

The following questions and answers regarding Section 9817 of the American Rescue Plan (ARP) Act of 2021 relate to increased access to Home and Community Based Services (HCBS) made in calendar year end (CYE) 2023 to assist with workforce retention. The HCBS workforce includes programs that address the needs of people with functional limitations who need assistance with everyday activities, such as getting dressed or bathing. HCBS is designed to enable people to stay in their homes rather than moving to a facility for care.

AHCCCS has partnered with the **Association for Talent Development (ATD)** to provide expert-led professional development programs at no cost to eligible Arizona Medicaid providers who deliver Home and Community Based Services (HCBS) to enrolled AHCCCS (Medicaid) members. For more information, please visit [Workforce Development Programs for AHCCCS providers](#).

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**A1: What are the ATD Integrated Talent Management and Training and Facilitation programs?**

ATD Integrated Talent Management Certificate Program: [AHCCCS Integrated Talent Management Home | ATD](#). In this virtual, live instructor-led talent management program, participants will uncover the practices essential to achieving a successful integrated talent management approach for their organization. This program is intended for *workforce development professionals, HR professionals, or leaders* actively involved in workforce development activities.

ATD Training and Facilitation Certificate Program: [AHCCCS Training & Facilitation Home | ATD](#). This virtual, live instructor-led program is one of ATD's most popular train-the-trainer offerings, and helps *new and seasoned trainers* become learner-centric facilitators who apply the skills of an engaging and effective trainer.

**A2: Who should attend the ATD Integrated Talent Management Certificate Program?**

The Integrated Talent Management program is intended for:

- Individuals who are employed in Arizona by an AHCCCS contracted provider organization, AND
- The employing provider organization meets the Provider Type eligibility requirements, AND
- Individuals working in a leadership role that shapes and drives talent management strategy within the ecosystem of their healthcare organization and may be new to the role or have not received formal

professional development in this area, or seeks to expand existing skills, knowledge, and abilities

### A3: Who should attend the ATD Training and Facilitation Program?

The **Training and Facilitation** program is intended for:

- Individuals who are employed in Arizona by an AHCCCS contracted provider organization, AND
- The employing provider organization meets the Provider Type eligibility requirements, AND
- Individuals working in a primary function/role that requires them to serve as a trainer/facilitator who is new to the role or has not received formal professional development in this area, or seeks to expand existing skills, knowledge and abilities

### A4: What types of providers can participate in ATD professional development programs?

To participate in the ATD professional development programs, the employing provider organization must meet the **Provider Type** eligibility requirements for AHCCCS contracted organizations, and attendees must know the **Provider Type Code** for the organization through which they are employed. When registering on the program microsite, attendees must include their organization's name followed by their **Provider Type Code**. Eligible HCBS providers are limited to the following provider types:

- Adult Day Health PT 27
- Assisted Living Home PT 36
- Attendant Care PT 40
- Behavioral Health Outpatient Clinic PT 77
- Community Service Agency PT A3
- Elderly and Physically Disabled (EPD) PT 81
- Habilitation Provider PT 39
- Home Health Agency PT 23
- Integrated Clinic PT IC
- Non-Medicare Certified Home Health Agency PT 95
- Rural Substance Abuse Transitional Agency PT B5
- Subacute Facility PT A6

### A5: When does registration for the ATD professional development programs open?

Course registration for the ATD Integrated Talent Management and ATD Training and Facilitation programs is currently open! Early registration is recommended, as seats are expected to fill up quickly. There are multiple offerings and times to suit all schedules. For more information and to register for either of the programs, visit <https://ahcccsintegratedtalentmanagement.td.org/>.

### A6: When do the ATD professional development programs begin?

Both the ATD Integrated Talent Management and ATD Training and Facilitation programs started being offered in Arizona in January 2024, and will continue through Spring 2024. Follow this link:

<https://ahcccsintegratedtalentmanagement.td.org/> for more information on specific dates and times

for both programs.

**A7: What does attendance look like for the ATD professional development programs look like?**

The ATD Integrated Talent Management and ATD Training and Facilitation program experience includes:

- Early access to a virtual classroom to start networking, completing **pre-work**, engaging yourself and other Arizona professionals, and connecting with the assigned ATD facilitator.
- Complete attendance AND participation are both required to receive credit.
- All attendees must meet eligibility requirements and agree to an attestation statement, per AHCCCS.

The Integrated Talent Management program experience extends to two, experiential, full-day sessions, while the Training and Facilitation program extends over six, experiential, half-day sessions.

**Note:** This is an ARP-funded offering, which requires a high level of accountability for AHCCCS, ATD, and participants.

**A8: Where do interested providers go to attend the ATD professional development programs?**

Both the ATD Integrated Talent Management and ATD Training and Facilitation programs are delivered entirely through Adobe Connect, from the convenience of your Arizona home office or corporate office. Please take effort to ensure the physical environment in which you attend is supportive of your full attention, ability to consistently be present (Be Here Now) and eliminates or reduces distractions. The programs are facilitated by a skilled, professional facilitator certified by ATD who once was also new to the field and also attended their first program in training and facilitation. To prepare for either of the programs:

- Remind your team, colleagues, direct supervisor and leadership in advance
- Activate your email “**Out of Office**” message
- Set your IM to “**Do Not Disturb**”
- Get camera ready (encouraged)
- Engage a mindset of curiosity, discovery, and opportunity

**Important:** If you sign up, please show up. If you can’t attend you **MUST** cancel within three business days prior to the session.

**A9: What are the benefits of attending the ATD professional development programs?**

Benefits of attending the ATD Integrated Talent Management and ATD Training and Facilitation programs include:

- All individuals who successfully attend AND participate in the program will receive a professional certificate of completion from ATD and an electronic badge that can be used on signature lines, social media, etc.
- Completion of this program identifies participants as a Training/Workforce Development/Talent Management professional in Arizona and beyond.

- Connects you to a global community of like-minded professionals.

**A10: What are the next steps for registering for the ATD professional development programs?**

When registering for the ATD Integrated Talent Management or ATD Training and Facilitation program:

- Talk with your direct supervisor/leadership team for approval
- Verify availability on your work calendar
- Confirm the **HCBS Provider Type** code for your organization (see A4 for details)
- Access the registration link to sign up: <https://ahccstrainingfacilitation.td.org/>
- Watch for additional email information to follow, after registering

**A11: How many staff from one organization can attend the ATD professional development programs?**

There is no limit on the number of staff from one provider organization who can attend the ATD professional development programs. Interested staff should review A7 and A8 to understand what the courses entail before registering for the programs.