

CMHA-CEI Training Grid For Residential, CLS, and Respite Staff

I = Only Required Initially Upon Hire
 A= Required Initially and Annually
 2 = Required Initially and every 2 years

Training	Initial Requirements	AFC Group Home Staff	CLS and Respite Staff
**Recipient Rights - Initial in Classroom, Annual Refresher online[±]	30 days of hire	A [±]	A [±]
**CPR & First Aid - Classroom	30 days of hire	2	2 - first aid only
Blood Borne Pathogens/ Infection Control	30 days of hire	A	A
HIPAA Privacy & Security	30 days of hire	A	A
Person-Centered Planning	30 days of hire	A	A
**Basic Health & Medications - Classroom[#]	90 days of hire	2	2 - if passing Meds
**Working with People (Culture of Gentleness) - Classroom[#]	90 days of hire	I	
Corporate Compliance	90 days of hire	A	A
Cultural Competency & Diversity [#]	90 days of hire	A	A
De-escalation Skills	90 days of hire	I	I
Environmental Safety [#]	90 days of hire	I	I
Limited English Proficiency (LEP)	90 days of hire	A	A
Trauma Informed Care	90 days of hire	I	I

[±]Initial Recipient Rights training must be in person/via zoom through CMHA-CEI. CMHA-CEI will also accept another CMH Recipient Rights Orientation certificate. The Annual Recipient Rights Refresher course is completed through a paper test.

Non-Classroom training material can be found on the CMHA-CEI website under the Provider Resources page.

[#] - CMHA-CEI's standard goes above what Mid-State Health Network requires.

For A-Contract Group Homes, send tests to CMHA-CEI's Training Unit to score and track

For B-Contract Group Homes and CLS Providers, managers are to score and track for employees

provide proof upon request from CMHA-CEI

For Employees of Self-Determination Consumers, Submit training to your employer and Community Living Network (CLN)