

## **E. REQUIREMENTS FOR HCC POSITIONS**

HCCs are required to work in conjunction with the Community Care of North Carolina (CCNC) networks located in their communities. The collaboration between HCCs and CCNC supports the Department's desire to see the coordination of health related activities at the local level.

HCC positions must be:

1. Responsible for assisting Medicaid children in accessing comprehensive health care services.
2. Supervised in accordance with State requirements.

### Supervision of HCCs

1. The provision of high quality supervision is integral to the success of Health Check Coordination services and is the responsibility of the CCNC Networks.

### Training Requirements for HCCs and Supervisors

1. Health Check Introductory Training and AINS Training are required for all new HCCs and supervisors. DMA/HP will provide orientation training for Health Check Coordinators/Supervisors.
2. Required Health Check Introductory Training will focus on:
  - a. History, goals, purpose, and administration of the Health Check Program.
  - b. History and goals of Managed Care.
  - c. Roles and responsibilities of HCCs.
  - d. An Overview of Health Choice.
  - e. Provider Education and Outreach.
3. Three supplementary training manuals: Health Check Policies and Procedures, Health Check Billing Guide, and the AINS Users Guide are provided at the required training sessions.
4. The State Health Check Program staff will conduct periodic regional and statewide meetings for HCCs. These meetings are mandatory and funding must be appropriated by the CCNC Network to cover travel expenses.
5. New HCCs are required to shadow veteran HCCs in adjoining counties or networks.

CCNC Network supervisors are expected to arrange additional training

based on the identified needs of the HCC. Examples include computer skills, medical terminology, and public speaking classes.