

Standard Operating Procedure for determining relevancy of bachelor's degree in CCS

Purpose: To have a procedure that details what degree types are relevant to qualify for a bachelor's credential level in CCS.

DHS 36.10(g) *Minimum qualifications*. Each staff member shall have the interpersonal skill training and experience needed to perform the staff member's assigned functions and each staff member who provides psychosocial rehabilitation services shall meet the following minimum qualifications:

15. Other professionals shall have at least a bachelor's degree in a relevant area of education or human services.

Process: When vendor relations person receives initial credentialing documents for new provider or staff member, upon review, if requesting bachelor's level, one of the following degrees must be obtained and provided to Waukesha Co CCS in the form of a diploma:

Anthropology	Music Therapy	Art/Dance Therapy
Nursing/Medicine	Audiology	Nutrition
Child Development/Family Relations	Occupational Therapy	Community Mental Health
Pastoral Counseling	Chemical Dependence Administration	Physical Therapy
Counseling/Guidance	Psychology	Criminal Justice
Recreational Therapy	Divinity/Religion/Theology	Rehabilitation Counseling
Drama Therapy	Social Work	Education
Health Administration	Speech Pathology	Health Education
Vocational Counseling	Behavioral Sciences	Health and Human Services
Early Childhood	Cognitive Sciences	Sociology
Gerontology	Special Education	

If bachelor's degree is not in a relevant area of education or human services, provider or staff member will be credentialed at the rehabilitation worker level for CCS services. ***Rehabilitation workers must complete the 40 hours of psychosocial rehabilitation training as required by (DHS 36.10(2)(g) 20 and 21).***

This will be noted in the provider or staff member's credentialing file and in the vendor spreadsheet.