



Annual Addiction Medicine Trainings

CME'S & CEU's for Medical Directors and LPHA's

For DMC-ODS, Medical Directors and LPHA staff, five (5) hours of addiction medicine training must be completed per calendar year.

- Physicians shall receive a minimum of five (5) hours of continuing medical education (CME) related to addiction medicine each year.
- Professional staff (LPHA) shall receive a minimum of five (5) hours of continuing education (CEU) related to addiction medicine each year.

SUD QA are providing support for COR teams monitoring the annual addiction medicine training requirement.

- The following linked web-based submission form shall be submitted to report trainings: [MS Forms link for the Reporting Trainings for Annual Addiction Medicine Requirement](#).
- Contract monitors will be reviewing reported trainings regularly and discussing compliance of the annual requirement with programs during annual site visits/desk reviews.
- **As of August 2026, QA is no longer requiring separate submission of training certificates to QI Matters.** Programs shall instead retain training certificates in their staff personnel files and make them available upon request by the COR team or DHCS.
- Non-compliance may result in corrective action.

Who can report/submit the information?

- Trainings can be reported by the individual who completed the training or on their behalf.



How many trainings can be submitted?

- The submission form will allow for more than one training to be reported. Please separate each training name with a semicolon. Please ensure you are adding the total number of CME/CEU hours when reporting.
- If you are submitting trainings for multiple staff, you will need to complete one submission form per staff.

What is the reporting period for training requirements?

- DHCS confirmed this requirement is monitored based on **calendar year (January-December)** vs fiscal year (July-June).
- For new staff: the requirement should be met within 90 days of hire.

REMINDER:

- Programs are responsible for compliance with this requirement.
- Programs shall monitor compliance by confirming trainings meet the standard for addiction medicine by ensuring trainings offer/provide CME/CEU's with evidence of completion.
- Evidence shall be kept in personnel files and be made available upon request by BHS or DHCS.