

  
**SUPT Trainings**  
**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. 08, 2025</b>	F1	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Jan. 21, 2025</b>	K1	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually
<b><u>February</u></b>	<b>Feb. 04, 2025</b>	P1	Incorporating Cultural Formulation within Documentation	9:00am – 11:30am	Virtually
	<b>Feb. 05, 2025</b>	F2	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Feb. 05, 2025</b>	E1	Introduction into Collaborative Documentation *Pre-requisite required	9:00am -12:30pm	Virtually
	<b>Feb. 06, 2025</b>	G1	Problem Resolution/Advance Medical Directives	9:00 am - 12:00 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. 18, 2025</b>	K2	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually
	<b>Feb. 27, 2025</b>	H1	Staff Registration/Credentialing	9:00 am - 12:00 pm	Virtually
<b><u>March</u></b>	<b>Mar. 05, 2025</b>	F3	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Mar. 14, 2025</b>	M1	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00 am - 3:30 pm	Virtually
	<b>Mar. 18, 2025</b>	K3	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually
<b><u>April</u></b>	<b>Apr. 02, 2025</b>	F4	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Apr. 15, 2025</b>	K4	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually
<b><u>May</u></b>	<b>May 01, 2025</b>	G2	Problem Resolution/Advance Medical Directives	9:00 am - 12:00 pm	Virtually
	<b>May 06, 2025</b>	P2	Incorporating Cultural Formulation within Documentation	9:00am – 11:30am	Virtually
	<b>May 07, 2025</b>	F5	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>May 07, 2025</b>	E2	Introduction to Collaborative Documentation *Pre-requisite required	9:00 am - 12:30 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 20, 2025</b>	K5	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually
	<b>May 22, 2025</b>	H2	Staff Registration/Credentialing	9:00 am - 12:00 pm	Virtually

  
**SUPT Trainings**  
**2025 Calendar**

<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. 13, 2025</b>	M2	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00 am - 3:30 pm	Virtually
	<b>Jun. 17, 2025</b>	K6	SUPT Documentation Training	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. 15, 2025</b>	K7	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually
<b><u>August</u></b>	<b>Aug. 05, 2025</b>	P3	Incorporating Cultural Formulation within Documentation		
	<b>Aug. 06, 2025</b>	F8	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Aug. 06, 2025</b>	E3	Introduction to Collaborative Documentation *Pre-requisite required	9:00 am - 12:30 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. 19, 2025</b>	K8	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually
	<b>Jul. 27, 2025</b>	G3	Problem Resolution/Advance Medical Directives	9:00 am - 12:00 pm	Virtually
	<b>Aug. 28, 2025</b>	H3	Staff Registration/Credentialing	9:00 am - 12:00 pm	Virtually
<b><u>September</u></b>	<b>Sep. 03, 2025</b>	F9	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Sep. 12, 2025</b>	M3	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00 am - 3:30 pm	Virtually
	<b>Sep. 16, 2025</b>	K9	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually
<b><u>October</u></b>	<b>Oct. 01, 2025</b>	F10	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Oct. 21, 2025</b>	K10	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually

SACRAMENTO  
COUNTY  
**SUPT Trainings**  
**2025 Calendar**

<u>MONTH</u>	<u>DATE</u>	<u>CODE</u>	<u>TRAINING</u>	<u>TIME</u>	<u>LOCATION</u>
<b><u>November</u></b>	<b>Nov. 04, 2025</b>	P4	Incorporating Cultural Formulation within Documentation	9:00am – 11:30am	Virtually
	<b>Nov. 05, 2025</b>	F11	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Nov. 05, 2025</b>	E1	Introduction to Collaborative Documentation *Pre-requisite required	9:00 am – 12:30 pm	Virtually
	<b>Nov. 05, 2025</b>	H4	Staff Registration/Credentialing	9:00 am - 12:00 pm	Virtually
	<b>Nov. 06, 2025</b>	G4	Problem Resolution/Advance Medical Directives	9:00 am - 12:00 pm	Virtually
	<b>Nov. 14, 2025</b>	L11	Universal Trauma-Informed Care: A Practical Guide for Helpers Training	9:00 am - 12:30 pm	Virtually
	<b>Nov. 18, 2025</b>	K11	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually
<b><u>December</u></b>	<b>Dec. 03, 2025</b>	F12	Compliance Training	1:30 pm - 3:30 pm	Virtually
	<b>Dec. 12, 2025</b>	M4	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00 am - 3:30 pm	Virtually
	<b>Dec. 16, 2025</b>	K12	SUPT Documentation Training	8:30 am - 5:00 pm	Virtually

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](#)**

SACRAMENTO COUNTY  
**SUPT Trainings**  
**2025 Calendar**

**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>
02/05/2025	E1	Intro to Collaborative Documentation Training *Pre-requisite required	9:00a – 2:30pm	01/21/2025	K1	SUPT Documentation Training	8:30a – 5:00p
05/07/2025	E2	Intro to Collaborative Documentation Training *Pre-requisite required		02/18/2025	K2	SUPT Documentation Training	
08/06/2025	E3	Intro to Collaborative Documentation Training *Pre-requisite required		03/18/2025	K3	SUPT Documentation Training	
11/05/2025	E4	Intro to Collaborative Documentation Training *Pre-requisite required		04/15/2025	K4	SUPT Documentation Training	
				05/20/2025	K5	SUPT Documentation Training	
01/04/2025	F1	Compliance Training	1:30p – 3:30pm	06/17/2025	K6	SUPT Documentation Training	
02/05/2025	F2	Compliance Training		07/15/2025	K7	SUPT Documentation Training	
03/05/2025	F3	Compliance Training		08/19/2025	K8	SUPT Documentation Training	
04/02/2025	F4	Compliance Training		09/16/2025	K9	SUPT Documentation Training	
05/07/2025	F5	Compliance Training		10/21/2025	K10	SUPT Documentation Training	
06/04/2025	F6	Compliance Training		11/18/2025	K11	SUPT Documentation Training	
07/02/2025	F7	Compliance Training		12/16/2025	K12	SUPT Documentation Training	
08/06/2025	F8	Compliance Training					
09/03/2025	F9	Compliance Training		02/14/2025	L1	Universal Trauma-Informed Care	9:00a –12:30p
10/01/2025	F10	Compliance Training		05/09/2025	L2	Universal Trauma-Informed Care	
11/05/2025	F11	Compliance Training		08/08/2025	L3	Universal Trauma-Informed Care	
12/03/2025	F12	Compliance Training		11/14/2025	L4	Universal Trauma-Informed Care	
01/23/2025	G1	Problem Resolution/Advance Medical Directives	9:00a–12:00p	03/14/2025	M1	Reducing Occupational Hazards (formerly Compassion Fatigue)	9:00a – 3:30p
04/24/2025	G2	Problem Resolution/Advance Medical Directives		06/13/2025	M2	Reducing Occupational Hazards (formerly Compassion Fatigue)	
07/24/2025	G3	Problem Resolution/Advance Medical Directives		09/12/2025	M3	Reducing Occupational Hazards (formerly Compassion Fatigue)	
10/23/2025	G4	Problem Resolution/Advance Medical Directives		12/12/2025	M4	Reducing Occupational Hazards (formerly Compassion Fatigue)	
02/23/2025	H1	Staff Registration/Credentialing	9:00a -12:00p	02/04/2025	P1	Incorporating Cultural Formulation within Documentation	9:00a – 11:30a
05/22/2025	H2	Staff Registration/Credentialing		05/06/2025	P2	Incorporating Cultural Formulation within Documentation	
08/28/2025	H3	Staff Registration/Credentialing		08/05/2025	P3	Incorporating Cultural Formulation within Documentation	

SACRAMENTO  
COUNTY  
**SUPT Trainings**  
**2025 Calendar**

11/13/2025 H4 Staff Registration/Credentialing

11/04/2025 P4 Incorporating Cultural Formulation within  
Documentation

## Course Descriptions and Targeted Audience:

### **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

### **COMPLIANCE TRAINING**

**Target Audience:**

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

### **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:  
SUPT Documentation Training. The prerequisite must be completed prior to attending the course.**

### **PROBLEM RESOLUTION & ADVANCE MEDICAL DIRECTIVES**

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

- Informing materials required for DMC-ODS Providers
- Rights of Members of the DMC-ODS Plan
- Process and timelines for Grievances, Appeals, State Fair Hearings, and change of provider request
- Comprehensive review of Advance Medical Directives

### **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

SACRAMENTO  
COUNTY

# SUPT Trainings 2025 Calendar

## SUPT DOCUMENTATION TRAINING

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

- Introduction to the Substance Use and Prevention Plan
- Medical Necessity and The Problem List
- Cultural Competence
- Review Clinical Documentation Requirements/Standards: Including Smart Care requirements
- Diagnosis
- Intake/CA ASAM
- Health Questionnaire and Requirements
- Discharge
- Care Plan Within Service Notes
- Review Service Notes and Procedure Codes
- Procedure Code Break Out Room Group Activity
- Connects Clinical Practice and Documentation
- Appropriate for SmartCare users and Providers with their own EHR

## 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 definition
- 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.

## 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.

County of Sacramento  
Department of Health Services  
Behavioral Health Services Division  
Quality Management Services

SACRAMENTO  
COUNTY

# **SUPT Trainings 2025 Calendar**

Administrative Services Center  
7001-A East Parkway,  
Sacramento, CA 95823  
**Trainings will be held *virtually* until further notice**

***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***

SACRAMENTO COUNTY  
**SUPT Trainings**  
**2025 Calendar**

*You will receive a confirmation notice once you have been registered.  
If we are unable to accommodate your request, you will be notified if an email address is provided.*

*All trainings will be held Virtually*

*Log-in information 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 along with the corresponding Code.**

*Training Title & Code	<table border="1"><tr><td> </td><td> </td></tr></table>			*Training Title & Code	<table border="1"><tr><td> </td><td> </td></tr></table>		
*Training Title & Code	<table border="1"><tr><td> </td><td> </td></tr></table>			*Training Title & Code	<table border="1"><tr><td> </td><td> </td></tr></table>		
*Training Title & Code	<table border="1"><tr><td> </td><td> </td></tr></table>			*Training Title & Code	<table border="1"><tr><td> </td><td> </td></tr></table>		

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](#)

**TO REGISTER:** Please send completed Registration Form by Email [QMTraining@SacCounty.gov](mailto:QMTraining@SacCounty.gov)