

## Participants:

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## Overview of Development Process

The core competency workgroup met 3 times during the month of September to review core competency recommendations to be used to inform formal recommendations for standardized training of CHWs in Maine. The participants were assigned specific core competencies to compile recommendations for a rationale (why the competency was important) and a break-down of the competency in action-oriented, measurable language.

## Source Material

The workgroup relied upon not only the previous work completed by the CHW Stakeholder Group but in addition sample curriculums, materials from other states/initiatives, namely:

- Minnesota CHW Curriculum
- Washington State CHW Training Materials
- CHW National Education Collaborative- Final Report
- Portland Public Health CHOW Training Agenda
- Massachusetts CHW Board of Certification
- Central Mass AHEC- Training Syllabus and Curriculum
- Western MA Public Health Training Center's CHW Core Competency Curriculum

## Review Process

During the months of October and November a series of meetings were conducted with both the full Stakeholder Group and smaller gatherings of CHWs. These meetings were structured to give ample opportunity for individuals to ask questions and/or propose changes. The final review by committee was conducted on November 23<sup>rd</sup> with the full stakeholder group. The group conducted its review by individual competency, the review sheets used to document final changes or outstanding questions appear below. The meeting participants were asked to review each competency using the following criteria:

Does it adequately prepare/support the learner for scope of CHW work?

- Content/Focus fosters breadth and depth of understanding in subject area and key concepts to training and preparation of CHWs.
- Scope of competency is appropriate for the learner (ability, background- educational, work, life circumstances, learning style, etc.).
- Content/focus provides students with opportunities to access, practice and develop new skills and strategies a CHW will need for the workforce.

The final DRAFT of the recommendations was circulated to the full Stakeholder Group on December 14<sup>th</sup>. The expectation being that it would allow one last chance for stakeholders to submit final comments in writing by the end of 2015.

### Competency #1: Communication

<b>Clarifications/Questions:</b> Motivational interviewing should be covered under Communication, perhaps under 1-3? Is it listed elsewhere in competencies? CLAS requirements- are they picked up under Cultural Humility and/or Health Equity, Public Health Systems? <b>Yes and Yes</b>
<b>Edits:</b>
<b>Summary:</b> Accepted as is.

### Competency #2: Community and Individual Assessment

<b>Clarifications/Questions:</b>
<b>Edits:</b> basic understanding of assessment methods and procedures versus strong grasp. Reworked 2-1 to be more of an overview/basic level understanding.
<b>Summary:</b> Accepted as is.

### Competency #3: Outreach and Engagement

<b>Clarifications/Questions:</b>
<b>Edits:</b> Removed "referrals from 3-2. Will be picked up under care coordination/Consolidated 3-9 into 3-1 because of potential redundancy
<b>Summary:</b> Accept as is.

### Competency #4: Care Coordination & Navigation

<b>Clarifications/Questions:</b>
<b>Edits:</b> Deleted 4-6 and moved 4-8 to Advocacy
<b>Summary:</b> Accepted as is.

**Competency #5: Professionalism**

<b>Clarifications/Questions:</b> Request was made to circulate the CHW Code of Ethics.
<b>Edits:</b> Reworked the last bullet in the rationale.
<b>Summary:</b> Accepted as is.

**Competency #6: Advocacy**

<b>Clarifications/Questions:</b>
<b>Edits:</b> change should be covered to should be included through document/ Keep 6-9, aware that it may need some rewording/edits.
<b>Summary:</b> Approved as is.

**Competency #7: Use & Understanding of Health Systems/Health Equity**

<b>Clarifications/Questions:</b>
<b>Edits:</b> Removed 3 sub competencies that were covered elsewhere or redundant within #7.
<b>Summary:</b> Accepted as is.

**Competency #8: Health Teaching/Coaching/Behavior Change**

<b>Clarifications/Questions:</b>
<b>Edits:</b> Edited language under health improvement plan
<b>Summary:</b> Approved as is.

**Competency #9: Documentation**

<b>Clarifications/Questions:</b> Discussed last sentence that was added to Rationale
<b>Edits:</b> bullet specific to use of appropriate technology to be better tied to documentation
<b>Summary:</b> Approved as is.

**Competency #10: Cultural Competency**

<b>Clarifications/Questions:</b> Need to review self-determination and dignity bullet- is it covered elsewhere? What is source? <b>From the Massachusetts CHW Board of Certification.</b>
<b>Edits:</b> to language access sub-competency & rationale
<b>Summary:</b> Approved as is.



*Paul R. LePage, Governor*

*Mary C. Mayhew, Commissioner*

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