



STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
LANSING

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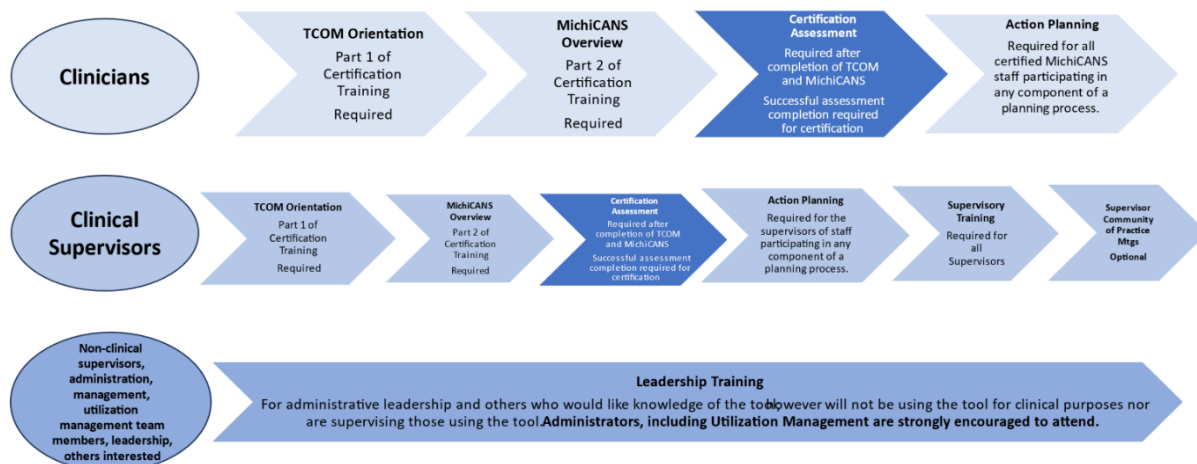
MEMORANDUM

**DATE:** September 19, 2024  
**TO:** Prepaid Inpatient Health Plans (PIHP), Community Mental Health Services Programs (CMHSP), and Certified Community Behavioral Health Clinics (CCBHC) Leadership  
**FROM:** Patricia Neitman, MS LLP, Bureau Director *PLN*  
Bureau of Children's Coordinated Health Policy & Supports  
**SUBJECT:** Michigan Child and Adolescent Needs and Strengths (MichiCANS) Information

Thank you for your continued support of the MichiCANS implementation. This information is being shared with Prepaid Inpatient Health Plans (PIHP) and Community Mental Health Service Providers (CMHSP) leadership; however, it is imperative that you share this information with all appropriate staff.

As you are aware, the use of the CAFAS/PECFAS for eligibility determination and authorization of services will cease on September 30, 2024, and the MichiCANS will be the required tool for determination of eligibility, functional impairment, and authorization of services beginning October 1, 2024. To support the October 1, 2024, launch of the MichiCANS, the department divided the state into three cohorts and began MichiCANS training in April of 2024. You will find a visual representation of required and optional MichiCANS trainings below.

# MichiCANS Training Process



The department understands there will be a continued and ongoing need for training sessions. Beginning October 2024, MDHHS will offer trainings as indicated below.

**Transformational Collaborative Outcomes Management (TCOM) Orientation:** (3.5 hours) This is the first of two trainings required for certification and will be offered two times per month starting in October.

**MichiCANS Overview:** (3.5 hours) This is the second of two trainings required for certification and will be offered four times per month starting in October.

**Action Planning:** (3 hours) This training is required for clinical staff and clinical supervisors after successful completion of MichiCANS Certification (TCOM Orientation, MichiCANS Overview, and successful completion of the vignette-based assessment). A regular schedule of these trainings will start in January. It is expected they will be offered one to two times per month.

**Supervisory Training:** (3 hours) This training is required for supervisors who oversee staff who will be completing the MichiCANS. This training is taken after successful completion of MichiCANS Certification (TCOM Orientation, MichiCANS Overview, and successful completion of the vignette-based assessment) and Action Planning. A regular schedule of these trainings will start in January. It is expected they will be offered one to two times per month.

**Registration directions for TCOM Orientation, MichiCANS Overview, Action Planning, and Supervisory trainings:** Information on how to register for these trainings can be found at the end of this memo.

**CE Credits for TCOM Orientation and MichiCANS Overview:** Licensed Mental Health professionals and Social Workers completing the 2-day TCOM Orientation and MichiCANS Overview may receive up to 6.5 general continuing education credits. After the training is completed, an email will be sent with a link to complete the post-training questionnaire. Once the questionnaire is completed, a certificate will be issued with the appropriate CE credits.

**Note:** For those who attended training prior to 07/01/2024, CEs will not be listed on the certificate, and they must reach out to CE Central to claim CE credits.

**MichiCANS Certification:** In order to determine the certification status of staff members, the department encourages each PIHP and CMHSP certification lead to contact Lauren Mergen from the University of Kentucky at [Lauren.Mergen@uky.edu](mailto:Lauren.Mergen@uky.edu). Lauren will develop an individualized reporting mechanism for each PIHP and CMHSP to determine the certification status and training record of each employee.

**Supervisor Community of Practice Meetings:** In addition to the mandatory trainings, the department will offer monthly Supervisor Community of Practice meetings starting in October. These meetings are for clinical supervisors and provide opportunities to come together in a learning community with a focus on building practical skills to support meaningful use of the MichiCANS across the state and at the organizational level. The schedule for the remainder of the year are as follows:

- October 17th 1:00-2:30 pm
- October 25th 10:00-11:30 am
- November 14th 1:00-2:30 pm
- November 22nd 10:00-11:30 am
- December 12th 1:00-2:30 pm
- December 20th 10:00-11:30 am

Sessions will be held two times per month; however, there is no need to attend both sessions as monthly topics will be repeated. This link will take you to a document to register for the dates you would like to attend: <https://forms.office.com/g/rkLXJ2iFKz>. Prior to the meetings you will receive a link to join.

**MichiCANS Annual Certification Booster Training:** In order to retain certification in the MichiCANS, staff must pass an annual recertification assessment. There are no training requirements prior to taking the annual recertification. Given this, the department is in the process of developing optional booster trainings. These sessions will be led by State of Michigan trainers and will be offered to those individuals who (1) are already trained and (2) are requesting more opportunity for practice and application of the MichiCANS to prepare for recertification.

The training will include use of vignettes and practice opportunities to ensure all participants achieve greater confidence in the use of the MichiCANS tools. Booster training objectives include:

- Increase understanding of the certification and recertification process
- Increase accuracy and efficiency in the use of the MichiCANS reference guides and rating sheets

- Enhance ability to communicate the youth/family's story (needs/strengths)
- Increase confidence in the six Communimetric principles

More information will follow regarding training dates.

### **TCOM Orientation, MichiCANS Overview, Action Planning, and Supervisory Training Registration Directions**

Please ensure staff in need of MichiCANS Certification training follow the directions in this communication, which includes:

1. Creating an account on the TCOM training platform
2. Registering for MichiCANS Certification Training which includes:
  - a. Day 1- TCOM Orientation and
  - b. Day 2- MichiCANS Overview
3. Registering for Action Planning
4. Registering for Supervisory Training

First, create an account on the Praed Foundation training platform:

1. Go to the site: [TCOMTraining.com](http://TCOMTraining.com) to register for an account.
2. When filling in required fields, be sure to select "Michigan" as your jurisdiction.
3. Choose your agency which is the PIHP, CMHSP or the entity you contract with (For example, if you are a contractor for DWIHN, you will register under DWIHN).
4. After completing required fields, click "Sign up now." A guide is located below to walk you through this process or you can watch this [video](#).
5. Be sure to confirm your email address within the system to receive notifications from the system. Zoom links and event details will not be sent unless you have confirmed your email. After your account has been created, you will be able to register for any required trainings.

Registering for training:

1. Log into the online training platform: TCOMTraining.com
2. Hover over TRAINING on the top toolbar then click EVENTS.
3. Click on the Event "**Michigan TCOM Orientation**". (Michigan TCOM Orientation is Part 1 of training and **must be attended first**.)
  - a. **Please note, there is a training titled "Michigan TCOM Orientation and ANSA Overview". Do not select this training. It is not the required session.**
4. Click REGISTER next to the date you would like to attend.
5. Go back to the Event list.
6. Click on the Event "**MichiCANS Overview**". (MichiCANS Overview is Part 2 of training. Michigan TCOM Orientation is a prerequisite for this training. Ensure that you select a MichiCANS Overview session that occurs after your TCOM Orientation).
7. Click REGISTER next to the date you would like to attend.
8. After completion of MichiCANS TCOM Orientation, MichiCANS Overview, and successful completion of the vignette-based assessment, appropriate staff must register for and complete Action Planning.
9. After successful completion of Action Planning, supervisors must register for and complete Supervisory training.

If you need ANY support with setting up your account or registering for an event, please reach out to the support team at: [livetraining@TCOMTraining.com](mailto:livetraining@TCOMTraining.com)

Questions about the MichiCANS can be submitted to: [MDHHS-MichiCANS@michigan.gov](mailto:MDHHS-MichiCANS@michigan.gov)



## TCOM Training Registration- General

### NEW USER REGISTRATION

1. Enter <https://www.tcomtraining.com> into your browser.
2. Click the "Sign Up" link above the login field.
3. Input the following \*required\* information:
  - First Name
  - Last Name
  - Email
  - Password
  - Country
  - Region
  - Agency (Type your agency name in and it will pre-populate as you type)
4. Complete the "I'm not a robot" verification and click "Sign Up Now."

\*If you are having trouble registering, please ensure each required field has been completed and verify the **Technical Requirements** below.

#### Browser Capability:

Compatible browsers to the online TCOM Training platform include:

- Google Chrome
- Mozilla Firefox
- Safari
- Microsoft Edge

#### Server Whitelists:

To receive emails and updates from the training site, contact your IT department to add the following domains.

- .schoox.com
- .tcomtraining.com

