



MassHealth Community Behavioral Health Center (CBHC) Quality and Equity Incentive Program (CQEIP)

Program:	CBHC QEIP
Performance Year:	PY2 (2025)
Metric:	Disability Competent Care
Deliverable:	Disability Competent Care Training Report
Submission Portal:	OnBase
Submission Due Date:	March 31, 2026
File Naming Convention:	CBHCAbbreviation_DCCTraining_YYYYMMDD

Summary

The Disability Competent Care Training Report is an annual Condition of Participation submission for the Disability Competent Care (DCC) measure in Performance Year 2 (PY2). This measure promotes increasing the percentage of applicable patient-facing staff who, in the past 24 months, completed disability competency training to address Disability Competent Care (DCC) pillars selected by the CBHC in its DCC Training Plan Report and demonstrated competency in the relevant disability competency training area(s).

The reporting template and submission instructions are included in this document. A CBHC TIN-billing entity shall submit one Disability Competent Care Training Report on behalf of its CBHC sites, if there are multiple sites.

Reporting Template

Contact Information

CBHC Organization	Add text
Point of Contact Name:	Add text
Point of Contact Title:	Add text
Point of Contact Email Address:	Add text

CBHCs should complete the reporting template provided in this document and submit the completed report to EOHHS via OnBase by **March 31, 2026** with the following naming convention: **CBHCAbbreviation_DCCTraining_YYYYMMDD**. Please rename the file with the CBHC abbreviation and submission date. Note: Submission is a 2-step process; after uploading the deliverables onto OnBase, click “submit” to finalize the submission.

Please reach out to the MassHealth Health Equity Team at health.equity@mass.gov with any questions.

Introduction

In the PY1 DCC Training Plan, CBHCs identified at least 3 DCC pillars/ sub-sections and defined applicable patient-facing staff for each disability competency training area, which were approved by MassHealth.

In PY2, CBHCs will report on the number of applicable patient-facing staff who in the past 24 months:

- 1) completed disability competency training to address Disability Competent Care (DCC) pillars selected by the CBHC in its DCC Training Plan Report; and

2) demonstrated competency in the relevant disability competency training area(s).

Please respond to all the applicable questions in the following two sections of the report below:

- Section 1: Overview of Selected Trainings and Targeted Applicable Patient-Facing Staff
- Section 2: PY2 Disability Competent Care Training Data

Section 1: Overview of Selected Trainings and Targeted Applicable Patient-Facing Staff

1. Populate Table 1 describing training tool(s) and targeted populations applicable to this measure. Add additional tables as needed to capture all relevant Training Tools. *In completing the following tables, please refer to your organization’s PY1 DCC Training Plan, and note any changes.*

Table 1: Overview of Selected Trainings and Targeted “Applicable Patient-Facing Staff”

Table 1.1 Training Tool/Educational Resource #1

Training Name	
Training Source/Steward (with citation as relevant)	
DCC Pillar(s)/Sub-Pillar(s) Addressed by Training	
Targeted <u>Applicable</u> Patient-Facing Staff Description/Definition Approved by MassHealth	
Total # of Targeted <u>Applicable</u> Patient-Facing Staff” Captured in Approved Definition¹	
Describe how “Demonstrated Competency”² Will be Assessed for the Training Tool	

Table 1.2 Training Tool/Educational Resource #2

Training Name	
Training Source/Steward (with citation as relevant)	

¹ This number should reflect current staff number, which may be similar to what was reported in the PY1 DCC Training Plan. This is to account for variation staff numbers, for example, due to turnover.

² Demonstrated competency in a targeted disability competent care training area is defined as demonstrated ability to apply the knowledge and/or skills targeted for improvement through a disability competent care training exercise.

DCC Pillar(s)/Sub-Pillar(s) Addressed by Training	
Targeted <u>Applicable</u> Patient-Facing Staff Description/Definition Approved by MassHealth	
Total # of Targeted <u>Applicable</u> Patient-Facing Staff” Captured in Approved Definition	
Describe how “Demonstrated Competency” Will be Assessed for the Training Tool	

Table 1.3 Training Tool/Educational Resource #3

Training Name	
Training Source/Steward (with citation as relevant)	
DCC Pillar(s)/Sub-Pillar(s) Addressed by Training	
Targeted <u>Applicable</u> Patient-Facing Staff Description/Definition Approved by MassHealth	
Total # of Targeted <u>Applicable</u> Patient-Facing Staff” Captured in Approved Definition	
Describe how “Demonstrated Competency” Will be Assessed for the Training Tool	

Section 2: PY2 Disability Competent Care Training Data

1. Total # of All Patient-Facing Staff at the CBHC³: _____
2. Populate Table 2 with training data applicable to this measure. *Add additional tables as needed to capture training data for all the CBHC’s DCC training tools.*

³ Report the number of all patient-facing staff at the CBHC. Please use MassHealth’s definition for patient-facing staff: Patient-facing staff are employed CBHC staff whose role requires regular interaction with patients (and/or patients’ caregivers). Patient-facing staff may be clinical (i.e., providing or supporting clinical services, such as clinical providers) or non-clinical (i.e., providing or supporting non-clinical services, such as food service staff, administrative staff, etc.). Contracted providers or staff are not included in this definition of patient-facing staff.

Table 2: CQEIP Disability Competent Care Training Data

Table 2.1 Training Tool #1

Training Name	
Total # of <u>Applicable</u> Patient-Facing Staff Captured in Approved Definition (from Table 1.1)	
Total # of <u>Applicable</u> Patient-Facing Staff that Completed the Training in the 24 Months Preceding December 31, 2025	
Total # of <u>Applicable</u> Patient-Facing Staff that Completed the Training <u>and</u> Demonstrated Competency within 24 Months Preceding December 31, 2025	

Table 2.2. Training Tool #2

Training Name	
Total # of <u>Applicable</u> Patient-Facing Staff Captured in Approved Definition (from Table 1.2)	
Total # of <u>Applicable</u> Patient-Facing Staff that Completed the Training in the 24 Months Preceding December 31, 2025	
Total # of <u>Applicable</u> Patient-Facing Staff that Completed the Training <u>and</u> Demonstrated Competency within 24 Months Preceding December 31, 2025	

Table 2.3. Training Tool #3

Training Name	
Total # of <u>Applicable</u> Patient-Facing Staff Captured in Approved Definition (from Table 1.3)	
Total # of <u>Applicable</u> Patient-Facing Staff that Completed the Training in the 24 Months Preceding December 31, 2025	
Total # of <u>Applicable</u> Patient-Facing Staff that Completed the Training <u>and</u> Demonstrated Competency within 24 Months Preceding December 31, 2025	