

# Quality Management Training 2025 Calendar

<u>MONTH</u>	<u>DATE</u>	<u>CODE</u>	<u>TRAINING</u>	<u>TIME</u>	<u>LOCATION</u>
<b><u>January</u></b>	<b>Jan. 07, 2025</b>	A1	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>Jan. 08, 2025</b>	B1	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>Jan. 08, 2025</b>	F1	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Jan. 09, 2025</b>	I1	Site Certification	1:30 pm - 3:30 pm	Virtually
	<b>Jan. 15, 2025</b>	D1	Crisis Services Documentation	8:30 am – 5:00 pm	Virtually
	<b>Jan. 23, 2025</b>	G1	Problem Resolution/Advance Medical Directives	9:00 am - 12:00 pm	Virtually
	<b>Jan. 27, 2025</b>	C1	Refresher Documentation Training *Pre-requisite required	9:00 am – 3:30 pm	Virtually
	<b>Jan. 28, 2025</b>	N1	Therapeutic Behavioral Services Documentation Training	8:00 am – 1:00 pm	Virtually
<b><u>February</u></b>	<b>Feb. 04, 2025</b>	P1	Incorporating Cultural Formulation within Documentation Training	9:00 am - 11:30am	Virtually
	<b>Feb. 05, 2025</b>	E1	Introduction to Collaborative Documentation *Pre-requisite required	9:00 am - 12:30 pm	Virtually
	<b>Feb. 05, 2025</b>	F2	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Feb. 10, 2025</b>	A2	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>Feb. 11, 2025</b>	B2	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>Feb. 14, 2025</b>	L1	Universal Trauma-Informed Care: A Practical Guide for Helpers Training	9:00 am - 12:30 pm	Virtually
	<b>Feb. 19, 2025</b>	D2	Crisis Services Documentation	8:30 am – 5:00 pm	Virtually
	<b>Feb. 20, 2025</b>	J1	Uniform Method of Determining Ability to Pay (U.M.D.A.P.)	2:30 pm - 3:30 pm	Virtually
	<b>Feb. 23, 2025</b>	H1	Staff Registration/Credentialing	9:00 am - 12:00 pm	Virtually

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<u>MONTH</u>	<u>DATE</u>	<u>CODE</u>	<u>TRAINING</u>	<u>TIME</u>	<u>LOCATION</u>
<b><u>March</u></b>	<b>Mar. 05, 2025</b>	F3	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Mar. 11, 2025</b>	A3	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>Mar. 12, 2025</b>	B3	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>Mar. 14, 2025</b>	M1	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00 am - 3:30 pm	Virtually
	<b>Mar. 19, 2025</b>	D3	Crisis Services Documentation	8:30 am – 5:00 pm	Virtually
	<b>Mar. 25, 2025</b>	N2	Therapeutic Behavioral Services Documentation Training	8:00 am – 1:00 pm	Virtually
<b><u>April</u></b>	<b>Apr. 02, 2025</b>	F4	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Apr. 08, 2025</b>	A4	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>Apr. 09, 2025</b>	B4	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>Apr. 10, 2025</b>	I2	Site Certification	1:30 pm - 3:30 pm	Virtually
	<b>Apr. 16, 2025</b>	D4	Crisis Services Documentation	8:30 am - 5:00 pm	Virtually
	<b>Apr. 24, 2025</b>	G2	Problem Resolution/Advance Medical Directives	9:00 am -12:00 pm	Virtually
	<b>Apr. 28, 2025</b>	C2	Refresher Documentation Training <b>*Pre-requisite required</b>	9:00 am - 3:30 pm	Virtually
<b><u>May</u></b>	<b>May 06, 2025</b>	P2	Incorporating Cultural Formulation within Documentation Training	9:00 am - 11:30am	Virtually
	<b>May 07, 2025</b>	E2	Introduction to Collaborative Documentation <b>*Pre-requisite required</b>	9:00 am - 12:30 pm	Virtually
	<b>May 07, 2025</b>	F5	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>May 09, 2025</b>	L2	Universal Trauma-Informed Care: A Practical Guide for Helpers Training	9:00 am -12:30 pm	Virtually
	<b>May 13, 2025</b>	A5	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>May 14, 2025</b>	B5	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>May 15, 2025</b>	J2	Uniform Method of Determining Ability to Pay (U.M.D.A.P.)	2:30 pm - 3:30 pm	Virtually
	<b>May 21, 2025</b>	D5	Crisis Services Documentation	8:30 am - 5:00 pm	Virtually
	<b>May 22, 2025</b>	H2	Staff Registration/Credentialing	9:00 am -12:00 pm	Virtually
	<b>May 27, 2025</b>	N3	Therapeutic Behavioral Services Documentation Training	8:00 am - 1:00 pm	Virtually

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<u>MONTH</u>	<u>DATE</u>	<u>CODE</u>	<u>TRAINING</u>	<u>TIME</u>	<u>LOCATION</u>
<b><u>June</u></b>	<b>Jun. 04, 2025</b>	F6	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Jun. 10, 2025</b>	A6	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>Jun. 11, 2025</b>	B6	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>Jun. 13, 2025</b>	M2	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00 am - 3:30 pm	Virtually
	<b>Jun. 18, 2025</b>	D6	Crisis Services Documentation	8:30 am - 5:00 pm	Virtually
<b><u>July</u></b>	<b>Jul. 02, 2025</b>	F7	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Jul. 08, 2025</b>	A7	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>Jul. 09, 2025</b>	B7	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>Jul. 10, 2025</b>	I3	Site Certification	1:30 pm - 3:30 pm	Virtually
	<b>Jul. 16, 2025</b>	D7	Crisis Services Documentation	8:30 am – 5:00 pm	Virtually
	<b>Jul. 24, 2025</b>	G3	Problem Resolution/Advance Medical Directives	9:00 am - 12:00 pm	Virtually
	<b>Jul. 28, 2025</b>	C3	Refresher Documentation Training *Pre-requisite required	9:00 am – 3:30 pm	Virtually
	<b>Jul. 29, 2025</b>	N4	Therapeutic Behavioral Services Documentation Training	8:00 am – 1:00 pm	Virtually
<b><u>August</u></b>	<b>Aug. 05, 2025</b>	P3	Incorporating Cultural Formulation within Documentation Training	9:00 am - 11:30am	Virtually
	<b>Aug. 06, 2025</b>	E3	Introduction to Collaborative Documentation *Pre-requisite required	9:00 am - 12:30 pm	Virtually
	<b>Aug. 06, 2025</b>	F8	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Aug. 08, 2025</b>	L3	Universal Trauma-Informed Care: A Practical Guide for Helpers Training	9:00 am - 12:30 pm	Virtually
	<b>Aug. 12, 2025</b>	A8	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>Aug. 13, 2025</b>	B8	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>Aug. 20, 2025</b>	D8	Crisis Services Documentation	8:30 am – 5:00 pm	Virtually
	<b>Aug. 21, 2025</b>	J3	Uniform Method of Determining Ability to Pay (U.M.D.A.P.)	2:30 pm - 3:30 pm	Virtually
	<b>Aug. 28, 2025</b>	H3	Staff Registration/Credentialing	9:00 am - 12:00 pm	Virtually

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<u>MONTH</u>	<u>DATE</u>	<u>CODE</u>	<u>TRAINING</u>	<u>TIME</u>	<u>LOCATION</u>
<b><u>September</u></b>	<b>Sept. 03, 2025</b>	F9	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Sept. 09, 2025</b>	A9	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>Sept. 10, 2025</b>	B9	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>Sept. 12, 2025</b>	M3	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00 am - 3:30 pm	Virtually
	<b>Sept. 17, 2025</b>	D9	Crisis Services Documentation	8:30 am – 5:00 pm	Virtually
	<b>Sept. 30, 2025</b>	N5	Therapeutic Behavioral Services Documentation Training	8:00 am – 1:00 pm	Virtually
<b><u>October</u></b>	<b>Oct. 01, 2025</b>	F10	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Oct. 09, 2025</b>	I4	Site Certification	1:30 pm - 3:30 pm	Virtually
	<b>Oct. 14, 2025</b>	A10	Adult/Child Documentation Training Day 1	8:00 am - 1:00 pm	Virtually
	<b>Oct. 15, 2025</b>	B10	Adult/Child Documentation Training Day 2	8:00 am - 1:00 pm	Virtually
	<b>Oct. 22, 2025</b>	D10	Crisis Services Documentation	8:30 am – 5:00 pm	Virtually
	<b>Oct. 23, 2025</b>	G4	Problem Resolution/Advance Medical Directives	9:00 am - 12:00 pm	Virtually
	<b>Oct. 27, 2025</b>	C4	Refresher Documentation Training <b>*Pre-requisite required</b>	9:00 am – 3:30 pm	Virtually
<b><u>November</u></b>	<b>Nov. 04, 2025</b>	P4	Incorporating Cultural Formulation within Documentation Training	9:00 am - 11:30am	Virtually
	<b>Nov. 05, 2025</b>	E1	Introduction to Collaborative Documentation	9:00 am - 12:30 pm	Virtually
	<b>Nov. 05, 2025</b>	F11	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Nov. 12, 2025</b>	A11	Adult/Child Documentation Training Day 1	8:00 am -1:00 pm	Virtually
	<b>Nov. 13, 2025</b>	B11	Adult/Child Documentation Training Day 2	8:00 am -1:00 pm	Virtually
	<b>Nov. 13, 2025</b>	H4	Staff Registration/Credentialing	9:00 am -12:00 pm	Virtually
	<b>Nov. 14, 2025</b>	L4	Universal Trauma-Informed Care: A Practical Guide for Helpers Training	9:00 am -12:30 pm	Virtually
	<b>Nov. 19, 2025</b>	D11	Crisis Services Documentation	8:30 am - 5:00 pm	Virtually
	<b>Nov. 20, 2025</b>	J4	Uniform Method of Determining Ability to Pay (U.M.D.A.P.)	2:30 pm - 3:30 pm	Virtually
	<b>Nov. 25, 2025</b>	N6	Therapeutic Behavioral Services Documentation Training	8:00 am - 1:00 pm	Virtually

# Quality Management Training 2025 Calendar

**Trainings will be held virtually until further notice**

<u>MONTH</u>	<u>DATE</u>	<u>CODE</u>	<u>TRAINING</u>	<u>TIME</u>	<u>LOCATION</u>
<b><u>December</u></b>	<b>Dec. 03, 2025</b>	F12	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Dec. 09, 2025</b>	A12	Adult/Child Documentation Training Day 1	8:00 am -1:00 pm	Virtually
	<b>Dec. 10, 2025</b>	B12	Adult/Child Documentation Training Day 2	8:00 am -1:00 pm	Virtually
	<b>Dec. 12, 2025</b>	M4	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00 am - 3:30 pm	Virtually
	<b>Dec. 17, 2025</b>	D12	Crisis Services Documentation	8:30 am – 5:00 pm	Virtually

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<i>Date</i>	<i>Code</i>	<i>Training Name</i>	<i>Time</i>	<i>Date</i>	<i>Code</i>	<i>Training Name</i>	<i>Time</i>
01/07/2025	A1	Adult /Child Documentation Training Day 1	8:00a - 1:00p	01/27/2025	C1	Refresher Documentation Training *Pre-requisite required	9:00a - 3:30p
02/10/2025	A2	Adult /Child Documentation Training Day 1		04/28/2025	C2	Refresher Documentation Training *Pre-requisite required	
03/11/2025	A3	Adult /Child Documentation Training Day 1		07/28/2025	C3	<b>Refresher Documentation Training</b> <b>*Pre-requisite required</b>	
04/08/2025	A4	Adult /Child Documentation Training Day 1		10/27/2025	C4	Refresher Documentation Training *Pre-requisite required	
05/13/2025	A5	Adult /Child Documentation Training Day 1					
06/10/2025	A6	Adult /Child Documentation Training Day 1		01/15/2025	D1	Crisis Services Documentation Training	8:30a -5:00p
07/08/2025	A7	Adult /Child Documentation Training Day 1		02/19/2025	D2	Crisis Services Documentation Training	
08/13/2025	A8	Adult /Child Documentation Training Day 1		03/19/2025	D3	Crisis Services Documentation Training	
09/09/2025	A9	Adult /Child Documentation Training Day 1		04/16/2025	D4	Crisit Services Documentation Training	
10/14/2025	A10	Adult /Child Documentation Training Day 1		05/21/2025	D5	Crisis Services Documentation Training	
11/12/2025	A11	Adult /Child Documentation Training Day 1		06/18/2025	D6	Crisit Services Documentation Training	
12/09/2025	A12	Adult /Child Documentation Training Day 1		07/16/2025	D7	Crisis Services Documentation Training	
				08/20/2025	D8	Crisit Services Documentation Training	
01/08/2025	B1	Adult/Child Documentation Training Day 2	8:00a - 1:00p	09/17/2025	D9	Crisis Services Documentation Training	
02/11/2025	B2	Adult/Child Documentation Training Day 2		10/22/2025	D10	Crisit Services Documentation Training	
03/12/2025	B3	Adult/Child Documentation Training Day 2		11/19/2025	D11	Crisis Services Documentation Training	
04/09/2025	B4	Adult/Child Documentation Training Day 2		12/17/2025	D12	Crisit Services Documentation Training	
05/14/2025	B5	Adult/Child Documentation Training Day 2					
06/11/2025	B6	Adult/Child Documentation Training Day 2		02/05/2025	E1	Intro to Collaborative Documentation Training	9:00a - 12:30p
07/09/2025	B7	Adult/Child Documentation Training Day 2		05/07/2025	E2	Intro to Collaborative Documentation Training	
08/13/2025	B8	Adult/Child Documentation Training Day 2		08/06/2025	E3	Intro to Collaborative Documentation Training	
09/10/2025	B9	Adult/Child Documentation Training Day 2		11/05/2025	E4	Intro to Collaborative Documentation Training	
10/15/2025	B10	Adult/Child Documentation Training Day 2					
11/13/2025	B11	Adult/Child Documentation Training Day 2					
12/10/2025	B12	Adult/Child Documentation Training Day 2					

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**Trainings will be held virtually until further notice**

<i>Date</i>	<i>Code</i>	<i>Training Name</i>	<i>Time</i>	<i>Date</i>	<i>Code</i>	<i>Training Name</i>	<i>Time</i>
01/08/2025	F1	Compliance Training-Support Staff	1:30p - 3:30p	02/20/2025	J1	U.M.D.A.P.	2:30p - 3:30p
02/05/2025	F2	Compliance Training-Clinical/Mgmt.		05/15/2025	J2	U.M.D.A.P.	
03/05/2025	F3	Compliance Training Support Staff		08/21/2025	J3	U.M.D.A.P.	
04/02/2025	F4	Compliance Training-Clinical/Mgmt.		11/20/2025	J4	U.M.D.A.P.	
05/07/2025	F5	Compliance Training Support Staff					
06/04/2025	F6	Compliance Training-Clinical/Mgmt.		02/14/2025	L1	Universal Trauma-Informed Care	9:00a - 12:30p
07/02/2025	F7	Compliance Training Support Staff		05/09/2025	L2	Universal Trauma-Informed Care	
08/06/2025	F8	Compliance Training-Clinical/Mgmt.		08/08/2025	L3	Universal Trauma-Informed Care	
09/03/2025	F9	Compliance Training Support Staff		11/14/2025	L4	Universal Trauma-Informed Care	
10/01/2025	F10	Compliance Training-Clinical/Mgmt.					
11/05/2025	F11	Compliance Training Support Staff		03/14/2025	M1	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00a - 3:30p
12/03/2025	F12	Compliance Training-Clinical/Mgmt.		06/13/2025	M2	Reducing Occupational Hazards (formerly Compassion Fatigue)	
				09/12/2025	M3	Reducing Occupational Hazards (formerly Compassion Fatigue)	
01/23/2025	G1	Problem Resolution/Advance Medical Directives	9:00a - 12:00p	12/12/2025	M4	Reducing Occupational Hazards (formerly Compassion Fatigue)	
04/24/2025	G2	Problem Resolution/Advance Medical Directives					
07/24/2025	G3	Problem Resolution/Advance Medical Directives		01/28/2025	N1	Therapeutic Behavioral Services Doc. Training	8:00a - 1:00p
11/23/2025	G4	Problem Resolution/Advance Medical Directives		03/25/2025	N2	Therapeutic Behavioral Services Doc. Training	
				05/27/2025	N3	Therapeutic Behavioral Services Doc. Training	
02/27/2025	H1	Staff Registration/Credentialing	9:00a - 12:00p	07/29/2025	N4	Therapeutic Behavioral Services Doc. Training	
05/22/2025	H2	Staff Registration/Credentialing		09/30/2025	N5	Therapeutic Behavioral Services Doc. Training	
08/28/2025	H3	Staff Registration/Credentialing		11/25/2025	N6	Therapeutic Behavioral Services Doc. Training	
11/05/2025	H4	Staff Registration/Credentialing					
				02/04/2025	P1	Incorporating Cultural Formulation within Documentation Training	9:00am - 11:30am
01/09/2025	I1	Site Certification	1:30p - 3:30p	05/06/2025	P2	Incorporating Cultural Formulation within Documentation Training	
04/10/2025	I2	Site Certification		08/05/2025	P3	Incorporating Cultural Formulation within Documentation Training	
07/10/2025	I3	Site Certification		11/04/2025	P4	Incorporating Cultural Formulation within Documentation Training	
10/09/2025	I4	Site Certification					



# Quality Management Training 2025 Calendar

## ADULT/CHILD DOCUMENTATION:

### Day 1:

**Target Audience:** Direct service staff and clinical supervisors

- Introduction to the Mental Health Plan
- Medical Necessity and The Problem List
- Cultural Competence
- Review of SUPT services available
- Review Clinical Documentation Requirements/ Standards: Including SmartCare requirements
- CalAIM Assessment
- Review of CANS, PSC-35, and ANSA
- Care Plan Within Service Notes
- *Appropriate for SmartCare users and Providers with their own EHR*

### Day 2:

**Target Audience:** Direct service staff and clinical supervisors

- Review Service Notes and Procedure Codes
- Billable and Non-Billable Procedure Codes
- Procedure Code Break Out Room Group Activity
- Connects Clinical Practice and Documentation
- MHSA/Support Services Procedure Codes Included for Applicable Programs and Housing Plan
- *Appropriate for SmartCare users and Providers with their own EHR*

## COMPLIANCE TRAINING-

**Target Audience:** Staff/Mgmt. and Clerical Staff

- Definition of Fraud and Abuse
- Code of Conduct
- Examples and interactive scenarios
- HIPAA components
- Office of Inspector General
- Reporting avenues and options

## PROBLEM RESOLUTION & ADVANCE MEDICAL DIRECTIVES

**Target Audience:** New County and Provider Staff

- Informing materials required for Mental Health Plan agencies
- Rights of Members of the Mental Health Plan
- Process and Timelines for Grievances, Appeals, State Fair Hearings, and Change of Providers
- Comprehensive review of Advance Medical Directives

## SITE CERTIFICATION

**Target Audience:** Key Administrator or their Designee

- Elements for a successful Medi-Cal Site Certification
- Review and discussion of the assessment tool
- Policies and procedures
- Credentialing files
- Facility safety

## STAFF REGISTRATION & CREDENTIALING

**Target Audience:** Agency staff assigned to maintaining credentialing files and requesting staff in EHR-SmartCare

- SmartCare Identification for licensed or non- licensed staff
- Staff registration forms for staff Classifications
- Staff classification definitions and privileges
- National Provider Identifier (NPI) requirements and process
- Academic and work experience requirements for non-licensed staff
- Verifying licenses and Exclusions on the Internet
- Staff Roster format

## REDUCING OCCUPATIONAL HAZARDS (FORMERLY COMPASSION FATIGUE)

**Target Audience:** Behavioral Health Professionals: Staff providing direct services, Clinical Staff, and Supervisors

- Engage in self-care by taking this course!
- Identify risk factors for Compassion Fatigue
- Learn to identify signs of Compassion Fatigue
- Learn tips for managing Compassion Fatigue
- Create a Self-Care Plan



# Quality Management Training 2025 Calendar

## INTRODUCTION TO COLLABORATIVE DOCUMENTATION TRAINING

*Target Audience:* Behavioral Health Professionals: Staff providing direct services, Clinical Staff, and Supervisors\*

- Introduction to Collaborative Documentation and its benefits in treatment
- Integrate Collaborative Documentation as part of the clinical work
- Set up for Collaborative Documentation (e.g., Technology, HIPAA, Scripts and Time Flow/Options for Use)
- Implement Collaborative Documentation as part of the golden thread (e.g., Assessment, Care Plan/Problem List and Progress Notes)
- Use Collaborative Documentation with specific populations and settings
- *\*Prerequisite for this course is as follows:*  
*Adult/Child Documentation Training*  
*The prerequisite must be completed prior to attending the course.*

## THERAPEUTIC BEHAVIOR SERVICES (TBS) DOCUMENTATION TRAINING

*Target Audience:* Direct service staff and clinical supervisors at TBS programs only.

- TBS Eligibility Criteria
- Initial Authorizations & Reauthorizations
- TBS Provider Required Documents
- Target Behaviors
- TBS Care Plans within Service Notes
- Safety Planning
- Documentation Requirements & Service Notes Overview
- TBS Procedure Codes
- Discharge

## UNIFORM METHOD of DETERMINING ABILITY to PAY (UMDAP)

*Target Audience:* Staff who complete the UMDAP Financial Forms

- Completing the UMDAP process in SmartCare for non-Medi-Cal patients

## UNIVERSAL TRAUMA-INFORMED CARE: A PRACTICAL GUIDE FOR HELPERS TRAINING

*Target Audience:* Sacramento County Behavioral Health staff & contracted providers (Mental Health and Substance Use Prevention Treatment): frontline staff (admin & clinical), clinical supervisors, program managers.

- Learn the common Trauma definitions
- Identify how the stress process works.
- Learn about the ACES study and its impact on understanding the correlation between trauma and overall health.
- Identify characteristics of Trauma Informed Care (TIC) and how to apply those in the workplace.
- Explain how helpers are vulnerable to burnout and secondary traumatic stress aka “compassion fatigue.”
- Understand the definition of resilience and how helpers can use practical exercises to build personal resilience.

## CRISIS SERVICES DOCUMENTATION (MCST, CST, CRP, ADRC, BACS, CRISIS NAVIGATION, CAL VOICES, PEER TRIAGE, MHUCC, and SCH-THE SOURCE)

*Target Audience:* Direct service staff and clinical supervisors at crisis services programs

- Introduction to the Mental Health Plan
- Medical Necessity
- Cultural Competence
- Diagnosis and Problem List
- Documentation Requirements/Standards
- Care Planning
- Linkage for MH/SUPT services
- Service Notes
- Classifications and Procedure Codes
- Discharge/Transition Planning

# Quality Management Training 2025 Calendar

## REFRESHER DOCUMENTATION: **\*\*Pre-requisite required\*\***

*Target Audience: Direct service staff and clinical supervisors.*

- Review of Populations served within the MHP and Medical Necessity.
- Review and understanding of the Problem List & the CalAIM Assessment.
- Review of Medi-Cal standards for completion of Care Plans within Service Notes
- Review Clinical Documentation Requirements/Standards: Including SmartCare requirements.
- Provide clarity on Procedure Codes Types and documentation within Service Notes.
- Billable versus Non-Billable Services.
- Relevant documentation reminders.
- Bridge the gap between practice and documentation.
- Interactive game for learning topics reviewed.
- *Appropriate for SmartCare users and Providers with their own EHR\**
- *\*Pre-requisite for this course is as follows:  
Completion of Adult/Child Documentation Training course since July 1, 2022. The prerequisite must be completed prior to attending this course.*

## INCORPORATING CULTURAL FORMULATION WITHIN DOCUMENTATION TRAINING:

*Target Audience: Sacramento County Behavioral Health staff & contracted providers (Mental Health and Substance Use Prevention Treatment): direct services clinical staff, clinical supervisors, program managers & QA/QI staff.*

- This documentation training builds upon the Sacramento County BHS required Cultural Competence Training.
- Discover BHS approaches and tools to gather and incorporate cultural formulation within BHS documentation
- Learn cultural considerations and specific questions that are focused on cultural formulation that you can ask Members/Natural Supports while completing required documentation.
- Review of how to document the cultural formulation within specific BHS documentation.
- Review QA/QI tips to monitor the incorporation of culture within the Member's record.

To view the flyers for the **Reducing Occupational Hazards (formerly Compassion Fatigue)** and **Universal Trauma-Informed Care Training** please click on the links below:

[Improving the Effectiveness of Clinical Practice by Reducing Occupational Hazards in Providers \(Formally known as "Compassion Fatigue" Universal Trauma-Informed Care Training](#)

# Quality Management Training 2025 Calendar

**TO REGISTER:** Please email completed Registration Form to [QMTraining@saccounty.gov](mailto:QMTraining@saccounty.gov)  
**NO LATER THAN TWO BUSINESS DAYS PRIOR TO THE TRAINING**

*You will receive a confirmation notice once you have been registered.*

*At this time all training will be held Virtually only.*

*Log in information for Virtual Trainings will be provided upon enrollment.*

*Print Name:	_____	*Agency Type:	_____
*Agency & Program	_____	*Classification	_____
*Phone Number	_____	*Email	_____

**Please enroll me in the following trainings:**

**Write the Title of the training and the corresponding Training code.**

*Training Title	Training Code	*Training Title	Training Code
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

To view the flyers for the **Reducing Occupational Hazards** and **Universal Trauma-Informed Care Training** please click on the links below:

[Improving the Effectiveness of Clinical Practice by Reducing Occupational Hazards in Providers \(Formally known as "Compassion Fatigue"\)](#)  
[Universal Trauma-Informed Care Training](#)