

## Design Group 3 Recommendations

***\*Items highlighted in yellow are included in the survey monkey and require your feedback.***

Link to Survey Monkey: <https://www.surveymonkey.com/r/VLK3W53>

- Should CHW training programs apply to be “approved” training vendors to provide CHW Training that is recognized for CHW Certification?
- Still unclear who would be reviewing and approving the training vendors \*\* DPH, CHW Certification Advisory Body, other entity?

Below we put together a sample outline of how the training vendor application might look based on the recommendations made by this group.

Training vendors should provide the following information, and in some cases meet specific criteria on the following:

<b>Organization Information</b>	General information (name, address, contact, etc.)	
<b>Organization Type</b>	<input type="checkbox"/> College/University <input type="checkbox"/> Community College <input type="checkbox"/> Community-Based Organization (CBO) <input type="checkbox"/> Clinic/Hospital <input type="checkbox"/> Faith-based Organization	<input type="checkbox"/> Local Health Department <input type="checkbox"/> Non-Profit Organization <input type="checkbox"/> State Agency <input type="checkbox"/> Other (please specify)
<b>Accreditation</b>	<p>Are you accredited by The Council for Higher Education Accreditation or similar accreditation body? If so, please provide this information.</p> <p><i>*Note: This is not required.</i></p>	
<b>Recruitment &amp; Screening</b>	Please describe how you plan to recruit and screen participants for training.	
<b>Frequency</b>	<p>Please state how many trainings you anticipate to provide per year.</p> <p><i>*Note: It is recommended that you at least host one training per year.</i></p>	
<b>Cost</b>	How much will you charge participants for this training?	
<b>Training Method(s)</b>	<p>Please describe what training methods you plan to use?</p> <p><i>*Note: Training methods should at least be based on Adult Learning Principles, and should include role-play and be interactive.</i></p>	
<b>Training Delivery</b>	<p>Please describe how you plan to deliver this training.</p> <p><i>*Note: This training should be conducted in-person or as a hybrid training to include in-person sessions with distance learning in “real-time”. Online training will not be allowed.</i></p> <p><i>*Note: At least 40% of the hours of instruction should be taught or co-taught by faculty who are Community Health Workers.</i></p>	
<b>Instructors</b>	<p><b>CHW Instructor:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 3-5 years experience working as a CHW (fulltime)</li> <li><input type="checkbox"/> Proof of completion of a CHW Core Competency Training</li> <li><input type="checkbox"/> Preferred resident with knowledge of the community and community resources</li> <li><input type="checkbox"/> Has the knowledge, skills and competence to effectively teach a curriculum</li> </ul> <p><b>Non-CHW Instructor:</b> Has the knowledge, skills and competence to effectively teach a curriculum</p> <p><i>*Note: The CHW instructor and/or the non-CHW instructor should have at least 1000 hours of experience training individuals who provide community health work services including promotores, community health workers, and other health care paraprofessionals and professional in the previous six years.</i></p>	
<b>Hours of Training</b>	<p>How many hours of training will be provided?</p> <p><i>*Note: This training should be a minimum of 90 hours.</i></p>	
<b>Core Competencies</b>	<p>Explain how you plan to train CHWs on each of the Core Competencies.</p> <p>Link: <a href="#">C3 Core Competencies recommended by SIM CHW Advisory Committee</a></p> <p><i>*Note: This training should cover all of the accepted C3 Core Competencies previously decided on by the SIM CHW Advisory Committee.</i></p>	
<b>Internship</b>	<p>Please describe the CHW internship experience and how many hours the internship will be.</p> <p><i>*Note: This internship is required as part of the training and should be a minimum of 50 hours.</i></p> <p><i>*Note: This should be an opportunity for the CHW to observe and practice core CHW skills and services in the field, and to receive additional training, supervision and feedback from professionals working in the public health, health care, non-profit and community setting.</i></p>	
<b>Evaluation</b>	<p>Please describe how you plan to evaluate participants.</p> <p><i>*Note: This should NOT just be a test. Should utilize pre and post tests, utilize a skills assessment, and include either a Capstone Project or Portfolio (or a combination of both).</i></p>	