



APPROVED CHW/CHR CURRICULUM AND TRAINING REVIEW

Prepared for: CHWSD Certification Committee

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Finalized by Certification Committee: Approved

CHW/CHR Training Scoring Rubric Summary

OVERVIEW

The following rubric shall be used to score and subsequently approve CHW/CHR training programs for Certification in South Dakota. The following rubric is used to calculate if a CHW/CHR training program meets the minimum requirements to adequately train a CHW/CHR to work in South Dakota.

Much of the scoring rubric focus comes from a workgroup held by the South Dakota Department of Health and South Dakota Department of Social Services in 2016 to define key recommendations for the CHW/CHR scope of work.

Curriculums for consideration as an approved training program for CHW/CHRs in South Dakota shall only be reviewed for approval if:

1. The curriculum and subsequent training program is offered locally in South Dakota and/or states that directly border South Dakota OR the curriculum and subsequent training program directly related to a specified population within South Dakota served by CHW/CHRs.
 - a. The National Indian Health Service Community Health Representative Training Program shall be grand parented in as a training program regardless of the number of hours required for completion. This training is only accessible for tribal CHR programs.
2. The curriculum and subsequent training program includes at least **200** hours of training and **40** hours of shadowing.
3. The curriculum and subsequent training program provide training on all three (3) areas of the South Dakota CHW/CHR scope of work.
4. The curriculum and subsequent training program provide cultural training directly related to a specified population within South Dakota serves by CHW/CHRs.
5. Conduct an annual review of each approved training program to ensure the training program continues to align with the curriculum review process.

SCORING AREAS

CURRICULUM CONTENT REVIEW

The following areas are scored on the scale of 1 – 5:

Focus	Points
South Dakota CHW/CHR Scope of Work	60 points
Documentation	10 points

Total: 70/70 points

SCORING

- 1 – Poor** – No reference included in curriculum outline and no reference included in any part of curriculum
- 2 – Minimal** – No reference included in curriculum outline and limited reference included in other parts of curriculum
- 3 – Sufficient** – Mentioned in curriculum outline and/or learning objectives and brief reference in other parts of curriculum
- 4 – Above Average** – Mentioned in curriculum outline and/or learning objectives and limited reference in other areas
- 5 – Excellent** – Mentioned in curriculum outline and/or learning objectives and generously referenced in other areas

CURRICULUM SCORING AND APPROVAL

For a Full curriculum to be approved as a CHW/CHR training program for South Dakota Medicaid, a training curriculum must meet a minimum score of 49/70 points, or 70%. Training curricula that do not meet this minimum scoring requirement will not be approved as a training program for South Dakota but will have the opportunity to revise their curriculum and resubmit for review.

FULL CHW/CHR CURRICULUM SCORING RUBRIC

Curriculum for Review: _____

SOUTH DAKOTA CHW/CHR SCOPE OF WORK

SUMMARY

The following curriculum areas of review are based on the South Dakota Medicaid CHW/CHR Scope of Work, as identified in the CHW/CHR Billing and Policy Manual¹. Additionally, these curriculum areas were identified as key recommendations for CHW/CHR scope of work by the 2016 workgroup co-led by SD DOH and SD DSS:

South Dakota CHW Scope of Work			
Scores (up to 5 pts each):	Main Curriculum Focus Area:	Sub-Curriculum Focus:	Scoring Justification:
	Health System Navigation and Resource Coordination	Knowledge of how to find local health systems/resources and/or knowledge of where to find resources	
		Making referrals and connections to community resources	
		Fostering and establishing relationships and communication	
		Providing follow-up and collaboration with provider/other resources	
	Health Promotion and Coaching	Demonstrating competency in motivational interviewing in both individual and group settings	
		Knowledge of counseling techniques in both individual and group settings	
		Knowledge of coaching and self-efficacy theory and application in both individual and group settings	
	Health Education to teach or promote methods and measures that have been proven effective in avoiding illness and/or lessening its effects	Knowledge of health promotion and disease prevention principles while honoring cultural and religious beliefs	
		Knowledge of cultural practices within the community and demonstrating cultural competency and understanding of diversity	
		Demonstrating interpersonal skills	
		Identifying health literacy standards for written materials	
		Knowledge of translation and interpretation services	

Score Total (out of 60 possible points):

¹ **Community Health Worker Services.** *South Dakota Medicaid Billing and Policy Manual.* June 2022.
https://dss.sd.gov/docs/medicaid/providers/billingmanuals/Professional/Community_Health_Worker_Services.pdf.

DOCUMENTATION

SUMMARY

Documentation is an important aspect of delivering quality care. Documentation also allows for a CHW/CHR to communicate with providers and other healthcare practitioners regarding services provided to the patient.

Documentation			
Score (up to 5 pts each):	Main Curriculum Focus Area:	Sub-Curriculum Focus:	Scoring Justification:
	Care Plan Management and Documentation	Assist in implementing a care management plan in collaboration with provider/other resources	
		Basic understanding of the importance of documentation and reporting to respond to care management plan implementation.	

Score Total (out of 10 possible points):

FINAL SCORES

Scoring Area	Total Points	Awarded Points
South Dakota CHW/CHR Scope of Work	60 points	points
Documentation	10 points	points

Total: ___ out of 70 points or ___%

Passed: ___ Failed: ___

Date: ___