

# COMMUNITY HEALTH WORKER AND COMMUNITY HEALTH REPRESENTATIVE CERTIFICATION

The South Dakota Community Health Worker Program (CHW) and Community Health Representative (CHR) registry & certification process is managed by the Community Health Worker Collaborative of South Dakota (CHWSD).

## THE PURPOSE


The purpose of the CHW/CHR registry and certification process is to:

- Ensure the CHW/CHR professionals have the required credentials for Medicaid reimbursement.
- Professionalize the CHW/CHR workforce by certifying each professional meets the education and background check standards as set forth by CHWSD, the South Dakota Department of Health, and South Dakota Department of Social Services – Division of Medicaid.
- Aid CHW/CHR employers to validate the professionals and workforce so they can integrate and leverage them into their care teams.
- Evaluate the CHW/CHR workforce regionally and statewide in order to inform CHWSD and partners to make meaningful interventions to keep the profession sustainable and relevant.

## CERTIFICATION STEPS

1. **Application** – Complete a short application to share contact and demographic information.
2. **Professional Reference** -As a requirement for the CHW certification, please invite an individual that has supervised you or is currently supervising you to complete the reference. The supervisor will be sent an email and asked if you are in good standing as a CHW/CHR.
3. **Certification from Another State** – Individuals who have been certified in another state may apply their certification from another state towards certification in South Dakota.
4. **Training Certificate** – Individuals will upload their training certificate from an approved training program for employment as a CHW/CHR in South Dakota.
5. **Certification Payment** – The cost for CHW/CHR certification is \$50, however, CHRs will not incur a cost for certification through 5/31/2023. Additionally, all programs funded by the SD DOH can add the \$50 individual certification expense to the monthly invoice submitted to CHWSD to be reimbursed for the expense.
6. **Background Check** – Proof of a background check must be submitted as part of the certification process. Please note: South Dakota Medicaid does require a background check via fingerprint for all CHW organizations seeking reimbursement. This information is provided within the background check section of the application.
7. **Final Review** – All applications will be reviewed and approved before the CHWSD issues a CHW/CHR Certificate to an individual.

TO LEARN MORE ABOUT THE SOUTH DAKOTA CHW/CHR CERTIFICATION, VISIT:

 <https://chwsd.org/chw-and-chr-certification/>