

**Healthcare Workforce Development Division**

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**WET Consumer and Family Member Employment Advisory Committee
Questions on Peer Personnel Preparation Program**

As outlined in the Budget Act of 2013, “a total of \$2,000,000 shall be provided for peer support, including families, training in crisis management, suicide prevention, recovery planning, targeted case management assistance, and other related peer training and support functions to facilitate the deployment of peer personnel as an effective and necessary service to clients and family members, and as triage and targeted case management personnel”. This annual appropriation is separate from Workforce Education and Training funds but is administered by the WET Program. In 2013 OSHPD released its first Request for Proposal (RFP) for this program which can be found via the following link: <http://www.oshpd.ca.gov/HWDD/pdfs/wet/RFP-13-4127.pdf>

OSHPD would like feedback from the WET Consumer and Family Member Employment Advisory Committee as we re-evaluate the structure and requirements for this program.

1. What are the three main training and education elements needed by Peer Personnel, including families to carry out the duties as outlined in the Budget Act of 2013?
2. As outlined in the next page, current program components include: position and career pathway development; recruitment and outreach; educational program structure; training, placement and re-training; and evaluation. Is that sufficient or excessive? Are there any other components that you believe should be included in this program to successfully meet the intent as set forth in the Budget Act of 2013?
3. What are the top two components that you believe are most critical and should be required of program implementers?
4. What types of assurance do employers need to convince them that Peer Personnel, including families coming out of this program can successfully carry out the position's duties?
5. What, if anything, did you find hard to understand about the structure of the previous RFP?

Program Components under the Peer Personnel Preparation RFP 13-4127

Program Component	Description
1. Positions and Career Pathways	<p>The Contractor shall:</p> <ul style="list-style-type: none"> • Develop and document career pathways for positions employing Peer Personnel that provide entrance to the Public Mental Health System with defined opportunities to advance across healthcare systems (a defined career pathway). The identified positions must be able to be filled by Peer Personnel. <p>Funding shall be contingent on the Contractor demonstrating the success of the outreach efforts, to the satisfaction of OSHPD, by documenting the outreach efforts to the populations identified above. Contractor shall be required to provide a progress report with the information required in Attachment 10 (Standard Agreement, Exhibit G).</p>
2. Recruitment and Outreach	<p>The Contractor shall recruit Peer Personnel from the following populations and/or communities for participation in the defined career pathway:</p> <ul style="list-style-type: none"> • Students from high schools, adult education programs, regional occupation programs and/or community colleges serving communities identified as unserved or underserved by the county(ies)' Public Mental Health System within which the educational institution or training organization(s) is located. • Individuals and their families who currently are or who have received health, mental health, behavioral health, and/or substance use services from a program or agency that serves the identified unserved or underserved communities. • Individuals with health or mental health education and/or experience who can address cultural, diversity and language proficiency needs of the county(ies)' Public Mental Health System. <p>Funding shall be contingent on the Contractor demonstrating the success of the outreach efforts, to the satisfaction of OSHPD, by documenting the outreach efforts to the populations identified above. Contractor shall be required to provide a progress report with the information required in Attachment 10 (Standard Agreement, Exhibit F).</p>
3. Educational Program Structure	<p>Establish/Expand an educational or training program that provides all of the following:</p> <ul style="list-style-type: none"> • A mental health educational or training program or course(s) of instruction that fulfills identified minimum qualifications for positions identified in the Eligibility section, paragraph A. • The mental health educational or training program shall be no longer than one academic year or nine consecutive months in length. • Course(s) that address, reflect and align with the communicated needs of the county(ies)' Public Mental Health System, provide exposure to Public Mental Health System, provide exposure to public mental health careers and MHSA's vision of wellness, recovery, resilience, consumer and family member driven services, cultural competence, community collaboration, and integrated service experiences. <p>Funding shall be contingent on the Contractor demonstrating that educational program structure meets the requirements set forth herein. Contractor shall be required to provide a progress report with the information required in Attachment 10 (Standard Agreement, Exhibit F).</p>
4. Training, Placement, Re-Training	<p>Contractor shall provide the following:</p> <ul style="list-style-type: none"> • Training in the field (such as internships, volunteer work experiences, and/or on the job training) in the Public Mental Health System. • Successful completion of the program will enable immediate entry into an identified position of need in the Public Mental Health System workforce as well as encourage career progression through college and post-graduate education. • A career counseling program that assists participants develop an individualized career plan that includes short- and long-term goals for entering, re-entering or advancing in the public mental health workforce.

Program Component	Description
	<ul style="list-style-type: none"> • Assistance to apply, attend and complete one or more existing educational courses of study or training programs that are a pre-requisite preparation for entry into the Public Mental Health System in an identified area of need. • Train a sufficient number of individuals to meet the county's and/or CBO's needs as identified in Eligibility Section, Paragraph A. • Increase the total number of Peer Personnel employed in the Public Mental Health System by recruiting and retaining Peer Personnel in identified entry-level positions. • OSHPD may prorate payment based on the percentage of positions identified in the Eligibility section, paragraph A that are filled with Peer Personnel who have successfully completed the educational training program. If the Contractor(s) fills 100 percent the positions identified in the Eligibility section, paragraph A with Peer Personnel, they shall receive full funding; if the Contractor(s) fills 75 percent the positions identified they shall 75 percent of the funding; if Contractor(s) fills 60 percent of the positions identified they shall receive 60 percent of the funding; if Contractor(s) fills 50 percent of the positions identified, they shall receive 50 percent of the funding. • If program participants are unsuccessful in gaining and/or maintaining employment in positions identified in the Eligibility section, paragraph A due to insufficient skills, the Contractor(s) shall: <ul style="list-style-type: none"> ○ Demonstrated that such program participants are provided retraining that addresses their skill deficiency. ○ If program participants are not retrained within 90 days, the Contractor(s) shall provide detailed explanation as to the reasons of inability of program participants to receive training that addresses the program participants' skill deficiency that attributed to them being unsuccessful in gaining or maintaining employment. • Failure of the Contractor(s) to fill at least one third of the positions identified in the Eligibility section, paragraph A with Peer Personnel who have successfully completed the educational or training program shall be deemed a breach of contract at which time OSHPD may require the Contractor(s) to repay all funds received to OSHPD. • Contractor may use the funds received under this contract to provide financial support to students who commit to paid and/or unpaid payback service obligation in the county(ies) Public Mental Health System. The financial support may fund: books, travel, educational supplies, and lodging. <ul style="list-style-type: none"> ○ In no instance, may financial support exceed \$50,000.00 or 10 percent of the total contract cost, whichever is less. ○ In no instance may a participating student receive more than \$2,500.00. <p>Funding shall be contingent on the Contractor's successful completion of this objective. Contractor shall be required to provide a progress report with the information required in Attachment 10 (Standard Agreement, Exhibit F).</p>
5. Evaluation	<p>The Contractor(s) will:</p> <ul style="list-style-type: none"> • Evaluate the Peer Personnel training program • Serve as a resource to other counties seeking to establish similar programs by sharing lessons learned in a public forum. • Beginning in FY 2014-15 provide to OSHPD an annual evaluation report of the deliverables achieved in the FY. <ul style="list-style-type: none"> ○ The evaluation report will highlight any successes and/or challenges faced in meeting the deliverables as specified in Exhibit F, Section VII. <p>Funding shall be contingent on the Contractor's successful completion of this objective. Contractor shall be required to provide a progress report with the information required in Attachment 10 (Standard Agreement, Exhibit F).</p>