NORTH Dakota | Behavioral Health
Be Legendary. HEALTH & HUMAN SERVICES

Peer Support Specialist
ONBOARDING CHECKLIST

Welcome aboard! We are so excited that you are interested in using your lived experience to help others!

The following checklist has been designed for newly hired peer support specialists working in Free Through Recovery and/or Community Connect. The Peer Support Administrator will be available to support the new peer support specialist with completing the checklist and answering any questions. The peer support should not begin providing services until after meeting with the Peer Support Administrator.

PEER SUPPORT SPECIALIST

START DATE

PROVIDING AGENCY

8

REGION SERVING

STEP 1
Providing Agency
Each providing agency must review the below requirements with the Peer Support:

- ❑ Review Community Connect and Free Through Recovery website and provider guidance, as applicable:
  - Free Through Recovery
  - Community Connect
- ❑ Complete mandated reporting training
- ❑ Complete Care Plan training video
- ❑ Complete Case Note training video
- ❑ Complete Gap Funding training video
- ❑ Complete background check as required per company policy
- ❑ "Peer Support Ethics and Values in the Workplace" training
- ❑ (Optional) Join the Facebook group "North Dakota Peer SupportSpecialists"

After completion of the above checklist please schedule an on-boarding meeting with the peer support administrator, email peersupport@nd.gov to set up this meeting.

STEP 2
Behavioral Health Division

- ❑ Discuss the history and initiatives of Peer Support in North Dakota (If not trained/certified)
- ❑ Discuss the value and role of being a Peer Support Specialist
- ❑ Review Peer Support Code of Ethics (If not trained/certified)
- ❑ Discuss Peer Support Resources and updates
- ❑ Confidentiality and Authorization to Disclose Information
- ❑ Discuss upcoming Peer Support training, Peer Support Certification and/or next steps

After meeting with the administrator the peer support specialist is approved to begin providing services in Community Connect and/or Free Through Recovery.