

## Design Group 1: Certification Requirements

### Meeting 5 Notes

Date: May 29, 2018

Participants via phone: Thomas Buckley, Darcey Cobbs-Lomax, Randy Domina, Maria Millan, Terry Nowakowski, Elena Padin, Milagrosa Seguinot

Facilitator: Katharine London. Staff: Maggie Litwin, Fernando Morales

Absent: Juan Carmona, Lori Pasqualini, Mayce Torres

#### Agenda:

- A. Questions for discussion from Advisory Committee meeting
  - 1. Who can be a personal reference?
  - 2. Should amount of experience for Experienced CHWs (path 2) be measured in years or hours? If hours, how many?
  - 3. Is 20 hours of continuing education helpful? Necessary? Appropriate?
- B. Alternative Paths to Certification
- C. Code of Ethics

#### Decisions made

- A. Questions for discussion from Advisory Committee meeting
  - 1. Who can be a personal reference?

Adopt language from Florida: For certification purposes, a Personal Reference is provided by an individual who knows the applicant in a personal capacity. Personal References are often provided by business acquaintances, customers or clients, teachers, trainers, professors, friends or neighbors.

A Personal Reference may NOT be provided by an immediate family member, any person sharing the same household, or any person who is now or ever has been in a romantic or domestic relationship with the applicant.

A Personal Reference must have known the applicant for at least 1 year.

- 2. Should amount of experience for Experienced CHWs (path 2) be measured in years or hours? If hours, how many?

Design Group 1 confirmed that there should be two ongoing paths to certification. The group amended its previous recommendation regarding the requirements for experienced CHWs. New language is in red, deleted language is crossed out.

#### *Path 1: Requirements for certification for new CHWs*

- (a) **Training.** Training as recommended by Design Group 3 (90 hours training plus 50 hours internship);
- (b) **Experience.** 1000 hours experience working as a CHW, paid or unpaid, in the last 3 years
- (c) **Optional Portfolio.** Applicants *may* submit a portfolio including 3 of the 8 items on Rhode Island's list (we will use the same list), at their option. (Recommend that training programs help participants assemble their portfolios)

- (d) **Professional reference.** At least one supervisor, who has at least 3 years' experience supervising Community Health Workers (or other staff titles who perform CHW Roles) must attest that in the last 3 years the applicant has at least 1000 paid or volunteer hours performing at least 5 CHW Roles and demonstrated proficiency in at least 4 CHW skills (not including #11 knowledge base)
- (e) **Personal reference.** At least one personal reference, who has known the applicant for at least one year, must attest that the applicant has "an in-depth understanding of the experience, language, culture and socioeconomic needs of the community." **A Personal Reference may NOT be provided by an immediate family member, any person sharing the same household, or any person who is now or ever has been in a romantic or domestic relationship with the applicant.**

*Path 2: Requirements for certification for experienced CHWs*

~~**Training.** 20 hour refresher course. Design Group 3 may want to consider whether there should be any specific requirements for those 20 hours.~~

- (a) **Experience.** ~~At least 5 years of experience working as a CHW~~ **2000 hours experience working as a CHW, paid or unpaid, in the last 5 years**
- (b) **Portfolio.** A resume documenting years of experience plus a portfolio including 3 of the 7 other items on Rhode Island's list. (Rhode Island's list includes a resume)
- (c) **Professional reference.** At least one supervisor, who has at least 3 years' experience supervising Community Health Workers (or other staff titles who perform CHW Roles) must attest that **in the last 5 years the applicant has at least 2000 paid or volunteer hours** performing at least 5 CHW Roles and demonstrated proficiency in at least 4 CHW skills (not including #11 knowledge base)
- (d) **Personal reference.** At least one personal reference, **who has known the applicant for at least one year**, must attest that the applicant has "an in-depth understanding of the experience, language, culture and socioeconomic needs of the community." **A Personal Reference may NOT be provided by an immediate family member, any person sharing the same household, or any person who is now or ever has been in a romantic or domestic relationship with the applicant.**

3. Is 20 hours of continuing education helpful? Necessary? Appropriate?

The Design Group confirmed that recertification should require 20 hours of continuing education credit.

B. Alternative Paths to Certification

The group discussed alternative paths to certification, such as reciprocity with other states and a shorter path for people with related certification. The group decided that the two paths to certification that it proposed (Path 1 for new CHWs and Path 2 for experienced CHWs) already addressed these special circumstances. Additional paths are not needed. Also there is no practical way to implement reciprocity at this point because there is no national that administers reciprocal certifications, as there is for other professions, and because certification requirements vary widely from state to state.

C. Code of Ethics

Brief discussion: what do other professions in CT attest to? CNAs? Medical Assistants?