

## Senate Bill 1534 Steering Committee

### Agenda

Friday, August 24, 2018

10:00 A.M. – 12:00 P.M.

550 Capitol St. NE – Scott Lay Conference Room

**Join us by Skype or phone**

**Dial In Information: 503-934-1400 Access Code: 6150340#**

Agenda Item	Presenter/Facilitator
Project update: <ul style="list-style-type: none"><li>8/21/18 Training Workgroup Debrief</li><li>Contract status</li></ul>	Jenny Cokeley
Assignment updates: <ul style="list-style-type: none"><li>Definition of “operational”</li><li>Credits versus hours</li></ul>	Mike McCormick/Jenny Cokeley
Discussion: Hours required for CE	Jenny Cokeley/Committee
Discussion: Define “pre-service” for orientation requirement	Jenny Cokeley/Brian Rudiger
Adjournment	

### Decisions from today’s meeting

- 1) The continuing education requirement equals 6 hours per year. More information is required before deciding whether continuing education will be required every year, or every two years (12 hours of CE) to coincide with recertification.
- 2) An individual must submit enrollment paperwork and begin the background check process before he or she can attend mandatory orientation.
- 3) The definition of operational presented by Mike McCormick is approved. Please refer to the discussion section for details.
- 4) Training requirements are based on hours instead of credits.

### Discussion

- 1) Jenny Cokeley provided a SB 1534 training workgroup debrief. The group met on 8/21/18 and came to consensus on orientation and early service training topics. Resources and handout on various topics will be developed for orientation. Continuing education can include any topic. Three subgroups will meet to discuss curriculum, testing requirements, and how and if OHCC certifications impact training requirements. Melissa Unger recommended the curriculum subgroup wait to meet until after a contractor is hired to develop curriculum. **Note:** Jenny

Cokeley updated the training workgroup debrief after the Steering Committee meeting. Please refer to the handout. The orientation and training topics are compared to the topics outlined in SB 1534.

- 2) Jenny Cokeley shared that OHCC is being added as a party to the trust agreement. Jenny, Cheryl Miller, Mike McCormick, Melissa Unger, and Brian Rudiger will meet on 8/24/18 to discuss edits to the draft contribution agreement for the Training Partnership Trust.
- 3) Mike McCormick presented the definition of “operational” for this project. By January 1, 2020:
  - The Department has adopted rules to implement the section (section 2 of the 2018 Act);
  - There is a platform for HCWs/PSWs to begin scheduling training;
  - The Home Care Commission has approved any trainings that are scheduled to go live;
  - Trainings are available to begin bringing HCWs/PSWs into compliance with new requirements; and
  - Trainings will initially be prioritized to those with the most anticipated need and demand.

The Department anticipates implementation with take one full year. On January 1, 2021, the Department would expect the program to be fully mature – the entire curriculum approved and available to HCWs/PSWs; HCWs/PSWs have come into compliance with “early service” requirements; continuing education is available; and all data is being transferred to the Department.

- 4) Jenny Cokeley presented an issue paper: Should training requirements for homecare and personal support workers be based on credits or hours (refer to handout). Training requirements for in-home agencies and other long-term care settings in Oregon are based on hours, not credits. Jenny looked at other states, as well, and training requirements are based on hours. The committee made the decision that trainings for this project will be based on hours.
- 5) The committee made the decision that continuing education requirements will be based on six hours per year (12 hours if biennial option is selected). During discussion, it was asked whether current workers will need to complete the 12 hours of orientation/training required for new workers (orientation + early service training topics). Mike McCormick requested that Cheryl Miller and Jenny Cokeley present two policy papers before a decision is made: (1) Should existing workers be required to complete orientation and early service training? and (2) Should existing workers with OHCC certifications be required to complete orientation and early service training? According to Cheryl Miller, 600 workers have completed their professional development certification, as of June 2018. She added that

another 1,265 are working towards completing the certification. There was discussion that existing workers should receive a refresher orientation. Requirements for existing workers will impact the contract and must be negotiated.

- 6) The group discussed the timing in which an individual would be able to attend orientation (before or after submission of enrollment paperwork). The group reviewed the policy paper previously presented: What training requirements would be required for initial enrollment as a homecare or personal support worker? Due to the potential cost of providing orientation to individuals who do not follow through with the enrollment process, the decision was made to provide information about orientation only after an individual submits enrollment paperwork and begins the background check process.

### **Assignment Tracker**

<i>Topic</i>	<i>Owner</i>	<i>Assigned Date</i>	<i>Due Date</i>
Policy Paper: Are existing workers required to complete new orientation and early service training?	Jenny Cokeley	8/24/18	9/28/18
Policy Paper: Are existing workers with current OHCC certifications required to complete new orientation and early service training?	Cheryl Miller	8/24/18	9/28/18
Policy Paper: Annual or biennial training requirements (process & timeline)	Jenny Cokeley	8/24/18	9/28/18
Would PSWs working for ICP participants be eligible to receive trainings under the trust?	Mike McCormick/ Brian Rudiger	8/24/18	9/28/18

### **Future Agenda Topics**

- 1) Policy papers listed in the assignment section.

Next Meeting:

Friday, October 26, 2018  
 10:00 am – 12:00 pm  
 550 Capitol St. NE – Scott Lay Conference Room