

1915(i) Training Management System (TMS) Class List

This document lays out what classes in the Training Management System (TMS) in Therap that providers need to enroll their affiliated individual providers and their agencies in. This is done to document provider competencies in their respective areas.

Requirement One

Agency-provided documentation that providers of 1915(i) services meet required qualifications per 1915(i) policies initially and ongoing.

Care Coordination Training Class List

- (SAMHSA) Core Competencies/Case Mgmt Society
- Care Coordination Special Pops Work Experience
- Knowledgeable & Competent in Person Centered Plans
- Online Care Coordination Onboarding Training
- State-sponsored Care Coordination Training
- Proof of Age

Care Coordinator Supervisor Training Class List

- Care Coordination Special Pops Work Experience
- Proof of Age

Peer Support and Family Peer Support Training Class List

- Peer Support Specialist Certification (Recertification every two years. When setting the date in the New Training Sessions, select the date the certification was last issued by the state.)
- Knowledgeable & Competent in Person Centered Plans
- Proof of Age
- Peer Support One Hour Supervision Sessions

Peer and Family Peer Supervisor Training Class List

- Proof of Age
- Peer Support Specialist II Certification (Recertification every two years. When setting the date in the New Training Sessions, select the date the certification was last issued by the state.)

Or have the following combination

- Proof of Age
- High School Diploma or GED, and
- State-approved peer support spec sup training
- Peer Support Supervisor Qualifications

Housing Support and Housing Support Supervisor Training Class Lists

- Mental Health First Aid Training (Recertification every three years. When setting the date in the New Training Sessions, select the date the certification was last issued to you.)
- High School Diploma or GED
- Housing Support Work Experience
- Knowledgeable & Competent in Person Centered Plans

Non-Medical Transportation Individual Provider Class List

- Driver's License
- Personal Vehicle Insurance

Supported Employment, Supported Education & Prevocational Training Class List

- Mental Health First Aid Training (Recertification every three years. When setting the date in the New Training Sessions select the date the certification was last issued to you.)
- High School Diploma or GED
- Supported Employment/Education & Prevoc Certs
- Knowledgeable & Competent in Person Centered Plans

Supported Employment, Supported Education & Prevocational Training Supervisor Class List

- Mental Health First Aid Training (Recertification every three years. When setting the date in the New Training Sessions select the date the certification was last issued to you.)
- High School Diploma or GED
- Experience Working in an Educational Setting
- Supported Employment/Education & Prevoc Certs
- Knowledgeable & Competent in Person Centered Plans

Supported Employment, Supported Education & Prevocational Training Group Class List (Assign this class to your Admin Therap profile)

- Supported Employment/Education & Prevoc Group Req

Benefits Planning Class List

- Knowledgeable & Competent in Person Centered Plans
- Benefits Planning Certificate Options
- Proof of Age

Training and Support for Unpaid Caregivers & Supervisors Class List

- High School Diploma or GED
- Knowledgeable & Competent in Person Centered Plans
- Training & Support for Unpaid Caregivers Certs

Requirement Two

Agency-provided documentation of internal policy that agency adheres to all 1915(i) policies and procedures. Policy should state how the agency and individual providers are knowledgeable in 1915(i) policies and procedures. The class list for this requirement consists of the following:

- Requirement Two: Individual Providers (Assign this class to all staff. There is a PDF in this class that you fill out for each staff and then upload)
- Requirement Two: Group Providers (Assign this class to your Admin Therap profile, There is a PDF in this class that you will fill out for your agency)

Requirement Three

Agency-provided documentation of internal policy that agency adheres to state motor vehicle laws. Policy should state how agency will ensure individual providers have a government-issued driver's license, insurance, and if individual providers will use an agency vehicle or their personal vehicle. If using a personal vehicle, policy should state the agency will keep a copy of the insurance in the individual provider's file. Policy should also outline if agency performs license checks on a regular basis to ensure individual providers have a valid driver's license. The class list for this requirement consists of the following:

- Requirement Three: Individual Providers (no class is needed, as qualifications are satisfied by Non-Medical Transportation Individual Provider Class List)
- Requirement Three: Group Providers (Assign this class to your Admin Therap profile only if your agency is rendering Non-Medical Transportation. There is a PDF in this class that you will fill out for your agency)

Annual Review

- Annual Review: This class must be assigned to all users. In this class you will upload documentation by July 1 of each year stating that you have reviewed the provider's documentation and that it is all still up to date, and you have updated what was needed. When you are first assigned to this class and you are setting the date in the New Training Sessions, select July 1, 2026. That way you and your staff will get a reminder for when it is due again on July 1, 2027. When you initially Publish Results for this course, you won't be uploading any documentation. You will just select that the staff Passed the class. Then, the TMS module will remind you on an annual basis that the course is due. Any subsequent times you Publish Results for this class you will upload the needed documentation.

WHODAS

- WHODAS: This is the class you would assign to anyone that administers the WHODAS at your agency.