


<b>CHAPTER</b> Human Resources	<b>CHAPTER</b> 05	<b>SECTION</b> 002	<b>SUBJECT</b> 15
<b>SECTION</b> Training and Travel		<b>DESCRIPTION</b> Staff Development for Paraprofessional Staff	
<b>WRITTEN BY</b> Lynn A. VanNorman, B.S. Supervisor	<b>REVISED BY</b> Andrea Casler Stepping Stones Supervisor	<b>AUTHORIZED BY</b>  Lauren Emmons, CEO	

**APPLICATION:**

<input checked="" type="checkbox"/> CMH Staff	<input type="checkbox"/> Board Members	<input type="checkbox"/> Provider Network	<input checked="" type="checkbox"/> Employment Services Providers
<input type="checkbox"/> Employment Services Provider Agencies	<input checked="" type="checkbox"/> Independent Contractors	<input type="checkbox"/> Students	<input checked="" type="checkbox"/> Interns
<input checked="" type="checkbox"/> Volunteers			

**POLICY:**

Lapeer County Community Mental Health (LCCMH) will provide staff development for paraprofessional staff.

**STANDARDS:**

- A. In addition to training required of all staff, paraprofessional staff will be required to participate in other regularly-scheduled training designed to assist in developing and refining their skills in the following program areas and as dictated by the Individual Plan of Service (IPOS):
  - First Aid/CPR/AED
  - Medications
  - Therapeutic Intervention
  - Transferring Techniques
  - Behavior Plans
  
- B. Paraprofessional staff may have other trainings assigned by the state or Region 10 which are appropriate for skill set.

CHAPTER Human Resources	CHAPTER 05	SECTION 002	SUBJECT 15
SECTION Training and Travel		DESCRIPTION Staff Development for Paraprofessional Staff	

**PROCEDURES:**

- A. The program supervisor will schedule training sessions based on the assessed staff needs within the specific program areas as stated above.
- B. Trainings will be provided by inter- and intra-agency professionals who have credentials and/or certification relevant to each specific skill area.

AC:mgr

-----  
This policy supersedes  
#04/08022 dated 04/17/2008.  
-----