

Training Matrix

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	<u>Adolescent Health Sexual Risk Avoidance and Personal Responsibility Education</u>
Description:	Provide education to decrease early sexual activity, pregnancy, and sexually transmitted infection. Promote personal responsibility among adolescents.
Target:	Adolescents age 10–19
Category:	Local Public Health Priority
Laws, Regulations:	Title V, PL 104-193
Funding Sources:	Federal: HHS/ACF
Program Code:	SRAE – PGL2200, PREP - PGL2201
Staff Requirement(s):	Experience working with adolescents
Training Requirement(s):	DPH approved curriculum and reporting as defined in the annual DPH subrecipient agreement.
Competencies:	
Reporting:	Mandatory monthly reporting.
Division Responsible:	MCH

	<u>Asthma Program</u>
Description:	Provides public and professional asthma education and awareness, to decrease asthma morbidity and mortality and improve the quality of life for people with asthma in KY.
Target:	All people with asthma in Kentucky
Category:	Local Public Health Priority
Laws, Regulations:	
Funding Sources:	Federal: CDC
Program Code:	722
Staff Requirement(s):	Varies with level of services: RN, health educator, community health worker, other by approval
Training Requirement(s):	Asthma Basics Healthy Homes Asthma Educator Institute – Optional Contact kentucky.asthma@ky.gov
Competencies:	
Reporting:	CDC Special Projects
References:	EXHALE Asthma Basics
Division Responsible:	PQI

	<u>Breastfeeding Peer Counselor Program WIC</u>
Description:	Provides paraprofessional, peer to peer breastfeeding information and support to pregnant and breastfeeding mothers on the WIC Program
Target:	WIC Program participants who are pregnant or breastfeeding
Category:	Core
Laws, Regulations:	United States Department of Agriculture Guidance
Funding Sources:	Federal WIC Breastfeeding Peer Counselor Grant funding to selected agencies
Program Code:	PGC2101
Staff Requirement(s):	Peer Counselors must have breastfed at least one baby for six months and previously been or currently are a WIC participant. *See further information under the Breastfeeding Peer Counselor Program Description in this section

Training Requirement(s):	<p>Peer Counselor Must complete Levels 1 and 2 USDA Breastfeeding Curriculum Training.</p> <ol style="list-style-type: none"> 1. WIC USDA Breastfeeding Curriculum Level 1 KY Train 1103549 2. WIC USDA Breastfeeding Curriculum Level 2 KY Train 1110936 3. In Person Training as needed. 4. Must have 4 hours continuing education every year by attending mandatory Quarterly Breastfeeding Peer Counselor Meetings. <p>Peer Counselor Supervisor</p> <ol style="list-style-type: none"> 1. WIC USDA Breastfeeding Curriculum Level 1 KY Train 1103549 2. WIC USDA Breastfeeding Curriculum Level 2 KY Train 1110936 3. WIC USDA Breastfeeding Curriculum Level 3 KY Train 1116235 (To be released Spring 2024) 4. State Agency provided Breastfeeding Peer Counselor Supervisor Training. <p>Must attend quarterly WIC Program Peer Counselor Meetings.</p>
Competencies:	Outlined in the USDA Breastfeeding Curriculum Levels 1-3
Reporting:	USDA annual report, Medical Record
References:	WIC USDA Breastfeeding Curriculum, WIC and Nutrition Manual, AR
Contact:	Contact the KY WIC Help Desk at WIC.helpdesk@ky.gov
Division Responsible:	MCH

	Child Fatality Review (CFR)
Description:	CFR process is established to learn from a child death to develop local and state strategies to reduce “preventable” deaths in Kentucky communities in the future.
Target:	Unexpected or unexplained deaths of children < 18 years of age. Per KRS 72.405 and 72.025 the local coroner may call a review for any child death.
Category:	Foundational
Laws, Regulations:	KRS 211.680 ; 211.684 ; 211.686 213.161 ; 72.025 ; 72.029 ; 72.410 ; 72.504
Funding Sources:	Local Tax Funds and MCH Title V Block Grant Funds.
Program Code:	PGL2202 Coded to #201 CFR for Infant Mortality
Staff Requirement(s):	LHDs are required to have a representative on the local team. This representative must be LHD staff (APRN, RN, HANDS supervisors, MsCH Coordinator, etc.)
Training Requirement(s):	Contact DPH/CFR staff to schedule trainings at CFR@ky.gov
Competencies:	
Reporting:	CFR Local Team Review Form, Sudden Unexpected Infant Death Investigation (SUIDI) from Coroner, Coroner Reporting Form, REDCap report before COB 20 th of each month.
References:	AR
Division Responsible:	MCH

	<u>Childhood Lead Poisoning Prevention Program</u>
Description:	Provides blood lead screening to identify elevated blood lead levels (EBLLs) & case management/environmental follow-up services for persons with elevated lead.
Target:	Children 72 months of age and younger & pregnant women.
Category:	Foundational
Laws, Regulations:	KRS 211.180, KRS 211.210, KRS 211.900-211.905 , KRS 211.994 , 902 KAR 4:090
Funding Sources:	CDC
Program Code:	811, Chapter 5
Staff Requirement(s):	Staff obtaining blood lead specimens and blood lead screenings. Staff ensuring case management/follow-up services. Environmental staff performing environmental visual investigations, and certified lead inspections/risk assessments.
Training Requirement:	All LHD staff obtaining blood lead specimens must view CDC’s Blood Lead Collection and Handling Guidelines. ALL LHD staff obtaining blood lead specimens must be familiar with their analyzing labs’ requirements on blood lead specimen collection. (Check with the LHD lab) Annual: Mandatory update trainings when posted Certified Risk Assessors are required to complete the refresher courses provided by DPH’s Environmental Lead Program every 2 years.
Competencies:	
Reporting:	Fax the case management, home visit form and risk assessment forms to (502) 564-5766.
References:	CSG: Lead Section; Forms and Teaching Sheets/Lead Section, Follow-up/Internal Tracking; Prenatal Section; Preventive Guidelines, Pediatrics Section; and AR Environmental Section.
Division Responsible:	MCH

	<u>Diabetes</u>
Description:	<p>Kentucky Diabetes Prevention & Control Program (KDPCP) is a public health initiative consisting of a network of state and local health departments working with community partners to reduce new cases of diabetes, as well as reduce sickness, disability and death associated with diabetes and its complications.</p> <p>Through funds provided by the General Assembly, the Department for Public Health made funds available to select LHDs to support diabetes prevention and control activities. LHDs were selected, based on the sites identified with continuing interest in delivering diabetes prevention and control services in their communities for FY 25. Funds support evidence-based, population-focused, public health approaches to diabetes prevention and control that align with the Centers for Disease Control (CDC) diabetes grant priorities, as well as state priorities and support LHDs that have identified diabetes prevention and control as a priority in their community or service region.</p> <p>Diabetes Self-Management Education & Support (DSMES) services facilitate the knowledge, decision-making and skills mastery necessary for optimal diabetes self-care and incorporate the needs, goals, and life experiences of the person with diabetes (PWD). The KDPCP has achieved</p>

	<p>national accreditation from the Diabetes Education Accreditation Program Association of Diabetes Care and Education Specialists (ADCES). The name of Kentucky’s program is “Healthy Living with Diabetes, Kentucky Department for Public Health” (HLWD). HLWD is an umbrella DSMES program coordinated by KDPCP state staff in partnership with LHDs who have achieved national accreditation. DSMES services offered through the KDPCP will be offered only through the HLWD Program sites via one of the approved delivery methods, face-to-face, telehealth (virtual), facilitated remote, or telephonic.</p>
Target:	Kentuckians with or at risk for diabetes and prediabetes. CDC focus populations African American/Black, Hispanic/Latino and Rural and Appalachia in specifically identified counties.
Category:	Local Public Health Priority
Laws, Regulations:	
Funding Sources:	Federal – CDC and State General Fund
Program Code:	PGL4105, PGL4106, PGL4107
Staff Requirement(s):	<p>Clinical/Diabetes Self-Management Education and Support (DSMES) providers: Only licensed clinical professionals such as RNs and RDs who have completed the Kentucky Diabetes Prevention & Control Program (KDPCP) Training to teach DSMES and are working within an ADCES-accredited HLWD are eligible to teach the KDPCP DSMES Curriculum. If you are unsure of your eligibility, please contact diabetes@ky.gov for more information on starting the online training process.</p> <p>Community service providers: Activities vary based upon staff credentials. Several awareness and education programs can be taught by non-licensed staff (e.g. DPP, Stanford CDSMP). Check with state level staff for more detailed information at diabetes@ky.gov.</p> <p>Diabetes Prevention Program (DPP) Providers: DPP lifestyle coaches may include individuals who have been trained to deliver the required curriculum content and possess the skills, knowledge and qualities to deliver a behavior change program. Coaches may be lay health workers or health professionals. Contact diabetes@ky.gov for more information on training opportunities to provide the CDC-based National Diabetes Prevention Program.</p>
Training Requirement(s):	<p>Clinical/DSMES providers: Contact state diabetes staff to begin the training process that includes online training modules from the Association of Diabetes Care & Education Specialists. Fifteen hours of annual continuing education is required for DSMES providers and Licensed Diabetes Educators.</p> <p>DPP Providers: If you are interested in becoming a DPP provider, please contact diabetes@ky.gov. Additional trainings may be required depending on services provided.</p> <p>**Accredited DSMES providers/sites, including Healthy Living with Diabetes (HLWD) sites, must follow accreditation guidelines.</p>
Competencies:	
Reporting:	LHD Network System(s)/LHD EHR

References:	CSG, Nutrition Section of the WIC and Nutrition Manual, National Standards for Diabetes Self-Management Education and Support , and Standards of Medical Care in Diabetes
Division Responsible:	PQI

	Family Planning
Description:	Assist individuals in determining the number and spacing of their children through the provisions of affordable, voluntary, family planning services.
Target:	<ul style="list-style-type: none"> • Females, males, and adolescents in need of reproductive health services • Priority to low-income persons at or below 100% of the federal poverty level
Category:	Local Public Health Priority
Laws, Regulations:	Federal Title X PL 91-572; Legislative Mandates
Funding Sources:	Federal Title X.
Program Code:	802
Staff Requirement(s):	<u>Medical:</u> MD, APRN or PA. <u>Counseling:</u> RN, LPN or appropriately trained health professional
Training Requirement(s):	Family Planning Training Calendar
Competencies:	
Reporting:	LHD Network System(s) , FPAR, QA Site Visits
References:	CSG
Division Responsible:	DWH
Approved CPT/ICDs	CPT Family Planning Codes ICD Family Planning Codes

	HANDS
Description:	Voluntary home visits to support parents during prenatal period & up to child's second birthday.
Target:	Pregnant individuals and their child(ren).,
Category:	Core
Laws, Regulations:	KRS 211.690
Funding Sources:	Phase I Tobacco Settlement, Federal Medicaid, and Federal Maternal Infant Early Childhood Home Visiting Grant
Program Code:	853
Staff Requirement(s):	<u>Supervisor:</u> Kentucky licensed RN/SW <u>Home Visitor</u> <ul style="list-style-type: none"> - Family Support Worker, professional: RN, SW or other professional - Family Support Worker, paraprofessional: high school diploma or GED
Training Requirement(s):	Mandatory core, curriculum, and advanced training along with wraparound hours.
Competencies:	
Reporting:	HANDS web-based system
References:	CSG
Division Responsible:	MCH

	<u>Heart Disease and Stroke Prevention Program</u>
Description:	Provides public & professional awareness, community education, quality improvement & increase community clinical linkages to reduce the incidence & complications of cardiovascular and cerebrovascular disease.
Target:	All Kentuckians at risk for cardiovascular and/or cerebrovascular disease
Category:	Local Public Health Priority
Laws, Regulations:	
Funding Sources:	Federal – CDC funding.
Program Code:	832
Staff Requirement(s):	Varies with level of services: nurse, RD or certified nutritionist, &/or health educator.
Training Requirement(s):	Varies with level of services provided.
Competencies:	
Reporting:	Special project reports
References:	CDC HDSP Million Hearts SMBP
Division Responsible:	PQI

	<u>HIV/AIDS</u>
Description:	Provides education, testing, reporting, diagnosis, linkage to treatment, and prevention for HIV.
Target:	Individuals who are at increased risk for acquiring HIV as well as individuals diagnosed with HIV.
Category:	Foundational
Laws, Regulations:	KRS 214.605/10/620/625/650 and 902 KAR 2.020/080
Funding Sources:	CDC and HRSA
Program Code:	727, 751, 822, 835, 839, 842, 843, 844, 845, 847, 855
Staff Requirement(s):	Healthcare providers, non-healthcare staff and support staff
Training Requirement(s):	<p>Healthcare staff</p> <ul style="list-style-type: none"> Recommended HIV/AIDS Training <ul style="list-style-type: none"> -Prerequisite: Combination Prevention – Working with Clients to Stop HIV Transmission, TRAIN course #: 214901 -Prerequisite: Implementing HIV Testing in Nonclinical Settings, 3-part module, TRAIN course #: 1104889 -Full-day workshop Implementing HIV Testing in Nonclinical Settings, HIV/AIDS Prevention Program - Cabinet for Health and Family Services (ky.gov) <p>Non-healthcare staff who are performing HIV testing and outreach</p> <ul style="list-style-type: none"> Required HIV/AIDS Training <ul style="list-style-type: none"> -Prerequisite: Combination Prevention – Working with Clients to Stop HIV Transmission, TRAIN course #: 214901 -Prerequisite: Implementing HIV Testing in Nonclinical Settings, 3-part module, TRAIN course #: 1104889 -Full-day workshop Implementing HIV Testing in Nonclinical Settings, HIV/AIDS Prevention Program - Cabinet for Health and Family Services (ky.gov)
Competencies:	

Reporting:	<p>Positive results must be reported to the Kentucky Department for Public Health within 5 business days via the Adult HIV Confidential Case Report Form or Pediatric HIV Confidential Case Report Form. HIV/AIDS Reporting and Statistics - Cabinet for Health and Family Services (ky.gov)</p> <ul style="list-style-type: none"> To report a case by phone, please call the HIV/AIDS Case Reporting Line at 1 (866) 510-0008 To report by mail, please place case report forms (available below) inside two sealed envelopes, both marked Confidential, and addressed to: <p style="margin-left: 40px;">Kentucky Department for Public Health Attn: Surveillance 275 E. Main St., HS2E-C Frankfort, KY 40621</p> Do not fax confidential information. <p>All state sponsored HIV tests (positive and negative) must have a completed EvaluationWeb form. HIV/AIDS Prevention Program - Cabinet for Health and Family Services (ky.gov)</p> <p>Once reported, a Disease Intervention Specialist (DIS) will provide Partner Services for persons newly diagnosed with HIV disease and are available statewide.</p> <p>Persons with HIV may be referred to the Kentucky HIV Care Coordinator Program. HIV/AIDS Services Program - Cabinet for Health and Family Services (ky.gov)</p>
References:	CSG and CDC Guidelines
Division Responsible:	EHP

	<i>Immunization: Vaccine Coordinator</i>
Description:	Provides immunization education to promote the health of Kentuckians by decreasing the incidence of vaccine preventable diseases and assures the use of quality vaccine.
Target:	Primarily children & some adults.
Category:	Foundational
Laws, Regulations:	KRS 214.034 KRS 214.036 902 KAR 2:060
Funding Sources:	Federal- CDC, State General Fund
Program Code:	800/801
Staff Requirement(s):	Health Educators, Program Coordinators, lay people, RNs, Experienced paraprofessional working under the supervision of professional staff.
Training Requirement:	<p>Requires familiarity with recommendations and references.</p> <ul style="list-style-type: none"> CDC: Vaccine Storage and Handling Toolkit. In Person training by Immunization Branch Field Staff DPH Storage & Handling Webinars, conferences, or trainings
Competencies:	

Reporting:	
References:	Manual for the Surveillance of VPD https://www.cdc.gov/vaccines/pubs/surv-manual/index.html KY Immunization Branch (KIP) Provider Manual
Division Responsible:	EHP

	<u>Immunizations</u>
Description:	Provides immunizations and immunization education to promote the health of Kentuckians by decreasing the incidence of vaccine preventable diseases.
Target:	Primarily children & some adults.
<u>Category:</u>	Foundational
Laws, Regulations:	KRS 214.034 KRS 214.036 902 KAR 2:060
Funding Sources:	Federal – CDC, State General Fund.
Program Code:	800/801
Staff Requirement(s):	Nurses
Training Requirement:	Requires familiarity with recommendations and references. <ul style="list-style-type: none"> • You Call the Shots – Web-based Training Course • Pink Book Webinar Series. • Current CDC Immunization Schedules.
Competencies:	
Reporting:	KYIR
References:	Vaccine Preventable Disease
Division Responsible:	EHP

	<u>KY Women’s Cancer Screening Program</u>
Description:	Provides breast & cervical cancer screening & follow-up services to promote optimal health outcomes for women
Target:	Women ages 21 and over, uninsured at or below 250% of federal poverty level
<u>Category:</u>	Local Public Health Priority
Laws, Regulations:	KRS 214.554: P.L. 101-354, P.L. 101-183, and P.L. 101-340
Funding Sources:	Federal – CDC’s National Breast and Cervical Cancer Early Detection Program (NBCCEDP) grant funds
Program Code:	813
Staff Requirement(s):	<u>Clinical Screening:</u> <ul style="list-style-type: none"> • MD, APRN, or PA recommended • RN, with cancer screening certification (Training to receive certification is no longer available, but nurses currently certified may continue to practice in this role.) <u>Nurse Case Manager (NCM):</u> <ul style="list-style-type: none"> • APRN, RN, or LPN
Training Requirement(s):	NCM: Complete required TRAIN modules listed in CSG Cancer Section, one-on-one training with DPH QA Nurse, prior to assuming NCM role. Back-up NCM: Complete required TRAIN modules listed in CSG Cancer Section, prior to assuming NCM duties.

Competencies:	
Reporting:	LHD Network System(s) , Special KWCSF reports (i.e. MDEs)
References:	CSG
Division Responsible:	DWH

	<u>Nutrition (Community)</u>
Description:	Provides public and professional awareness, community education, and community mobilization to promote optimal nutrition.
Target:	Community through nutrition activities.
Category:	Local Public Health Priority
Laws, Regulations:	
Funding Sources:	Federal MCH Block, & State General.
Program Code:	PGF2200
Staff Requirement(s):	Varies with level of services: Registered Dietitian, Certified Nutritionist, Nurse, &/or health educator.
Training Requirement(s):	Varies with level of service, minimum of 4 hours of Continuing Education annually.
Competencies:	Knowledge of Nutrition, and Dietary Guidelines for Americans
Reporting:	Community Reporting System
References:	WIC and Nutrition Manual, AR
Division Responsible:	MCH

	<u>Nutrition (MNT)</u>
Description:	Provides Medical Nutrition Therapy to individuals & groups to promote optimal nutrition.
Target:	Individuals with a medical problem for which dietary therapy can be beneficial (Medical Nutrition Therapy - MNT).
Category:	Local Public Health Priority
Laws, Regulations:	KRS 310 ; 201 KAR 33
Funding Sources:	Medicaid & Medicare, local fees, and other third party payers.
Program Code:	
Staff Requirement(s):	MNT counseling can only be provided by a Registered (RD/RDN) and Kentucky Licensed Dietitian (LD) or a Certified Nutritionist (CN) MNT provided by a CN may not be reimbursable.
Training Requirement(s):	Annual 15 hours of continuing education required to maintain license or certification.
Competencies:	Effective education and counseling skills to facilitate behavior change. Knowledge of Nutrition, and Dietary Guidelines for Americans. Ability to evaluate emerging research for application in dietetics practice.
Reporting:	LHD Network System(s) .
References:	WIC and Nutrition Manual, AR, & Academy of Nutrition and Dietetics Nutrition Care Manual
Contact:	Nutrition Services Branch/Kentucky WIC Help Desk at WIC.helpdesk@ky.gov
Division Responsible:	MCH

	<u>Oral Health:</u> Nursing
Description:	Provide fluoride varnish application, fluoride supplies, supplements & training & water testing to reduce caries.
Target:	Children 6 months through 6 years of age for Fluoride Supplement program. Fluoride Varnish for children birth (eruption of first tooth) through children through age 19.
<u>Category:</u>	Local Public Health Priority
Laws, Regulations:	KRS 211.180(1)(a)
Funding Sources:	State General Funds for Supplementation Program. Medicaid and Tobacco Settlement Funds and Title V Funds for Varnish Program.
Program Code:	712,
Staff Requirement(s):	APRN, RN, LPN, RDH, DMD, DDS – Who have completed KIDS Smile Fluoride Varnish training.
Training Requirement(s):	Kids Smile Fluoride Varnish training. Course presentation available upon request.
Competencies:	Supplementation: Education of Program as taught by Supervising Nurse Varnish: Completion of KIDS Smile Curriculum as presented by the Oral Health Program/Staff.
Reporting:	LHD Network System(s)
References:	AR & CSG
Division Responsible:	PQI

	<u>Oral Health:</u> Public Health Dental Hygiene
Description:	Provide preventive dental services in accordance with Public Health Dental Hygiene Program standards.
Target:	Patients in need of dental prevention whose needs meet the scope of practice of a Public Health Registered Dental Hygienist.
<u>Category:</u>	Local Public Health Priority
Laws, Regulations:	KRS 313.040 and 201 KAR 8:562
Funding Sources:	State General Funds, Medicaid, and Local Public Health Tax Funds.
Program Code:	733
Staff Requirement(s):	RDH with Certificate as a Public Health Registered Dental Hygienist
Training Requirement(s):	Public Health Orientation Dental Preventive Program Orientation and Training available upon request
Competencies:	Experience as required by Kentucky Law.
Reporting:	LHD Network System(s)
References:	AR & CSG

Division Responsible:	PQI
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	<u>Overdose Education and Naloxone Distribution</u>
Description:	Provide overdose education and naloxone distribution via harm reduction programs, including syringe services programs to decrease opioid overdose deaths.
Target:	Adults 18+
Category:	II
Laws, Regulations:	KRS 217.186 (Naloxone)
Funding Sources:	Federal: SAMHSA
Program Code:	
Staff Requirement(s):	Varies with service. Any staff with training may provide overdose education and naloxone distribution to community members.
Training Requirement(s):	Training in person or by video as determined by DPH.
Competencies:	
Reporting:	Naloxone distribution via REDCap with harm reduction data or other methods as arranged with KPhA or other entity or agency.
Division Responsible:	PHPS

	<u>Prenatal</u>
Description:	With the implementation of the <u>Kentucky Public Health Transformation</u> model, Prenatal transitioned from direct patient services to population health. Therefore, LHDs do not have to do or assure prenatal care.
Target:	Pregnant women without a secondary payment source for prenatal care; income at or below 185% FPL.
Category:	Local Public Health Priority
Laws, Regulations:	907 KAR 20:050
Funding Sources:	MCH will not provide funding for direct patient prenatal services. LHDs will need to identify a funding source other than MCH funds such as Public Health Block Grant.
Program Code:	803
Staff Requirement(s):	<i>Medical:</i> MD, APRN, CNM, or PA. <i>Support:</i> RN, LPN. OB consultation must be available.
Training Requirement(s):	Initial: Because LHDs do not have in-house prenatal clinics, this is being reviewed and revised. All LDHs that work with women with positive pregnancy tests should be able to provide referral to wrap-around services, assist in applying for presumptive eligibility and provide basic prenatal information and referral to an obstetric provider. Annual: This is also being reviewed. LHD staff who work with women with positive pregnancy tests are encouraged to take advantage of available education provided by the Kentucky Perinatal Quality Collaborative (KyPQC) and the collaborative education provided by MCH and the Kentucky Perinatal

	Association (KPA). These educational programs are available on the KyPQC and KPA websites.
Competencies:	
Reporting:	LHD Network System(s).
References:	AR
Division Responsible:	MCH

	Reportable Disease
Description:	Provides surveillance, investigation & follow-up/response for reportable conditions and outbreaks of non-reportable conditions (MRSA).
Target:	General public with an identified or suspected condition of public health importance.
Category:	Foundational
Laws, Regulations:	KRS 211.258 ; 902KAR2.020
Funding Sources:	Federal - CDC & State General
Program Code:	800, 801 and 807 plus function code 152
Staff Requirement(s):	Nurses, Epidemiologists at state and local levels. State and LHD environmentalists as needed for suspected/food and waterborne outbreaks.
Training Requirement(s):	<p>a. Reportable Disease staff must be an active member of the LHD’s Epi Rapid Response Team.</p> <ul style="list-style-type: none"> * Attend a two (2) day beginners training session for Epi Ready Response Team (ERRT). * Attend the application day exercise in the first year as an ERRT member. * Attend the application day exercise once every three years as a refresher. * Complete four hours of approved contact hours annually. * Attend two annual ERRT conferences within a four-year period. <p>b. Reportable Disease staff nurses without formal epidemiology training are expected to review the CDC course: <i>Principles of Epidemiology in Public Health Practice.</i> https://www.cdc.gov/ophss/csels/dsepd/ss1978/ss1978.pdf</p> <p>c. State and LHD Reportable Disease staff must complete National Electronic Disease Surveillance System (NEDSS) training</p>
Competencies:	<p>Nurses are expected to:</p> <p>Have a basic understanding of epidemiology regarding the ten steps of outbreak investigation and data collection methods</p> <p>Epidemiologists are expected to:</p> <p>Have a comprehensive understanding of epidemiology involving outbreak investigations and data analyses and serve as a resource to reportable disease nurses in their region. Regional Epidemiologists are required to update necessary staff with case definitions, epi curves, line lists, and reports during an outbreak investigation</p>
Reporting:	Reportable Diseases Form, (EPID 200) National Electronic Disease Surveillance System (NEDSS) (Electronic)
References:	Heyman, David L., Control of Communicable Diseases Manual (CCDM), 20 th edition, Washington, DC: American Public Health

	Association, 2015 Red Book: Report of the Committee on Infectious Diseases 30 th ed. Elk Grove Village, IL; American Academy of Pediatrics, 2015 (CDC)
Division Responsible:	EHP

	School Health: Clinic Services (Nursing)
Description:	The KDE Health Services Reference Guide should be followed for emergency care and for referral and management of acute and chronic conditions in a school setting. The Clinical Service Guide (CSG) found here: Local Health Departments - Cabinet for Health and Family Services (ky.gov) contains clinical protocols for local health department (LHD) nurses that have been identified as Core Public Health Services by the Kentucky Department for Public Health (KDPH). The purpose of this document is to clearly identify minimum program/grant requirements and provide information that will support LHD operation. Synchronize clinical with coordinated school health services when applicable.
Target:	School aged children up to age 21.
Category:	Local Public Health Priority
Laws, Regulations:	KRS 211.187 Local public health priorities: As long as core public health programs are funded and implemented, local public health priorities, as defined in KRS 211.185 , may be provided by the agency and shall meet the following criteria: (a) Demonstrate data-driven needs; (b) Use evidence-based or promising practices; (c) Identify adequate funding; (d) Demonstrate performance and quality management plans; and (e) Define a strategy to determine when the service or program is no longer needed. KRS 156.501 , KRS 156.502 , KRS 314.011 and 702 KAR 1:160 School health services must be followed in accordance with KDE and DPH mandates.
Funding Sources:	Medicaid School Based Contracts, LHD local tax dollars, and LHD local reserves and contract with local school districts.
Program Code:	700 Determined by ICD-10 codes.
Staff Requirement(s):	Nurses for school health nursing functions. Other staff as appropriate: Health Educators, Dietitians, Nutritionists, and support staff.
Training Requirement(s):	Mandatory KDPH does not provide specific pediatric preventive health services education or training. As it relates to nursing competence, KRS 314.021 states: all individuals licensed or privileged under provisions of this chapter and administrative regulations of the board shall be responsible and accountable for making decisions that are based upon the individuals' educational preparation and experience and shall practice with reasonable skill and safety. LHDs may contract/collaborate with qualified entities to develop, provide and certify training or direct pediatric preventive health services. Recommended

	<p>1) KDE Orientation for New School Nursing trainings and other professional trainings needed to be determined by the individual nurse.</p> <p>2) BLS Adult/Child and infant CPR, First Aid and AED certification (as appropriate) and maintain certification status as required.</p> <p>3) First time trainers should complete the Medication Administration Training Program - Kentucky Department of Education for both regular and emergency medications before teaching the program for the first time.</p> <p>4) Complete all trainings specific for services provided as required in the CSG and /or AR.</p>
Competencies:	<p>The National Association of School Nurses has published the Framework for 21st Century School Nursing Practice – National Association of School Nurses (nasn.org) that creates an overarching structure that includes concepts integral to the complex clinical specialty practice of school nursing that can be used for reference. LHDs should develop and assess competencies for providers in a school setting. Recommended areas of practice competencies are listed (not be an all-inclusive list):</p> <ul style="list-style-type: none"> • 10 ESSENTIAL SERVICES OF PUBLIC HEALTH • PROFESSIONAL ISSUES • HEALTH APPRAISAL • HEALTH PROMOTION AND NURSING MANAGEMENT • HEALTH PROMOTION AND DISEASE PREVENTION • SCHOOL HEALTH ISSUES
Reporting:	<p>702 KAR 1:160 states that screening tests related to growth and development, vision, hearing, and any dental screenings shall be included in the student’s cumulative health record on the form KDESHS006 or maintained electronically using the student information system.</p> <p>What Should I Enter Into Infinite Campus? (ky.gov) provides an overview of 702 KAR 1:160 and lists the school documentation requirements and what data to enter into Infinite Campus. Per Federal Education Rights Protection Act (FERPA), this information is required to be maintained in the student’s education/health record. It is preferred that all health-related data be entered into the Kentucky Student Information System (KSIS), Infinite Campus (IC), following Infinite Campus Information - Kentucky Department of Education guidance. For more detailed information refer to the U.S Department of Education guidance document Joint Guidance on the Application of FERPA and HIPAA to Student Health Records Protecting Student Privacy (ed.gov) that clarifies for school administrators, health care professionals, families, and others how FERPA and HIPAA apply to education and health records maintained about students, with a particular focus on student health records maintained by educational agencies and institutions and by third parties acting on their behalf.</p> <p>Services provided by LHD staff require documentation in the LHD Network System(s), and if the LHD is billing for the service the patient encounter form should be completed with appropriate documentation to support the billing claim.</p>

	It is the LHD’s responsibility to ensure the provider meets the criteria to document and bill for services. An audit and monitoring process is recommended for ensuring compliance.
References:	AR, CSG, KDE references.
Division Responsible:	MCH

	<u>School Health: Coordinated</u>
Description:	Public health and education serve the same children, often in the same settings. The Whole School Whole Community, Whole Child (WSCC) model focuses on the child to align the common goals of both sectors to put into action a whole child approach to education. The Whole School, Whole Community, Whole Child (WSCC) Healthy Schools CDC model is CDC’s framework for addressing health in schools. The WSCC has 10 components : <ul style="list-style-type: none"> • Health Education • Physical Education and Physical Activity • Nutrition Environment and Services • Health Services • Social and Emotional Climate • Counseling, Psychological, and Social Services • Physical Environment • Employee Wellness • Family Engagement • Community Involvement
Target:	School aged & adolescent children up to age 21.
Category:	Local Public Health Priority
Laws, Regulations:	Must be carried out in accordance with KDE & DPH mandates.
Funding Sources:	MCH Title V Block Grant, State General, or local tax funds or contracts with local school districts.
Program Code:	Determined by Community-based Plan.
Staff Requirement(s):	Health Educators, Dietitians, Nutritionists, Nurses & support staff, as appropriate.
Training Requirement(s):	No mandatory training. The CDC has published the e-Learning Series: Training Tools for Healthy Schools Healthy Schools CDC that is available for review. Technical assistance is available the School Health Program staff, and MCH Coordinator for use of MCH Title V Funds.
Competencies:	Staff providing CSH services, should possess necessary skills and competencies for providing services. Assessment of competency is to be developed and completed by the local agency.
Reporting:	MCH and/or KDE required reports.
References:	CSG, KDE references.
Division Responsible:	MCH

	<u>Sexually Transmitted Disease</u>
Description:	Provides education, surveillance, diagnosis, treatment, & contact follow up for sexually transmitted diseases.
Target:	Individuals who are at increased risk for acquiring Sexually Transmitted Infections (STIs) as well as individuals diagnosed with STIs.

Category:	Foundational
Laws, Regulations:	KRS 211 , KRS 214 , 902 KAR 2.020 and 902 KAR 2.080
Funding Sources:	CDC – Prevention Funds and State General Funds
Program Code:	807
Staff Requirement(s):	Healthcare providers, disease intervention specialists and support staff
Training Requirement(s):	<ul style="list-style-type: none"> • Required Part I - STI Modules: This training is for new nurses who provide STI clinic services. The modules consist of several self-study STI modules which are provided by the University of Washington STD Prevention Training Center and can be accessed through TRAIN ID 1098354 or The National STD Curriculum web site. Please contact Chang Lee at chang.lee@ky.gov for questions. • Required Part II - Practicum: An independent practicum with an experienced preceptor. Please contact Chang Lee at Chang.Lee@KY.gov for scheduling and questions. • Recommended STI Updates every two years for CE's. • Required HIV/AIDS Training for healthcare staff. Please see the HIV section's requirements. • Disease Intervention Specialist (DIS): Required: DIS Fundamentals Training. This training plan focuses on fundamental disease intervention skills for new DIS and those conducting partner services. • Required HIV/AIDS Training for non-healthcare staff. Please see the HIV section's requirements.
Competencies:	
Reporting:	<p>Please see 902 KAR 2:020 for reporting requirements. Case reports may be made electronically through the Kentucky Health Information Exchange (KHIE). Case reports may also be faxed or mailed by completing an EPID 200 form and faxing to 502-564-5715 or mailed to:</p> <p>Kentucky Department for Public Health STD Prevention and Control Program 275 E Main St, MS: HS2CC Frankfort, KY 40621</p>
References:	CSG and CDC Treatment Guidelines
Division Responsible:	EHP

	Tobacco Use Prevention and Cessation
Description:	<p>The single most important step in addressing tobacco use and dependence is screening for tobacco use.</p> <ol style="list-style-type: none"> 1. All Health Departments shall ensure that tobacco use status identification is prominently visible in the patient's file. Documentation shall include status, referrals, progress and follow-up. 2. Tobacco use status questions shall be asked and recorded for every visit. 3. <i>Every</i> patient identified as a smoker shall be advised to quit at every visit. This advice shall be clear, strong, and personalized to the patient.

	<p>4. Each patient identified as a smoker shall be assessed as to willingness to quit.</p> <p>5. Assist every smoker who wants to quit by providing educational materials, referrals to cessation services.</p> <p>6. Patients, parents of small children exposed to secondhand smoke, and pregnant women shall be informed of the health effects of exposure to secondhand smoke.</p> <p>At the minimum, each visit should include the A-A-R protocol: ASK Find out about your client’s tobacco use or non-use ADVISE. Explain the benefits of being tobacco-free and let them know they need to stop. REFER. Verbally refer the patient to cessation resources such as Freedom from Smoking or Kentucky’s quit line Quit Now Kentucky (800-QUIT NOW [1-800-784-8669])</p> <p>Cessation Referral Sources: <u>Quit Now Kentucky</u> is a confidential telephone and/or online service that helps Kentucky residents stop using tobacco products including e-cigarettes, at no cost. The service is available at QuitNowKentucky.org and 1-800-QUIT NOW twenty-four hours a day, seven days a week. If contemplating quitting log on to www.QuitNowKentucky.org for resources to help you get ready to quit. All cessation services are available in English and Spanish, with translation services provided at no cost for additional languages. Providers can use the system’s bidirectional referral process to connect patients to resources.</p> <p>My Life, My Quit is a confidential text and/or online services that helps Kentucky youth (under 18) stop using tobacco products, including e-cigarettes. The service is available at MyLifeMyQuit.org or by texting START MY QUIT to 36072 twenty-four hours a day, seven days a week.</p> <p><u>Freedom From Smoking</u> is an seven-week tobacco cessation intervention developed by the American Lung Association. This series of sessions identifies why a person smokes, options for nicotine replacement therapy and pharmacotherapy, helps tobacco users set a quit date, and provides support to remain tobacco-free. A trained facilitator leads lectures, group discussion, and skills practice focusing on a variety of evidence-based cessation practices. Certification is required.</p> <p><u>Tobacco Treatment Training</u> is available for health care providers, health education specialists, and others who may wish to provide individual counseling to tobacco users. The specialist training provides 27 hours of on-demand online education available through the University of Kentucky BREATHE program. A national certification is additionally available.</p>
Target:	People who use tobacco products and youth (as potential future tobacco users).
Category:	Local Public Health Priority
Laws, Regulations:	
Funding Sources:	Federal - CDC & State Master Settlement Agreement
Program Code:	836
Staff Requirement(s):	Health educator, RN, community health worker

Training Requirement(s):	Resources: <ul style="list-style-type: none"> • The Guide to Community Preventive Services: Tobacco Prevention and Control • CDC Best Practices for Comprehensive Tobacco Control Programs – 2014 • CDC State and Community Resources: Best Practices – User Guides
Competencies:	
Reporting:	REDCap; email
References:	Contact Ky.TobaccoFree@ky.gov
Division Responsible:	PQI

	Tuberculosis
Description:	Finding and managing persons who have or who are suspected of having active tuberculosis (TB) and ensuring completion of therapy. Finding and evaluating contacts of active TB patients and ensuring completion of appropriate treatment. Targeted tuberculin testing of persons in at risk groups and ensuring completion of treatment for latent tuberculosis infection (LTBI).
Target:	General population at risk.
Category:	Foundational
Laws, Regulations:	KRS Chapter 211 & KRS Chapter 215 (.511-.600, Tuberculosis Control) 902 KAR 20:016-200 902 KAR 2: 020-090
Funding Sources:	Federal – CDC & State General Fund
Program Code:	806
Staff Requirement(s):	<ol style="list-style-type: none"> 1. Physician and/or APRN: Each district and independent health department shall have a contract medical provider knowledgeable in the field of mycobacterial diseases. 2. TB Nurse Case Manager: Each district and independent health department shall designate a registered nurse as TB Nurse Case Manager.
Training Requirement(s):	<p>Nurse Case Managers (NCM) county/District</p> <p>For annual training calendars and registration(s): Contact the KY TB Program at 502-564-4276</p> <ol style="list-style-type: none"> 1. *Prerequisite- CDC Self Study Modules on Tuberculosis (Modules 1-5, 2008) (Modules 6-9, 2000) 2. KY TB Program Initial Orientation (two-day virtual training offered twice a year) 3. For High Incident Jurisdictions (ie. Annual average >3 cases): SNTC Nurse Case Management Course (12-week intensive on-line course with assigned coach/mentor) <p><i>See Training this section for time frame requirements.</i></p>
Competencies:	Recommended Ongoing Trainings 1. TB Nurse Case Manager Core Competencies 2. Participation in national, state, and regional TB

	seminars3. CDC on Tuberculosis - Interactive Core Curriculum: What the Clinician Should Know.
Reporting:	TB-1 LTBI form TB-2 Contact Roster TB-2b Contact Investigation Summary TB-32 Local Health Department TB Monthly Report RVCT Follow-up form for B1, B2 TB Classified Immigrants and Refugees.
References:	CSG, TB Chapter, CDC TB Guidelines, Red Book, Control of Communicable Diseases Manual, Reportable Disease Desk Reference.
Division Responsible:	EHP

	Vital Statistics
Description:	Records all births, deaths, & other vital records by county of occurrence & forwards to DPH Vital Statistics Branch.
Target:	General public
Category:	Foundational
Laws, Regulations:	KRS 213.036
Funding Sources:	State T & A
Program Code:	890
Staff Requirement(s):	Local Registrar recommended by LHD director & appointed by Commissioner of DPH.
Training Requirement(s):	Mandatory for all new registrars & mandatory updates.
Competencies:	
Reporting:	Certificates
References:	Registrar Guidelines
Division Responsible:	EHP

	Pediatric Preventive Health Programs
Description:	Preventive infant/child health services promote and safeguard the health and wellness of all children through proactive leadership and service.
Target:	Age 0 to 21 years of age.
Category:	Local Public Health Priority
Laws, Regulations:	KRS 211.180 (1) (e)
Funding Sources:	Public Health Block Grant
Program Code:	800
Staff Requirement(s):	Staff providing preventive health exams should do so per practice standards as defined by licensure and per the standard of care defined by the American Academy of Pediatrics.
Training Requirement(s):	<ul style="list-style-type: none"> Per licensure requirements and accreditation/certification body KDPH does not provide certification training. RNs and APRNs participating in the Kids Smile Fluoride Varnish Program are required to complete the Kids Smile Fluoride Varnish Program Training.

Competencies:	LHDs who provide pediatric preventative services or school nurse services should establish internal policies and procedures that meet best practice guidelines for licensure level of the provider, billing practices as defined by DMS and AFM, and audit tools to ensure compliance. These are not governed or monitored by the KDPH School Health program or Pediatric program.
Reporting:	Services provided by LHD staff require documentation in the LHD Network System(s), and if the LHD is billing for the service the patient encounter form should be completed with appropriate documentation to support the billing claim. It is the LHD's responsibility to ensure the provider meets the criteria to document and bill for services. An audit and monitoring process is recommended for ensuring compliance.
References:	CSG, AR
Division Responsible:	MCH

	<u>WIC</u>
Description:	Provides nutrition education & healthy foods for income & risk eligible individuals.
Target:	Pregnant, breast-feeding, & post-partum women, infants, and children up to age 5 at nutritional risk.
Category:	Core
Laws, Regulations:	Women, Infants and Children (WIC) – Laws and Regulations Child Nutrition Act of 1966 WIC Legislative Requirements: Section 17 902 KAR Chapter 18.
Funding Sources:	Federal – USDA
Program Code:	PGC2100
Staff Requirement(s):	<ol style="list-style-type: none"> 1. WIC Coordinator (Must be designated, may serve multiple roles) 2. Nutrition Education Coordinator (Must be designated, may serve multiple roles) 3. Breastfeeding Coordinator (Must be designated, may serve multiple roles) 4. <i>Designated Breastfeeding Expert, DBE (Must complete Levels 1-4 of USDA Breastfeeding Training on Train and be designated by October 2024)</i> 5. WIC Certifying Health Professional: may be a Registered Dietitian, Registered Dietitian Nutritionist, Certified Nutritionist, Registered Nurse, Licensed Practical Nurse, Public Health Nutritionist (4 year Nutrition degree with WIC State Agency Approval), Advanced Practice Registered Nurse, Physician Assistant or Doctor of Medicine. 6. Support Staff <p>Ensure that one employee is not responsible for both determining income eligibility and nutritional risk certification.</p>
Training Requirement(s):	All WIC Staff: <ol style="list-style-type: none"> 1. WIC DPH Kentucky Civil Rights Training KY Train 1108316 (required annually).

2. WIC USDA Breastfeeding Curriculum Level 1 [KY Train](#)1103549
3. Saving the Children – the History of WIC video <https://www.youtube.com/watch?v=Ot7FGXdTrY4>
4. Required Notifications and Counseling Training on WIC and Nutrition Manual Policy 200, Certification Overview and Required Notifications (*To be released Fall 2024*).

WIC Coordinator and WIC Support Staff:

1. See all WIC Staff Requirement above.
2. WIC 101 Course Module [KY Train](#) 1110363
3. WIC PM DPH Verification of Certification (VOC) [KY Train](#) 1092469
4. WIC Coordinator Orientation Training Provided by State Agency. Contact Clinical Nutrition Section to schedule.

WIC Coordinator, Nutrition Coordinator, Breastfeeding Coordinator and WIC Certifying Health Professionals

1. See all WIC Staff Requirement above.
2. WIC DPH Infant Formula and WIC Nutritional Training [KY Train](#) 1109673
3. WIC DPH Value Enhanced Nutrition Assessment (VENA) Plan of Care and Goal Setting [KY Train](#) 1109674
4. WIC DPH Mid-Certification Health Assessment (MCHA) [KY Train](#) 1109707
5. WIC DPH Secondary Nutrition Education for Health Professionals [KY Train](#) 1109708
6. WIC DPH Breast Pump Issuance and Tracking Guidelines [KY Train](#) 1109711
7. Pronto in use in a WIC clinic- [Hemoglobin Test with the Masimo Pronto - YouTube](#)
8. Additional WIC Nutrition and Breastfeeding Trainings coming in Fall 2024 through Summer 2025: Lead Screening, Immunizations, Referrals, Food Package Tailoring, Nutrition and Breastfeeding Assessment and Education, Documentation and Lifecycle Nutrition.

WIC Certifying Health Professionals

1. See all WIC Staff Requirement above.
2. See WIC Coordinator, Nutrition Coordinator, Breastfeeding Coordinator and WIC Certifying Health Professionals training.
3. WIC USDA Breastfeeding Expert Training Levels 1-3. See below for Designated Breastfeeding Expert.
4. WIC Breast Pump Instruction Video [Hygeia Pro Breast Pump | Hygeia Health](#).

Designated Breastfeeding Expert (DBE)

- WIC USDA Breastfeeding Curriculum Level 1 [KY Train](#) 1103549.
- WIC USDA Breastfeeding Curriculum Level 2 [KY Train](#) 1110936.
- WIC USDA Breastfeeding Curriculum Level 3 [KY Train](#) 1119763

	<ul style="list-style-type: none"> ○ WIC USDA Breastfeeding Curriculum Level 4 (<i>To be released Fall 2024</i>). <p>Additional Training Available</p> <ol style="list-style-type: none"> 1. WIC Works Website offers a variety of Training Resources 2. Additional WIC Policy and Procedures Training is available upon request and as required by Nutrition Services Branch. <ul style="list-style-type: none"> ▪ WIC Farmers’ Market Training ▪ WIC Nutrition Coordinator Training ▪ WIC Breastfeeding Coordinator Training ▪ WIC Coordinator Orientation Training
Competencies:	See Staffing Requirements and Training Requirements above
Reporting:	LHD Network System(s) , CMS Portal, PEF Entry
References:	WIC and Nutrition Manual, AR
Contact:	Contact the KY WIC Help Desk at WIC.helpdesk@ky.gov
Division Responsible:	MCH

OTHER SUGGESTED TRAINING MODULES AVAILABLE ON “[TRAIN Kentucky](#)”

- KY DPH Ergonomics Module – [1020100](#)
- KDPH Occupational Safety Health Administration (OSHA) Bloodborne Pathogens Module – [1103084](#)
- KY DPH Occupational Safety Health Administration (OSHA) TB Module- [1074371](#)
- KY DPH HIPAA Employee Orientation Module – [1020107](#)
- KY DPH Limited English Proficient (LEP) Persons Module – [1020091](#) (**this is not applicable for WIC Staff, this is included in the CIVIL Rights Training**)
- KY DPH Civil Rights Training Module - [1108316](#)
- [LHD Training List](#)

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