EPIC EBP Program Designation
Frequently Asked Questions

Please refer to the EPIC Website at http://dbhids.org/epic for detailed information about the EPIC EBP Program Designation including a webinar, a sample application, an application user guide, information about the background and guiding principles of the designation, and a resource document.

Designation Eligibility

What counts as an evidence-based practice? Can I apply for designation for an evidence-supported practice?

An ***Evidence-Based Practice*** is a practice that has been demonstrated to be effective through an accumulated body of well-designed research studies conducted by more than one research team in diverse settings and populations. An ***Evidence-Supported*** Practice is a practice that has demonstrated positive outcomes in a limited number of research studies or in studies that use quasi-experimental designs. This could also include a practice that has a strong body of research support but is being delivered to a different population or in a different setting.

You can apply for an evidence-supported practice as well as evidence-based practices not listed in the application. However, you are required to provide rationale as well as research which supports the practice as evidence-based. For more information about EBPs and ESPs, please refer to the website: http://dbhids.org/epic or watch the webinar concerning EBP's: https://attendee.gotowebinar.com/recording/6148601350341325570

Who can apply? Is this designation solely for CBH Providers?

This designation is for anyone who has an active contract with CBH or DBHIDS as a provider.

Is the EBP Designation Application mandatory for CBH Providers?

If a provider received training through a DBHIDS Initiative, they are expected to apply within six months of completing active training. Providers delivering an EBP that was required as part of a CBH or DBHIDS procurement (RFP) are also expected to meet the EBP Program Designation standards. The timeline for the EBP Program Designation application will determined in collaboration with the Network Development. Please contact the Network Development Specialist supporting the procurement for additional information.

I was trained in an EBP through a DBHIDS EBP Initiative. Do I still need to apply?

Yes, completing the EBP Program Designation application is an expectation for all providers that have received training through the EBP Initiatives. Providers are expected to meet the program designation standards within 6 months of completing active training in the EBP Initiative. If you have additional questions about the EBP Initiatives and the designation please reach out to EPIC at *email*.

I don't see the EBP I do on the EPIC website. Can I still apply?

Yes, we strongly encourage providers delivering EBPs that we may not currently be aware of to apply. One of the goals of the EBP Program Designation is to have a more complete understanding of the EBPs being offered throughout our provider network.

If my clinicians or program is already certified by an official outside entity do I also need to submit for the EBP Program Designation?

Most EBP certification applies to individual clinicians. In that case, the EBP Program Designation application would still need to be completed. We ask for information that is not typically included in other certification. We would recognize formal certification by other entities (e.g. PCIT International, Beck Institute, DBT- Linehan Board of Certification, etc.) in the training and consultation section of the program application. However, if your "program" is certified and monitored by an official EBP certification body, for example ACT, MST, or FFT, you do not need to submit an application. Please feel free to reach out to us if you have a question about whether this applies for your program.

Do I need to complete an EBP Program Designation for ABA in BHRS? How is this different from the ABA Program Designation?

There is a specific program designation process for providers delivering ABA in BHRS. ABA providers should not submit an application to this EBP Program Designation. Please refer to information about the ABA designation process here https://dbhids.org/wp-content/uploads/2017/09/ABA-Designation-application-FINAL-6-19-17.pdf.

Benefits

Will I get an enhanced rate or financial incentive for completing the EBP Program Designation? I see that CBH gives an enhanced rate for certain EBPS (PCIT, DBT, PE and TFCBT in outpatient mental health), I am not doing one of those EBPS, should I still apply?

CBH is piloting enhanced rates for select EBPs. At this time, programs that receive EBP Program Designation for other EBPs will not get a financial incentive. However, we are exploring additional financial incentive strategies. We strongly encourage all providers doing EBPs to submit applications so they can be recognized and considered in future financial incentive strategies.

What are the benefits of receiving this designation?

If you are accepted to the EPIC EBP Program Designation, your program will be formally recognized for your exemplary EBP services delivery. The program will be added to a list of providers who utilize this EBP. This will allow us to better refer individuals to your program when they require specific, EBP treatment. Your program will also be formally recognized with a letter and certificate from CBH and will be considered for any financial incentives for EBPs that become available in the future.

Isn't there already a list of EBP providers on the EPIC website? Are they already designated? If my program is on that list do I still need to apply?

The list of providers on the EPIC website include all programs that are part of the DBHIDS EBP Initiatives or that deliver EBPs which require training or monitoring from treatment developers. We anticipate all providers currently on those lists will apply for EBP Designation and will meet the EBP Designation standards. We will recognize providers who have received official EBP Program Designation on those lists.

Application

Is there a limit to the number of trained professionals that can be added to the application?

At present, you can only add 20 therapists/clinicians to the roster on the application. If you should have more than 20 therapists who are trained and will be part of your EBP Program, you may attach a Word/PDF document with the following information to your application prior to submission: full names of trained staff, whether they are a clinician or supervisor, the location at which they provide services, degree acquired, licensure status, status as staff or contractor, type of training (with certificates or letters of attestation), and language(s) spoken.

Is there a limit to the number of provider sites I can report on the application which use the EBP?

The application only allows for three provider sites to be added. However, if you have more than three sites engaged in a particular EBP Program, please attach a document with each of the site address, the CBH Parent ID number , and the CBH Child ID number to the application.

What kind of certificates do I need to show a staff member was trained in the EBP? What if I don't have my clinician's certificates?

Certificates need to show both training and consultation were completed. If your program or staff member received training from an official certification body (i.e, DBT Linehan Board of Certification for Dialectical Behavior Therapy, etc.) please provide a certification attesting to this. If you received your certification through a DBHIDS initiative, please provide certificates for this.

If a certificate for training completion cannot be located, a letter of attestation from the trainer or DBHIDS Initiative coordinator would be an acceptable alternative if formal certificates are not available.

What do you mean by quality assurance tool? Can we use a fidelity measure or an internal chart audit?

Quality assurance tools are used to periodically monitor the delivery of the core components of the EBP model. These can be formal fidelity tools, informal tools, checklists containing key elements related the EBP. Some EBP's require specific quality assurance tools and these should be listed. If you chose to use internal chart audits or another informal tool, you must explain how this method ensures and measures quality assurance regarding the delivery of your EBP. Please refer to RESOURCE list on the EPIC website for examples

Application Technical Issues

What if I have multiple EBPs for one agency? Do I need multiple logins?

You need to complete a separate application for each EBP and/or the same EBP being offered in different levels of care. Each application will be reviewed based on its submission date. You can use a single login for all applications in one login or you can submit them with separate logins.

I cannot start my application/I have not received my registration information. What should I do?

If you have not received your registration information, check the spam folder of your email. If you cannot create an application, allow 30 minutes to an hour after registration as there may be a delay between registering and the application's availability. If, at this point, you still do not receive the registration information or you are unable to create your application, email the EPIC team at EPIC_DBHIDS@phila.gov for further assistance.

Can you please explain the question under EBP Service Delivery on the EBP Program Designation Application that says, *"What is the average census your EBP program will maintain to ensure access and sustained expertise?"*

In your response to this question, please provide your best estimate of a point in time census for your EBP program currently. How many people in a given week are currently receiving the EBP across all of the trained clinicians.

Review Process & Post Designation

After I submit, how will I know the status of my application?

You will receive notification via email that your application was successfully submitted. We will notify you within two weeks from your submission date if any items in your application are missing. The application will be reviewed by a team at CBH. This process can take up to two months. You will then be notified if you received designation, if additional information is needed or if your program did not meet the designation standards. Feedback and timeline for re-submission of applications will be given to providers who do not meet full designation standards.

If our organization should receive the designation but our organization is unable to maintain the standards of the designation, what should we do?

Let the EPIC team know immediately. Your organization will not lose the designation but will be put on hold until you are able to meet the needs of your organization to continue implementation of the EBP.

How long does the EBP Program Designation last? Will I need to reapply?

The application requires an annual update to any information that has changed for your program. The date of your annual update will be included in your EBP Program Designation notification letter and you will receive an email prompt when the update is due. You will be able to log back in to the application and do not have to complete all of the items.