



WEST VIRGINIA

**Higher Education
Policy Commission**

Behavioral Health Workforce in WV

Opportunity for Reimbursement of Certification Costs

Request for Applications

Application Due Date: June 10, 2022

5 PM

Behavioral Health Workforce in WV

Opportunity for Reimbursement of ADC/AADC Certification Costs

In March 2022, Governor Jim Justice allotted CARES Act funds for emergency management services in West Virginia. As part of this initiative, funding was allocated to the Behavioral Health Workforce Education Initiative at the West Virginia Higher Education Policy Commission to increase the number of behavioral health professionals in rural communities. West Virginia's emergency management system is impacted by crisis-level shortage of behavioral health workers. With community and hospital behavioral health and emergency service systems integrally dependent on each other, shortages in behavioral health providers in communities contribute to higher utilization of emergency services. This initiative seeks to decrease this utilization through increasing and promoting greater access to and utilization of community-based behavioral health care services, thus cutting down on emergency transport to hospitals. Programs funded by this opportunity must work toward increasing the number of behavioral health professionals practicing in rural communities in West Virginia.

Program and Opportunity Goals

Proposals submitted under this opportunity must meet one or more of the following goals:

- Increase the number of practicing behavioral health professionals with specialized training in substance use disorders;
- Increase the number of practicing behavioral health professionals with WVCBAPP certification to treat substance use disorders (i.e. ADC, AADC);
- Increase the number of qualified supervisors available to provide clinical supervision to those seeking specialized credentials (i.e. ADC, AADC)

Eligible Organizations

West Virginia based organizations employing behavioral health providers of direct services to West Virginia residents. All applicants must be licensed, certified or registered to provide services within West Virginia.

Summary of Funding

Applicants can request up to \$30,000 for expenses related to specialized substance use disorder training and certification between March 17, 2022 and September 1, 2022. The Commission will work with the awardee to match awards to the funding available and revise budgets as needed. The Commission will notify awardees within 4 weeks of submission. The award period will be detailed in the award letter. All invoices must be received by no later than September 1, 2022. All funds under this initiative **MUST BE EXPENDED BY NO LATER THAN SEPTEMBER 30, 2022.**

Eligible Activities

When individuals providing behavioral health services receive specialized training and certification in substance use disorder and addictions care, there are many potential benefits to employers and to clients and patients.

Funding under this program can be used to alleviate barriers to individuals obtaining certification as ADCs or AADCs by:

- 1) Contracting with supervisors from outside the agency to provide the clinical supervision required for ADC/AADC certification to individual providers of behavioral health services;
- 2) Providing incentive funds to agency supervisors for supervision toward ADC/AADC;
- 3) “Buying” a portion of a supervisor’s clinical time to provide supervision for individuals toward ADC/AADC.
- 4) Providing training opportunities and/or paying training costs to incentivize and support those working toward certification or those currently certified as ADC or AADCs to become approved clinical supervisors for ADC/AADC; or

Training opportunities could include (not an exhaustive list):

- <https://www.wvaadc.com/regionaltrainingseminars>
- <https://www.wvaadc.com/annualconference> (Aug 30-Sep 1)
- [Annual WVU Addiction Training Institute](#) (June 6, 2022 - June 7, 2022)
- <http://ce.wvu.edu/tobacco-treatment/>
- <https://dhr.wv.gov/BBH/data/trainingresources/Pages/default.aspx>
- <https://www.naadac.org/education>
- <https://attcnetwork.org/centers/global-attc/training-and-events-calendar>

Funding may be used for personnel costs, training registration, materials and travel, technology, supervisor certification fees, promotion/recruitment materials, and additional associated costs required to increase the provision of the required supervision for certification.

How do we participate in this program?

If you are an eligible organization, please complete the following application and submit to behavioralhealth@wvhepc.edu no later than June 10, 2022. The application is a fillable pdf. Please enter the requested information, save, and submit via the email above. We will provide you with an approval letter and instructions for invoicing for reimbursement of approved expenses upon receipt and approval of your application. You will need to provide a list of supervisors and supervisees with invoice, as applicable to your organization’s project design.

Questions?

Please contact us at behavioralhealth@wvhepc.edu with any budgetary or programmatic questions.



**Behavioral Health Workforce in WV
Opportunity for Reimbursement for Certification Costs
Application**

Name of Organization *(please use the exact registered vendor name found in wvOASIS & VISTA)*

Mailing Address of Organization *(exact match to the address associated with vendor name)*

Vendor ID Number _____

If you don't know your vendor information you can search for your organization here:

<https://vista.wvsao.gov/Vista/Vendors/VendorSearch>

Phone number of Organization _____

Organizational Representative Name _____

Organizational Representative Email Address _____

Brief description of your proposed supervision project

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SAMPLE BUDGET REQUEST**

Budget Request:

Please enter the project budget in the table below. This is a sample of how you should create your budget request. The template is found on the next page for you to complete.

Expense Categories	Initial Budget in dollars/Justification
Salaries and Benefits	\$ 2,048 (buyout of agency supervisor time to provide individual clinical supervision to 4 staff at \$32/hour for weekly meetings over 16 weeks)
Contractual	\$9,600 (fee for external individual supervision for 4 staff at \$150/hr for weekly meetings over 16 weeks)
Hospitality	N/A
Supplies	\$200.00 printing of supervision materials
Training Costs (per attendee x number of anticipated attendees)	\$4,000.00 (registration costs to register <u> # </u> number of employees for <u> x </u> training.
Travel (for training)	\$200.00 (travel for <u> # </u> number of employees to <u> # </u> off site events at <u> # </u> miles x <u> </u> GSA standard mileage reimbursement)
Miscellaneous	N/A
Approximate Total Budget*	\$16,048

***Funding will be on a reimbursement basis and based on approved invoices.**



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Budget Request:

Please enter the project budget in the table below.

Expense Categories	Initial Budget in dollars/Justification
Salaries and Benefits	
Contractual	
Hospitality	
Supplies	
Training Costs (per attendee x number of anticipated attendees)	
Travel (for training)	
Miscellaneous	
Approximate Total Budget*	

***Funding will be on a reimbursement basis and based on approved invoices.**

Signature

Date

