioral Health, Developmental and Intellectual Disabilities (DBHDID) recommends use of this rubric and related forms to ensure providers' submission of all necessary materials. This will allow the DBHDID staff to review the curricula in their entirety and make an approval decision or request supplementary materials in an efficient manner, within the period specified.

The following curriculum rubric details the core competencies to be included in the 12 hour Core Competency Curriculum for the training of Behavioral Health Targeted Case Managers (BHTCM). This includes BHTCMs serving Adults with Serious Mental Illness (SMI), Youth with Severe Emotional Disability (SED), Adolescents and Adults with Substance Use Disorder (SUD) or Pregnant women with substance use or targeted case managers serving individuals with co-occurring behavioral health conditions (SMI, SED, SUD) and chronic or complex physical health conditions. The curriculum submitted for approval should be reflective of services for adults and children/youth.

Overview of Core Competency Recommendations

- Core Competencies recommended as in-person, face to face training include:
 - Core Competency 1. Engaging Consumers and Family Members
 - Core Competency 2. Behavioral Health Crisis Management
 - Core Competency 3. Strength-Based Case Management
 - Core Competency 4. Ethics
 - Core Competency 5. Behavioral Health Diagnoses & Understanding Treatment
 - Core Competency 7. Integrated Care
 - Core Competency 8. Advocacy Skills and Empowering Consumers
- Core Competencies that may be provided other than in-person, face to face include:
 - Core Competency 6. Cultural Awareness
 - Core Competency 9. Developmental Perspectives Across the Life Span
 - Core Competency 10. Documentation – Regulations
- Interactive teaching strategies should be used for the Core Competencies.
- Any video or other media to be used should be submitted with the curriculum.

Directions for Curriculum Rubric Completion:

Include the submitting provider's name in the upper right corner on the first page. Provide the document file name of the corresponding core competency and then provide the page number for that specific item in the core competency as indicated in the following curriculum rubric. Please see the sections highlighted in yellow below. Once the information is completed on this rubric, save as a Word or PDF document. The curriculum submitted should be saved as a Word, Power Point and/or PDF document(s). For information on submitting the curriculum, please go to the Kentucky Department for Behavioral Health, Developmental and Intellectual and Disabilities website at <http://dbhdid.ky.gov>.

http://dbhdid.ky.gov/dbh/documents/tcm/rubric-tcm.pdf

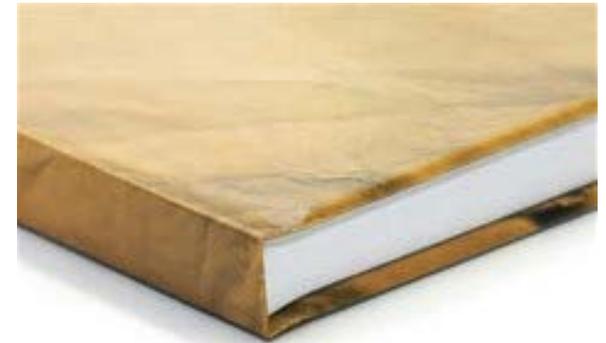
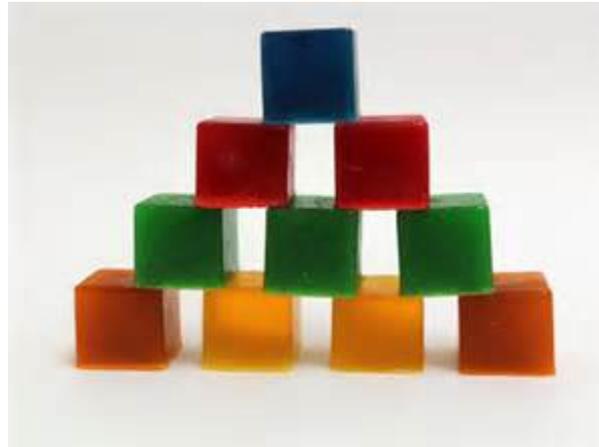
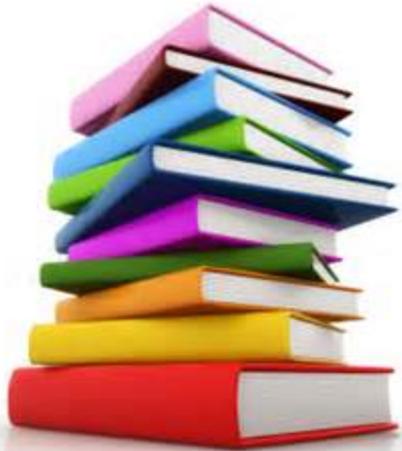
http://dbhdid.ky.gov/dbh/documents/tcm/rubric-tcm.pdf

Core Competencies of the Quality Curriculum	Specifics for the Curriculum	Completed by Submitter of the Curriculum Provide document file name of the corresponding core competency and then provide the page number for each specific item in the core competency Example: Core Competency 1 (is the file name), Page 3	Completed by the Reviewer			
			Does not Meet	Partially Meets	Meets	
Core Competency 1. Engaging Consumers and Family Members (3 hours) <i>Recommended as In-person, face to face format</i>	Engagement and Effective Communication					
	Define OARS (Open-ended questions, Affirmations, Reflections, and Summarizing): <i>(see below)</i>					
	• Open-ended	File Name: Page No.:				
	• Affirmations	File Name: Page No.:				
	• Reflections	File Name: Page No.:				
	• Summarizing	File Name: Page No.:				
	Provide evidence that OARS is practiced based upon the motivational interviewing technique.		File Name: Page No.:			
	Describe how to identify and support individuals through the stages of change as defined by Prochaska and DiClemente stages of change.		File Name: Page No.:			
	Consumer and Family Centered Services					
	Define concepts of: Family driven, youth guided, consumer driven and system of care. <i>(see below)</i>					
• Family Driven	File Name: Page No.:					
• Youth Guided	File Name: Page No.:					

Page 2 of 11

Let's Think with a Partner

What is a curriculum?



Tips for Creating Curricula

- Submissions should be a curriculum and not just a list of items or a group of documents to illustrate the content of the training
- Note requirements for In-person or face-to-Face versus Not required to be in-person

Tips for Creating Curricula (con't)

- Where the rubric says, 'Based on information from a cited source (e.g., SAMHSA) *Use the web sites listed and make sure that the information there is incorporated into your curriculum*
- If skills building is indicated, there should be evidence of active participation exercises in the curriculum

Tips for Creating Curricula (con't)

- Curriculum should have evidence of **how** information or skills will be taught, not just what is to be shared
- Incorporating adult learning/training techniques is important

Let's Think with a Partner

What is a rubric?

		Levels of performance (scale)			
Rubric design		4	3	2	1
Criteria or Dimensions	Criterion 1	(Yes, and more!)	(Yes!)	(Yes, but...)	(No)
	Criterion 2	Performance descriptors			
	Criterion 3				
	...				



Rubric Example

- General Information
- Overview of Core Competency Requirements
 - In-person, face to face
 - Other than in-person, face to face
- Detailed Curriculum Requirements
- Review Rubric

Let's Think with a Partner

What is training?

Training

developing the skills, experience, and knowledge that employees need to perform their jobs better, improve their performance, and acquire new skills, and abilities, specific to their jobs.



Curriculum Approval Process

Curriculum Approval Process

(NOTE: Curricula will be accepted beginning February 20, 2015)

1. Review the Curriculum Rubric document(s) below to understand what information is needed in each curriculum and how the curricula will be scored.
2. Submit the following items for review (beginning February 20, 2015):
 - a. A Curriculum Application Form.
 - b. A Curriculum Rubric document for each curriculum submitted, with the yellow section completed on each rubric. (Please note that the curriculum cannot be reviewed if the rubric's yellow section is incomplete, and the submitter's information will be returned and resubmission requested.)
 - c. A curriculum for each area submitted, with each saved as a Word or PDF file using a USB flash drive. (Please note that multiple curricula can be submitted on one USB flash drive.) Clearly label the USB flash drive with the provider's name.

<http://dbhdid.ky.gov/dbh/cap.aspx>

Curriculum Approval Process

Three Potential Outcomes from the Review

- Approval
- Incomplete
- Denial

Resubmission Process is Simple!

Questions & Contacts

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