



## Michigan Certified Peer Support Specialist Program Application and Approval

In 2006, Michigan Department of Health and Human Services (MDHHS) received approval from Centers for Medicare and Medicaid Services (CMS), for Medicaid reimbursement of Certified Peer Support Specialists. Individuals who have received public mental health services and become Certified Peer Support Specialists (CPSS) gain the trust and respect of persons served by the public mental health system. CPSS provide a unique and specialized service under the 1915 b/c (3) waiver of the social security act. The following outline provides the process utilized by MDHHS for formal certification.

Refer to Section 17.3.G.1 Peer Specialist Services, Behavioral Health and Intellectual and Developmental Disability Supports and Services Chapter, Michigan Medicaid Provider Manual, July 1, 2017

<b>Eligibility</b>	<p>Individuals who are functioning as Peer Support Specialists must:</p> <ol style="list-style-type: none"> <li>1. Have a serious mental illness outlined in the Medicaid Provider Manual Section 1.6 Beneficiary Eligibility*;</li> <li>2. Have received public mental health services currently or in the past outlined in the Medicaid Provider Manual Section 1.6 Beneficiary Eligibility*; (documentation may be requested)</li> <li>3. Provide at least 10 hours per week of peer support services with supported documentation written in the IPOS; and</li> <li>4. Meet the specialized training and certification requirements for MDHHS approval</li> </ol>
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<b>Application</b>	<ol style="list-style-type: none"> <li>1. Training applications are disseminated to the identified peer support liaisons of the 46 Community Mental Health Services Programs (CMHSPs)</li> <li>2. The peer support liaison provides the application to supervisors of peer specialists within the CMHSP</li> <li>3. Supervisor provides the application to the peer hired by the agency, who meets the Medicaid Provider Manual requirements and has been working for a minimum of 90 days</li> <li>4. The peer specialist completes the written application</li> <li>5. The peer specialist sends the completed application with supervisor signatures to MDHHS including two letters of recommendation and their job description</li> <li>6. MDHHS contacts the applicant and schedules a phone interview</li> <li>7. Two trainers of the state curriculum, who are Certified Peer Support Specialists, review the application to assure all documents are included</li> </ol>
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	<ol style="list-style-type: none"> <li>8. The trainers conduct a peer to peer interview and determine eligibility based on criteria outlined in the Medicaid Provider Manual</li> <li>9. Final determination is provided to MDHHS <i>If an individual does not meet the requirements, documentation is provided detailing reasons the applicant is ineligible</i></li> </ol>
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<b>Training</b>	<ol style="list-style-type: none"> <li>1. When the applicant is approved, they are sent an email with the registration form outlining dates and location of the training. Requests for special accommodations, dietary needs, and emergency contact are included as a part of this registration</li> <li>2. The individual is required to attend the 56 hour in person training program</li> <li>3. Information is provided regarding date, time and location of testing</li> <li>4. An optional study and review session prior to the test date is offered</li> </ol>
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<b>Exam</b>	<ol style="list-style-type: none"> <li>1. The individual is required to complete a handwritten in person exam <i>Individuals may request special accommodations, for example, a quiet location or an individual to read or transcribe for them</i></li> <li>2. The individual must achieve a minimum grade of 71% <i>Individuals who do not pass the exam are given the option to attend an upcoming study session and/or retest at an established state or regional training date. If requested, the individual can meet at a central location or come to the Lansing office and retake the exam</i></li> <li>3. The individual is notified of the exam results by phone within 2 weeks</li> </ol>
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<b>Certification</b>	<ol style="list-style-type: none"> <li>1. Certification is effective the date of the exam, formal documentation is provided by mail</li> <li>2. Upon successful completion of the training and test, applicants receive three Lansing Community College (LCC) Credit hours</li> <li>3. Graduation ceremonies take place with multiple training groups</li> <li>4. Ceremonies are supported by MDHHS and LCC where the individual receives their formal certificate. If the individual is unable to attend, the certificate is mailed to their home address on file with MDHHS</li> <li>5. Certificates are signed by the Provost of LCC and the Director of MDHHS</li> </ol>
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