

# RESIDENTIAL CHILD CARE

VOLUME 4, ISSUE 1

WINTER 2011

State Board for the Certification of Residential Child Care Program Professionals

## Special Points of Interest:

- *Earn Free CEUs for Attending Board Meetings*
- *Limitations on Behavioral Management CEUs*
- *Acting Capacity Application Revised*
- *CRCCPA-D Designation Now Available*

## MESSAGE FROM THE CHAIRMAN, DR. ALBERT ZACHIK

This year presents budgetary challenges not only to the State Board, but to the residential child care industry. Across the nation, federal, state, and local government agencies, as well as, private businesses are looking for innovative ways to preserve services while trimming operating budgets.

The State Board, therefore, has established a Statutory/Regulatory Review Committee to evaluate the State Board's certification requirements to determine areas that can be improved to better serve our stakeholders needs by balancing quality standards with fiscally prudent measures.

If you have an area for consideration for the evaluation or are interested in attending the Committee meetings or receiving the Committee's meeting notes, please contact the State Board's office.

The State Board has also released the application form for a CRCCPA to be authorized as the program administrator for two individually licensed residential child care programs. The application is available on the State Board's web site under the certification tab.

## MISSION & VISION

**State Board's Mission...**The mission of the State Board is to protect children living in Maryland's residential child care programs through certifying and regulating residential child care professionals; receiving and resolving complaints; and setting standards for the practice of residential child care.

**State Board's Vision...**The State of Maryland will provide qualified residential child care professionals to further the well-being of children living in Maryland's residential child care programs



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## RESIDENTIAL CHILD CARE

### RENEWAL PROCESS

CRCCPAs will, at least 3-months prior to the expiration of your certificate, receive a renewal notice by first class mail to your address of record with the State Board.

Your renewal notice will state the date your certification expires, the date by which your renewal application must be received by the State Board, and the amount of your renewal fee.

In order to qualify for renewal, CRCCPAs must:

(1) Complete the renewal application;

(2) Submit to a state and national criminal history record check via LiveScan or provide a passport size photo, if your renewal letter indicates;

(3) Complete a Release to Process Renewal Application;

(4) Certify a minimum of 40 CEUs within the 2-years prior to the renewal date on the Affidavit of Attendance at State Board Approved Continuing Education Programs; and,

(5) Provide copies of certificates of completion for all continuing education programs noted on the Affidavit.

The renewal fee is \$200. Failure to renew your certificate within 1-month of expiration will result in a \$100 late fee. Failure to renew within 3-months will result in a \$500 fee (\$200 reinstatement fee, \$100 late fee, and \$200 renewal fee). Failure to provide all required documents with your renewal application will result in a \$5 reprocessing fee.

The State Board **WILL NOT** process renewal applications of CRCCPAs who have not obtained the required CEUs for renewal. If you do not have the required CEUs please contact the Board immediately.



*“State Board will accept 5 CEUs per renewal cycle in the content area of behavioral management”.*

### CONTINUING EDUCATION REQUIREMENTS

Continuing education (CE) is meant to foster the improvement, advancement, and extension of a CRCCPAs professional skill and knowledge relating to residential child care. CE is intended to be training obtained above the minimum annual training requirements in COMAR 14.31.06 F.

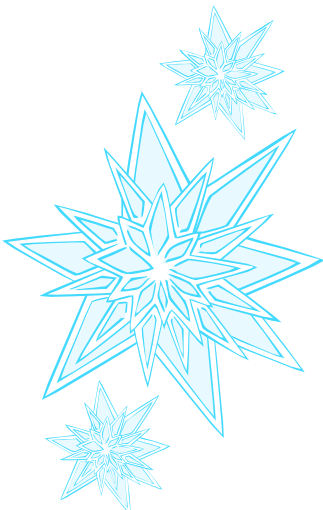
CRCCPAs must complete 40 CE Units (CEUs) per renewal cycle. CEUs may include academic course work, workshops, seminars, etc. The State Board will accept a **MAXIMUM** of 5 CEUs per renewal cycle in the content area of behavioral management. CE MAY NOT include CPR or First Aid.

#### BEHAVIORAL MANAGEMENT CEUs

The State Board will accept a maximum of 5 CEUs **PER RENEWAL CYCLE** in the content area of behavioral management. The types of training s listed on the Governor’s Office for Children’s

- Behavioral Principles and Strategies
- Therapeutic Crisis Intervention
- MANDT
- Managing Aggressive Behavior
- TACT 2
- Safe Crisis Management
- Right Response
- NAPPI
- Crisis Prevention Institute
- Therapeutic Options

Please visit the State Board’s web site for more information concerning CE.



## NON-RENEWED CRCCPAs



A00117 Allen, Karen	A00113 Hinton, Anita	A00071 Roth, Charles
A00046 Ambrose, Debra	A00103 Holder, Cheryl	A00024 Slocomb, John
A00072 Ben, Barbara	A00108 Holland, Angela	A00122 Smith, Ronald
A00015 Bonk, Jane	A00040 Ibraheem, Sharadeen	A00109 Smith, Shauna
A00129 Braxton, Shannel	A00098 Inyinbor, Fidelis	A00104 Stearman, Miriam
A00009 Burney, Jr., Lester	A00125 Lamar, Derrick	A00051 Stiffler, Troy
A00082 Butler, Yvonne	A00074 Lee, Oya Oner	A00099 Warren, Lititia
A00100 Cimen, Dide	A00094 London, Tonya	A00110 White, Mundrae
A00115 Clark, Patricia	A00121 Ludwig, Keith	A00064 Williams, Elaine
A00119 Croker, Julie	A00126 Marryshow, Derek	A00004 Wolz, Gary
A00101 Curry, Kutia	A00019 Matricardi, Edward	A00034 Woodward-Brown, Diane
A00086 Dougherty, Colleen	A00029 Mittelman, Mark	A00088 Wright, Ray
A00093 Drumheller, Kevin	A00033 Morgan-Jones, Joan	
A00066 Feh, Daniel	A00095 Morrill, Kimberly	
A00003 Geddes, Robert	A00105 Neverdon-Merritt, Michal	
A00102 Gillespie, Shannon	A00111 Okojie, Peter	
A00038 Gordon, Rochetta	A00112 Omotosho, Samson	
A00027 Greenwald, Lauren	A00007 Reed, Iii, Wayne	
A00120 Hill, Towanda	A00023 Richards, Louise	

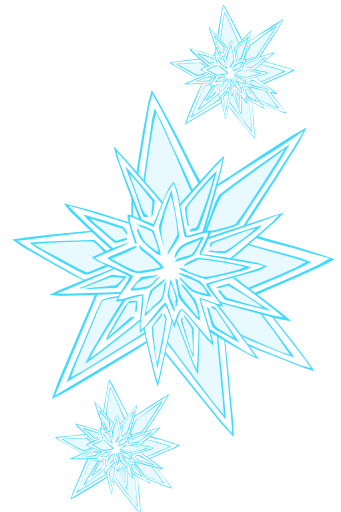
Please check the State Board's web site at [www.dhmv.state.md.us/crccp/](http://www.dhmv.state.md.us/crccp/) for the latest updates.

## FREE CEUs

CRCCPAs can earn FREE CEUs by attending State Board meetings (a maximum of 2 CEUs per renewal cycle). The State Board meets the second Friday of every month at 9:30 AM in the State Board's office located in the Metro Executive Building at 4201 Patterson Avenue in Baltimore, Maryland. Visit the State Board's web site for additional opportunities for free CEUs.

## RESIDENTIAL CHILD CARE PROGRAM PROFILES

The State Board encourages CRCCPAs to periodically review the residential child care program's program profile in SCYFIS. The profile should be kept up-to-date. The profiles are not only used by placement services, but licensing authorities for various purposes.



## RESIDENTIAL CHILD CARE

### ACTING CAPACITY

Health Occupations Article, Title 10 §20-301 and COMAR 10.57.02.02 provides that in the event a CRCCPA is not available, the residential child care program’s Board of Directors may appoint a non-certified individual to serve in the capacity of acting program administrator for a period not exceeding 180-days provided the individual meets the minimum qualifications.

In order to obtain approval from the State Board for an acting capacity appointment, the residential child care program’s Board of Directors must submit to the State Board:

(1) An application (available on the State Board’s web site);

(2) The application fee of \$75;

(3) Written justification clarifying the reasons why acting capacity is necessary; and,

(4) A copy of the individual’s resume or CV, college diploma noting highest degree earned, and criminal history record check.; and,

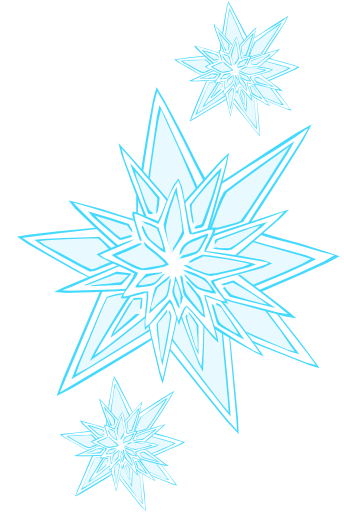
(5) All applications must be signed by the President of the Board of Directors of the residential child care program.

Individuals who are approved by the State Board for acting capacity will be issued an approval number that is valid for 180-days.

The State Board now provides online verification of acting capacity approvals.

If you have any questions regarding acting capacity approvals, please contact the State Board’s office.

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Please note that the State Board has **REVISED** the Application for Acting Capacity Approval (ARCCPA). Previous versions of the application will not be accepted.  
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*State Board’s Web Site*

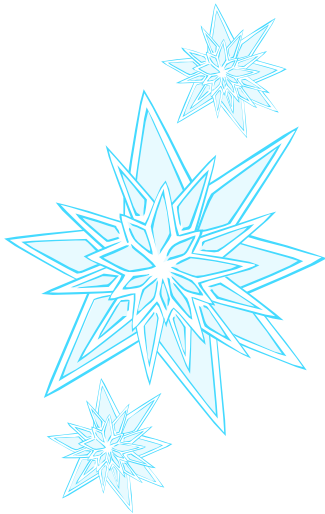
*[www.dhmb.state.md.us/crccp/](http://www.dhmb.state.md.us/crccp/)*



### CONGRATULATIONS

The State Board welcomes the following individuals who have been certified since our last newsletter:

- Emma Diaz
- Vanessa Hicks– Edwards
- Judith Jerry
- Jamie Kamp
- Toya Pierce
- Sharon Smith
- Ebony Vaughan



## FAILURE TO NOTIFY OF CHANGE OF INFORMATION—FINE

CRCCPAs are required to notify the State Board within 30-days of a change in either their name, address, or employer. Pursuant to COMAR 10.57.06.01(G), if a CRCCPA fails to provide this notification, they will be issued a \$50 fine administrative fine.

It is, therefore, important that CRCCPAs provide timely notification of such changes to the State Board. Notification should be made in writing to the State Board. A form is available on the State Board's web site.

If you have any questions regarding change of information requirements or if you want to verify your mailing address, please contact the State Board's office.

## APPROVED CONTINUING EDUCATION PROVIDERS

The following is a list of State Board **APPROVED PROVIDERS** of continuing education:

ORGANIZATION	PROGRAM(S)	CONTACT
Center for Safe Schools	The Peace Curriculum	centerforsafeschools@comcast.net
Corporate Fever Dot Com	Budget & Financial Management Course	ganesan@ganesanpcpa.com
DHR	Provider Forums	410-767-7871
GOC	CSOMS & Quarterly RCCP Stakeholder Forums	410-767-4160
Help for the Helpers	Organizational Development Series, Board of Directors, Training, & Managing Aggressive Behavior*	www.helpforthehelpers.com
JKM Training	Safe Crisis Management*	www.jkmtraining.com
MARFY	All Programs	www.marfy.org
MACS	All Programs	www.macsonline.org
The Horizon's Group	Training for Optimal Performance and Service	thehorizonsgroup@comcast.net

The following is a list of organizations that are recognized by the State Board as **AUTOMATIC SPONSORS**, and may sponsor, or approve, or both, CE programs:

(1) State, regional, national and international associations for: child and family services; dietetics; education; medical or allied health professionals; professional counseling or therapy; psychiatry, psychology, nursing and social work.

(2) National, regional or State accredited academic institutions offering academic courses or programs that apply to the field of residential child care.

(3) Agencies, institutions, organizations, or individuals authorized as automatic sponsors or approved sponsors of CE by the State Board of Social Work Examiners under COMAR 10.42.06; and,

(4) Agencies, institutions, organizations or individuals approved by any State licensing or certification boards under Health Occupations Article, Annotate Code of Maryland.

\*The State Board will accept a maximum of 5 CEUs per renewal cycle in the content area of behavioral management.

## RESIDENTIAL CHILD CARE

### INTRODUCING MARYLAND'S RTC WAIVER

By Ryan Shannahan, MSW Candidate, UMB School of Social Work Intern, Innovations Institute, University of Maryland, Baltimore

Maryland's Medicaid 1915(c) Community Alternatives to Psychiatric Residential Treatment Facilities (PRTF) Demonstration Waiver is more commonly known as the Residential Treatment Center (RTC) Waiver. The RTC Waiver is a federal initiative enabling youth with serious mental health needs otherwise eligible for care in Medicaid-reimbursed institutions to benefit from comprehensive mental health and medical treatment in the home or community. It is anticipated that this demonstration will assist with justifying community level of care as a viable alternative to placement in residential treatment centers, if the necessary intensity and array of services and supports are available.

The RTC Waiver is a five-year project that was implemented in Maryland and nine other states on October 1, 2007, and that is scheduled to continue at least through 2012. It is referred to as a "waiver" because the federal government permits the State to operate its programs under special rules and regulations rather than to the requirements that typically apply to Medicaid recipients and Medicaid services. The RTC Waiver was also designed to be cost neutral, in that the cost of serving a particular child or youth must be equal to or less than the cost of serving the same child or youth in a residential treatment facility.

The rationale for this initiative is rooted in the belief that most children and youth can be safely and effectively served in their homes and communities when provided with the appropriate resources and supports. To accomplish this goal, Maryland is expanding its home- and community-based continuum of care (a range of services, supports, and opportunities at varying levels of intensity). An objective of the RTC Waiver is to help satisfy this requisite by implementing a service delivery model that will bridge critical gaps in the continuum of care.

In Maryland, the service delivery model is structured according to Systems of Care principles, where treatment is evidenced to be of highest efficacy when family-driven, youth-guided, culturally and linguistically competent, community-based, flexible, and individualized. The RTC Waiver's vehicle for service delivery is care coordination using a team-based model called Wraparound. In Wraparound, a Child and Family Team comprised of the youth, family members, care coordinators, and service providers devises a Plan of Care that allows the youth to receive services and supports in the community. Plans of Care are tailored to the strengths and needs of each family, and designate the types of services that are to be "wrapped around" the individual. (See the National Wraparound Initiative for more information: [www.nwi.pdx.edu](http://www.nwi.pdx.edu))

For more information on the RTC Waiver, please visit [www.medschool.umaryland.edu/innovations/RTC\\_Waiver.asp](http://www.medschool.umaryland.edu/innovations/RTC_Waiver.asp).

For more information on Systems of Care and Care Management Entities (the organizations that provide care coordination using a Wraparound model to all RTC Waiver participants), please visit [www.medschool.umaryland.edu/innovations](http://www.medschool.umaryland.edu/innovations) and click on the link on the left side for "System of Care."



Participants benefit from access to the public mental health system (and all services therein), HealthChoice (Maryland Medicaid's managed care program), and seven novel Medicaid-reimbursed home and community based services and supports. These seven exclusive, fee-for-service Waiver services include Caregiver and Youth Peer-to-Peer Support, Family and Youth Training, Crisis and Stabilization, In-Home and Out-of-Home Respite, and Expressive and Experiential Behavioral Services (consisting of art, dance/movement, equine, horticultural, music, and drama therapies).

Conveniently, service providers already in the Public Mental Health System can automatically begin serving youth enrolled in the Waiver using their regular Medical Assistance numbers for all PMHS services that they are authorized to provide. They do not need to do anything different for these youth in order to receive authorizations or submit claims. However, ValueOptions will be ensuring that authorization requests are consistent with the youth's Plan of Care. Service providers treating Waiver participants are also encouraged to engage in the Wraparound process, including participating on Child and Family Teams. Those who wish to provide one of the seven new Waiver services must enroll separately as a Waiver Provider, even if they already have a Medical Assistance number.

Successful outcomes for Waiver participants as well as for the Waiver demonstration as a whole are contingent upon the quality and availability of Waiver service providers. Maryland needs skilled and motivated providers to achieve the optimal continuum of care for children and youth with intensive mental health needs, and to ensure that each participant has the opportunity to access the full array of services offered by the Waiver.

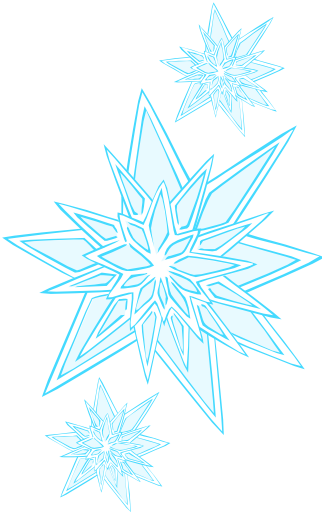
Service providers have an opportunity to benefit from the Waiver as well. Waiver providers are expected to expand their client base by serving RTC waiver participants along with their existing clientele, enhance their fiscal sustainability by adding Medicaid Reimbursement as a funding source, and to build relationships with other providers and individuals in the community. Most importantly, Waiver providers are part of a major federal initiative to examine the efficacy of community level of care and may thus contribute to the ultimate goal of making this Waiver permanent, an accomplishment that will have implications nationwide.

## ELECTRONIC DISSEMINATION OF INFORMATION

The State Board moved to electronic dissemination of information last year. This cost saving initiative is dependent upon CRCCPAs maintaining current email addresses with the State Board as required by COMAR 10.57. 06.01(G).

Email addresses have also be added to the State Board’s official roster, which is available for purchase unless you request that your email address be restricted. If you choose not to list your email you will need to complete the restriction form found below (and on the State Board’s web site) and return it to the State Board.

Under the Public Information Act, Maryland State Government Code Annotated §10-617, you may request in writing that your name be omitted from such lists.



### **REQUEST FOR RESTRICTION OF EMAIL ADDRESS FROM DATABASE ROSTER**

I, \_\_\_\_\_, Certificate No. \_\_\_\_\_, request that my email address not be included on the Board releasable database roster. By this request, I acknowledge and agree that this restriction may result in me not having access to updated electronic information, advertisements and CEU programs that may be distributed, offered, advertised and disseminated by providers and contractors.

\_\_\_\_\_  
Signature Date

**Mail to:** Executive Director, State Board for the Certification of Residential Child Care Program Professionals, 4201 Patterson Avenue, Baltimore, MD 21215-2299

## INTERESTED IN SERVING ON THE BOARD

The State Board consists of 12 members of which 6 are representatives appointed by the Secretaries of the various State agencies involved in the licensing and monitoring of residential child care programs.

The Governor appoints 6 members, of which 3 are RCCPAs and 1 is a RCYCP, and 2 are consumer members.

The terms of members appointed by the Governor are 4 years. A member appointed by the Governor may serve more than 2 consecutive full terms. Members must be residents of Maryland.

The Board meets monthly and requires a time commitment of at least 5 to 8 hours a month. If you are interested in serving on the Board, please contact Ms. Anna Lieberman, Administrator, Office of Appointments, 410-767-4049.





**STATE BOARD FOR THE CERTIFICATION  
OF RESIDENTIAL CHILD CARE PROGRAM  
PROFESSIONALS**

4201 Patterson Avenue  
Baltimore, Maryland 21215-2299

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Fax: 410-358-5674  
E-mail: mayerk@dhhm.state.md.us

Ensuring that Maryland's children in residential child care programs are provided the best possible care.

We're on the Web!

[www.dhhm.state.md.us/crccp/](http://www.dhhm.state.md.us/crccp/)



## NEW SECRETARIES FOR DHMH, DHR, & DJS

The Governor announced the appointment of Dr. Joshua Sharfstein as Maryland's Secretary of Health and Mental Hygiene. Dr. Joshua Sharfstein, a graduate of Harvard Medical School and former Congressional staffer, served as Principal Deputy Commissioner for the Food and Drug Administration. Prior to joining the Obama Administration, Dr. Sharfstein served as Commissioner of Health for the City of Baltimore where he led efforts to expand literacy efforts in pediatric primary care, facilitated the transition to Medicare Part D for disabled adults, engaged college students in public health activities, increase influenza vaccination of healthcare workers, and expanded access to effective treatment for opioid addiction.

The Governor appointed Ted Dallas the Acting Secretary of Human Resources. Mr. Dallas has served as the Deputy Chief of Staff, Office of Governor with responsibilities for departments of: Agriculture; Business and Economic Development; Disabilities; Education; Environment; General Services; Housing and Community Development; Information Technology; Juvenile Services; Labor, Licensing, and Regulation; Natural Resources; Planning; Public Safety and Correctional Services; State Police; Transportation; and Veterans Affairs. Mr. Dallas a graduate of the University of Pennsylvania and Temple University and former Assistant Managing Director of the City of Philadelphia, served as the Executive Deputy Secretary of the Pennsylvania Department of Public Welfare.

The Governor also appointed Kristen Mahoney as the Interim Secretary of Juvenile Services. Ms. Mahoney has served as the Executive Director of the Governor's Office of Crime Control and Prevention. Ms. Mahoney a graduate of Sweet Briar College received her Juris Doctorate degree from the University of Baltimore and was admitted to Maryland Bar in 1992. She served as an attorney with the Legal Aid Bureau of Maryland and on the Board of Directors of the Homeless Persons Representation Project, National Criminal Justice Association, and as the President of the National Criminal Justice Association.

The State Board operates under the Maryland Certification of Program Administrators for Residential Child Care Programs Act, Health Occupations Article, Title 20, Annotated Code of Maryland. The State Board is the certification authority of residential child care program administrators (RCCPAs) and residential child and youth care practitioners (RCYCPs) in Maryland.

The State Board is mandated to protect the children living in residential child care programs by certifying qualified RCCPAs and RCYCPs, establishing fees, administration of certification examinations, maintaining current roster of all certified individuals, promulgating regulations, verification of credentials, issuance of certificates, establishing requirements for and verification of continuing education, investigation of complaints based on alleged violations of regulations and statutes, and formal and informal disciplining of certified individuals, create committees as deemed appropriate to advise the Board, and submit an annual report to the Governor and Subcabinet for Children, Youth, and Families.

**SPECIAL NOTICE:** The newsletters published by the Maryland State Board for the Certification of Residential Child Care Program Professionals are considered an official method of notification to residential child care program professionals. **These newsletters may be used in administrative hearings as proof of notification.** Please read them carefully.

If you have an upcoming event or story idea, please send an email to [mayerk@dhhm.state.md.us](mailto:mayerk@dhhm.state.md.us)

Maryland Department of Health and Mental Hygiene

Martin O'Malley, Governor—Anthony Brown, Lt. Governor—Joshua Sharfstein, MD, Secretary