

Department for Behavioral Health, Developmental and Intellectual Disabilities (DBHDID)

Frequently Asked Questions (FAQ) for certified Peer Support Specialists (PSS)

Q: How do I become a certified Adult Peer Support Specialist (APSS)?

A: You must first meet the educational and experience requirements set forth in Section 2 of the APSS regulation at: <https://apps.legislature.ky.gov/law/kar/908/002/220.pdf>. Then, to receive certification to provide adult peer support services, you shall successfully complete the department approved training and continuing education requirements established by Section 4 in the same regulation.

Q: How do I become a certified Family Peer Support Specialist (FPSS)?

A: You must first meet the educational and experience requirements set forth in Section 2 of the FPSS regulation at: <https://apps.legislature.ky.gov/law/kar/908/002/230.pdf>. Then, to receive certification to provide family peer support services, you shall successfully complete the department approved training and continuing education requirements established by Section 4 in the same regulation.

Q: How do I become a certified Youth Peer Support Specialist (YPSS)?

A: You must first meet the educational and experience requirements set forth in Section 2 of the YPSS regulation at: <https://apps.legislature.ky.gov/law/kar/908/002/240.pdf>. Then, to receive certification to provide youth peer support services, you shall successfully complete the department approved training and continuing education requirements established by Section 5 in the same regulation.

Questions about Training Requirements

Q: Where can I complete the department approved trainings to become a certified APSS?

A: For APSS, the list of approved training providers can be found on the Department's website at: <http://dbhdid.ky.gov/dbh/documents/pss/approved-adult.pdf>. Just contact the training provider that is closest to you to find out their schedule of trainings, costs of training, etc.

Q: Where can I complete the department approved trainings to become a certified FPSS?

A: For FPSS, the list of approved training providers can be found on the Department's website at: <http://dbhdid.ky.gov/dbh/documents/pss/approved-family.pdf>. Just contact the training provider that is closest to you to find out their schedule of trainings, costs of training, etc.

Q: Where can I complete the department approved trainings to become a certified YPSS?

A: For YPSS, the list of approved training providers can be found on the Department's website at: <http://dbhdid.ky.gov/dbh/documents/pss/approved-youth.pdf>. Just contact the training provider that is closest to you to find out their schedule of trainings, costs of training, etc.

Questions about Educational/Experience Requirements:

Q: What happens after completing the department approved trainings and passing the exam?

A: Upon completing training and passing the exam for PSS certification, a DBHDID TRIS account is created for each individual. Those individuals will then receive an email from csa@ky.gov to confirm their account, get their username, and get instructions for setting up their password.

Q: What if I don't receive the email from csa@ky.gov?

A: Many times the account setup email will either land in your inbox or spam/junk folder, so please check both. If you still cannot locate the email, please email csa@ky.gov so we can send you another one.

****Note:** training providers have 20 days following the completion of the training to create your DBHDID TRIS account.

Q: What will I use my DBHDID TRIS account for?

A: The Department for Behavioral Health, Developmental and Intellectual Disabilities Training Records Information System (DBHDID-TRIS) is a web-based system for maintaining training information for DBHDID. PSS will use their DBHDID TRIS account to submit their required continuing education (CE) credits.

Q: How do I submit my CE's in DBHDID TRIS?

A: Once you are able to login to your DBHDID TRIS account, you will go under "My Account" then "Submit Continuing Education Credits" and follow the prompts to upload and submit your CEs.

Q: How many Continuing Education Credits does a PSS need?

A: PSS need to complete 6.0 hours of continuing education each year and shall submit a list of all those trainings, along with the provider or presenter of the training, and the number of hours of each training to the Department through their DBHDID TRIS account.

Q. Can I upload more than 6 CEs per year?

A: Although you need a maximum of 6 CEs per year, we encourage you to upload all your CEs into TRIS.

Q: How do I know if the CE trainings I am submitting are appropriate?

A: Per the PSS regulations, topics of CE trainings must be related to Peer Support Services or Behavioral Health.

Q: Where can I find webinars and trainings that will satisfy my 6 CE's per year?

A: This is not an exhaustive list:

Adult:

<https://www.samhsa.gov/https://www.mhanational.org/>

<https://copelandcenter.com/>

<https://www.thenationalcouncil.org/>

<https://www.naadac.org/>

<https://pcssnow.org/>

<https://www.c4events.org/>

Family/Youth

<https://attcnetwork.org/>

<https://kypartnership.org/>

<http://www.acmh-mi.org/>

<https://www.parentcenterhub.org/>

<https://www.cmhnetwork.org/>

<http://www.kyspin.com/>

<https://www.fredla.org/>

<https://www.fcmh.org/>

Q. What if I watch a webinar or training that has been previously recorded and does not give CEs?

A: For webinars where you do not receive CE's, have your supervisor write on letterhead verifying that you took (name of training) on (date) and earned (number of hours). The verification note can then be uploaded into your TRIS account.

Q: What date do my CEs have to be submitted?

A: The TRIS system automatically tracks your CEs based on your certification training date. So, for example, if you took your certification training on 8/25/2020, then you would need 6.0 hours of CEs between 8/25/2020 – 8/25/2021, then every year thereafter. **Note: The TRIS system is set to send you automatic reminders of when your CEs are due. You will receive an email at 90 days, 60 days, and 30 days prior to CEs being due.

Q: Will the Department offer the certification trainings and, if so, how much will it cost, when is it expected to occur, etc.?

A: BHDID does not provide training for PSS (initial certification or continuing education). These trainings can be taken through one of the Department's approved training providers. You can find a list of these approved training providers at: <http://dbhdid.ky.gov/dbh/cap.aspx>

Q: How often does BHDID provide recertification trainings?

A: BHDID does not provide training for PSS (initial certification or continuing education). If a PSS loses certification due to noncompliance with regulation, they must repeat the initial certification training to become recertified.

Q: Is there specialized training for PSS supervisors?

A: Supervision-specific training is not required by PSS regulations and DBHDID does not provide training for PSS Supervisors (initial certification or continuing education). Supervisors are required to follow Sections 6 of the APSS or FPSS regulations or Section 7 of the YPSS regulation regarding Supervision of PSS. Although supervision training is not required, it is strongly encouraged that supervisors of PSS participate in a Peer Supervisor Training and understand the role and function of the PSS.

Questions about Billing Requirements:

Q: Are Peer Support Services a billable Kentucky Medicaid service?

A: Yes, and you must keep your CEs up to date to be eligible to bill Medicaid

Additional Questions:

Q: Who do I contact if I have additional questions?

A: Please email csa@ky.gov with any additional questions

Questions about Kentucky Regulations:

Q: What is the DBHDID regulation that governs the eligibility and training for providers of certified Peer Support Specialist?

A: The DBHDID Regulations are:

- 908 KAR 2:220 <https://apps.legislature.ky.gov/law/kar/908/002/220.pdf> Adult Peer Support Specialist: eligibility
 - 908 KAR 2:230 <https://apps.legislature.ky.gov/law/kar/908/002/220.pdf> Family Peer Support Specialist: eligibility criteria
- 908 KAR 2:240 <https://apps.legislature.ky.gov/law/kar/908/002/240.pdf> Youth Peer Support Specialist: eligibility criteria and training requirements.