



## **TIME MATTERS**

**Administrator Certification Section**

**Quarterly Vendor Meeting**

**Thursday, July 14, 2016**

**10:00**

# WELCOME

- Introductions of Administrator Certification Section (ACS) folks
- New Faces/Staffing Changes
  - Policy Training and Certification Branch Chief
  - ACS Section Manager
  - General section staffing
- Old Business
  - First Quarter Meeting
    - Materials from First Quarter Vendor Meeting posted on ACS webpage at:  
<http://www.cclid.ca.gov/PG5042.htm>



# HOUSEKEEPING

- All participants should have received the following documents via e-mail:
  - Agenda
  - Copy of Powerpoint presentation
  - Common Reasons for Delays in Processing Vendor Applications and Requests for Course Approvals
  - Sample Outline
  - STRTP Notice
  - STRTP Core of Knowledge
- A question and answer period will occur at the end of the presentation. Please save your questions until then.
- Please place your phones on mute and let's begin!



# QUARTERLY MEETING

## PRESENTATION ITEMS

- This quarterly vendor meeting includes information on the following topics:
  - *How to submit more complete applications and course requests; time saving tips/tools*
  - *Presentation of common reasons for delays in processing (hand-out and discussion)*
  - *Presentation of sample outline (hand-out and discussion)*
- Administrator Certification Program and the Short Term Residential Therapeutic Program; what's new?
  - *Information sharing*
  - *Hand-outs*



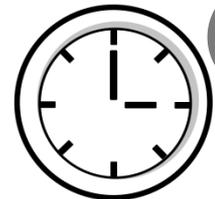
# COMMON REASONS FOR DELAYS IN PROCESSING VENDOR APPLICATIONS AND COURSE REQUESTS

- Please refer to your hand-out with the above title.
- Vendor analysts have compiled a list of some of the reasons that applications/course requests are delayed. Keep in mind, analysts want to provide you with the tools you need to submit complete applications and course requests!
- Esme is going to discuss some of the highlights of these documents.



# THE COURSE OUTLINE

- Please refer to your SAMPLE Course Outline for this section of the presentation.
- One of the most common barriers to applications being approved is the outline.
- In part, the outline is what the analyst relies upon to evaluate your compliance with the regulations – it is the core of your package.
- Jennifer is going to take a few minutes and talk us through some of the features of the Sample Course Outline.
  - *Note: Moving forward, Vendors are strongly encouraged to implement this outline format for course requests.*



# REMINDER

- You may have questions at this point.
- We appreciate your patience while we move through our last section of the presentation, the Short Term Residential Therapeutic Program.



# SHORT TERM RESIDENTIAL THERAPEUTIC PROGRAM (STRTP)

- What is it?
- “Movement to **phase out traditional group homes as foster care placement** and target the use of group care to Short Term Residential Therapeutic Programs intended to provide **short-term, high quality intensive interventions**, which is part of the continuum of care available to children in foster care.”
- Many **moving and shifting pieces**. What we are providing today is what we know at this point in time so that you can be looking at this new category of care and opportunity.
- Program implementation in progress.



# WHAT ARE THE ADMINISTRATOR REQUIREMENTS?

- Interim Standards are being used until regulations can be promulgated.  
[www.cclcd.ca.gov/pg471.htm](http://www.cclcd.ca.gov/pg471.htm)
- For **NEW or prospective STRTP** administrators, the process is the same as existing programs.
  - Completion of a 40-hour Initial Certification Training Program (ICTP) based on the Core of Knowledge
  - Pass an examination.
  - Submit an application and \$100 processing fee.



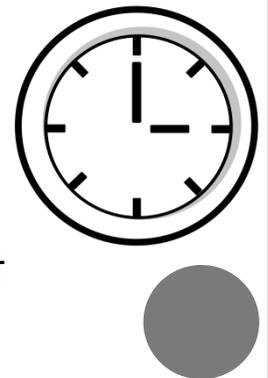
# WHAT ABOUT EXISTING GROUP HOME ADMINISTRATORS WHO WANT TO BE STRTP ADMINISTRATORS?

- Existing certified Group Home Administrators are:
  - exempted from the ICTP and exam;
  - must take 12 hours of prescribed courses that are in the Core of Knowledge; and
  - must submit application package, fee and evidence of Group Home Certification.
- More information on the content of the 12 hours of coursework is available on the ACS webpage at:
  - [http://www.cclid.ca.gov/res/pdf/InterimSTRTP\\_ACS.pdf](http://www.cclid.ca.gov/res/pdf/InterimSTRTP_ACS.pdf)
- More general program information at:
  - <http://www.cclid.ca.gov/res/pdf/ACS/160624STRTP.pdf>
- **More information to come** as the program is developed. Continue to check the ACS webpage.....

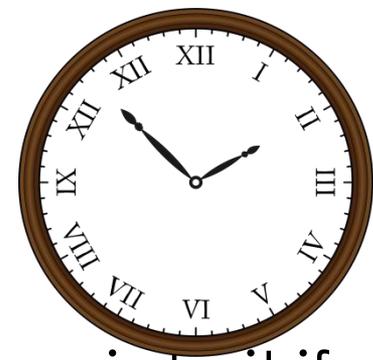


# FINAL NOTES ON THE STRTP

- We are trying to get out in front of this new program before the entire interim standards are developed, which means:
  - DRAFT Interim Standards specific to ACS are believed to be sound in content at this point – they are however in **DRAFT** form.
  - Regulation numbers will change – ACS will provide updates on a flow basis.
  - Final program standards expected to be out January 1, 2017.
  - ACS is developing the exam. Vendors will be Developing courses – see Core of Knowledge in hand-outs. ACS Advisory Committee did a great job in updating this Core of Knowledge!



# Q&A



- If you have questions, we would appreciate it if you would simply state your name. We will be recording the names of those that have questions and then working off the list to respond to questions.
- We hope this provides an orderly way of ensuring that your questions are answered.
- If we do not have the answers, we will be following up with an FAQ, similar to our first quarterly meeting.
- Esme will be taking names at this point.



# THANK YOU!

- We appreciate the partnership and hope the information today will help you submitting applications and courses to the ACS. Additionally, we hope you have a little more information about the STRTP....
- If you have suggestions for meeting topics, please send them to:  
[Esmeralda.Rivas@dss.ca.gov](mailto:Esmeralda.Rivas@dss.ca.gov)
- This closes our meeting – the next Meeting will be scheduled in our 3<sup>rd</sup> Quarter.

