

# COMMUNITY HEALTH WORKER (CHW) WORKGROUP

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CHAIR: JUDY HASSELKUS, INDIANA DEPARTMENT OF WORKFORCE DEVELOPMENT

CO-CHAIR: LAURA HEINRICH, INDIANA STATE DEPARTMENT OF HEALTH

JULY 10, 2018

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WELCOME

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APPROVAL OF PREVIOUS MEETING MINUTES\* AND  
ROLL CALL

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# SUMMARY OF WORKGROUP RESPONSE TO OCCUPATION REGULATION PROMPTS

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# REGULATORY STRUCTURE

# Shall an advisory body be established to advise on governance of the CHW Workforce?

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- Follow up questions:
  - What function(s) shall the advisory body serve?
  - **How shall membership be determined?** (ex: state department/agency, authorized to convene, Governor appointed by role/affiliation [e.g. CHW, CHW supervisor, CHW employer, Indiana State Department of Health, consumer member, etc.], other)

# Shall Indiana maintain a list of its certified CHWs?

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- Follow up questions:

- **Who shall be responsible for maintaining this list?** (ex: state department/agency, advisory body, training vendors, etc.)

- **What information should be maintained on these individuals?** (ex: name, DOB, SSN, address, qualifying education/training provider information [name, address, date of completion, director's signature], examination information, etc.)

# Shall an individual be required to present evidence of continuing education (CEUs) to maintain active status on this list?

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- Follow up questions:

- Should CHWs be required to complete CE and/or documented in-service/training hours (by employer) to qualify for certification renewal?

- If no, no additional discussion needed.

- If yes,:

- Which learning activities will be deemed appropriate (in-service, online, webinars, etc.)?

- Who is responsible for verifying requirements for renewal?

- How will certification renewal requirements be verified?

- Ex: full review of each application, audit, etc.



# Should statute outline a scope of practice associated with certified CHW competencies and skills?

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- Follow up questions:

- Should statute outline a scope of practice associated with certified CHW competencies and skills? (Yes/No)

- If yes, discuss further.

- If no,

- Should scope of practice be omitted from statute completely or written in statute to be deferred to another responsible entity?

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# CHW WORKFORCE ENTRY REQUIREMENTS

**Should education/training be standardized for CHWs through:**

1) A state-approved standardized curriculum (that could be implemented by training vendors)

OR

2) Through a flexible curriculum that meets competencies (training vendors developing a curriculum that would need to meet state competencies and be approved)?

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# Should education/training be standardized for CHWs cont.

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- Follow up questions:
  - Shall all curriculum undergo a review process for competency alignment or shall the standardized assessment serve as the quality assurance mechanism for a training program's competency alignment?
  - Who shall be charged with creating/maintaining currency of the assessment tool?

# Should education/training be standardized for CHWs cont.

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- Follow up questions:
  - How shall the assessment be administered and by whom?
  - Who shall maintain assessment records (name, score, program, etc.)?
  - Shall aggregated (to program/year level) assessment scores be publically reported?

# How shall CHW education/training be delivered (classroom/didactic, clinical/hands-on, ect.)?

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- Follow up questions:

- **How shall training/education be delivered?** (taking into account the considerations raised in previous discussions and in other states)
  - Example: Oregon (outline of following requirements for state-approved CHW training programs can be found in *CHW Workgroup: Summary of Workgroup Response to Occupation Regulation Prompts*)
- **Shall Indiana outline experience requirements for state certification?**

Shall the certification system include a path based on experience rather than education, or some “grandfathering” provision for individuals who have an educational certificate of completion for prior CHW training?

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# Shall the certification system include a path based on experience rather than cont.

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- Follow up questions:

- **How shall grandfathering provisions be determined?** (see supplemental document: *Considerations for Grandfathering in Emerging Professions: A case study of Indiana's addiction counselors*)
  - Who determines the exemption requirements (advisory board)?
  - Who are the education/training requirements for individuals that are grandfathered?
  - What are experience requirements for individuals who are grandfathered?
  - What are criminal conviction requirements for individuals who are grandfathered?
  - When shall grandfathering provisions expire? (Upon completion/implementation of the standardized assessment?)



Shall an individual be required to present evidence of training completion and/or evidence required for grandfathering to be placed on the list of certified CHWs?

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■ Follow up questions:

■ **What shall be the requirements for certification/renewal?**

■ Shall an applicant be responsible for presenting evidence of training completion or shall that be the responsibility of the training program?

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## NEXT STEPS

JUDY HASSELKUS, CHAIR

LAURA HEINRICH, CO-CHAIR

# Next Steps: August 9<sup>th</sup> Meeting

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Draft recommendation will be voted on for dissemination to the Governor's Health Workforce Council

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# CLOSING AND ADJOURNMENT

JUDY HASSELKUS, CHAIR

LAURA HEINRICH, CO-CHAIR

# NEXT MEETING DETAILS

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- Thursday, August 9<sup>th</sup>
- 1:00 P.M. – 2:30 P.M.
- Indiana State Department of Health
- 2 North Meridian Street, Indianapolis, IN
- 5<sup>th</sup> Floor Training Room