



Training Resource Tool for Providers

Topic	Title	Source	Location	Frequency
Advanced Directives	Advanced Directives For Medical and Mental Health Care	Online Course	Improvingmipractices.org Under Older Adults	Within 30 days Initial
Appeals & Grievances - Due Process, Exercising Rights	Grievance & Appeals	NLCMHA Website- PowerPoint	Northernlakescmh.org	Within 90 days of hire Annual
Corporate and Regulatory Compliance HIPAA/NLCMHA Policy-Plan, Deficit Reduction Act	Compliance/ NLCMHA Policy HIPAA	NLCMHA Website- PowerPoint	Northernlakescmh.org	Within 7 days of hire Annual
CPR/First Aid	CPR/First Aid <i>(required for all SRS Staff)</i>	American Red Cross or American Heart Association	Not offered by N:CMHA	Within 30 days of hire 2-Year Recertification
Culture Competence & Diversity	Cultural Competence	Online Course	Improvingmipractices.org	Within 1 year of hire Annual
Culture of Gentleness	Culture of Gentleness	NLCMHA Website- PowerPoint	Northernlakescmh.org	Within 60 days of hire Annual
Emergency Preparedness	Emergency Preparedness <i>(required for all SRS Staff)</i>	Online Course	Improvingmipractices.org	Within 90 days of hire 3-Year
Infection Control & Standard Precautions including Communicable Disease Subjects, Vital Signs, Health, Wellness	Health and Wellness-full class <i>(required for all SRS Staff)</i>	NLCMHA-in-peron Class	NLCMHA Registration Required training@nlcmh.org	Within 90 days of hire 3-Year Refresher

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Infection Control & Standard Precautions/Blood Borne pathogens	Infection Control for Direct care Workers	Online Course	Improvingmipractices.org	Within 30 days of hire Annually
Introduction to Human Services & Meeting Special Needs, Person-Centered Planning, IPOS, and	Introduction to your Role. Person-Centered Planning <i>(required for all SRS Staff)</i>	Training@nlcmh.org for materials	NLCMHA	Within 90 days of hire
Limited English Proficiency (LEP)	Limited English Proficiency	Online Course	Improvingmipractices.org	Within 90 days of hire Annual
Medication Administration <i>(only for staff that are adminstering medicatoins)</i>	Medication Administration-Full class <i>(required for all SRS Staff)</i>	NLCMHA in-person class	NLCMHANLCMHA Registration required training@nlcmh.org	Within 90 days of hire 2 yr. Refresher
Non-Physical Intervention/ Verbal De-escalation	Basic Intervention or Crisis Prevention Intervention (CPI) <i>(required for all SRS Staff)</i>	Training@nlcmh.org for materials	NLCMHA *Crisis Prevention course on Improvingmipractices.org under workplace essentials is acceptable for 2-year refresher	Within 90 days of hire *2-Year Refresher
Nutrition and Food Service	Nutrition and Food Service <i>(required for all SRS Staff)</i>	Training@nlcmh.org for materials	NLCMHA	Within 90 days of hire 3-Year Refresher
Person Centered Plan, Consumer Specific. In-service	IPOS	NLCMHA Staff/Provider Case Worker	NLCMHA	Within 90 days of hire Ongoing
Philosophy of Person-Centered Planning	Person-Centered Planning Process with Children, Adults, and Families	Online Course	Improvingmipractices.org	Within 30 days of hire Annual



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Recipient Rights Including Confidentiality, Abuse/Neglect, Report of Incidents and Adverse Effects	Recipient Rights for Community Mental Health and Affiliated Agency Staff	In -person class	Register on NLCMH Website www.northernlakescmh.org	Within 30 days of hire
Recipient Rights Refresher	Recipient Rights: Including Confidentiality, Abuse/Neglect, Report of Incidents and Adverse Effects	In -person class	Register on NLCMH Website www.northernlakescmh.org	Annual after the first year
Suicide Basics - OPTIONAL	Suicide Basics	Online Course	zerosucidealloiance.com	
Trauma Informed Care	Creating Cultures of Trauma informed Care	Online Course	Improvingmipractices.org	Within 90 days of hire Initial
Working with People - Introduction to Human Needs, and Proactive Strategies for challenging Behaviors	Working with People Part 1 & 2 Introduction, and Proactive Strategies . <i>Required for all SRS staff</i>	NLCMHA Read/Review/Test	Training@nlcmh.org for materials	Within 90 days of hire 3-Year Refresher