



**Key Terms**

**TBT** = Technology Based Training (in Relias)  
**F2F** = Face to Face (In person training)  
**TBD** = To Be Determined

This document is called the *Provider Course Equivalency Spreadsheet*. The purpose of this document is for each provider agency to be able to create a *learning plan* for their employees. As you will notice there are tabs at the bottom that relate to portions of the ADHS/DBHS Provider Manual 6.3 (the training section). Some of the tabs will relate to your agency and some will not. Within each tab are columns A-G. Listed below is an explanation of each column.

Please complete this document and email to: [MercyMaricopa\\_LP@mercymaricopa.org](mailto:MercyMaricopa_LP@mercymaricopa.org)

**Column A:** Provides a reference to the corresponding Provider Manual 6.3 and the Scope of Work

**Click Here For:** [Provider Manual](#)

**Column B:** Briefly describes of the requirement(s) / state standards per topic(s)

**Column C:** Names the course that Mercy RBHA has created to fulfill the requirement - Your agency can use this course, an alternate Relias equivalent course or one of your own to fulfill the requirement.

- 1) If you are using a Mercy RBHA Course you do not need to change anything in this column.
- 2) If you are using an alternative course, please type the method of course delivery (ie. TBT, Face-to-Face, Self-Study,
- 1) If you are using a Mercy RBHA Course you do not need to change anything in this column.
- 2) If you are using an alternative course, please type the amount of time (in hours) needed for course delivery.

**Column F:** Provider Agency should complete this column with the following information:

- 1) Determine if the standard (Column B) is applicable to employees at your agency:
  - If No: Type Not Applicable (N/A)
  - If Yes: Indicate which employees this standard is required for (ie. All Staff, Administrative, Clinical, Billing, BHTs, etc.)
- 2) Determine which course will be completed to meet this standard:
  - If you would like to complete the Mercy RBHA course type "MMIC"
  - If you would like to complete a Relias alternative, please type "Relias - course name"
  - If you have a course that your agency is already teaching that meets this standard, please type "Agency name - course name)

Mercy RBHA Learning and Performance team are here to assist you with any questions you may have regarding the training requirements of your employees. We can provide Face-to-Face or Telephonic technical assistance for the following: Development of your agency specific curricula, individual course creation, tracking and reporting, or other additional features of Relias.

Please contact us at: [MercyMaricopa\\_LP@mercymaricopa.org](mailto:MercyMaricopa_LP@mercymaricopa.org)

Please Click Here For: [Mercy RBHA Training Calendars](#)

## Provider within 90 days

Mercy RBHA providers must ensure the following are completed within 90 days of the staff person's hire date, as relevant to each staff person's job duties and responsibilities and annually as applicable. Any staff person hired for temporary services working less than 90 days are required to attend applicable training at the discretion of the Provider.



6.3 /SOW requirement number/other reference	Description of requirement	Mercy RBHA Courses that meet 6.3 requirement (** See Relias for additional courses)	Delivery	Time (hours)	Mercy RBHA, Provider/Organization or Relias equivalent (Who is required to complete course)
<b>Mercy Maricopa Required Course</b>	Welcome to Relias	Welcome to the Relias Learning Management System (RLMS)	TBT	0	Mercy RBHA - Required course (All Employees) - (effective date 11/1/14)
<b>Mercy Maricopa Required Course</b>	Cultural Competency 101: Embracing Diversity	Mercy RBHA - Cultural Competency 101: Embracing Diversity (ADHS/DBHS Curriculum)	F2F	4.5	Mercy RBHA - Required course (All Employees) - (effective date 4/1/14)
<b>Mercy Maricopa Required Course</b>	Mercy Maricopa Integrated Care (System Overview)	Mercy Care Affiliated RBHA (System Overview)	TBT	1.5	Mercy RBHA - Required course (effective date 4/1/14)
6.3- Section 1, bullet point 01	Fraud and abuse	Mercy RBHA - Fraud Waste and Abuse for Medicaid	TBT	0.75	
6.3, Section 1, bullet point 02	Managed care concepts	Mercy RBHA - Member Eligibility and Benefits	TBT	2	
6.3, Section 1, bullet point 03	Screening for eligibility	Mercy RBHA - Member Eligibility and Benefits	TBT	2	
6.3, Section 1, bullet point 04	"Arizona Vision" and children's system of care, "12 Principles"	Mercy RBHA- Mercy Maricopa Integrated Care (System Overview)	TBT	1.5	Mercy RBHA - Mercy Care Affiliated RBHA (System Overview) - (All Employees)
6.3, Section 1, bullet point 05	"9 Guiding Principles for Recovery" in the adult system of care	Mercy RBHA - Mercy Maricopa Integrated Care (System Overview)	TBT	1.5	Mercy RBHA - Mercy Care Affiliated RBHA (System Overview) - (All Employees)
6.3, Section 1, bullet point 06	Overview of partnership with DES/RSA	Mercy RBHA - Rehabilitation and Employment (TBT)	TBT	2	
6.3, Section 1, bullet point 07	Cultural competency	Mercy RBHA - Cultural Competency 101: Embracing Diversity	F2F	4.5	MMIC - Cultural Competency 101: Embracing Diversity (All Employees)
6.3, Section 1, bullet point 08	Interpretation and translation services	Mercy RBHA - Language Access Services	TBT	1	
6.3, Section 1, bullet point 09	Data demographic set, data submission, valid data values	Mercy RBHA - Data Demographics	TBT	0.5	
6.3, Section 1, bullet point 10	Identification and reporting of quality of care concerns and investigation process	Mercy RBHA - Individuals' Rights	TBT	0.5	
		Mercy RBHA - Complaints, Grievances and Appeals (For Providers/ Members) Mercy RBHA - Quality of Care Concerns	TBT	1.5	
			TBT	0.75	
6.3, Section 2, bullet point 01	Use of assessment and other screening tools, depending upon populations served	Mercy RBHA - Birth to Five Assessment	F2F	6	
		Mercy RBHA - Child and Adolescent Service Intensity Instrument (CASII)	F2F	6	
		Mercy RBHA - Member Eligibility and Benefits	TBT	2	
		Mercy RBHA - Disability Benefits 101 & Work Incentives - TBT	TBT	1	
		Mercy RBHA - The Health Risk Assessment Training (HRA)	TBT	0.5	
		Mercy RBHA - Early, Periodic, Screening, Diagnosis and Treatment (EPSDT) Mercy RBHA - Applied Suicide Intervention Skills Training (ASIST)	TBT	1	
		(only req. for those using the ASIST tool. Others can take any suicide screening course to meet this requirement)	F2F	12	
6.3, Section 2, bullet point 02	Use of effective interview and observational techniques	Mercy RBHA - Motivational Interviewing Overview	F2F	4	

\*\*See Relias for additional courses (Ex: Motivational Interviewing, Advanced Motivational Interviewing)

6.3, Section 2, bullet point 03	Application of diagnostic classification system and methods depending on population(s) served	**See Relias for additional courses (Ex: DSM 5 Brief Overview, DSM Overview)			
6.3, Section 2, bullet point 04	Best practices in treatment and prevention of behavioral health disorders	Mercy RBHA - Strategic Prevention Framework Part 1 Mercy RBHA - Evidence-Based Practices (SAMHSA)	TBT TBT	1 1	
6.3, Section 2, bullet point 05	Service planning and implementation	Mercy RBHA - Child and Family Team 2 (CFT): Service Planning <small>**See Relias for additional courses (Ex: Documenting the Treatment Planning Process)</small>	F2F	3	
6.3, Section 2, bullet point 06	Covered Services	Mercy RBHA - Evidence-Based Practices (SAMHSA) Mercy RBHA - Mercy Affiliated RBHA (System Overview) Mercy RBHA - Member Eligibility Mercy RBHA - Member Eligibility and Benefits Mercy RBHA - Mercy Maricopa Provider Manual	TBT TBT TBT TBT TBT	1 1.5 2 2 0.5	Mercy RBHA - Mercy Care Affiliated RBHA (System Overview) - (All Employees)
6.3, Section 2, bullet point 07	Overview of Substance Abuse Block Grant (SABG)	Mercy RBHA - Substance Abuse Block Grant Mercy RBHA - Appointment and Availability Standards	TBT TBT	1 0.5	
6.3, Section 2, bullet point 08	National Practice Guidelines and Clinical Guidance Documents with "required elements"	Mercy RBHA - Mercy Affiliated RBHA Provider Manual	TBT	1	
6.3, Section 2, bullet point 9	Clinical training related to speciality populations but not limited to conditions based on identified need	Mercy RBHA - Evidence-Based Practices (SAMHSA) ** <small>See Relias for Additional Courses</small> Mercy RBHA - Chronic Disease Self-Management Mercy RBHA - Applied Behavioral Analysis	TBT TBT TBT	1 1 0.5	
6.3, Section 2, bullet point 10	Appropriate clinical approaches when delivering services to children in the care and custody of ADES/DCYF	Mercy RBHA - Integrated Care	TBT	0.5	
6.3, Section 2, bullet point 11	Understanding behavioral and environmental risk factors, nonphysical interventions, the safe use of seclusion or restraining and responding to emergency situations	**See Relias for additional courses (Ex: CPI or other Crisis management course)			
6.3, Section 3, bullet point 01	Medical record documentation requirements	Mercy RBHA - Mercy Care Affiliated RBHA Documentation	TBT	1	
6.3, Section 3, bullet point 02 & 03	Confidentiality/HIPAA; Sharing of treatment/medical information	**See Relias for additional courses			
6.3, Section 3, bullet point 04	Coordination of service delivery for those with complex needs; Rights and responsibilities of eligible and enrolled behavioral health recipient	Mercy RBHA - Court-Ordered Treatment Mercy RBHA - Individuals' Rights	TBT TBT	1.5 0.5	
6.3, Section 3, bullet point 05 & 06	Appeals, grievances and requests for investigations; Complaint process	Mercy RBHA - Quality of Care Concerns Mercy RBHA - Complaints, Grievances and Appeals (For Providers/Members)	TBT TBT	0.75 1.5	
6.3, Section 3, bullet point 07	Customer service	Mercy RBHA - Service Excellence	TBT	0.75	
6.3, Section 3-bullet point 08	Coordination of care requirements with primary care providers	Mercy RBHA - Mercy Care Affiliated RBHA (System Overview) Mercy RBHA - Coordination of Care for PCPs Mercy RBHA - Integrated Behavioral Health Provider Outreach Manual Mercy RBHA - Micro training Provider outreach manual - Prenatal and postpartum care	TBT TBT TBT TBT	1.5 0.5 1 0.5	Mercy RBHA - Mercy Care Affiliated RBHA (System Overview) - (All Employees)

		Mercy RBHA - Micro training Dental provider outreach and community resource guide Mercy RBHA - Integrated Care	TBT TBT	0.5 1	
6.3, Section 3, bullet point 09	Third party liability and coordination of benefits	Mercy RBHA - Member Eligibility and Benefits	TBT	2	
6.3, Section 3, bullet point 10	Other involved agencies & government	Mercy RBHA - Understanding Arizona's Education System, Module 1, Part 1, TBT	TBT	3	
		Mercy RBHA - Understanding Arizona's Education System, Module 1, Part 2, TBT	TBT	3	
		Mercy RBHA - Understanding Arizona's Education System, Module 2, TBT	TBT	1.5	
		Mercy RBHA - Understanding Arizona's Education System, Module 3, TBT	TBT	1.5	
		**See Relias for additional courses			
6.3, Section 3, bullet point 11	Claims/ Encounters submission process to the RBHA	Mercy RBHA - Submitting Claims and Encounters to Mercy Care Affiliated RBHA	TBT	1	
6.3, Section 3, bullet point 12	Advance directives	Mercy RBHA - Individuals' Rights	TBT	0.5	
6.3, Section 3, bullet point 13	Identification and reporting for those with SMI status	Mercy RBHA - Special Assistance	TBT	1	
6.3, Section 3, bullet point 14	Providers delivering services through distinct programs	Mercy RBHA - Birth to Five Assessment	F2F	6	
		Mercy RBHA - Early Periodic Screening, Diagnosis and Treatment (EPSDT)	TBT	1	
		Mercy RBHA - Housing and Residential Training	F2F	2	
		Mercy RBHA - VI-SPDAT Overview (TBT)	TBT	1	
		Mercy RBHA - Permanent Supportive Housing Training	TBT	1	
		Mercy RBHA - Meet Me Where I Am: Using Positive Behavior to Provide Effective Support and Rehabilitation Services	TBT	2	
		Mercy RBHA - Rehabilitation and Employment	TBT	2	
		Mercy RBHA - Rehabilitation Service Core	F2F	2	
		Mercy RBHA - Supported Employment	TBT	1	
		Mercy RBHA - Assertive Community Treatment (ACT) Mercy RBHA - Disability Benefits 101 & Work Incentives - TBT	F2F TBT	6.5 1	
Mercy RBHA - Trauma-Informed Care (** See Relias for additional Trauma Courses)	TBT	3			
6.3, Section 3, bullet point 15	Member benefits options trainings	Mercy RBHA - Mercy Care Affiliated RBHA (System Overview)	TBT	1	Mercy RBHA - Mercy Care Affiliated RBHA (System Overview) - (All Employees)
		Mercy RBHA - Medicare Modernization Act	TBT	1	
		Mercy RBHA - Rehabilitation and Employment (TBT)	TBT	2	
		Mercy RBHA - Substance Abuse Block Grant(SABG)	TBT	1	
6.3, Section 3, bullet point 16	Specific situations may necessitate the need for additional trainings. For example, quality improvement initiatives that may require focused training efforts and/or new regulations that impact the public behavioral health system	For Example: Mercy RBHA - Appointment and Availability Standards, See Relias for course descriptions and additional courses			
6.3 Section 3 bullet point 17	PCP training regarding behavioral health	Mercy RBHA - Integrated Care	TBT	0.5	

6.3, Section 3, bullet point 17	referral and consultation services	Mercy RBHA - Coordination of Care for PCPs	TBT	0.5	
6.3, Section 3, bullet point 18	Behavioral health step therapy for members with depression, post-partum depression, anxiety and attentive deficit/hyperactivity disorder (ADHD) in compliance with the AHCCCS policy medical manuals	Mercy RBHA - Behavioral Health Step Therapy	TBT	1	
6.3, Additional Training	Specific situations may necessitate the need for additional trainings. For example, quality improvement initiatives that may require focused training efforts and/or new regulations that impact the public healthcare system (e.g., the Balanced Budget Act (BBA), Medicaid Modernization Act (MMA), the Affordable Care Act (ACA) and Deficit Reduction Act (DRA)).	**See Relias for additional courses			

## Provider, annual and ongoing Training Requirements

In addition to training required within the first 90 days of hire, all Mercy Maricopa behavioral health providers are required to undergo and provide ongoing training for the following content areas:



6.3 /SOW requirement number/other reference	Description of requirement	Mercy Maricopa Courses that meet 6.3 requirement (** See Relias for additional courses)	Delivery	Time (hours)	Provider/Organization or Relias equivalent
6.3, Bullet point 01	Demographic Data Set, including timelines for data submission, valid values and as changes occur	Mercy RBHA - Data Demographics	TBT	0.5	
6.3, Bullet point 02	Monthly trainings concerning procedures for submissions of encounters as determined	Mercy RBHA - Submitting Claims and Encounters to Mercy Maricopa	TBT	1	
6.3, Bullet point 03	Annual cultural competency and linguistically appropriate training updates for staff at all levels	** See Relias for additional courses (Ex: Cultural Diversity, Diversity in the Workplace, etc)			
6.3, Bullet point 04	Identification and reporting of Quality of Care Concerns and the Quality of Care Concerns investigation process	Mercy RBHA - Quality of Care Concerns Mercy RBHA - Complaints, Grievances and Appeals (For Providers/Members)	TBT TBT	0.75 1.5	
6.3, Bullet point 05	Inter-rater reliability	Mercy RBHA - Inter-rater reliability (only req. for medical doctors)	TBT	1	
6.3, Bullet point 06	American Society of Addiction Medicine Patient Placement Criteria (ASAM Criteria)	Mercy RBHA - Understanding and Application of the ASAM Criteria MMIC - ASAM Conceptual Foundation  ** See Relias for additional courses	F2F F2F	6 2.5	
6.3, Bullet point 07	Child and Adolescent Service Intensity Instrument (CASII)	Mercy RBHA - Child and Adolescent Service Intensity Instrument (CASII) Mercy RBHA - Child and Adolescent Service Intensity Instrument Booster	F2F TBT	6 2	
6.3, Bullet point 08	Ticket to Work/Disability Benefits 101	Mercy RBHA - Disability Benefits 101 & Work Incentives - TB	TBT	1	
6.3, Bullet point 09	Peer, family member, peer-run, family-run and parent-support training and coaching	** See Relias for additional courses			
6.3, Bullet point 10	Identification and reporting of persons in need of Special Assistance for individuals who have been determined to have a Serious Mental Illness (SMI) and ensuring involvement of persons providing Special Assistance	Mercy RBHA - Special Assistance	TBT	1	
6.3, Bullet point 11	Workforce development trainings specific to hiring, support, continuing education and professional development	** See Relias for additional courses	TBD	TBD	
6.3, Bullet point 12	Homeless clinic training on availability of assistance with administrative issues	Mercy RBHA - PATH for Homelessness (Projects for Assistance in Transition from Homelessness)	TBT	1	
6.3, Additional Training	Specific situations may necessitate the need for additional trainings. For example, quality improvement initiatives that may require focused training efforts and/or new regulations that impact the public healthcare system (e.g., the Balanced Budget Act (BBA), Medicaid Modernization Act (MMA), the Affordable Care Act (ACA) and Deficit Reduction Act (DRA)).	**See Relias for additional courses			

Division of Licensing Services (DLS) required training



6.3 /SOW requirement number/other reference	Description of requirement	Mercy Maricopa Courses that meet 6.3 requirement (** See Relias for additional courses)	Delivery	Time (hours)	Provider/Organization or Relias equivalent
6.3, Paragraph 1	Training must be completed and documented in accordance with the Bureau of Medical Facilities Licensing (BMFL) / Bureau of Residential Facilities Licensing (BRFL) requirements.	<a href="http://www.azdhs.gov/als/medical/">http://www.azdhs.gov/als/medical/</a> <a href="http://www.azdhs.gov/als/residential/">http://www.azdhs.gov/als/residential/</a>	TBD	TBD	

**To search Relias courses by license (for CEUs):**

1. Login as a "Learner"
2. Click on the "My Learning" tab
3. Click "Browse Elective Courses"
4. In the middle of your screen click on the drop down menu that says "All Certificates"

Filter By:

5. Select the one that applies to you. (Note: NBCC is the same as Arizona Board of Behavioral Health)

## Required Training Specific to Professional Foster Homes Providing HCTC Services - Children



Medicaid reimbursable Home Care Training to Home Care Client (HCTC) services for children are provided in professional foster homes licensed by the Arizona Department of Economic Security/Office of Licensing, Certification and Regulation which must comply with training requirements as listed in R6-5-5850. All agencies that recruit and license professional foster

home providers must provide and credibly document the following training to each contracted provider:

6.3 /SOW requirement number/other reference	Description of requirement	Mercy Maricopa Courses that meet 6.3 requirement (** See Relias for additional courses)	Delivery	Time (hours)	Provider/Organization or Relias equivalent
6.3, Bullet point 01	CPR and First Aid Training	<i>Mercy RBHA - First Aid and Cardiopulmonary Resuscitation (CPR)</i>	face-to-face	5.5	
6.3, Bullet point 02	18 hours of pre-service training utilizing the Arizona Home Care Training to Client Service Curriculum	<i>Offered by Providers</i>	Face-to-face	18	<i>PS-MAPP (Partnering for Safety and Permanence: the Model Approach to Partnerships in Parenting)</i>
6.3, Additional Training	The provider delivering HCTC services must complete the above training prior to delivering services. In addition, the provider delivering HCTC services for children must complete and credibly document annual training as outlined in R6-5-5850, Special Provisions for a Professional Foster Home	<i>Offered by Providers</i>	TBD	TBD	



## Required Training Specific to Professional Foster Homes Providing HCTC Services - Adults

Medicaid reimbursable HCTC services for adults are provided in Adult Therapeutic Foster Homes licensed by ADHS Division of Licensing, and must comply with training requirements as listed in R9-20-1502:



6.3 /SOW requirement number/other reference	Description of requirement	Mercy Maricopa Courses that meet 6.3 requirement (** See Relias for additional courses)	Delivery	Time (hours)	Provider/Organization equivalent
6.3, Bullet point 01	Protecting a person's rights	<i>Mercy RBHA - Individuals' Rights</i>	TBT	0.5	
6.3, Bullet point 02	Providing behavioral health services that the adult therapeutic foster home is authorized to provide and the provider delivering HCTC services is qualified to provide	<i>Completed by Providers</i>			
6.3, Bullet point 03	Protecting and maintaining the confidentiality of clinical records	<i>** See Relias for additional courses</i>			
6.3, Bullet point 04	Recognizing and respecting cultural differences	<i>Mercy RBHA - Cultural Competency 101: Embracing Diversity</i>	F2F	4.5	
6.3, Bullet point 05-09	Recognizing , preventing or responding to a situation in which a person may be of danger to self or others, behaves in an aggressive or destructive manner, may be experiencing a crisis situation or may be experiencing a medical emergency	<i>**See Relias for additional courses (Ex: CPI or other Crisis management course)</i>			
6.3, Bullet point 10	Reading and implementing a person's treatment plan	<i>** See Relias for additional courses</i>			
6.3, Bullet point 11	Recognizing and responding to a fire, disaster, hazard or medical emergency	<i>** See Relias for additional courses</i>			
6.3, Additional Training	In addition, providers delivering HCTC services to adults must complete and credibly document annual training as required by R9-20-1502.	<i>Offered by Providers</i>			

Required training specific to community service agencies and Title XIX certification



6.3 /SOW requirement number/other reference	Description of requirement	Mercy Maricopa Courses that meet 6.3 requirement (** See Relias for additional courses)	Delivery	Time (hours)	Provider/Organization or Relias equivalent
6.3 Additional Training	<a href="#">Community Service Agencies (CSAs) must submit documentation as part of the initial and annual CSA application indicating that all direct service staff and volunteers have completed training specific to CSAs prior to providing services to behavioral health recipients. For a complete description of all required training specific to CSAs, see Policy 406, Community Service Agencies Title XIX Certification</a>	See Below			
Policy 406, Item 10a.	Client Rights	Mercy RBHA - Individuals' Rights	TBT	0.5	
Policy 406, Item 10b.	Providing services in a manner that promotes client dignity, independence, individuality, strengths, privacy, and choice	**See Relias for additional courses			
Policy 406, Item 10c.	Recognizing common symptoms of and differences between a mental disorder, personality disorder, and/or substance abuse	**See Relias for additional courses			
Policy 406, Item 10d.	Protecting and maintaining the confidentiality of clinical records and information	**See Relias for additional courses			
Policy 406, Item 10e.	Recognizing, preventing or responding to a client who may be a danger to self or a danger to others; behave in an aggressive or destructive manner; need crisis services or is experiencing a medical emergency	Mercy RBHA - Child and Adolescent Service Intensity Instrument (CASII)	F2F	6	
Policy 406, Item 10f.	Record keeping and documentation	Mercy RBHA - Mercy Maricopa Documentation	TBT	1	
Policy 406, Item 10g.	Ethical behavior such as staff and client boundaries and the inappropriateness of receiving gratuities from a client	** See Relias for additions courses			
Policy 406, Item 11 & 12	Copy of current Caridopulmonary Resuscitation (CPR) certification & Copy of current First Aid training verification				

Training expectations for clinical and recovery practice protocols



6.3 /SOW requirement number/other reference	Description of requirement	Mercy Maricopa Courses that meet 6.3 requirement (** See Relias for additional courses)	Delivery	Time (hours)	Provider/Organization or Relias equivalent
6.3, Paragraph 01	<p><u>Under the direction of the ADHS/DBHS Chief Medical Officer, the Department publishes national practice guidelines and clinical guidance documents to assist Mercy Maricopa providers. These documents, some with required elements can be accessed at: <a href="http://azdhs.gov/bhs/guidance/index.htm">http://azdhs.gov/bhs/guidance/index.htm</a></u></p>	<p>Mercy RBHA - Mercy Maricopa Provider Manual</p>	<p>TBT</p>	<p>0.5</p>	
6.3, Paragraph 02, Bullet point 1	<p>Mercy Maricopa providers providing services to children and families involved with Department of Child Safety (DCS) will be required to attend: "Unique Needs of Children Involved with DCS"</p>	<p>Mercy RBHA - Understanding the Unique Behavioral Health Needs of Children and Families Involved with Department of Child Safety, modules 1 and 4 Mercy RBHA - Understanding the Unique Behavioral Health Needs of Children and Families Involved with Department of Child Safety, modules 2 and 3</p>	<p>F2F TBT</p>	<p>6 6</p>	
6.3, Paragraph 02, Bullet point 2	<p>Mercy Maricopa providers providing services to children and families involved with Department of Child Safety (DCS) will be required to attend:  Training on Child and Family Team (CFT) practice, depending on the population(s) served (see AHCCCS Practice Protocol Child and Family Team Practice).</p>	<p>Mercy RBHA - Mercy Maricopa Integrated Care (System Overview) Mercy RBHA - Child and Family Team Overview Mercy RBHA - Child and Family Team (CFT) 1: Strengths, Needs and Culture Discovery Mercy RBHA - Child and Family Team (CFT) 2: Service Planning Mercy RBHA - Child and Family Team (CFT) 3: Crisis Planning Mercy RBHA - Child and Family Team (CFT) 4: Transition Planning Mercy RBHA - Child and Family Team (CFT) 5: Facilitation</p>	<p>TBT TBT F2F F2F F2F F2F</p>	<p>1 1 3 3 3 3</p>	<p>Mercy RBHA - Mercy Care Affiliated RBHA (System Overview) - (All Employees)</p>



Reporting and Technology use, Training requests, Workforce development plan

6.3 /SOW requirement number/other reference	Description of requirement	Mercy Maricopa Courses that meet 6.3 requirement (** See Relias for additional courses)	Provider/Organization or Relias equivalent
6.3, Reporting and Technology use, Bullet 1	<p>All Mercy RBHA providers must be set up to use the RELIAS learning management system within Mercy Maricopa's enterprise site to report all training activities for their staff to include but not limited to:</p> <ul style="list-style-type: none"> <li>- Attendance, course completion and training content for face to face training</li> <li>- Attendance, course completion and training content for online technology based training</li> <li>- Attendance, course completion and training content for web conferencing training</li> <li>- Attendance, course completion and training content/agenda's for training seminars</li> </ul>	<p><i>Please contact us at: MercyMaricopa_LP@MercyMaricopa.org to set up a 1:1, on-site, Relias Technical Assistance training</i></p>	<p>Required for all providers to use the Relias Learning Management System</p>
6.3, Reporting and Technology use, Bullet 2	<p>All Mercy RBHA providers must use the RELIAS Learning Management system to upload all course content developed by their organization to meet the Mercy Maricopa Policy 403 training requirements, if equivalent courses not developed by Mercy RBHA are used. Any training requirement equivalency used by individual providers is subject to review to determine if the training content satisfies the Policy 403 training</p>	<p><i>Please contact us at: MercyMaricopa_LP@MercyMaricopa.org to set up a 1:1, on-site, Relias Technical Assistance training</i></p>	<p>Required for all providers to use the Relias Learning Management System</p>
6.3, Training Requests	<p>For additional training requests and/or technical assistance specific to the trainings listed above and/or identified area of need. Contact Mercy RBHA's training department by calling customer service at (800) 564 or by email at MercyMaricopa_LP@mercyarizona.org</p>	<p><i>Please contact us at: MercyMaricopa_LP@MercyMaricopa.org if you would like on-site training at your agency</i></p>	<p><i>Please contact us at: MercyMaricopa_LP@MercyMaricopa.org if you would like on-site training at your agency</i></p>
6.3, Workforce Development, Training Experts, Paragraph 1	<p>Mercy RBHA employs training experts/contacts as key personnel and point of contact to implement and oversee compliance with the training requirements, develop a training plan, and participate in the Training Coordinators committees</p>	<p><i>Please contact us at: MercyMaricopa_LP@MercyMaricopa.org for questions</i></p>	<p>N/A</p>
6.3, Workforce Development, Training Development Plan, Paragraph 2	<p>Mercy RBHA develops, implements, and submits an Annual Training Plan that provides information and documentation of all trainings. The training plan and training curriculums will be submitted annually, forty-five days after fiscal year end</p>	<p><i>Please contact us at: MercyMaricopa_LP@MercyMaricopa.org for questions</i></p>	<p><i>Please contact us at: MercyMaricopa_LP@MercyMaricopa.org for questions</i></p>
6.3, Workforce Development, Training Quarterly Updates, Paragraph 3	<p>Mercy RBHA submits a Workforce Development Quarterly Update that includes information specific to initiatives and activities specific to training to ADHS, as required</p>	<p><i>Please contact us at: MercyMaricopa_LP@MercyMaricopa.org for questions</i></p>	<p><i>Please contact us at: MercyMaricopa_LP@MercyMaricopa.org for questions</i></p>
6.3, Workforce Development, ADHS/DBHS Ownership of any intellectual property, Paragraph 4	<p>This chapter will serve as disclosure of ownership of any intellectual property created or disclosed during the course of the service contract such as educational materials created for classroom training and/or learning programs.</p>	<p><i>1:1 Training coordinators meetings (as needed), training development plan, training consortium meetings (quarterly)</i></p>	<p><i>Training coordinators meetings (monthly), training development plan, training consortium meetings (quarterly)</i></p>