

908 KAR 2:230. Kentucky family peer support specialist.

RELATES TO: KRS 200.505, 210.010, 210.040, 210.370-485, 222.211

STATUTORY AUTHORITY: KRS 194A.030, 194A.050, 210.450, 222.211

NECESSITY, FUNCTION, AND CONFORMITY: KRS 194A.050(1) requires the secretary of the Cabinet for Health and Family Services to promulgate administrative regulations necessary to protect the health of Kentucky citizens and to implement programs mandated by federal law or to qualify for the receipt of federal funds. KRS 210.450 requires the secretary to promulgate administrative regulations governing qualifications of personnel and standards for personnel management for community programs for mental health or individuals with an intellectual disability. KRS 222.211 authorizes the secretary of the cabinet to promulgate administrative regulations to assure that there is the provision of prevention, intervention, and treatment services for both juveniles and adults to address the problems of addiction to alcohol and other drug abuse within individuals, families, and communities. This administrative regulation establishes the minimum eligibility, training, and supervision requirements for a Kentucky family peer support specialist.

Section 1. Definitions.

- (1) "Child-serving agency" means an agency represented by the State Interagency Council.
- (2) "Client" means a child or youth with a mental health, substance use, or co-occurring mental health and substance use disability whose parent or family member is receiving family peer support services on behalf of the child or youth.
- (3) "Core competency" means the knowledge and skills in Section 3(3) of this administrative regulation that an individual must demonstrate in order to successfully complete the Kentucky family peer support specialist training.
- (4) "Department" means the Department for Behavioral Health, Developmental and Intellectual Disabilities.
- (5) "Kentucky Family Leadership Academy" or "KFLA" means a prerequisite training to a KFPSS core competency training designed for parents, family members, caregivers, and youth leaders that fosters initial leadership development.
- (6) "Kentucky family peer support specialist" or "KFPSS" means an eligible parent, or other family member who has fulfilled the requirements in Section 2 of this administrative regulation.
- (7) "Lived Experience" means the experience of a parent or other family member in navigating the receipt of services and supports for a child or youth that are directly related to that child's or youth's mental health, substance use, or co-occurring mental health and substance use disability as defined in the current edition of the American Psychiatric Association's Diagnostic and Statistical Manual of Mental Disorders (DSM).
- (8) "Regional community mental health center" or "CMHC" means the board established by KRS 210.380 and governed by KRS 210.370 to 210.485.
- (9) "State Interagency Council" is defined by KRS 200.505.
- (10) "Training curriculum" means a total package of learning activities designed to achieve the goals of the training program with:
 - (a) The objective that trainees will acquire the specific knowledge and skills (competencies) needed to perform the duties of a Kentucky peer support specialist; and
 - (b) Four (4) primary components, including:
 1. Content or information to be transmitted, including:
 - a. Theoretical framework;
 - b. Conceptual rationale;
 - c. Best standards of practice;
 - d. Application to direct practice; and

- e. Congruence between and within sections;
- 2. Organization of the curriculum, including structure, format, and sequencing, incorporating:
 - a. Concordance with the natural learning process;
 - b. Design of each section linked to specific learning objectives, with adequate time provided for each;
 - c. Linkages between sections;
 - d. Knowledge and skills that are conceptually related, or that are performed together on the job, are taught together; and
 - e. Retention and understanding facilitated by principles of sequencing (from simple to complex, from the universal to the exception, and from fundamental to more refined applications) and repetition;
- 3. Training methods appropriate to adult learners in an applied setting, in each section or topic area, including:
 - a. Discussion to promote exploration and understanding of the topic;
 - b. Experiential exercises or simulations; and
 - c. Presentation of the same concepts using a variety of learning strategies (for example, hearing, seeing, modeling, and then practicing) to ensure that trainees with different learning styles can assimilate the knowledge; and
- 4. Evaluation methods, including:
 - a. Trainee knowledge assessment through testing, with achievement of a passing aggregate assessment score of at least seventy (70) percent; and
 - b. Trainee performance reviews of trainers.

Section 2. Eligibility Criteria. A family peer support specialist shall:

- (1) Be eighteen (18) years of age or older;
- (2) Be a self-identified parent or other family member who has lived experience with a client who has received services related to a mental health, substance use, or co-occurring mental health and substance use disability from at least one (1) child serving agency;
- (3) Have a minimum educational requirement of a high school diploma or General Equivalency Diploma (GED) certificate;
- (4) Have successfully completed a KFLA training approved by the department;
- (5) Successfully complete a KFPSS core competency training approved by the department or receive a training waiver for this requirement in accordance with Section 5 of this administrative regulation; and
- (6) Successfully complete, maintain, and submit to the department documentation of a minimum of six (6) hours of related training or education in each subsequent year.

Section 3. Department's Responsibility.

- (1) The department shall, within twenty (20) business days, approve or deny a KFLA training based on a standard fifteen (15) hour training curriculum that is submitted to the department using the department's Web site, that includes at a minimum:
 - (a) Leadership roles;
 - (b) Communication skills;
 - (c) Decision making skills;
 - (d) Dealing with conflict;
 - (e) Effective advocacy; and
 - (f) Collaboration and partnership.
- (2) The department shall maintain a record of all approved training providers on the department's Web site.
- (3) The department shall, within twenty (20) business days, approve or deny at least a thirty (30) hour training curriculum to provide KFPSS core competency training based on a standard training curriculum that includes the following:

- (a) Problem solving;
 - (b) Wellness recovery action plan;
 - (c) Stages in the recovery process;
 - (d) Effective listening skills;
 - (e) Establishing recovery goals; and
 - (f) Using a support group to promote and sustain recovery;
- (4) Providers of approved KFPSS and KFLAA curricula shall notify the department within twenty (20) business days of a trainee's successful completion of a training program.
- (5) The department shall maintain a record of all individuals who have successfully completed an applicant's successful completion of the KFPSS and KFLA training or who have received a training waiver in accordance with subsection (6) of this section and Section 5 of this administrative regulation.
- (6) The department shall review all requests to waive the training requirement and may:
- (a) Approve, in writing, the request based on the documentation provided by the individual; or
 - (b) Deny, in writing, the request if the individual fails to demonstrate compliance with any portion of this administrative regulation.

Section 4. Kentucky Family Peer Support Specialist Responsibilities. A Kentucky family peer support specialist shall:

- (1) Use relevant personal stories to teach through experience;
- (2) Serve as a role model for clients and their families;
- (3) Encourage client and family voice and choice during development and implementation of plans;
- (4) Support clients and their families by attending team meetings with them upon request;
- (5) Empower a client and family to have the confidence to be self-advocates;
- (6) Help providers or other individuals who are working with a client's family understand the importance of integrating family and youth voice and choice in services and supports within a system of care;
- (7) Help clients and families enhance relationships with community partners; and
- (8) Complete and maintain documentation of a minimum of six (6) hours of related training or education in each subsequent year after successful completion of the family peer support specialist training or receipt of waiver, and shall submit a list of all trainings in which the family peer support specialist participated, the provider or presenter of the training, and the number of hours of each training to the department every three (3) years. The submission due date shall be the last day of the month of which the family peer support specialist's initial training completion or waiver receipt was completed.

Section 5. Request to Waive the Family Peer Support Specialist Training.

- (1) An individual may request to waive the family peer support specialist training by providing documentation to the department on the department's Web site:
 - (a) Of completion of a family peer support specialist training sponsored by a federal entity or by another state with core competencies consistent with that of the Kentucky family peer support specialist training; and
 - (b) To show that the training has occurred within five (5) years before the waiver request date.
- (2) The department shall review all requests to waive the training requirement and shall, within twenty (20) business days:
 - (a) Approve, in writing, the request based on the documentation provided by the individual; or
 - (b) Deny the request in writing if the individual fails to demonstrate compliance with any portion of this administrative regulation.

(3) If an individual is denied a training waiver, the individual may complete the Kentucky family peer support specialist core competency training in accordance with the requirements in Section 3(3) of this administrative regulation.

Section 6. Supervision of a Family Peer Support Specialist.

(1) Kentucky family peer support services shall be provided under the supervision of one

(1) of the following professionals:

- (a) Physician;
- (b) Psychiatrist;
- (c) Advanced practice registered nurse;
- (d) Physician assistant;
- (e) Licensed psychologist;
- (f) Licensed psychological practitioner including certified psychologist or certified psychologist with autonomous functioning;
- (g) Licensed clinical social worker;
- (h) Licensed professional clinical counselor;
- (i) Licensed marriage and family therapist;
- (j) Licensed psychological associate;
- (k) Marriage and family therapy associate;
- (l) Certified social worker;
- (m) Licensed professional counselor associate;
- (n) Licensed professional art therapist;
- (o) Licensed professional art therapist associate;
- (p) Professional equivalent working in a regional community mental health center;
- (q) Licensed clinical alcohol and drug counselor;
- (r) Licensed clinical alcohol drug and counselor associate;
- (s) Certified alcohol and drug counselor; or
- (t) Psychiatric nurse working in a Community Mental Health Center.

(2) Supervision meetings between the supervising professional and family peer support specialist shall:

- (a) Be conducted face-to-face;
- (b) Occur no less than twice per month, at least one (1) of which shall be individual;
- (c) Be at least thirty (30) minutes in length; and
- (d) Be documented in accordance with subsection (3) of this section.

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

- (a) Is dated and signed by a KFPSS and supervisor for each meeting; and
- (b) Includes a description of each meeting that specifies:
 - 1. The topic discussed;
 - 2. Specific action to be taken;
 - 3. An update for an issue that required follow-up; and
 - 4. A plan for additional training needs if any were identified.

(37 Ky.R. 1366; Am. 1689; eff. 2-4-2011; 41 Ky.R. 1929; 2277; 2562; eff. 6-17-2015; Cert. eff. 12-28-2021.)