



Maryland Consumer Affairs Peer Recovery Specialist Guide

Table of Contents

Introduction	Pg. 3
Credentialing Process for Registered Peer Supervisors	Pg. 4
State of Maryland Peer Recovery Specialist Career Ladder	Pg. 7
Peer Job Classification Overview	Pg. 7
Peer Job Classification Detail	Pg. 7
CPRS I	Pg. 7
CPRS II	Pg. 8
CPRS III	Pg. 12
CPRS Advanced Lead	Pg. 16
CPRS Supervisor	Pg. 20
Credentialing Process for Certified Peer Recovery Specialist	Pg. 24
Provider Requirements	Pg. 28
Provider Enrollment	Pg. 28
Medicaid Covered Benefits	Pg. 29
Reimbursement Rates	Pg. 29
Provider Setup	Pg. 30
Participant Eligibility	Pg. 30
Authorization Plans for Peer Support	Pg. 30
Claims Related Information	Pg. 31
Medicaid Reimbursement for Certified Peer Recovery Specialist Services	Pg. 28
Sample Scopes of Work for State-Funded Peer Programs	Pg. 32
Peer to Peer Services	Pg. 32
Recovery Community Centers	Pg. 35
Wellness Recovery Centers	Pg. 38

Introduction

The **Maryland Consumer Affairs Peer Recovery Specialist Manual** is a comprehensive guide designed to support individuals and organizations involved in providing peer recovery services across the state of Maryland. This manual serves as both an educational resource and a practical tool for Certified Peer Recovery Specialists (CPRS), Registered Peer Supervisors (RPS), and the agencies that employ them.

As peer recovery services continue to evolve, this manual aims to equip peer professionals with the necessary knowledge, skills, and guidelines to deliver high-quality support to individuals facing behavioral health challenges. It outlines the career pathways available for peer recovery specialists within the Maryland Department of Health, offering a clear understanding of job classifications, responsibilities, and the credentialing process.

In addition, this manual provides detailed instructions on the requirements and procedures for Medicaid reimbursement, ensuring that providers can effectively navigate the complexities of service delivery within a regulated environment. It also provides examples of the scope of work for existing state-funded peer programs, ensuring that peer services are delivered in accordance with best practices and state regulations.

Whether you are a peer recovery specialist beginning your career or an experienced supervisor guiding others, this manual is intended to be a reliable reference that supports your professional development and the impactful work you do in your community. It reflects the state's commitment to fostering a robust and ethical peer workforce, dedicated to helping individuals achieve and sustain long-term recovery.

This manual is not intended to be a substitute for legal advice. Please consult an attorney if you have a legal issue that this manual does not address.

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Credentialing Process for Certified Peer Recovery Specialists (CPRS)

The Maryland Addictions and Behavioral Health Professional Certification Board (MABPCB) is currently* the only Department of Health approved credentialing entity for Peer Recovery Specialists.

The Maryland Certified Peer Recovery Specialist (CPRS) credential is an International Certification and Reciprocity Consortium (IC&RC) from Maryland Addictions and Behavioral-health Professional Certification Board (MABPCB) approved certification created to identify the implementation of Peer recovery supportive services provided by Candidates in long-term recovery from mental health and substance use disorders. The CPRS certification validates that the person in long-term recovery has obtained formal training and education in the knowledge, skills and abilities in each of the four Domain and is committed to the adherence to the Ethics Code of Conduct, Principles and Service Guidelines.

Emphasis should be given to ensure the Applicant has had training to properly engage in the state's Recovery Oriented System of Care (ROSC). Subject matter may include substance use disorders and drug effects, mental health and medication assisted treatment, somatic health and nutritional issues in the behavioral health population such as relapse prevention, trauma, motivational enhancement and the stages of change.

To become a Certified Peer Recovery Specialist in the State of Maryland, all Applicants must meet the following requirements to qualify for the CPRS Examination:

General Requirements

1. The Applicant must be at least eighteen (18) years of age.
2. The Applicant must be a resident or work in the State of Maryland at least 51% of the time;
3. The Applicant must self-identify as a person in long-term recovery from the effects of a behavioral health disorder (i.e. cessation of mental health symptoms and/or substance use disorder) for a period of two years or more.

Academic Requirements

1. The Applicant must provide proof of a High School Diploma or a General Equivalency Degree (GED) to be sent directly to MABPCB
2. College transcripts may be submitted in lieu of High School Diploma or GED

Specialized Training

1. The Applicant must complete 46 hours of documented behavioral health Peer specific continuing education units (CEU's) provided by an MABPCB approved organizational provider within the following four (4) Domains:

Advocacy	10 hours
Ethical Responsibility	16 hours
Mentoring/Education	10 hours
Recovery/Wellness	10 hours

Applicants are allowed 12 in-service training hours as part of the 46 hours of training. In-service training must be provided within an agency by an agency employee. Training provided within an agency by an outside consultant or professional is not considered as in-service and is measured by the same standards as other general training hours. In-service training must be domain relevant.

Applicants are only eligible to take a total of 5 hours of online/webinar (non-interactive) training.

All Applicants are required to complete a minimum of one core training.

All training for initial certification must be completed within the last 10 years.

Service Hour Requirements

1. The Applicant must complete 500 service hours of documented supervised paid or volunteer peer recovery support experiences in a clinical or community setting, (inpatient, outpatient, institutions, residential, community or outreach) within the last two (2) years. The application must submit a service letter on letterhead from the Organization where the service hours were completed to include full/part-time, date of hire, position and identify the 500 hours have been successfully completed. This notification must be signed by both Applicant and the Supervision/HR staff who issued the document.
2. The Applicant experiences may be accumulated at multiple service organizations.
3. The Applicant must have 25 total hours of documented supervision by a RPS (see Supervision Requirement), conducted where the peer recovery support services are being provided.
4. The Peer is required to receive supervision at least twice per month.

5. The supervision hours must be specific to the following categories:

Advocacy	5 hours
Ethical Responsibility	5 hours
Mentoring/Education	5 hours
Recovery/Wellness	5 hours
General Supervision including Self Care	5 hours

Residency Requirements

To be certified in Maryland, one must live or work in Maryland 51% of the year.

CPRS RECERTIFICATION

To maintain the high standards of this certification and to assure continuing awareness of new knowledge in the field, MABPCB requires recertification every two years.

To be recertified as a CPRS, an individual must:

1. Hold a current and valid CPRS certificate issued by MABPCB.
2. Acquire 20 hours of MABPCB approved peer recovery specialist specific education. Of the required hours, the CPRS must complete a minimum 6-hour Ethical Consideration course within the two-year recertification cycle and provide documentation of the required CEU's. (Ethical hours must be completed in a single training).
3. The applicant is only permitted to submit up to 5 CEU hours of webinar/non-interactive training. Webinar training is considered non-interactive (no instructor and/or no other participants) and computer based ONLY.
4. Verify that you have reviewed, read and will uphold by practicing the MABPCB Code of Conduct & Principles and Guidelines for Certified Peer Recovery Specialists.
5. Complete the Re-Certification application & pay the associated fees.
6. The Registered Peer Supervisor course cannot be used for CPRS renewal.

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State of Maryland Peer Recovery Specialist Career Ladder

State Peer Job Classification Overview

Classification	Grade	Salary Range*
CPRS I	9	\$39,584 - \$62,705
CPRS II	10	\$42,056 - \$66,759
CPRS III	11	\$44,704 - \$71,108
CPRS Advanced Lead	12	\$47,536 - \$75,820
CPRS Supervisor	13	\$50,565 - \$80,884

Sample Job Descriptions

Peer Recovery Specialist I, Certified

- Hourly / - Biweekly / - Monthly / \$39,584.00-\$62,705.00 Yearly

NATURE OF WORK

A Peer Recovery Specialist I, Certified is the entry level position, providing peer recovery support services to clients with substance use disorders, mental health disorders, and/or co-occurring disorders to begin and maintain a path to recovery. Employees in this classification do not supervise other Peer Recovery Specialists.

Employees in this classification receive close supervision from a Peer Recovery Specialist Supervisor, Certified; licensed clinical staff; or a higher-level Administrator. Employees in this classification may be required to work evenings and weekends. The work is performed in addiction, mental health, and behavioral health programs located in local health departments, behavioral health institutions, facilities, and offices including inpatient and outpatient facilities, halfway house facilities and community-based programs.

EXAMPLES OF WORK

Learns to provide peer recovery support services to clients diagnosed with or identifying as having substance use disorders, mental health disorders, and/or co-occurring disorders;

Learns to advocate for clients by speaking on personal experiences regarding substance use, mental health disorders or co-occurring experiences;

Learns to support clients throughout their recovery process and encourages them to take empowering actions in order to regain control over their lives and recovery;

Learns to meet with clinical staff and other treatment team members to support clients by providing input into developing a recovery plan and determining the steps to reduce barriers to recovery and reach their recovery goals;

Learns to discuss the recovery plan with clients in recovery and their families;

Learns to function as a role model to clients in areas such as identifying personal strengths, conflict resolution, self-esteem enhancements, life skills, daily decision making and other recovery developmental skills;

Learns to promote healthy behaviors among their clients by disseminating substance use, mental health recovery, and community resource information including housing, employment, education, transportation, recreation, health, religious/spiritual and other resources;

Learns to observe behavior and evidence of general well-being and discusses observations with the clients and treatment staff;

Learns to prepare reports and records to document individual accomplishments, growth and recovery progress;

Learns to respond to clients in crises;

May provide testimony in court proceedings;

Performs other related duties.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the purpose, goals and objectives of the peer recovery support practices procedures, and programs;

Knowledge of the recovery process for individuals with substance use disorders;

Knowledge of the signs of substance use disorders, mental health disorders, and/or co-occurring disorders;

Knowledge of ethical and behavioral standards of conduct in the helping relationship;

Knowledge of the proper techniques used in crisis response situations;

Knowledge to assist clients with accessing and obtaining entitlements (food stamps, Temporary Cash Assistance, Motor Vehicle Administration identification, insurance, etc.);

Ability to obtain and report relevant background information by interviewing clients and third parties;

Ability to work with groups and clients who may display behavioral health issues;

Ability to communicate effectively with clients, their family and friends, treatment team members and the general public;

Ability to use helping strategies to reduce the negative effects of substance use, abuse and dependence;

Ability to use support systems and community resources available to clients and their significant others and to advocate for clients' rights;

Ability to accurately document client information;

Ability to comply with established standards of ethics and confidentiality.

MINIMUM QUALIFICATIONS

Education: Graduation from an accredited high school or possession of a high school equivalency certificate.

Experience: None. See special requirements.

LICENSES, REGISTRATIONS AND CERTIFICATIONS

1. Candidates for positions in this classification must possess a current certification as a Peer Recovery Specialist or be willing to become certified within 24 months by an entity approved by the Maryland Behavioral Health Administration.

2. Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

SPECIAL REQUIREMENTS

1. Employees in this classification who fail to obtain the required certification by the end of 24 months of continuous employment with the hiring department shall be subject to disciplinary action including demotion, suspension and dismissal.
2. Applicants for this classification must be in either a state of recovery for 2 years from a substance use disorder, or experiencing the long term cessation of symptoms of a mental health or co-occurring disorder for a period of 2 years, before they qualify to be hired as a Peer Recovery Specialist, Certified.
3. Employees in this classification must complete any additional training that is deemed necessary and appropriate to maintain required certification.
4. Employees in this classification are subject to substance abuse testing, in accordance with Code of Maryland Regulation 17.04.09, Testing for Illegal Use of Drugs.

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Peer Recovery Specialist II, Certified
- Hourly / - BiWeekly /- Monthly / \$42,056.00-\$66,759.00 Yearly

NATURE OF WORK

A Peer Recovery Specialist II, Certified is the full performance level of work, providing peer recovery support services to clients with substance use disorders, mental health disorders, and/or co-occurring disorders to begin and maintain a path to recovery. Employees in this classification do not supervise other Peer Recovery Specialists.

Employees in this classification receive general supervision from a Peer Recovery Specialist Supervisor, Certified; licensed clinical staff; Coordinator Special Programs Health Services; or a higher-level Administrator. Employees in this classification may be required to work evenings and weekends. The work is performed in addictions, mental health, and behavioral health programs located in local health departments, behavioral health institutions, facilities and offices including inpatient and outpatient facilities, halfway house facilities and community-based programs.

EXAMPLES OF WORK

Provides peer recovery support services to clients diagnosed with or identifying as having substance use disorders, mental health disorders, and/or co-occurring disorders;

Advocates for clients by speaking on personal experiences regarding substance use, mental health disorders or co-occurring experiences;

Supports clients throughout their recovery process and encourages them to take empowering actions in order to regain control over their lives and recovery;

Meets with clinical staff and other treatment team members to support clients by providing input into developing a recovery plan and determining the steps to reduce barriers to recovery and reach their recovery goals;

Discusses the recovery plan with clients in recovery and their families;

Functions as a role model to clients in areas such as identifying personal strengths, conflict resolution, self-esteem enhancements, life skills, daily decision making and other recovery developmental skills;

Promotes healthy behaviors among their clients by disseminating substance use, mental health recovery, and community resource information including housing, employment, education, transportation, recreation, health, religious/spiritual and other resources;

Observes behavior and evidence of general well-being and discusses observations with the clients and treatment staff;

Prepares reports and records to document individual accomplishments, growth and recovery progress;

Learns to respond to clients in crises;

May provide testimony in court proceedings;

Performs other related duties.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the purpose, goals and objectives of the peer recovery support practices procedures, and programs;

Knowledge of the recovery process for individuals with substance use disorders;

Knowledge of the signs of substance use disorders, mental health disorders, and/or co-occurring disorders;

Knowledge of ethical and behavioral standards of conduct in the helping relationship;

Knowledge of the proper techniques used in crisis response situations;

Knowledge to assist clients with accessing and obtaining entitlements (food stamps, Temporary Cash Assistance, Motor Vehicle Administration identification, insurance, etc.);

Ability to obtain and report relevant background information by interviewing clients and third parties;

Ability to work with groups and clients who may display behavioral health issues;

Ability to communicate effectively with clients, their family and friends, treatment team members and the general public;

Ability to use helping strategies to reduce the negative effects of substance use, abuse and dependence;

Ability to use support systems and community resources available to clients and their significant others and to advocate for clients' rights;

Ability to accurately document client information;

Ability to comply with established standards of ethics and confidentiality.

MINIMUM QUALIFICATIONS

Education: Graduation from an accredited high school or possession of a high school equivalency certificate.

Experience: One year of experience providing peer recovery support services.

LICENSES, REGISTRATIONS AND CERTIFICATIONS

1. Candidates for positions in this classification must possess a current certification as a Peer Recovery Specialist or be willing to become certified within 12 months by an entity approved by the Maryland Behavioral Health Administration.
2. Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

SPECIAL REQUIREMENTS

1. Employees in this classification who fail to obtain the required certification by the end of 12 months of continuous employment with the hiring department shall be subject to disciplinary action including demotion, suspension and dismissal.
2. Applicants for this classification must be in either a state of recovery for 2 years from a substance use disorder, or experiencing the long term cessation of symptoms of a mental health or co-occurring disorder for a period of 2 years, before they can be qualified to be hired as a Peer Recovery Specialist, Certified.
3. Employees in this classification must complete any additional training that is deemed necessary and appropriate to maintain required certification.
4. Employees in this classification are subject to substance abuse testing, in accordance with Code of Maryland Regulation 17.04.09, Testing for Illegal Use of Drugs.

Peer Recovery Specialist III, Certified
- Hourly / - Biweekly / - Monthly / \$44,704.00-\$71,108.00 Yearly

NATURE OF WORK

A Peer Recovery Specialist III, Certified is the full performance level of work, , providing peer recovery support services to clients with substance use disorders, mental health disorders, and/or co-occurring disorders to begin and maintain a path to recovery. Employees in this classification do not supervise other Peer Recovery Specialists.

Employees in this classification receive general supervision from a Peer Recovery Specialist Supervisor, Certified; licensed clinical staff; Coordinator Special Programs Health Services; or a higher-level Administrator. Employees in this classification may be required to work evenings and weekends. The work is performed in State addictions, mental health, and behavioral health programs located in local health departments, State institutions, facilities and offices including inpatient and outpatient facilities, halfway house facilities and community-based programs.

EXAMPLES OF WORK

Provides peer recovery support services to clients diagnosed with or identifying as having substance use disorders, mental health disorders, and/or co-occurring disorders;

Advocates for clients by speaking on personal experiences regarding substance use, mental health disorders or co-occurring experiences;

Supports clients throughout their recovery process and encourages them to take empowering actions in order to regain control over their lives and recovery;

Meets with clinical staff and other treatment team members to support clients by providing input into developing a recovery plan and determining the steps to reduce barriers to recovery and reach their recovery goals;

Discusses the recovery plan with clients in recovery and their families;

Functions as a role model to clients in areas such as identifying personal strengths, conflict resolution, self-esteem enhancements, life skills, daily decision making and other recovery developmental skills;

Promotes healthy behaviors among their clients by disseminating substance use, mental health recovery, and community resource information including housing, employment, education, transportation, recreation, health, religious/spiritual and other resources;

Observes behavior and evidence of general well-being and discusses observations with the clients and treatment staff;

Prepares reports and records to document individual accomplishments, growth and recovery progress;

Learns to respond to clients in crises;

May provide testimony in court proceedings;

Performs other related duties.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the purpose, goals and objectives of the peer recovery support practices procedures, and programs;

Knowledge of the recovery process for individuals with substance use disorders;

Knowledge of the signs of substance use disorders, mental health disorders, and/or co-occurring disorders;

Knowledge of ethical and behavioral standards of conduct in the helping relationship;

Knowledge of the proper techniques used in crisis response situations;

Knowledge to assist clients with accessing and obtaining entitlements (food stamps, Temporary Cash Assistance, Motor Vehicle Administration identification, insurance, etc.);

Ability to obtain and report relevant background information by interviewing clients and third parties;

Ability to work with groups and clients who may display behavioral health issues;

Ability to communicate effectively with clients, their family and friends, treatment team members and the general public;

Ability to use helping strategies to reduce the negative effects of substance use, abuse and dependence;

Ability to use support systems and community resources available to clients and their significant others and to advocate for clients' rights;

Ability to accurately document client information;

Ability to comply with established standards of ethics and confidentiality.

MINIMUM QUALIFICATIONS

Education: Graduation from an accredited high school or possession of a high school equivalency certificate.

Experience: One year of experience providing peer recovery support services.

LICENSES, REGISTRATIONS AND CERTIFICATIONS

1. Candidates for positions in this classification must possess a current certification as a Peer Recovery Specialist or be willing to become certified within 12 months by an entity approved by the Maryland Behavioral Health Administration.
2. Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

SPECIAL REQUIREMENTS

1. Employees in this classification who fail to obtain the required certification by the end of 12 months of continuous employment with the hiring department shall be subject to disciplinary action including demotion, suspension and dismissal.
2. Applicants for this classification must be in either a state of recovery for 2 years from a substance use disorder, or experiencing the long term cessation of symptoms of a mental health or co-occurring disorder for a period of 2 years, before they can be qualified to be hired as a Peer Recovery Specialist, Certified.
3. Employees in this classification must complete any additional training that is deemed necessary and appropriate to maintain the required certification.
4. Employees in this classification are subject to substance abuse testing, in accordance with Code of Maryland Regulation 17.04.09, Testing for Illegal Use of Drugs.

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Sample Job Posting
Peer Recovery Specialist Lead-Advanced, Certified
- Hourly / - Biweekly / - Monthly / \$47,536.00-\$75,820.00 Yearly

NATURE OF WORK

A Peer Recovery Specialist, Certified Lead/Advanced is the lead or advanced level of work, providing peer recovery support services to clients with substance use disorders, mental health disorders, and/or co-occurring disorders to begin and maintain a path to recovery. Employees in this classification that function as lead workers assign, review and approve the work of and train lower-level Peer Recovery Specialists and may oversee the work of clerical support staff. Employees in this classification that function as advanced workers provide certified counseling to family members of those currently receiving counseling and/or provide certified counseling to forensic clients. Employees in this classification do not supervise other Peer Recovery Specialists.

Employees in this classification receive general supervision from a Peer Recovery Specialist Supervisor, Certified; licensed clinical staff; Coordinator Special Programs Health Services; or a higher-level Administrator. Employees in this classification may be required to work evenings and weekends. The work is performed in addictions, mental health, and behavioral health programs located in local health departments, Behavioral Health institutions, facilities and offices including inpatient and outpatient facilities, halfway house facilities and community-based programs.

EXAMPLES OF WORK

Assigns, reviews and approves the work of lower-level Peer Recovery Specialists;

Trains lower-level Peer Recovery Specialists;

Provides advice and guidance to lower-level Peer Recovery Specialists on the resolution of complex concerns when counseling clients;

Makes recommendations to improve or modify operating procedures and internal controls;

May oversee the work of clerical support staff;

Provides certified counseling to non-forensic clients and their family members. For both functions:

Provides peer recovery support services to clients diagnosed with or identifying as having substance use disorders, mental health disorders, and/or co-occurring disorders;

Advocates for clients by speaking on personal experiences regarding substance use, mental health disorders or co-occurring experiences;

Supports clients throughout their recovery process and encourages them to take empowering actions in order to regain control over their lives and recovery;

Meets with clinical staff and other treatment team members to support clients by providing input into developing a recovery plan and determining the steps to reduce barriers to recovery and reach their recovery goals;

Discusses the recovery plan with clients in recovery and their families;

Functions as a role model to clients in areas such as identifying personal strengths, conflict resolution, self-esteem enhancements, life skills, daily decision making and other recovery developmental skills;

Promotes healthy behaviors among their clients by disseminating substance use, mental health recovery, and community resource information including housing, employment, education, transportation, recreation, health, religious/spiritual and other resources;

Observes behavior and evidence of general well-being and discusses observations with the clients and treatment staff;

Prepares reports and records to document individual accomplishments, growth and recovery progress;

Responds to clients in crises;

May provide testimony in court proceedings;

Performs other related duties.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of certified counseling of family members of those currently receiving counseling and/or forensic clients;

Knowledge of the purpose, goals and objectives of the peer recovery support practices procedures, and programs;

Knowledge of the recovery process for individuals with substance use disorders;

Knowledge of the signs of substance use disorders, mental health disorders, and/or co-occurring disorders;

Knowledge of ethical and behavioral standards of conduct in the helping relationship;

Knowledge of the proper techniques used in crisis response situations;

Knowledge to assist clients with accessing and obtaining entitlements (food stamps, Temporary Cash Assistance, Motor Vehicle Administration identification, insurance, etc.);

Ability to train and review the work of lower-level Peer Recovery Specialists;

Ability to obtain and report relevant background information by interviewing clients and third parties;

Ability to work with groups and clients who may display behavioral health issues;

Ability to communicate effectively with clients, their family and friends, treatment team members and the general public;

Ability to use helping strategies to reduce the negative effects of substance use, abuse and dependence;

Ability to use support systems and community resources available to clients and their significant others and to advocate for clients' rights;

Ability to accurately document client information;

Ability to comply with established standards of ethics and confidentiality.

MINIMUM QUALIFICATIONS

Education: Graduation from an accredited high school or possession of a high school equivalency certificate.

Experience: One year and six months of experience providing peer recovery support services.

LICENSES, REGISTRATIONS AND CERTIFICATIONS

1. Candidates for positions in this classification must possess a current certification as a Peer Recovery Specialist by an entity approved by the Maryland Behavioral Health Administration.

2. Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

SPECIAL REQUIREMENTS

1. Applicants for this classification must be in either a state of recovery for 2 years from a substance use disorder, or experiencing the long term cessation of symptoms of a mental health or co-occurring disorder for a period of 2 years, before they can be qualified to be hired as a Peer Recovery Specialist, Certified.

2. Employees in this classification must complete any additional training that is deemed necessary and appropriate to maintain the required certification.

3. Employees in this classification are subject to substance abuse testing, in accordance with Code of Maryland Regulation 17.04.09, Testing for Illegal Use of Drugs.

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State of Maryland
Peer Recovery Specialist Supv, Certified
- Hourly / - Biweekly / - Monthly / \$50,565.00-\$80,884.00 Yearly

NATURE OF WORK

A Peer Recovery Specialist, Certified Supervisor is the supervisory level of work, providing peer recovery support services to clients with substance use disorders, mental health disorders, and/or co-occurring disorders to begin and maintain a path to recovery. Employees in this classification supervise lower level Peer Recovery Specialists and other support staff.

Employees in this classification receive general supervision from licensed clinical staff; Coordinator Special Programs Health Services; or a higher-level Administrator. Employees in this classification may be required to work evenings and weekends. The work is performed in addictions, mental health, and behavioral health programs located in local health departments, Behavioral Health institutions, facilities and offices including inpatient and outpatient facilities, halfway house facilities and community-based programs.

EXAMPLES OF WORK

Plans, coordinates, and supervises the work of and trains lower-level Peer Recovery Specialist, Certified positions and related support staff;

Conducts staff meeting to interpret policies and procedures, reviews progress reports and coordinates other phases of the Peer Recovery Program;

Reviews case material to assure compliance with standards and procedures for providing peer recovery services;

Provides peer recovery support services to clients diagnosed with or identifying as having substance use disorders, mental health disorders, and/or co-occurring disorders;

Advocates for clients by speaking on personal experiences regarding substance use, mental health disorders or co-occurring experiences;

Supports clients throughout their recovery process and encourages them to take empowering actions in order to regain control over their lives and their recovery;

Meets with clinical staff and other treatment team members to support clients by providing input into developing a recovery plan and determining the steps to reduce barriers to recovery and reach their recovery goals;

Discusses the recovery plan with clients in recovery and their families;

Functions as a role model to clients in areas such as identifying personal strengths, conflict resolution, self-esteem enhancements, life skills, daily decision making and other recovery developmental skills;

Promotes healthy behaviors among their clients by disseminating substance use, mental health recovery, and community resource information including housing, employment, education, transportation, recreation, health, religious/spiritual and other resources;

Observes behavior and evidence of general well-being and discusses observations with the clients and treatment staff;

Prepares reports and records to document individual accomplishments, growth and recovery progress;

Responds to clients in crises;

May provide testimony in court proceedings;

Performs other related duties.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the purpose, goals and objectives of the peer recovery support practices procedures, and programs;

Knowledge of the recovery process for individuals with substance use disorders;

Knowledge of the signs of substance use disorders, mental health disorders, and/or co-occurring disorders;

Knowledge of ethical and behavioral standards of conduct in the helping relationship;

Knowledge of the proper techniques used in crisis response situations;

Knowledge to assist clients with accessing and obtaining entitlements (food stamps, Temporary Cash Assistance, Motor Vehicle Administration identification, insurance, etc.);

Ability to obtain and report relevant background information by interviewing clients and third parties;

Ability to work with groups and clients who may display behavioral health issues;

Ability to communicate effectively with clients, their family and friends, treatment team members and the general public;

Ability to use helping strategies for reducing the negative effects of substance use, abuse and dependence;

Ability to use support systems and community resources available to clients and their significant others and to advocate for clients' rights;

Ability to accurately document client information;

Ability to comply with established standards of ethics and confidentiality.

Ability to review and evaluate case records to assure compliance with standards and conformance to policy;

Ability to plan, coordinate, supervise, and evaluate the work of Peer Recovery Specialist, Certified positions and support staff assigned to the program.

MINIMUM QUALIFICATIONS

Education: Graduation from an accredited high school or possession of a high school equivalency certificate.

Experience: Two years of experience providing peer recovery support services.

LICENSES, REGISTRATIONS AND CERTIFICATIONS

1. Candidates for positions in this classification must possess a current certification as a Peer Recovery Specialist from an entity approved by the Maryland Behavioral Health Administration.
2. Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

SPECIAL REQUIREMENTS

1. Applicants for this classification must be in a state of recovery for 2 years from a substance use, mental health or co-occurring disorder before they can be qualified to be hired as a Peer Recovery Specialist, Certified.
2. Employees in this classification must complete any additional training that is deemed necessary and appropriate to maintain required certification.
3. Employees in this classification are subject to substance abuse testing, in accordance with Code of Maryland Regulation 17.04.09, Testing for Illegal Use of Drugs.

Credentialing Process for Registered Peer Supervisors (RPS)

The supervisor may or may not have a personal lived experience but is familiar with the peer recovery specialist's job tasks and requirements. This is a non-reciprocal credential offered at the state level.

There are certain knowledge areas and skills that are required to provide effective peer supervisor services to workers helping individuals living with behavioral health disorders.

Registered Peer Supervisors must demonstrate the ability to provide effective supervision and model behavior and ethics for the peer recovery specialist. In addition, Registered Peer Supervisors must provide supervision within their area of expertise and be knowledgeable of the integrated services provided by the behavioral health systems.

REQUIREMENTS

The individual who is eligible to sign off on the Peer supervision hours must hold an MABPCB Registered Peer Supervisor (RPS) Status. The individuals eligible to obtain an RPS status are as follows:

MUST MEET ONE OF THE FOLLOWING

1. One must have one (1) year experience in a Supervisory/Director role with the inclusion of supervising Peer Recovery Specialist in the behavioral health, recovery and/or crisis support field, or;
2. One must be a MABPCB Certified Peer Recovery Specialist (CPRS) for **two (2)** year, has successfully completed their CPRS RECERTIFICATION, **AND** have documentation of a Lead Peer role or direct supervision of Peer Recovery Specialists for six (6) months within your organization **AND** reflective in your current organization's job description **AND** a letter of support from your **current** supervisor or;
3. Administrative/Clinical professional must have six (6) months in a supervisory position in the behavioral health field.

AND

1. Must complete the six (6) hour "Supervising Peers" training.

COST

1. The application fee for the Registered Peer Supervisor is \$100.

RENEWAL

1. An RPS must take a 6 hour "Supervising Peers" refresher course every two years.
2. The application fee for the Renewal of the Registered Peer Supervisor Status is \$100.

Medicaid Reimbursement for CPRS Services

Provider Requirements

This section outlines the essential qualifications and obligations for providers to participate in the Medicaid reimbursement program for Peer Recovery Support Services (PRSS).

- **Licensing & Enrollment:**
 - Providers must hold an active license from the Behavioral Health Administration (BHA).
 - They need to enroll with Medicaid under one of the following provider types:
 - **Provider Type 50:** Community-based Substance Use Disorder (SUD) Programs licensed under COMAR 10.63.03. These include Outpatient (OP) Level 1, Intensive Outpatient (IOP) Level 2.1, and Partial Hospitalization Program (PHP) Level 2.5.
 - **Provider Type 32:** Opioid Treatment Programs (OTPs).
 - **Provider Type 34:** Federally Qualified Health Centers (FQHCs).
- **Certified Peer Recovery Specialist (CPRS) Verification:**
 - Providers must ensure and verify that a certified peer recovery specialist is on staff.
 - Verification is conducted through the enrollment, revalidation, or supplemental application review via ePREP (Electronic Provider Revalidation and Enrollment Portal).
- **Supervisory Requirements:**
 - Services must be overseen by a Registered Peer Supervisor (RPS), approved by the peer certification entity designated by the BHA.

Provider Enrollment

This section describes the steps that both existing and new providers must take to enroll in the Medicaid program.

- **For Existing Medicaid Providers (Types 32, 50, 34):**
 - Complete a supplemental application via ePREP.
 - Submit the following:
 - Provider Type-specific addenda with a completed attestation for peer recovery support services.
 - A copy of the CPRS certification.
 - A copy of the RPS certification.
 - Background check results for each certified peer and supervisor.
- **For New Providers:**
 - Submit a new application via ePREP, including all the above documentation.

- **Resources:**
 - Provider-specific addenda and further enrollment details are available at the Maryland Medicaid provider enrollment page: [Provider Enrollment](#).

Provider Setup

This section reaffirms the requirements for providers to set up their services for Medicaid reimbursement.

- **Active Licensing & Enrollment:**
 - Providers must have an active license and be enrolled with Medicaid as a provider type 50 (SUD program), provider type 32 (opioid treatment program), or provider type 34 (FQHC).

Participant Eligibility

This section defines who qualifies for the Medicaid-covered peer services.

- **Eligibility Criteria:**
 - Participants must be receiving community-based SUD services at one of the following levels of care:
 - **ASAM Level 1:** Outpatient Services.
 - **Level 2.1:** Intensive Outpatient Services.
 - **Level 2.5:** Partial Hospitalization Services.
 - **OTP:** Opioid Treatment Program Services.
 - The services are reimbursable for Medicaid beneficiaries, Medicaid State-funded participants, and uninsured consumers.

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Authorization Plans for Peer Support

This section highlights the new authorization plans that include the specific billing codes for peer services.

- **New Codes Included:**
 - **H0038:** For individual peer services.
 - **H0024:** For group peer services.
- Available for the following authorization plans:

SUD-Outpatient-Initial or Concurrent
FQHC
SUD-IOP Concurrent
SUD-Partial Hospitalization-Concurrent Request
SUD-Partial Hospitalization-Initial Request
SUD-IOP Initial
Medication Assisted Treatment (MAT)

Claims and Reimbursement Related Information

This section provides crucial details on claims submission and service combinations.

- **Service Limitations:**
 - Peer recovery support services cannot replace the clinical service hours required by PHP and IOP programs or the mandatory monthly contact required by OTP programs.
 - Services are allowed for up to 24 units per participant per day for procedure code H0038 (individual) and up to 6 units per participant per day for H0024 (group).
- **Telehealth & In-Person Services:**
 - Services may be delivered via telehealth or in-person, as permitted by law, either onsite or offsite (in the community).
- **Eligible Place of Service Codes:**
 - Codes 03, 11, 15, 50, 57, and 71 are covered.
 - Codes 31 and 32 are **not** covered.
- **FQHC Billing Requirements:**
 - Supervisors must sign off on services since they must be listed as the rendering provider on the claim.
 - FQHCs cannot bill their usual daily rate for the two peer service codes. Instead, they must bill at the established fee schedule rate for H0038 (individual) and H0024 (group).
 - This policy is similar to the current reimbursement process for FQHCs billing for group therapy.

Medicaid Covered Benefit

This section explains what services are covered under Medicaid and how they are structured.

- **Service Formats:**
 - **Individual Services:**
 - Up to 24 units (equivalent to 6 hours) per day per participant.
 - **Group Services:**
 - One group session per day per participant, lasting up to 90 minutes.
- **Reimbursement:**
 - Services are reimbursed in 15-minute unit increments.
 - All services must be part of an individualized treatment plan that outlines specific, individualized goals for the participant.

Reimbursement Rates

This section discusses how the reimbursement rates for peer services were set, comparing national and regional benchmarks.

- **Rate Setting Process:**
 - **National Comparison:**
 - Reviewed rates from 13 states.
 - Average individual service rate: \$14.50.
 - Average group service rate: \$3.63.
 - **Regional Comparison:**
 - Reviewed rates from neighboring states (DC, DE, NJ, PA, VA, WV).
 - Average individual service rate: \$15.25.
 - Average group service rate: \$4.55.
- **Adopted Rates for Maryland (Effective June 1, 2023):**
 - **Individual Rate (H0038):** \$16.38 per unit (matches Delaware's rate).
 - **Group Rate (H0024):** \$4.55 per unit.
- **Current Rates:**
 - Effective July 1, 2024 through current
 - **Individual Rate (H0038):** \$18.77 per unit.
 - **Group Rate (H0024):** \$5.22 per unit.

Sample Grant Funding Agreements for Peer Programs

Scope of Work Peer to Peer Services (SUD and MH)

The Local Jurisdiction shall provide or contract for the provision of the following Peer to Peer services listed below:

1. The delivery of services is facilitated exclusively by individuals who identify as having lived experience in behavioral health recovery.
2. Provide opportunities for Peer Recovery Specialists (PRS)/Certified Peer Recovery Specialists (CPRS) to meet with individuals in settings that are comfortable to the individual seeking support;
3. All Peer-to-Peer services are offered and conducted on a voluntary basis and are guided by a recovery plan which is created and maintained by the individual receiving the support;
4. Maintain a relationship with a Registered Peer Supervisor (RPS), as evidenced by a RPS certificate on file, who will provide supervision hours to staff and/or volunteers seeking or maintaining their Certified Peer Recovery Specialist credential;
5. Through the support of PRS/CPRS's ensure that individuals receiving services navigate community-based supports and resources;
6. Support services shall include, but are not limited to:
 1. One-on-one meetings;
 2. Recovery Plan development;
 3. Recovery advocacy work;
 4. Community outreach;
 5. Resume building and interview prep;
 6. Vocational/Educational activities;
 7. Accompanying individuals to medical or court appointments;
 8. Providing connection to needed resources such as:
 1. Housing;
 2. Entitlements and other social services;
 3. General resources;
 4. Employment;
 5. Formal education programs;
 6. Treatment based support.
7. The Peer Expansion initiative will serve adults who are or have experienced a behavioral health crisis. PRS will provide intensive peer support services to the following: consumers who are experiencing a behavioral health crisis, diversion of consumers at risk of hospitalization because of a behavioral health crisis and or being discharged from a hospital setting after experiencing a behavioral health crisis. In addition to the support services listed the Peer Expansion program services will include but are not limited to peer support and outreach that assist participants in making meaningful connections with community behavioral health providers, and linkage to community recovery resources (including peer-run services).

Eligible Use of Funds

Funds shall be used for Peer to Peer services including: (1) Staffing, (2) Training costs, (3) Supplies and IT equipment, (4) Administrative costs, (5) Rent and utilities, and (6) any other related expenses as approved by BHA-CA

Ineligible Use of Funds

Funds shall not be used for gift cards or clinical services that are reimbursable through Maryland Medicaid.

Funds shall not be used to support peer positions providing services to individuals enrolled in Medicaid Provider Type 50 settings (Community Based Substance Use Disorder Programs licensed under COMAR 10.63.03 as OP Level 1, IOP Level 2.1, and/or PHP Level 2.5) or Medicaid Provider Type 32 settings (Opioid Treatment Programs).

Reporting Requirements

The Local Jurisdiction shall complete and submit the Excel BHA Quarterly Reporting Template, “Peer to Peer Quarterly Report” on a quarterly basis. This report contains demographic information for the Peer to Peer program, positions funded through this award, reporting on contract deliverables for the quarter and reporting on additional recovery support services facilitated by the Peer to Peer program. Reports should be sent no later than 30 days after the close of each reporting period.

The Local Jurisdiction shall provide BHA-CA with any corrective action plans that result from a program investigation, consumer complaint, or unmet contract deliverables within 15 days of notification to the program.

DEFINITIONS

1. Award Letter - the letter from BHA to the principal Award Recipient specifying the value and tenure of the grant that has been awarded.
2. Award Recipient(s) - An entity or jurisdiction to which an award has been made by BHA and has assumed responsibility for the overall administration and management of the awarded funds.
3. Award Period - the period of the Award as set forth in the Award Letter.
4. BHA-CA – Behavioral Health Administration – Consumer Affairs.
5. Certified Peer Recovery Specialist (CPRS) – An individual providing Peer Recovery Support Services who has obtained the Certified Peer Recovery Specialist (CPRS) credential from the peer credentialing board identified by the State.
6. Community Based Access and Support (CBAS) – A unit within the Behavioral Health Administration that houses the Consumer Affairs unit and provides oversight for its funded programs and activities.
7. Outreach Efforts – Peers going out into the community and other agencies or organizations to connect with individuals seeking behavioral health support.

8. Peer Recovery Specialist (PRS) - An individual providing Peer Recovery Support Services who has NOT yet obtained the Certified Peer Recovery Specialist (CPRS) credential from the peer credentialing board identified by the State.
9. Registered Peer Supervisor (RPS) - An individual who supervises certified and non-certified Peer Recovery Specialists and has obtained the Registered Peer Supervisor (RPS) endorsement from the peer credentialing board identified by the State.
10. Report – A written record submitted to BHA, in the form and manner prescribed, on which the Award Recipient reports on the activities undertaken during a specified timeframe (i.e., monthly, quarterly etc.).
11. Statement of Work (SOW) - A SOW is a formal document that provides direction and details to the vendor or contractor about how the work should be performed, under what conditions, timeframes for accomplishment, frequency, and outcomes/outputs. Unless otherwise noted, BHA-required SOWs shall be Performance-Based in nature.
12. Unduplicated Individuals – The unduplicated count of each individual receiving services. Each unique individual should only be counted once per Fiscal Year.
13. 1 – on – 1 Peer Contact – Peer support sessions in person, virtually or telephonically of at least 15 minutes in duration.

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Recovery Community Center (SUD Service)

This is an example of an agreement for the Local Jurisdiction to offer Recovery Community Center services using Peer Recovery Specialists

The Local Jurisdiction shall provide or contract for the provision of the following Recovery Community Center (RCC) services listed below:

1. Recovery Community Center services offered in locations that are easily accessible and convenient to the local recovery community.
2. Recovery Community services that are designed to meet a variety of social, vocational, health and other non-clinical needs of individuals in order to support sustained recovery;
3. Ensure that the delivery of services are facilitated exclusively by individuals who identify as having lived experience in behavioral health recovery. These individuals are professionally known as Peer Recovery Specialists (PRS) and Certified Peer Recovery Specialists (CPRS) when working in the credentialed status of this role.
4. Ensure that the Recovery Community Center maintains a relationship with a Registered Peer Supervisor (as evidenced by a RPS certificate on file) who will provide supervision hours to staff and/or volunteers seeking or maintaining their Certified Peer Recovery Specialist credential;
5. Ensure that when RCC services are offered in a clinical setting, designated, dedicated and accessible staff, space and service hours are available for the delivery of RCC services independent of normal clinic operations.
6. Ensure that services are provided with a high degree of flexibility and are customized to meet the specific needs of the individual receiving support.
7. Recovery Community Center support services shall include, but are not limited to:
 1. One-on-one peer contacts;
 2. Peer Support groups;
 3. Social activities that reduce isolation;
 4. Outreach presentations;
 5. Informational presentations;
 6. Resume building and interview prep;
 7. Recovery Plan development;
 8. Recovery advocacy work;
 9. Vocational/Educational activities;
 10. Accompanying individuals to medical or court appointments;
 11. Providing connection to needed resources such as:
 1. Housing;
 2. Entitlements and other social services;
 3. General resources;
 4. Employment;
 5. Formal education programs;
 6. Treatment based support.

Eligible Use of Funds

Funds shall be used for Recovery Community Center services including: (1) Staffing, (2) Training costs, (3) Supplies and IT equipment, (4) Administrative costs, (5) Rent and utilities, and (6) any other related expenses as approved by BHA-CA

Ineligible Use of Funds

Funds shall not be used for gift cards or clinical services that are reimbursable through Maryland Medicaid.

Funds shall not be used to support peer positions providing services to individuals enrolled in Medicaid Provider Type 50 settings (Community Based Substance Use Disorder Programs licensed under COMAR 10.63.03 as OP Level 1, IOP Level 2.1, and/or PHP Level 2.5) or Medicaid Provider Type 32 settings (Opioid Treatment Programs)

Reporting Requirements

The Local Jurisdiction shall complete and submit the Excel BHA Quarterly Reporting Template, “Recovery Community Center Quarterly Report” on a quarterly basis. This report contains demographic information for the Recovery Community Center, positions funded through this award, reporting on contract deliverables for the quarter and reporting on additional recovery support services facilitated by the Recovery Community Center. Reports should be sent to BHA’s Consumer Affairs (BHA-CA), no later than 30 days after the close of each reporting period. Reports can be sent directly to kaylin.mcjilton1@maryland.gov.

The Local Jurisdiction shall provide BHA-CA with any corrective action plans that result from a program investigation, consumer complaint, or unmet contract deliverables within 15 days of notification to the program.

DEFINITIONS

1. Award Letter - the letter from BHA to the principal Award Recipient specifying the value and tenure of the grant that has been awarded.
2. Award Recipient(s) - An entity or jurisdiction to which an award has been made by BHA and has assumed responsibility for the overall administration and management of the awarded funds.
3. Award Period - the period of the Award as set forth in the Award Letter.
4. BHA-CA – Behavioral Health Administration – Consumer Affairs
5. Certified Peer Recovery Specialist (CPRS) – An individual providing Peer Recovery Support services who has obtained the Certified Peer Recovery Specialist (CPRS) credential from the peer credentialing board identified by the State.
6. Community Based Access and Support (CBAS) – A unit within the Behavioral Health Administration that houses the Consumer Affairs unit and provides oversight for its funded programs and activities.
7. Informational Presentation – Presentations delivered by outside organizations who present information on specific community resources or whole health topics.
8. Outreach Presentation – Presentations by Recovery Community Center peers to community organizations and/or staffed display tables at community events. These presentations/staffed display tables should provide information and resources about

Wellness and Recovery, peer support and peer organizations. These presentations are intended to increase the number of individuals who utilize program services;

9. Peer Recovery Specialist (PRS) – An individual providing Peer Recovery Support Services who has NOT yet obtained the Certified Peer Recovery Specialist (CPRS) credential from the peer credentialing board identified by the State.
10. Peer Support Group – groups facilitated by Recovery Community Center peers that facilitate conversation focused on a specific behavioral health topic. These groups must include 3 or more individuals.
11. Registered Peer Supervisor (RPS) – An individual who supervises certified and non-certified Peer Recovery Specialists and has obtained the Registered Peer Supervisor (RPS) endorsement from the peer credentialing board approved by the State.
12. Report – A written record submitted to BHA, in the form and manner prescribed, on which the Award Recipient reports on the activities undertaken during a specified timeframe (i.e., monthly, quarterly etc.).
13. Social Activity – Activities involving 3 or more individuals that are designed to promote social connection and reduce isolation.
14. Statement of Work (SOW) - A SOW is a formal document that provides direction and details to the vendor or contractor about how the work should be performed, under what conditions, timeframes for accomplishment, frequency, and outcomes/outputs. Unless otherwise noted, BHA-required SOWs shall be Performance-Based in nature.
15. Unduplicated Individuals – The unduplicated count of each individual receiving services. Each unique individual should only be counted once per Fiscal Year.
16. 1 – on – 1 Peer Contact – Peer support sessions in person, virtually or telephonically of at least 15 minutes in duration.

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Wellness Recovery Centers (MH Funds)

This is an example of a grant award to a local jurisdiction for Peer support services....

The Local Jurisdiction shall provide or contract for the following during the Award Period:

1. Designate and provide a site which allows individuals seeking behavioral health recovery supports to meet regularly throughout the award period;
2. If the service(s) are provided by a Contractor, ensure an Annual independent financial Audit is completed;
3. Performance of an annual Community Wellness and Recovery Needs Assessment of individuals utilizing funded program services which identifies the training, education, and recovery resource needs of individuals engaging in behavioral health recovery supports;
4. Ensure the provision of:
 1. Informational presentations delivered by outside organizations who present information on specific community resources or whole health topics i.e. behavioral health recovery, heart disease, sexual health, SSDI, etc..
 2. Outreach presentations to community organizations and/or staffed display tables at community events which provide information and resources about Wellness & Recovery, peer support and peer organizations. These outreach presentations are intended to increase the number of individuals who utilize program services;
 3. Social activities that are designed to promote social connection and reduce isolation. These activities must involve 3 or more individuals (i.e.: board games, community meals, member outings, etc.);
 4. Peer support groups that facilitate a conversation focused on a specific behavioral health topic, (i.e. depression, gender specific, trauma, substance use recovery, etc.) These groups must include 3 or more individuals;
 5. Connection to Recovery and Wellness Resources that aid in the individuals continued recovery and wellness. Some examples of these services are: housing, funded benefits, resource assistance, employment, formal education programs, vital documents, accompanied to court or medical appointments, and formal treatment programs.
5. Provide 1 - on - 1 peer contacts documented by either using the approved State form (Documentation of Peer Support Session) or another form of documentation that contains the same information. Peer support sessions consist of one-to-one contact (in person, virtually, or telephonically) conducted by staff and/or volunteers, lasting at least 15 minutes.
6. Maintain a relationship with a Registered Peer Supervisor (as evidenced by a RPS certificate on file) who will provide supervision hours to staff and/or volunteers seeking or maintaining their Certified Peer Recovery Specialist credential;
7. Allocate 1.0 % of the program budget for training activities and supplies.
 1. Use allocated funds to cover the costs associated with increasing the professional development of program staff (paid or volunteer) and board members. This includes expenses related to administrative training courses, training materials, CPRS/RPS training registration fees, and other application fees that cover CPRS or RPS credentialing. Training events can be facilitated either on site or participants can attend training sessions offsite. Funding may not be used for travel or lodging expenses;

8. Publish and distribute monthly newsletters and/or calendar of center events that serve as a monthly guide of activities planned for the center which is available to the community and individuals using the center;
9. Maintain a library of resources to assist individuals utilizing funded services that reduce barriers and enhance connections which support long term wellness and recovery such as entitlements, fair housing, access to employment, advance directives, and patient rights;
10. Participate in management/fiscal training on topics relevant to running a nonprofit Wellness & Recovery Center that focus on the promotion, development, or management of peer operated organizations (i.e.: grant writing, budget management, data collection, human resources training, etc.);
11. Maintain a “warm line” to provide assistance to individuals who have non-urgent behavioral health needs.
12. Sponsor a minimum of three (3) individuals (staff, individuals receiving support services, and/or board members) to attend a peer led conference hosted in the state of Maryland (i.e. On Our Own of Maryland’s Annual Conference).

Eligible Use of Funds

Funds shall be used for Wellness Recovery Center services including: (1) Staffing, (2) Training costs, (3) Supplies and IT equipment, (4) Administrative costs, (5) Rent and utilities, and (6) any other related expenses as approved by BHA-CA

Ineligible Use of Funds

Funds shall not be used for gift cards or clinical services that are reimbursable through Maryland Medicaid.

Funding designated towards 1% training allocation may not be used for travel or lodging expenses.

Funds shall not be used to support peer positions providing services to individuals enrolled in Medicaid Provider Type 50 settings (Community Based Substance Use Disorder Programs licensed under COMAR 10.63.03 as OP Level 1, IOP Level 2.1, and/or PHP Level 2.5), Medicaid Provider Type 32 settings (Opioid Treatment Programs) or Provider Type 34 settings (Federally Qualified Health Centers) serving individuals with substance use disorders.

Reporting Requirements

The Local Jurisdiction shall complete and submit the Excel document, “Wellness Recovery Center Data Collection Tool” on a quarterly basis. This report contains demographic information for the Wellness Recovery Center, positions funded through this award, reporting on contract deliverables for the quarter, and reporting on additional recovery support services facilitated by the Wellness Recovery Center. Reports should be sent to your funding partner, no later than 30 days after the close of each reporting period.

The Local Jurisdiction shall provide BHA-CA with any corrective action plans that result from a program investigation, consumer complaint, or unmet contract deliverables within 15 days of notification to the program.

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6. Community Based Access and Support (CBAS) – A unit within the Behavioral Health Administration that houses the Consumer Affairs unit and provides oversight for its funded programs and activities.
7. 1 – on – 1 Peer Contact – Peer support sessions in person, virtually or telephonically, of at least 15 minutes in duration. These peer support sessions should be documented using either the “Documentation of Peer Support Session” provided by the State, or another form of documentation that contains the same information.
8. Peer Recovery Specialist (PRS) – An individual providing Peer Recovery Support Services who has NOT yet obtained
9. Registered Peer Supervisor (RPS) – An individual who supervises certified and non-certified Peer Recovery Specialists and has obtained the Registered Peer Supervisor (RPS) endorsement from the peer credentialing board identified by the State.
10. Report – A written record submitted to BHA, in the form and manner prescribed, on which the Award Recipient reports on the activities undertaken during a specified timeframe (i.e., monthly, quarterly etc.).
11. Statement of Work (SOW) - A SOW is a formal document that provides direction and details to the vendor or contractor about how the work should be performed, under what conditions, timeframes for accomplishment, frequency, and outcomes/outputs. Unless otherwise noted, BHA-required SOWs shall be Performance-Based in nature.
12. Unduplicated Individuals – The unduplicated count of each individual receiving services. Each unique individual should only be counted once per Fiscal Year.
13. Warm Line – A peer-run phone line that offers callers emotional support and assistance to individuals who have non-urgent behavioral health needs.

Additional Resources & Appendices

- Any supplementary information, such as contact details, templates, and legislative references, will be added here.