

The Maryland Youth Care Coordinator Training Requirements

Effective 8/3/2022

- I. **Child and Adolescent Needs and Strengths assessment (CANS) Training:** The Behavioral Health Administration (BHA) requires that all youth care coordinators are trained to **administer, score, and interpret the CANS. This training requires an annual renewal.** COMAR 10.09.90.09 states that a comprehensive psychosocial assessment must be completed for every enrolled youth. The intent and interpretation of this regulation by BHA is that this requirement is met through completion of the CANS. Certificates of completion for both the initial training and annual renewals are part of care coordinators' training record and are checked by the Local Behavioral Health Administration (LBHA)/Core Service Agencies (CSAs) / BHA during annual site visits. Information on how to access the CANS training is available on the [YCC resources](#) website.
- II. **MD Behavioral Health Youth Care Coordination Training Series:** For NEW youth care coordinators and NEW supervisors (*Training is available at no-cost online, www.mdbehavioralhealth.com*)
- In first 30 days of employment complete:**
- *Early Childhood, Child and Adolescent Development*
 - *Working with Transition Age Youth*
 - *Understanding School Language*
 - *Mental Health 101*
 - *An Introduction to Adolescent Substance Use*
 - *Best Practices in Transitions*
 - *Professional Conduct: Ethics, Confidentiality, and Cultural Competence*
 - *Core Principles/Values and Maryland State Regulations*
- In first 90 days of employment complete:**
- *Orienting Families to Care Coordination and the Initial Family Needs Assessment*
 - *Developing an Effective Plan of Care*
 - *Building an Effective Youth and Family Team*
 - *Facilitating Constructive Youth and Family Team Meetings*
 - *Supervising Youth Care Coordinators: Guidelines and Best Practices (To be completed by Supervisors and Supervisees)*
- In first 180 days of employment complete:**
- *Implementing, Monitoring, and Adapting the Plan of Care*
 - *Maintaining a Strengths-Based and Motivational Stance with Clients*
 - *Building and Maintaining Strong Partnerships with Community Resources*
 - *Promoting a Successful Family Transition out of YCC: Sustaining Changes*
 - *Addressing Youth Care Coordination Challenges*
 - *Understanding the 1915(i) Program and Its Practical Implications for Youth Care Coordinators*
- III. **Annual Requirements for Youth Care Coordinators: Within 30 days of the anniversary of the initial hire date, all youth care coordinators must complete either:**
- *One Cluster annually, based on the 5-year plan that is recommended from your online knowledge assessment on mdbehavioralhealth.com ("**knowledge assessment**" option). NOTE: Staff members with perfect scores on the knowledge assessment will be directed to complete the clusters in order, A – E (i.e., one cluster per year for 5 years). **OR***

- *A customized module completion plan, developed in consultation and with the approval of your supervisor, which consists of at least 4 modules each year (“custom modules” option)*

Cluster A (4 modules)

- *Core Principles/Values and Maryland State Regulations*
- *Mental Health 101*
- *Maintaining a Strengths-Based and Motivational Stance with Clients*
- *Professional Conduct: Ethics, Confidentiality, and Cultural Competence*

Cluster B (4 modules)

- *Understanding School Language*
- *Building an Effective Youth and Family Team*
- *Facilitating Constructive Youth and Family Team Meetings*
- *Building and Maintaining Strong Partnerships with Community Resources*

Cluster C (4 modules)

- *Best Practices in Transitions*
- *Promoting Successful Family Transitions out of YCC: Sustaining Changes*
- *Orienting Families to Care Coordination and the Initial Family Needs Assessment*
- *Developing an Effective Plan of Care*

Cluster D (4 modules)

- *Implementing, Monitoring, and Adapting the Plan of Care*
- *An Introduction to Adolescent Substance Use*
- *Working with Transition Age Youth*
- *Addressing Youth Care Coordination Challenges*

Cluster E (3 modules)

- *Understanding the 1915(i) Program and Practical Implications for YCCs*
- *Supervising Youth Care Coordinators: Guidelines and Best Practices*
- *Early Childhood, Child, and Adolescent Development*

After five (5) years of completing these training requirements, YCCs no longer have additional training requirements through BHA. YCCs are expected to meet ongoing agency and licensure requirements.

Annual Requirements for YCC Supervisors: YCC Supervisors follow the guidance above for their first and second years of annual training requirements. For the third year of trainings, YCC Supervisors will repeat Cluster E (three modules geared towards supervisors). Beyond year 3, YCC Supervisors do not have any additional annual training requirements through BHA. YCC Supervisors are expected to meet ongoing agency and licensure training requirements.

Access to training modules remains available for all in perpetuity, regardless of tenure with an organization or serving in a role.