



**Bridgehaven  
Center  
For Peer  
Excellence**

March 2020

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# **2020 Kentucky Adult Peer Support Specialist Resource Guide**

Sponsored by the Department of Behavioral Health, Developmental and Intellectual Disabilities & Bridgehaven Center For Peer Excellence

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**This resource guide contains all of the most important information you need to know as an Adult Peer Support Specialist working in Kentucky. We will keep you informed of any changes that occur.**

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## **Section 1: APSS Regulation Reading Guide**

908 KAR 2:220 is the regulation governing Adult Peer Support Services in Kentucky. It is six pages long. Below is a guide to reading the regulation to help you find the information that you need. We suggest printing the regulation and keeping it at your desk with your important papers. If you have any questions about any aspect of your job, it is a good idea to read the regulation to see if it is being followed. A close look at the regulation can help to answer questions you may have about your job. New regulations have been written and are in the process of being approved. We do not know when the new regulations will be official, but we will let you know as soon as they are approved.

[Click here to read the APSS Regulation 908 KAR 2:220 in its entirety](#)

**908 KAR 2:220 is most easily understood if you read it one section at a time. Here is a breakdown of the information provided in each section of the regulation.**

**Section 1. Definitions:** This section includes definitions of Adult Peer Support, Adult Peer Support Specialist, Adult Peer Support Specialist Services, Consumer, Department or "DBHDID", Recovery, Regional Community Mental Health Center or "CMHC", and Training Curriculum.

**Section 2. Eligibility:** This section describes the eligibility to become a peer specialist and the six (6) CE hours needed each year to maintain your certification.

**Section 3. Department Responsibilities:** This section describes the responsibilities of DBHDID in regard to Adult Peer Support Services.

**Section 4. Peer Support Specialist Responsibilities:** This section outlines the work responsibilities of an Adult Peer Support Specialist including completing and maintaining documentation of six (6) hours of related training or education each year.

**Section 5. Requests to Waive the Adult Peer Support Specialist Training:** This section outlines how a person can make a request to waive the Adult Peer Support Specialist Training because they have completed training in another state.

**Section 6. Supervision of an Adult Peer Support Specialist:** This section lists all of the professionals who may supervise an Adult Peer Support Specialist and also describes the required supervision.

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## Section 2: Frequently Asked Questions

**How do I get my CE hours?** You must attend a training that is related to your work as an Adult Peer Support Specialist. If you are not sure if the training is related to your work, please refer to Section 4 of 908 KAR 2:220 which outlines the work that you do as an Adult Peer Support Specialist. You need a Certificate of Attendance in order for the CE hours to count. You are responsible for entering your CE hours and uploading your certificate into DBHDID-TRIS. You may be asked to turn in your Certificate of Attendance to someone at your workplace. If you do so, be sure to give them a copy and keep the original in your file. It is best practice to enter your CE hours into DBHDID-TRIS as soon as you complete each training.

**What do I do if I am having a problem with DBHDID-TRIS?** If you are having a problem with DBHDID-TRIS, go to the DBHDID-TRIS website and then go to the Contact/Help tab to email DBHDID to ask for help. DBHDID will respond to your question by email.

**How can I find out about employment opportunities?** The best way to find out about employment opportunities is by word of mouth. If you are interesting in working for a particular organization, it is good to inquire about a contact person for hiring and send them a letter of interest and a resume. You may find opportunities available on websites such as [Indeed.com](#) and [Glassdoor.com](#). There may be jobs listed on other job posting websites as well. In addition, The Bridgehaven Center For Peer Excellence publicizes some open positions by sending out notices.

**What should I do if I am having a problem at work?** If you are having a problem at work, it is important to talk to your supervisor about your problem if you cannot solve it on your own. It is good to read 908 KAR 2:220 first to clarify your thinking about your problem and your work responsibilities. If you cannot solve the problem by talking to your supervisor, you may need to talk to your Human Resources department or the Employee Assistance Program if that is available in your workplace.

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## Section 3: CE Hours

Each Kentucky Adult Peer Support Specialist is required to earn six (6) CE hours each year to maintain certification. These CE hours must be entered into DBHDID-TRIS. Here is the language from 908 KAR 2:220 Section 4 Part 8, "**Complete and maintain documentation of a minimum of six (6) hours of related training or education in each subsequent year after successful completion of the adult peer support specialist training or receipt of waiver, and shall submit a list of all trainings in which the adult peer support specialist participated, the provider or presenter of the training, and the number of hours of each training to the department every three (3) years. The submission due date shall be the last day of the month of which the adult peer support specialist's initial training was completed.**" It is best practice to keep a copy of your certificate, give a copy to a designated person in your workplace if asked, and to enter your CE hours into DBHDID-TRIS as soon as possible after the training. That way your CE hours will always be up to date.

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## Section 4: DBHDID-TRIS

DBHDID-TRIS is the system the state uses to keep track of CE hours earned by each APSS. It contains a transcript of your CE hours that can be printed out as needed. Here is the link to the [DBHDID-TRIS login](#). You will need to scan each certificate of attendance to enter your CE hours after each training you attend. If you do not have your login information or you have any other questions about entering your CE hours, go to the Contact/Help tab to email DBHDID at [csa@ky.gov](mailto:csa@ky.gov) to request help. DBHDID will respond by email as soon as possible. If you need help using DBHDID-TRIS, please ask your supervisor for help.

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## Section 5: Self Care



### WRAP For Self Care

By Andrea Jones

Creating a WRAP has helped me with my self care. I will use the Five Key Recovery Concepts from WRAP to explain how I care for myself. The first Key Recovery Concept is Hope. I keep the importance of hope on my mind every day. I find hope from spending time with friends and family and from meditating and reading daily meditations. Laughing, listening to music, having fun, and exercising also bring me hope. I do whatever I can to keep hope alive.

The next Key Recovery Concept is Personal Responsibility. I take responsibility for my own health and well-being. Knowing that I'm in charge of my life is empowering. I enjoy making choices and decisions that will help me to be healthy and happy.

Education is the next Key Recovery Concept. I have always enjoyed learning as much as I can about interesting topics and things that I need to know. I also enjoy reading about new ways to take better care of myself. Some of my favorite online sources for learning more about mental health are [BP Hope](#), [Hope To Cope](#), [Bring Change To Mind](#), [Psychology Today](#), [Psych Central](#), and [Strong 365](#).

Self Advocacy, the next Key Recovery Concept, is very important to me. I do whatever I can to advocate for myself. I ask for what I want and need because I realize that no one else will know exactly what I want and need.

The last Key Recovery Concept is Support. Supporting others is something that makes me feel good and I also ask for support from friends, family, neighbors, and coworkers as needed. Because I may need support when I am not able to advocate for myself, my supporters have a copy of my Crisis Plan so that they will be able to carry out their assigned tasks to help me through a crisis.

The Five Key Recovery Concepts are simple, but when I keep them in mind every day, it is easier to stay healthy and balanced.

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## The “Support” in Peer Support

By Susan Klusman Turner

“Support”- It’s in our job title. It describes what we do and we focus on it in our work every day. We are Adult Peer Support Specialists, so as it says, we specialize in support. But what is support? Is it standing besides someone who is struggling? Is it being that anchor for a boat adrift? Is it giving of ourselves for those who have no one or just a few?

We support those we work with in many ways. As Peer Specialists sometimes we might be the only connection that those we work with have to others. As Peer Specialists we walk with our peers and stand by their side in their journey of recovery. Support is essential to a person’s ability to move forward, face challenges, and meet goals. When we provide support we give encouragement to others that they are not alone.

So when does support happen? It happens every time we interact with those we work with. It happens when times are obviously challenging and when times are easier and more manageable. Remember that we provide support whenever we meet those we work with where they are at. But also remember that support happens in both good and bad times, and in good and bad situations. We show our support when peers celebrate accomplishments and make great strides. And when times are rough and we hold their hope. Our support to our peers can change throughout our interactions with them. Sometimes we might just listen and let our peers know we’re here. Sometimes we are just a positive light in a dark world. Sometimes we celebrate with our peers’ successes – even the smallest.

Peer Specialists support those we work with in obvious ways and subtle ways. We often use our stories to reach out to others and give hope, and then support them in good and bad times.

Sometimes giving support can be difficult. Sometimes giving support can mean watching a person fail or relapse and supporting them when they try again. We are often the person those we work with look to when they are trying to bounce back. We connect. We give our peers evidence that recovery is possible and that good days are ahead.

As we support our peers, we must be ourselves and not judge. With support one is encouraged through times not told what to do. One of the hardest situations a Peer Specialist faces is when someone we are working with is going down a path we know is going to have negative results. Our job is to support them.

One last thing. As we give our support and unconditional hope remember to take care of yourselves. As we support others, support ourselves. It takes a lot to be a Peer Specialist. Reach out to your own supports. When we take care of ourselves we can better take care of and help our peers. Support each other as fellow Peer Specialists as we all want a common goal – to help everyone find recovery, feel there is hope, and know that they have support both in good times and in bad times .

So, continue to practice the “support” part of Adult Peer Support Specialist and continue to promote recovery. Take care of yourselves as you walk the journey with our peers. The support and effect of Peer Specialists is far greater and more influential than most can imagine.

We do good work and our support has influenced many lives. Keep being the awesome Peer Specialist you are. And with your support watch lives change and grow and prosper. You are awesome! You bring hope! You rock!

Your Friend and Peer Specialist,

Susan Klusman Turner

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# Section 6: Bridgehaven Center For Peer Excellence Trainings

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March 2020 - June 2020

## Peer Support Opportunities

Sponsored by the Department of Behavioral Health, Developmental and Intellectual Disabilities & Bridgehaven Center For Peer Excellence

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### Peer Supervisor Trainings

March 25: Louisville - Cancelled due to COVID-19 pandemic

April 8: Lexington - Cancelled due to COVID-19 pandemic

May 22: Hopkinsville\*

June 25: Hazard - Cancelled due to pending scheduled event

*\*A catered lunch will be provided.*

*Registration will close seven days before each training.*

**Registration: [ajones@bridgehaven.org](mailto:ajones@bridgehaven.org)**

### WRAP Seminar I Trainings

April 1-3: Frankfort - Cancelled due to COVID-19 pandemic

May 18-20: Hopkinsville\*

June 22-24: Hazard - Cancelled due to pending scheduled event

*\*A catered lunch will be provided each day.*

*Registration will close seven days before each training.*

**Registration: [ajones@bridgehaven.org](mailto:ajones@bridgehaven.org)**

### Peer Support Specialist Open House

**Meet & Greet. Join the Statewide Conversation.**

**What issues are facing the Peer Support community and how do we address them?**

March 20: Louisville - Cancelled due to COVID-19 pandemic

April 9: Lexington - Cancelled due to COVID-19 pandemic

May 21: Hopkinsville\*

June 26: Hazard - Cancelled due to pending scheduled event

*\*Refreshments will be served. No registration necessary. Please drop in.*

**Information: [ajones@bridgehaven.org](mailto:ajones@bridgehaven.org)**

### Advocacy Academy

April 21-24: General Butler State Resort Park

Will be rescheduled due to COVID-19 pandemic

We will let you know as soon as we have any information about alternate dates

*Lunch and snacks will be provided each day.*

**Registration: [sturner@bridgehaven.org](mailto:sturner@bridgehaven.org)**

**Some of our cancelled Bridgehaven Center For Peer Excellence Trainings and Open Houses may be changed to virtual trainings on alternate dates due to the COVID-19 pandemic. We will let you know as we have more**

## Section 7: Kentucky School



### SAVE THE DATE

47<sup>th</sup> Annual

KENTUCKY SCHOOL OF ALCOHOL AND  
OTHER DRUG STUDIES

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JULY 26-30, 2020

CROWNE PLAZA EXPO CENTER | LOUISVILLE, KENTUCKY



#### VENDOR OPPORTUNITIES

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Vendor registration is first-come, first-serve. Registration opening soon.

Daily Rate:

- Monday, July 27 - \$225
- Tuesday, July 28 - \$225
- Weds., July 29 (3/4 day) - \$150



#### SPONSORSHIP PACKAGES

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The following sponsorship packages are available:

- Gold - \$5,000
- Silver - \$2,500
- Bronze - \$1,000

To learn more about our sponsorship packages, [click here](#).

[kyschool.eku.edu](http://kyschool.eku.edu)

Convened by: Kentucky Department for Behavioral Health, Developmental and Intellectual Disabilities and Eastern Kentucky University Training Resource Center

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## Section 8: APSS Online Resources

[908 KAR 2:220](#)

[Kentucky APSS Code of Conduct](#)

[Bridgehaven Center For Peer Excellence](#)  
[Copeland Center For Wellness And Recovery](#)  
[Doors To Wellbeing](#)  
[Academy of Peer Services Virtual Learning Community](#)  
[National Mental Health Consumers' Self-Help Clearinghouse](#)  
[National Empowerment Center](#)  
[National Coalition for Mental Health Recovery](#)  
[Cafe TA Center](#)  
[Recovery And Peer Support](#)  
[The International Association of Peer Supporters \(iNAPS\)](#)  
[Depression and Bipolar Support Alliance](#)  
[SAMHSA](#)  
[Mental Health America](#)  
[NAMI \(National Alliance on Mental Illness\)](#)  
[National Council for Behavioral Health](#)  
[BP Hope](#)  
[Hope To Cope](#)  
[Strong 365](#)  
[Bring Change To Mind](#)  
[Psychology Today](#)  
[Psych Central](#)

