

**Department of Health Services**  
Timothy W. Lutz  
Director



**Divisions**  
Administration  
Behavioral Health  
Primary Health  
Public Health

## County of Sacramento

March 1, 2024

### **RE: FY 2023-24 & FY 2024-25 Required Cultural Competence Training - Revised**

Dear Sacramento County Behavioral Health Services & Contracted Providers:

This letter supersedes the letter dated January 31, 2024.

Per [Sacramento County's Implementation of Cultural Competence Policy and Procedure](#), the state requires that each County develop and implement a Cultural Competence Plan that includes training of Mental Health and Substance Use Prevention and Treatment Providers who are:

- The administrative and management staff
- The persons providing mental health or substance use prevention and treatment services employed by or contracting with BHS or with contractors of BHS; and
- The persons employed by or contracting with BHS or with contractors of BHS to provide interpreter or other support services to beneficiaries.

To align with state requirements and our commitment to developing and providing culturally responsive services, we are offering a new training series in FY 2023-24 and FY 2024-25 that will focus on cultural humility. Over the next two years, we will again partner with the California Institute for Behavioral Health Solutions (CIBHS) to provide five live (virtual) trainings, each two hours in length.

The dates of the trainings listed below are live sessions and participants will receive a certificate of participation. Currently, we are working towards providing CEs to eligible professionals who attend a live training. For those who are unable to attend the live training dates, trainings will be recorded and available on-demand in the new learning management system (No continuing education credits are available if you watch a recorded training).

## **FY 2023-24 and FY 2024-25 Training Series**

Training 1. Cultural Humility as a Framework in Advancing Justice, Equity, Diversity, and Inclusion

Thursday, **April 11, 2024**, 9:00 am - 11:00 am

Training 2. Equity and Inclusion for People with Disabilities in Behavioral Health Services: Part 1 – Applying the Americans with Disabilities Act (ADA)

Thursday, **May 9, 2024**, 10:00 am - 12:00 pm

Training 3. Practicing Cultural Formulation

Thursday, **May 23, 2024**, 10:00 am - 12:00 pm

*\*Required only for clinical teams -See Attachment A*

Training 4. Cultural Humility: Communities identifying as Transgender and Gender Diverse

Thursday, **June 13, 2024**, 10:00 am to 12:00 pm

Training 5. Equity and Inclusion for People with Disabilities in Behavioral Health Services: Part 2 - Cultural and Systemic Barriers and the Lived Experience

Date TBD

We are required to demonstrate to the state Department of Health Care Services (DHCS) that we have a mechanism in place to track who is required to attend the training, who has taken the training, who has yet to take the training, and then send reminder(s) to the individuals who have not yet taken the training.

In order to assist us with this tracking system, we are partnering with CIBHS who will keep a registry of all the staff, identified in the first paragraph, who are required to take the cultural competence trainings. CIBHS will be using a new learning management system designed by Learning Cart. Given the use of a new learning management system and the timing of the release of the live trainings, we have extended the deadline by which staff must view all required trainings. If staff do not attend a live training, then they will be required to watch the recorded training(s) by June 30, 2025.

Please review the detailed information below regarding the process for registering your staff using the new learning management system.

### **Important Details on Registering for Training**

- o CIBHS will send each provider or program director a link for options to assign the training courses to their staff. Since this is a new learning management system, providers will need to use the new learning management system to assign all of their staff who are required to take the trainings, as listed on page 1 of this letter.

- If your program directors/leadership do not receive a link for assigning your staff by March 8, 2024, please contact Kelly Lawrence at [klawrence@cibhs.org](mailto:klawrence@cibhs.org) who will forward you the information.
- Program or provider directors can register their staff using staff emails, or uploading an excel list using this [template](#).
- The learning management system will send staff an invitation to register for access to all trainings that they were assigned as they become available.
- Please note that staff will need to click on the Zoom registration link available in the course information and complete/submit the registration in order to receive their unique Zoom link to join the live virtual training.
- Please remind staff to register for themselves so that they receive their own unique Zoom link. We will track attendance using Zoom so it is important that staff do not share Zoom links in order to view a live training.
- If staff do not attend a live training that was assigned to them, then they will be required to watch the recorded training by June 30, 2025.
- Please note the May 23, 2024, **Practicing Cultural Formulation** training, is only required for clinical teams to attend. For a detailed list of who is required to attend, please reference Attachment A.
- Previously, providers were able to submit their staffing changes by sending an email or using an online form. However, since we are using the new learning management system, please use the new Learning Cart system to assign or remove staff as needed.
- If you would like to designate a specific person within your agency to obtain a list of training completion status for your staff, then please email [BHSWETInformation@saccounty.gov](mailto:BHSWETInformation@saccounty.gov) or [klawrence@cibhs.org](mailto:klawrence@cibhs.org).

Lastly, we have created a training flyer that includes the mentioned trainings and revised dates. This flyer also includes the Behavioral Health Interpreter Training series dates and registration information. Thank you and if you have questions, please email [BHSWETInformation@saccounty.gov](mailto:BHSWETInformation@saccounty.gov).

Sincerely,



Mary Nakamura, LCSW

Cultural Competence and Ethnic Services/ Workforce Education and Training  
Health Program Manager

**Attachment A:** Clinical Staff Required to Participate in Training 3: Practicing Cultural Formulation

- MD Medical Doctor (Psychiatrist, Psychiatric Resident)
- DO Doctor of Osteopathy
- LP Licensed Physician
- Ph.D. Doctor of Philosophy (Clinical Psychologist)
- Psy Psychologist (Licensed or Waivered)
- PsyD Doctor of Psychology (Clinical Psychologist)
- NP Nurse Practitioner
- Registered Pharmacist or Advanced Practice Pharmacist
- PA Physician Assistant
- CNS Clinical Nurse Specialist
- LVN Licensed Vocational Nurse
- RN Registered Nurse
- LCSW Licensed Clinical Social Worker
- LMFT Marriage and Family Therapist
- LPCC Licensed Professional Clinical Counselor
- Certified/Registered AOD Counselor
- ASW Associate Social Worker
- AMFT Associate Marriage Family Therapist
- APCC Associate Professional Clinical Counselor
- MHRS Mental Health Rehabilitation Specialist
- ADS Counselor
- Certified Peer Specialist
- Student - (MA Level Student, Doctoral Level Student)\* Optional
- Other Qualified Provider (Non-certified Peer and previously MHA-III, MHA-II, MHA-I)