

Special Meeting Minutes

Community Health Worker Task Force Certification and Regulation Workgroup Tuesday August 6, 2024

Call to Order

Members in Attendance

Jolyn Rising Sun – Hospital Association Representative

Chris Price – Public Health Division

Rebecca Quinn – UND School of Medicine and Health Sciences Center for Rural Health

Melissa Reardon – NDSU State University School of Public Health

Facilitator

Brian Barrett - APT, Inc

There were many members of the public in attendance with expertise in community health work and community health representative work.

Certification

- Expiration Date for certifications
 - The work group discussed and concluded that June 30th would be an appropriate expiration date. Chris Price advised that this date would be easier to work with for the Department.
 - The work group also concluded that the expiration date be on odd years (e.g., June 30th 2027). Some members felt that having the expiration date fall on an odd year would be easier when it comes to regulation and rules changes since the legislative session follows odd years.
 - The work group discussed logistics for those who would receive initial certification less than 6 months from the expiration. The work group leaned toward allowing these individuals to bypass the first renewal.

- The work group agreed that renewals can be submitted right up until the expiration date. They felt notifications should be issued 3 to 6 months prior to expiration date.
- The Work group discussed situations where the CHW fails to renew the certification. The majority agreed that there should be a “grace period” allowing the CHW to submit a late renewal after certification expires. Melissa volunteered to review the ND Administrative Rules pertaining to the CNA profession and renewals.
- Reciprocity:
 - The work group agreed that the Department should be able to grant certification based on reciprocity if the applicant has CHW certification and the requirements for this certification are substantially similar to North Dakota’s requirements. Specifics regarding reciprocity can be addressed in policy.

Regulation

- Revocation of the CHW certification
 - The work group discussed the possibility of implementing similar language found in the CNA administrative rules. Rebecca shared language pertaining to Peer Support Specialists which was reviewed by the work group. After some discussion, the work group felt that the language pertaining to Peer Support specialists was too vague. Jo Lynn volunteered to review this information and identify specific language that should be included as it relates to CHWs. She will share this during the meeting on August 19th.
- Audits of renewals
 - The work group discussed the idea of random audits.
 - The work group agreed it would be beneficial to leave the authority for an audit within the administrative rules, but policy would determine how this is accomplished.
- Topics that need to be addressed
 - Complaints
 - Practicing without a license
 - CHR pathway regarding the re-certification process

Public Comment

- Members of the public shared information related to CNA certification and renewals.

Action Items

- Jo Lynn volunteered to review the CNA and Peer Support administrative rules and identify specific language that should be included as it relates to CHWs. She will share this during the meeting on August 19th.
- Melissa volunteered to review the CNA administrative rules and information pertaining to renewals.

Adjourn 2:22 pm CST

Date Posted: