

## **Design Group 1: Certification Requirements**

### **Meeting 1 Notes**

Date: March 20, 2018

Place: Value Options, 500 Enterprise Drive, Rocky Hill, CT

Attendees: Juan Carmona, Darcey Cobbs-Lomax, Terry Nowakowski, Milagrosa Seguinot, Maria Millan, Lori Pasqualini, Ula Uszynski. Facilitator: Katharine London

Absent: Thomas Buckley, Mayce Torres (Mayce was on the phone for the full group discussion)

### Process

The group will meet in person at Value Options on Tuesday, April 17 and Tuesday, May 15, 2:30-4:30.

We will schedule phone calls in between each meeting.

Katharine will send examples from other states and/or other professions in CT in advance of each discussion to facilitate our decision-making.

### Topics for review

The group will make decisions on the following topics.

- 1) Required **work experience** and how to verify work experience (e.g. through references)
- 2) **Portfolio** of accomplishments and required documentation
- 3) **Length of time** for certification, **continuing education** required for renewal, any other renewal requirements
- 4) Alternative pathways to certification for
  - a. Experienced CHWs (**grandparenting**/grandfathering process)
  - b. **Reciprocity** for CHWs certified in another state
  - c. Individuals with related certification/training

(Note: After the meeting the topic came up of requiring applicants to agree to abide by a specific CHW **code of ethics**. At the next meeting the group will consider whether this topic belongs in Design Group 1.)

### Off the table

The group decided **NOT** to include the following requirements:

- 1) Certification **exam** – rejected by the full committee because an exam would not assess key CHW skills
- 2) **Background checks** – should be conducted by employers because the type of background checks required may vary by the specific job duties (consider the background checks required to make home visits to frail elders vs. engaging justice-involved individuals in treatment)
- 3) **Education** - should be conducted by employers because the type of education required may vary by the specific job duties (consider the education required to assist clients in implementing very specific treatment protocols vs. connecting migrant worker to services)

Design Group 1 will not discuss CHW training requirements as that will be the responsibility of Design Group 3.

Goals

Group members expressed a number of goals:

- 1) Simplify the application process for the applicant – try to keep it to one page if possible
- 2) Simplify the process for CHW references/supervisors
- 3) Simplify the review process for the entity that has to review submitted applications
- 4) Keep the cost down
- 5) Explore providing a cost subsidy or establishing a sliding fee scale for applicants for whom the application fee is a barrier. (Recommended this topic to Design Group 2)