

**RIVERSIDE COUNTY
DEPARTMENT OF MENTAL HEALTH**

POLICY: 342

SUBJECT: 20/20 AND PAID ACADEMIC SUPPORT HOURS
(PASH) PROGRAM

REFERENCES: California Welfare and Institutions Code 5328; DMH Policy #239 "Confidentiality"; BOS Policy C-7 "Support for Employee Training and Education"; BOS Policy C-25 "Harassment Policy and Compliant Procedure"; BOS Policy C-27 "Workplace Violence, Threats and Securities"

FORMS: Participant Application Forms, Participant Agreement Forms, Participant Selection Criteria

EFFECTIVE DATE: November 1, 1993

REVISED DATE: July 22, 2014, February 11, 2013, May 2, 2011 and May 30, 2002

POLICY:

It is the policy of the Riverside County Department of Mental Health (RCDMH) to enhance its ability to recruit, promote and retain specified professional positions by offering an agreed upon exchange of training opportunities for an established employment commitment. Qualified regular (permanent) full-time employees, who have been accepted into an accredited Master of Social Work (MSW) or Marriage & Family Therapist (MFT) graduate degree program, would be permitted to modify up to 50% of their approved work schedule to accommodate academic hours while maintaining full time pay. In return, these selected employees would agree to a service commitment for a period of time equal to the period to which financial training assistance is granted.

This program is intended to address professional staff positions which:

- A. Address the Department's workforce development needs.
- B. Are difficult to fill because of geography or require specialized treatment skills beyond a generalist education and training.

- C. Promote the meeting of consumers' needs for culturally and linguistically diverse professional mental health services, while allowing for internal advancement opportunities.

PROCEDURE:

- A. Establishment of the number of employees to be selected for participation in the 20/20 and Paid Academic Support Hours (PASH) Program.
 - 1. The department will annually determine if new 20/20 and PASH Program applications will be accepted and the number of employees to be selected for participation.
 - 2. The department will provide funding for 20/20 and PASH Program participant expenses in a central money pool. Program costs will be paid from this pool, not from individual Program/Region budgets.
- B. Application and Screening
 - 1. The department will recruit/accept applications (Attachment B) from all interested regular, full-time RCDMH employees who have at least two years of employment with RCDMH and who are in good standing.
 - 2. Employees must currently attend or have been accepted by an accredited MSW or MFT graduate degree program. Graduate Degree program needs to be completed within three (3) years of acceptance into 20/20 and PASH programs.
 - 3. Employees must meet minimum attendance standards (25=% of Sick Leave accrued in RCDMH on the books, excluding FMLA or verified extensive illnesses). Application must include verification of exception (if any).
 - 4. The application must be signed by the employee's supervisor and manager, however these signatures do not equate acceptance into the 20/20 program, nor constitute a recommendation into the program.
 - 5. Applications will be reviewed by Workforce Education and Training (WET). All applicants who meet minimum program participation requirements (Attachment A) will have a quality appraisal interview. The top scoring candidates will then be referred to the Assistant Directors for final selection interviews. Selection will be based on the following primary criteria:

- a. Job performance appraisal, work ethic, and attendance
- b. Academic achievement and initiative
- c. Professional interests and goals
- d. Department workforce development needs, and meeting service disparity goals

C. Selection

1. Applicants who are not entering into a Field Placement or Practicum year of study will be considered for the PASH Phase of the program participation.
2. Applicants who are entering into a Field Placement or Practicum year of study will be considered for the 20/20 Phase of the program participation.
3. Applicants must agree to, sign, and comply with the terms of the corresponding Participant Agreement (Attachments C, D or E).

D. Program Participation: PASH Phase

1. PASH allows qualified participants to receive paid hours away from their primary work site in order to accommodate MSW or MFT coursework in a non-field year of study when their approved work schedule would otherwise interfere with their school attendance.
2. Participants will receive up to 7 PASH hours weekly based upon approved work and university's schedules. PASH hours in excess of 7 require approval by the Assistant Director of Administration.
3. Participant must demonstrate that the most reasonable academic schedule was chosen allowing the least disruptive change to approved work schedule and RCDMH operating hours. Misrepresentation of academic scheduling options will result in termination from PASH and ineligibility to advance into the 20/20 Program.
4. PASH participation is renewed each academic term and is contingent on continued good standing status with RCDMH and participant's university, as well as, participant must maintain work attendance standards.

5. Once participant has completed non-field year of study, they are given preferential standing to advance into the 20/20 Phase, but advancement is not guaranteed.
6. If participant advances into the 20/20 Phase, the paid academic support hours provided during participation in the PASH Program will be added to their 20/20 service payback obligation.

E. Program Participation: 20/20 Phase

1. The 20/20 Phase allows qualified participants to receive full time pay for working only part time at their primary RCDMH work site while attending their graduate level field placement as a part of an accredited MSW or MFT program.
2. Participants must work a minimum of 20 hours a week. Overtime hours worked in excess of daily schedule will be paid subject to provisions of the applicable Memorandum of Understanding.
3. The Department is committed to providing flexible work hours for the 20/20 Program participants for the purpose of completing the approved academic program. Participant's primary worksite supervisor has final authorization of participant's schedule.
4. Following the completion of the 20/20 Phase, participant shall have a legally binding commitment to work for the department for a period of time equal to the period to which financial training assistance has been granted (i.e. hour for hour).
5. Following the completion of the 20/20 Phase, participant is responsible to apply, interview, and to successfully hire into a Clinical Therapist job classification. Participation in the 20/20 and PASH Program includes additional instruction in Riverside County job application and interview procedures. The department will make every effort to provide career promotional opportunities to successful participants; however the department is under no obligation to promote anyone, despite their successful completion of the 20/20 and PASH Program.
6. Participants that received additional qualifying score points due to positively indicating a willingness to work in Blythe are obligated to interview for open Clinical Therapist I positions in the Blythe region. Failure to interview for an open Blythe position may require the participant to compensate RCDMH for accumulated, paid educational support hours. Repayment methods may include paycheck garnishment or retirement contribution withholding.

7. If, following the completion of the 20/20 and PASH Program, participant terminates employment with the department before completion of the required work commitment period; the employee will present their case in writing to the WET designee for determination regarding compensation to the department. The request will be reviewed for determination by the Assistant Director for Administration. If the participant is required to compensate the department, then the sum of the compensation will not exceed an amount proportionate to the total salaried costs of the academic hours paid during 20/20 and PASH program participation. Repayment methods may include paycheck garnishment or retirement contribution withholding.

F. Program Participation:

1. Participants must comply with attendance and performance standards on the job and in the educational program.
2. Participants who knowingly misrepresented their qualifications in either their written application or during the qualifying and selection interview process will be terminated from the program, may be required to compensate RCDMH for any accumulated, paid education support hours, and will be permanently ineligible from any Riverside County Academic support programs.
3. Participants having family (or other) emergencies that prohibit continuation in the 20/20 and PASH Programs must present their case in writing to the WET designee to request approval for suspension of their 20/20 or PASH participation. The request will be reviewed for determination by the Assistant Director for Administration. If approved, their eligibility for 20/20 or PASH participation will be placed in abeyance until they are able to participate in and complete the program within the university's timeline. Participants not complying with this policy will be considered to have dropped out of the program and may be liable to compensate the department. If the participant is required to compensate the department, then the sum of the compensation will not exceed an amount proportionate to the total salary costs of the academic hours paid during 20/20 or PASH participation. Repayment methods may include paycheck garnishment or retirement contribution withholding.

G. Participant progress will be monitored by the department

1. Participants are obligated to return to full time work status during summer and other vacation periods when school is not in session, unless

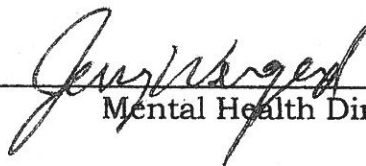
a full return to work would compromise consumer care at participant's field site. Participant is responsible for addressing treatment scheduling needs with field site instructor at least 30 days prior to academic hiatus. Field instructor and primary worksite supervisor would then negotiate the participant's schedule. In the event of scheduling impasse, primary work site supervisor and field instructor will notify WET Coordinator. WET Coordinator will negotiate a reasonable plan of accommodation between the participant's field instructor and the work site supervisor.

2. Participants are obligated to provide attendance and performance verification/course grades from training institution at the end of each term. By agreeing to participate in the 20/20 and PASH Program, the employee consents to employee's university releasing information to WET designee regarding employee's university status, academic performance, and standing. The student will be responsible to sign a release of information as required by their educational institution.

H. Program Termination

1. If for some unforeseen reason, participant is unable to maintain satisfactory progress in the program, he or she would be allowed to return to a regular full-time position without penalty of disciplinary action related to participation in the 20/20 or PASH Program.
2. Successful program participants who terminate prior to completing the service obligation will present their case in writing to the WET designee for determination regarding compensation to the department. The request will be reviewed for determination by the Assistant Director for Administration. If the participant is required to compensate the Department, then the sum of the compensation will not exceed an amount proportionate to the total salaried costs of the academic hours paid during program participation. Repayment methods may include paycheck garnishment or retirement contribution withholding.

Approved by: _____


Mental Health Director

Date: _____

7-22-14

Attachments

- MSW or MFT 20/20 and PASH Program Application Guidelines, Attachment A
- 20/20 and PASH Participant Application for MSW or MFT Degree, Attachment B

20/20 Participant Agreement for MSW or MFT Degree, Attachment C
20/20 Participant Agreement for MSW or MFT Degree – Blythe Addendum,
Attachment D
Paid Academic Support Hours (PASH) Program Participant Agreement for
MSW or MFT Degree, Attachment E
20/20 and Paid Academic Support Hours (PASH) Program Application
Scoring for MSW or MFT Degree, Attachment F

RIVERSIDE UNIVERSITY HEALTH SYSTEM - BEHAVIORAL HEALTH

20/20 and PASH Program Application Guidelines

Application guidelines:

A. Application. Complete the program application attached. Please type or print clearly. Fill in each applicable item. If the item is “non-applicable”, mark “N/A”.

B. Essay Questions. Each of the following must be answered:

1. What qualities and characteristics do you have that would make you a good candidate for the 20/20 and PASH Program?
2. How does retaining you as an employee helps to address RUHS-BH workforce needs, including your interest and experience working with people who have chemical dependency, developmental disabilities, or acute primary health care needs?
3. Provide an example from your work experience that exemplifies your mental health service philosophy and skills.
3. What are your career goals 5 – 10 years following graduation?

C. Transcripts. Submit transcripts of all related coursework to date (undergraduate and graduate transcripts). Unofficial transcripts will be accepted as long as there has been no alteration of the original document.

D. Annual evaluation. Submit a copy of your most recent RUHS – BH annual performance evaluation.

E. Deliver or send all required items, by the deadline indicated, to:
MHSA Workforce Education and Training
Attention: Staff Development Officer of Education
Mail Stop #3810 OR
2085 Rustin Ave.,
Riverside, CA 92501

F. Late or incomplete applications will NOT be considered.

RIVERSIDE UNIVERSITY HEALTH SYSTEM - BEHAVIORAL HEALTH

20/20 and PASH Participant Application

APPLICANT INFORMATION:

| | | | |
|------------------------|---------------|-----------------------|------------------|
| Last Name, First Name: | | Employee ID: | |
| Address: | | City: | State, Zip Code: |
| Personal Phone: | Work Phone: | Email: | |
| Payroll Title: | Program Site: | Supervisor & Manager: | |

PREREQUISITES:

1. How long have you been employed by Behavioral Health in your current position?

- a. Years: ___ Months: ___
- b. Prior BH Position: _____; Dates of employment: _____
- c. Prior BH Position: _____; Dates of employment: _____
- d. Volunteer work with RUHS - BH: (if applicable)
 - a. Position: _____; Date(s): _____
- e. Volunteer work with RUHS - BH: (if applicable)
 - a. Position: _____; Date(s): _____

2. 25% of accrued sick leave remaining?

Yes No Accrued Time: _____

We accrue approximately 96 hours per year or 3.69 hours per pay period.
(*Example: If Sally worked at RUHS – BH for 3 yrs. and 4 months, she would have accumulated approximately 320 sick leave hours. She would need to have at least 80 hrs. remaining (320 x 25% = 80).*)

If you **do not** have 25% of your accrued sick leave remaining, please provide rationale on a separate document and submit with your application.

3. Are you enrolled in or already attending an MSW, MFT or PCC Graduate Program?
(Choose A or B):

A. I am CURRENTLY ATTENDING an accredited MSW/MFT/PCC graduate program. (Please attach transcripts)

| | |
|---|--|
| University: | |
| Degree (MSW, MFT, or PCC): | |
| Full Time or Part Time Student: | |
| If part time, are you enrolled in a 3 or 4 year program: | |
| Date you started program: | |
| Indicate how many years/months/units completed in your graduate school program: | |
| Indicate how many years/months/units remaining in your graduate school program: | |
| Current GPA: | |

B. I have BEEN ACCEPTED by an accredited MSW/MFT/PCC graduate program, but have not started. (Attach letter of acceptance)

| | |
|----------------------------|--|
| University: | |
| Degree (MSW, MFT, or PCC): | |
| School term begins: | |

4. Please list all BEHAVIORAL HEALTH RELATED EXPERIENCE, either PAID or VOLUNTEER, outside of RUHS - BH within the last 5 years.

| | | | |
|------------------------------------|--|--|--|
| Agency: | | | |
| Position Title: | | | |
| Dates of Employment/ Volunteer: | | | |
| Address: | | | |
| Phone Number: | | | |
| Population Served: | | | |
| Duties: | | | |

ACADEMIC INITIATIVE:

Please list your college education below:

| <u>University:</u> | <u>Date(s) Attended:</u> | <u>Major:</u> | <u># of Units (Semester or Quarter):</u> | <u>Degree (if received) & Date</u> | <u>GPA:</u> |
|--------------------|------------------------------|---------------|--|--|-------------|
| | | | | | |
| | | | | | |
| | | | | | |

WORKFORCE NEEDS:

Please identify and describe any college coursework, certified training, employment, volunteer and/or lived experience helping meet the specific recovery needs listed below. **(Check all that apply. Attach transcripts or certificates):**

| <u>X</u> | <u>Workforce Needs (dual diagnosis):</u> | <u>College Coursework:</u> | <u>Certified Training:</u> | <u>Experience (employment, volunteer, or lived)</u> |
|-----------------|--|-----------------------------------|-----------------------------------|--|
| | Co-occurring disorder or chemical dependency | | | |
| | Developmental disabilities | | | |
| | Chronic physical health diagnosis requiring regular medical intervention or medical appointments | | | |
| | Cultural or linguistic knowledge | | | |

Please list any professional licenses or certificates you have earned and the organization that awarded this document **(Attach license or Certificate):**

| <u>Professional License/Certificate:</u> | <u>Organization:</u> |
|---|-----------------------------|
| | |
| | |
| | |

LANGUAGE CAPACITY:

Other than English, I am fluent in the following language(s) and feel confident in providing behavioral health services in that language:

- Spanish
 - I have tested for proficiency and receive bilingual pay at level _____.
- American Sign Language
 - I have been certified in my proficiency. **(Attach documentation)**
- Other: _____
 - I am fluent in this language and use it to serve our Behavioral Health consumers. The percentage of people on my caseload that I serve in this language is: _____

ADDITIONAL INFORMATION:

Which of the following service regions would you be willing to work in upon graduation with your MSW/MFT/PCC degree **(check all that apply)**:

- Western County:** Corona, Moreno Valley, Riverside
- Mid-County:** Elsinore, Hemet, Idyllwild, Perris, Temecula
- Desert:** Beaumont, Banning, Cathedral City, Indio, Palm Springs, Rancho Mirage
- Blythe** (If checked, please read, review, sign and submit the Blythe Addendum with your application.)

CERTIFICATION OF APPLICANT: (Read Carefully)

I hereby certify that all statements made in this application are true and complete to the best of my knowledge. I understand that any false, incomplete, or incorrect statements may result in my disqualification and/or immediate dismissal from the 20/20 and PASH Program.

Signature of Applicant

Date

Signature of Applicant's Supervisor*

Date

Signature of Program/Regional Manager*

Date

Supervisor and manager signature do not constitute a recommendation to the program, but rather an acknowledgment of this application.

RIVERSIDE UNIVERSITY HEALTH SYSTEM – BEHAVIORAL HEALTH

20/20 Participant Agreement
MSW or MFT Degree

1. This Agreement is made between _____, hereinafter referred to as the “Student”, and the Riverside University Health System – Behavioral Health, hereinafter referred to as the “Department”, as part of the 20/20 Training Program.
2. The Student understands that they will receive full pay while attending classes at a full-time, accredited MSW or MFT program. The Student is not to exceed 20 hours of work in any one week unless pre-approved by the Supervisor.
3. The 20/20 Program will be conducted in coordination with an accredited MSW or MFT program for the period beginning _____.
4. The Student has a legally binding commitment to work for the Department for a period of time equal to the period to which financial training assistance is granted (e.g., 4160 hours of training requires a commitment time of 4160 hours).
5. The Student will report any outstanding service payback obligation as required for participation in any other financial incentive program. The Student agrees to notify the Department in writing immediately, if subsequent date hereof, Student is awarded any other financial incentive program that requires a service payback obligation. In the event that Student is required to fulfill more than one service payback obligation in the public mental health service system, then all obligations must be served within the Department. Student will serve Student’s payback obligations consecutively. The Department’s 20/20 service payback obligation will be rendered last in that consecutive order.
6. The Student agrees to make every effort to maintain satisfactory job performance as evaluated by their supervisor or manager while attending school pursuant to this agreement. The Department may terminate a student from the 20/20 Program after thirty (30) days notice if, in the judgment of the Department, the Student’s performance is unsatisfactory. The Student’s accredited MSW or MFT degree program may determine for any reason that the student should leave school, in

- which case the Student is to immediately inform the Department and immediately return to work on a full time basis.
7. Student will complete all education related practical training, MSW field instruction or MFT traineeship, at a Department field placement site. Exceptions to this must be related to University objection and demonstrate that the objection cannot be otherwise resolved within Department field placement options. Student is responsible for completing all Department related documents and procedures in order to secure a Department field site.
 8. The Student agrees to make their best efforts to develop the knowledge, skills, and abilities that are standard for a student practitioner. If in the Department's best judgment, the student is not meeting basic standards of clinical and documentation competency, work ethic, professionalism, or academic performance, then the Department may discharge the student from a Department field site and terminate Student from the 20/20 Program after a 30 day notice.
 9. A WET designee will be responsible for reviewing and checking the attendance of the Student in classroom and field placement assignments. By agreeing to participate in the 20/20 Program, the Student consents to Student's University releasing information to RUHS - BH/WET designee regarding Student's university status, academic performance, and standing. The Student will sign a Release of Information to ensure university release of requested information.
 10. Participants are obligated to return to full time work status during summer and other vacation periods when school is not in session, unless a full return to work would compromise consumer care at participant's field site. Participant is responsible for addressing treatment scheduling needs with field site instructor at least 30 days prior to academic hiatus. Field instructor and primary worksite supervisor would then negotiate the participant's schedule. In the event of scheduling impasse, primary work site supervisor and field instructor will notify WET Coordinator. WET Coordinator will negotiate a reasonable plan of accommodation between the participant's field instructor and the work site supervisor.

11. Employees will work for Behavioral Health for a minimum of 20 hours per week. Overtime hours worked in excess of daily schedule require pre-approval by the Student's assigned worksite supervisor and are to be paid subject to provisions of the current Memorandum of Understanding.
12. The Student may, in case of family emergency, present his/her case to the WET designee to request a temporary suspension of their participation in the 20/20 Program. The request will be reviewed and determined by the Assistant Director for Administration. Students who do not follow this agreement may be liable to compensate the Department. If the participant is required to compensate the Department, then the sum of the compensation will not exceed an amount proportionate to the total salaried costs of the academic hours paid during 20/20 program participation. Repayment methods may include paycheck garnishment or retirement contribution withholding.
13. If the Student leaves school without prior approval for any reason, the Student will be terminated from the program and may be liable for compensation to the Department. The Student will present their case in writing to the WET designee for determination regarding their compensation to the Department. The request will be reviewed and determined by the Assistant Director for Administration. If the participant is required to compensate the Department, then the sum of the compensation will not exceed an amount proportionate to the total salaried costs of the academic hours paid during 20/20 program participation. Repayment methods may include paycheck garnishment or retirement contribution withholding.
14. If, following the completion of the 20/20 Program, the Student terminates employment with the Department before completion of the required work commitment period, they shall present their case in writing to the WET designee for determination regarding their compensation to the Department. The request will be reviewed and determined by the Assistant Director for Administration. If the participant is required to compensate the Department, then the sum of the compensation will not exceed an amount proportionate to the total salaried costs of the academic hours paid during 20/20 program participation. Repayment methods may include paycheck garnishment or retirement contribution withholding.

15. The Student in the 20/20 Program will be allowed to return to full-time work without penalty of disciplinary action related to participation in the 20/20 Program if for some unforeseen reason they are not able to maintain satisfactory progress in the accredited MSW or MFT degree Program.
16. The Student agrees to participate in all Department mandated job application and selection preparation opportunities. The Student, upon successful completion of the 20/20 Program, will receive all possible assistance in their pursuit of Clinical Therapist I job opportunities within the Department.
17. The Student will make every effort to be hired into a Clinical Therapist job opening in the Department. The Student will inform WET designee of Student's job application and selection activities, including scheduled hiring interviews and outcomes. Student's service payback obligation hours do not begin until Student is employed in a Department Clinical Therapist classification.
18. The Student has one (1) calendar year from date of graduation from an accredited MSW or MFT degree program to accept a Clinical therapist position in the Department.
19. In the event the Student is not offered or does not accept a Clinical Therapist position within the Department during the time allotted, the Student may present his/her case to the WET designee to request an extension to the one (1) year time period allowed. The request will be reviewed and determined by the Assistant Director for Administration. Students who do not follow this agreement of the 20/20 Program may be liable for compensation to the Department. If the participant is required to compensate the Department, then the sum of the compensation will not exceed an amount proportionate to the total salaried costs of academic hours paid during 20/20 program participation. Repayment methods may include paycheck garnishment or retirement contribution withholding.
20. The Student agrees to follow all county, program, and state rules, regulations and laws, including but not limited to the California Welfare and Institutions Code 5328, DMH Policy #239 "Confidentiality", and Board of Supervisors Policies C-25 "Harassment Policy and Compliant Procedure" and C-27 "Workplace Violence, Threats and Securities".

21. The Student agrees to defend and save harmless the County, its officers, agents and employees, from any or all claims and losses resulting from this agreement.

Date: _____

Student Name: _____

Student Signature: _____

Riverside University Health System – Behavioral Health

Director

Applicant's Supervisor

Program/Regional Manager

MHSA/WET Designee

RIVERSIDE UNIVERSITY HEALTH SYSTEM - BEHAVIORAL HEALTH

20/20 Participant Agreement
Blythe Addendum

1. As a part of Student's application to the 20/20 and PASH Program, student received qualifying score points due to Student's agreement to seek employment in the Blythe service region. Student agrees to accept and attend all hiring interviews for a Clinical Therapist I - Blythe position that are conducted within 1 year following Student's graduation, unless Student has already been offered and accepted a Clinical Therapist I position elsewhere in the Department.
2. If the Student has NOT been offered and accepted a Clinical Therapist I position in the Department within the 1 year following graduation, and has been granted an extension to continue to seek a Clinical Therapist I position by the Assistant Director of Administration, then Student agrees to continue to attend all Clinical Therapist I - Blythe position hiring interviews for the term of the extension or until Student has accepted a Clinical Therapist I position elsewhere in the Department.

Date: _____

Student Name: _____

Student Signature: _____

MHSA WET Designee

RIVERSIDE UNIVERSITY HEALTH SYSTEM – BEHAVIORAL HEALTH

Paid Academic Support Hours (PASH) Program

Participant Agreement

MSW or MFT Degree

1. This Agreement is made between _____, hereinafter referred to as the “Student”, and the Riverside University Health System – Behavioral Health hereinafter referred to as the “Department”, as part of the Paid Academic Support Hours (PASH) Program.
2. The Student understands that they will receive full pay while attending classes at an accredited MSW or MFT program. The Student is not to exceed a total of 40 hours of combined education support hours and work hours unless approved by the Supervisor. Overtime hours worked in excess of daily schedule require pre-approval by the Student’s assigned worksite supervisor and are to be paid subject to provisions of the current Memorandum of Understanding.
3. The PASH Program will be conducted in coordination with an accredited MSW or MFT program for the academic period starting _____ and ending _____. PASH Program participation is renewed with each academic term (semester or quarter). The total number of approved PASH Program hours for this term is: _____.
4. Academic term renewal of PASH Program participation is not guaranteed. Renewal of PASH Program participation is determined by: a) Successful completion of the approved academic term with a minimum 3.0 GPA and maintenance of “good standing” status with Student’s university; b) Maintenance of satisfactory work performance with the Department; c) Maintenance of good work attendance (barring extensive illness or approved FMLA); and, d) Continued availability of related funding.
5. The Student must demonstrate that the most reasonable academic schedule was chosen allowing for the least disruptive change to approved work schedule and the Department operation hours.
6. Students who knowingly misrepresent their academic scheduling options or other PASH qualifications will be terminated from PASH and permanently disqualified from participation in any Department financial or academic incentive programs.

7. PASH participants are given preferential standing to be accepted into the Department's 20/20 Phase of the program, but are not guaranteed 20/20 Advancement.
8. Advancement into the 20/20 Phase is contingent upon maintaining: a) Permanent, full-time employment status with RUHS - BH; b) A "good standing" performance evaluation as a RUHS - BH employee; c) A minimum of 3.0 GPA as a student in "good standing" with Student's university; and, d) the availability of related Department funding.
9. If the Student advances into the 20/20 Phase, the number of paid academic support hours will be added to the total number of service payback hours upon successful completion of the 20/20 and PASH Program. The Student has a legally binding commitment to work for the Department for a period of time equal to the period to which financial training assistance is granted (e.g., 4160 hours of training requires a commitment time of 4160 hours).
10. If the Student does not advance into the 20/20 Phase, the number of paid academic hours will be waived and the Student will have no service payback obligation.
11. The Student agrees to use their best efforts to maintain satisfactory job performance and attendance while attending school pursuant to this agreement. The Department may terminate a student from the program after thirty (30) days notice if, in the judgment of the Department, the Student's performance is unsatisfactory. The Student's accredited MSW or MFT degree program may determine for any reason that the student should leave school, in which case the Student is to immediately inform the Department and immediately return to work on a full time basis.
12. A WET designee will be responsible for reviewing and checking the attendance and performance of the Student in classroom. By agreeing to participate in PASH, the Student consents to Student's University releasing information to RUHS - BH/WET designee regarding Student's university status, academic performance, and standing. The Student participating in the program must return to full-time work status upon completion of the academic term. The Student will sign a Release of Information to ensure university release of requested information.

13. The Student may, in case of family emergency, present his/her case to the WET designee to request a temporary suspension of their participation in the PASH. The request will be reviewed and determined by the Assistant Director for Administration. Students who do not follow this agreement may be liable to compensate the Department. If the participant is required to compensate the Department, then the sum of the compensation will not exceed an amount proportionate to the total salaried costs of the academic hours paid during PASH participation. Repayment methods may include paycheck garnishment or retirement contribution withholding.
14. If the Student leaves school for any reason, the Student will be terminated from PASH and may be liable for compensation to the Department. The Student will present their case in writing to the WET designee for determination regarding their compensation to the Department. The request will be reviewed and determined by the Assistant Director for Administration. If the participant is required to compensate the Department, then the sum of the compensation will not exceed an amount proportionate to the total salaried costs of the academic hours paid during PASH participation. Repayment methods may include paycheck garnishment or retirement contribution withholding.
15. The Student will make every effort to continue satisfactory performance as evaluated by Supervisor or Manager in the Department. Failure to maintain satisfactory job performance may result in termination of their participation in PASH and disqualify Student from participating in any RUHS - BH financial or academic incentive programs.
16. The Student in PASH will be allowed to return to full-time work without penalty of disciplinary action related to participation in PASH if for some unforeseen reason they are not able to maintain satisfactory progress in the accredited MSW or MFT degree Program.
17. The Student agrees to follow all county, program, and state rules, regulations and laws, including but not limited to the California Welfare and Institutions Code 5328, DMH Policy #239 "Confidentiality", and Board of Supervisors Policies C-25 "Harassment Policy and Compliant Procedure" and C-27 "Workplace Violence, Threats and Securities".

18. The Student agrees to defend and hold harmless the County, its officers, agents and employees, from any or all claims and losses resulting from this agreement.

Date _____

Student Name: _____

Student Signature: _____

Riverside University Health System – Behavioral Health

Director

Applicant's Supervisor

Program/Regional Manager

MHSA/WET Designee

RIVERSIDE UNIVERSITY HEALTH SYSTEM-BEHAVIORAL HEALTH

20/20 and PASH Program Application/Appraisal Scoring

A. PREREQUISITES

- 1. Two years of RUHS-BH service in "Good Standing" YES NO
- 2. Good Attendance YES NO
 25+% of Sick Leave accrued in RUHS-BH remaining, excluding FMLA.
 Rationale: _____
 Verified: _____
- 3. Accepted or enrolled in accredited graduate program YES NO

B. JOB PERFORMANCE (35 Points Possible)

- 1. Employee's Overall Job Performance (last appraisal date _____)
 - a. "Exceeds" 10 points
 - b. "Meets" 5 points
 - c. "Needs improvement" 0 points
- 2. Supervisor's appraisal ___/25 points

C. SENIORITY (15 possible points)

- 1. 10+ years of service in RUHS-BH 15 points
- 2. 6-9 years of service in RUHS-BH 10 points
- 3. 2-5 years of service in RUHS-BH 5 points

D. ACADEMIC INITIATIVE (10 possible points)

- 1. BA/S Degree GPA: Points may be added for integration of completed College coursework following BA/S degree
 - a. 3.5 to 4.0 5 points
 - b. 3.0 to 3.49 2 points
 - c. < 3.0 0 points

2. Transcripts: Evidence of good follow through with educational plan
 - a. 0-1 class withdrawal per academic year 5 points
 - b. 1+ class withdrawal per academic year but with documented rationale 2 points
 - c. 1+ class withdrawal per academic year but has post degree transcripts demonstrating improvement 2 points
 - d. 1+ class withdrawal per academic year 0 points

E. WORKFORCE NEEDS/PERSONAL STATEMENT (50 possible points)

1. Has interest and experience working with people who have chemical dependency, developmental disabilities, or acute primary health care.
 - a. Certification, commitment, & good experience 10 points
 - b. Coursework, commitment & good experience 8-9 points
 - c. Coursework or good experience 5-7 points
 - d. Interest and commitment only 1-4 points
 - e. No interest described 0 points
2. Cultural Competency/Bi-Cultural
 - a. Academic study, lived experience, and application 10 points
 - b. Lived experience and application 5-9 points
 - c. Academic study and application 1-4 points
 - d. No experience, academic study, or commitment 0 points
3. Recovery/Discovery oriented; Consumer/Family oriented
 - a. Excellent knowledge, dedicated, and application 10 points
 - b. Some knowledge; committed to application 5-9 points
 - c. Little knowledge but committed Recovery principles 1-4 points
 - d. Lacks any essential Recovery elements 0 points
4. Exceptional Clinical Skill Development
 - a. Demonstrates superior insight and creativity 10 points
 - b. Demonstrates excellent insight and creativity 5-9 points
 - c. Demonstrates above average insight and creativity 1-4 points
 - d. Demonstrates average insight and creativity 0 points

5. Career goals reflect commitment to public behavioral health service

- | | |
|---|------------|
| a. Clear career with RUHS-BH, including leadership | 10 points |
| b. Commitment to public behavioral health/underserved | 5-9 points |
| c. Commitment to underserved but lacks public service | 1-4 points |
| d. No interest in public service or underserved | 0 points |

F. LANGUAGE CAPACITY (10 possible points)

1. Bilingual – Spanish language or ASL

- | | |
|---|------------|
| a. Bilingual/Spanish with pay or ASL certified | 10 points |
| b. Bilingual/Spanish no pay; ASL not certified | 6-9 points |
| c. Other language fluency describes used at work | 4-5 points |
| d. Other language fluency not used at work or conversational Spanish or ASL | 1-3 points |
| e. None | 0 points |

G. ADDITIONAL INFORMATION (5 possible points)

1. Willing to work in remote area of County (Blythe)

- | | |
|--------|----------|
| a. Yes | 5 points |
| b. No | 0 points |

H. WET APPRAISAL INTERVIEW (75 possible points) _____/75 points

TOTAL POINTS _____/200 points