Steps for Doulas Applying to the State THW Registry

In order to become a Legacy contracted doula, you first need to be approved on the Oregon State Traditional Health Worker (THW) registry as a THW/Medicaid approved doula. Legacy can assist doulas by providing the majority of the resources needed to get on the State registry and become a Legacy-contracted doula, including billing Medicaid on your behalf for reimbursement.

Required birth doula training Doulas must show a certificate of attendance/completion of a birth doula training that has at least 28 contact hours of in-person education. If your certificate does not clearly state the total hours or the dates/times or your training, you need to contact your training organization for additional written attestation to provide to the State.

Required CEUs Doulas must complete specific continuing education topics in addition to their initial doula training. For access to Legacy resources, contact doulas@lhs.org. The links and resources provided here are consistently available but other CEU trainings may be available elsewhere at various times and availabilities.

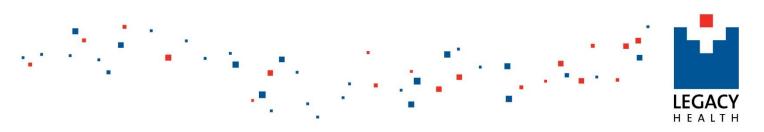**Cultural competency - 6 hours total** Doula must complete at least six contact hours of cultural competency.

- Free **six, one-hour** webinar recordings by local and nationally-recognized perinatal experts from Legacy's Swanman Perinatal Conference and Randall Children's Hospital Grand Rounds. Links to the topics and recordings here with instructions on how to claim CEUs upon completion.
- Any other training or combination of trainings that total six hours in cultural competency.

Trauma Informed Care or Interprofessional Collaboration or HIPAA - 6 hours total Doulas must show at least six hours total of _any one or combination of the following_: Trauma Informed Care, Interprofessional Collaboration, or HIPAA.

- Free **three hour** Interprofessional Collaboration training for Legacy-contracted doulas (this training is also required for all Legacy-contracted doulas and includes doula-specific HIPAA training). Training available late October 2021.
- Free **three hour** Trauma Informed Care training through Legacy E-learning. Availability pending.
- Any other training or combination of trainings that total six hours in those categories.

Oral Health Training Doula must show completion of an OHA-approved Oral Health Training

- Free 90 minute online training THW OHA Oral Health Certification (state.or.us). Watch all the way to the end for instructions on how to claim your certificate of completion.
- Any other previous Oral Health Training for Doulas

Current CPR certification for children and adults Doula must show proof of current CPR certification.

- In order to be a Legacy-contracted doula, Legacy requires BLS (Basic Life Support) CPR which involves both online learning and in-person skills testing.

    - First, complete the online training. Go to: www.onlineaha.org, in the Find a Course box use the down arrow and click on Basic Life Support (BLS), click on HeartCode BLS (product #20-3553) - the course is payable to the AHA ($31.00)
    - Attend a free in-person skills validation session. Email doulas@lhs.org to schedule.

Attendance of three births and three postpartum visits Doula must attest that they have attended at least three births and then three postpartum visits for those birth doula clients attended after the completion date of their doula training. Do not send in any birth or postpartum documentation to the State - this is a HIPAA violation. Sign the Birth Doula Certification Checklist and Attestations form below.

- For new doulas, some Legacy clinics are able to work with students to support them in gaining enough experience to qualify for the THW Registry. Please contact the Legacy Doula Program Coordinator at doulas@lhs.org for more information.
- Any three birth and postpartum clients that you acquire on your own, through a training organization, or through a local doula group.

Resource list Doula must also attest that they have completed a basic resource and referral list for the area that the doula serves.

Apply to the THW Registry

- Complete the THW application form at https://apps.state.or.us/Forms/Served/le8908.doc
- Complete the birth doula certification checklist and attestations at https://apps.state.or.us/Forms/Served/le8908d.doc
- Email your THW certification application and proof of all required trainings and identification to thw.program@state.or.us. Emailing is the fastest method. Applications sent by mail or fax may be lost or delayed as much as 90 days.

Respond to the Background Check Application One to two weeks after your THW application has been processed, you will receive an email from the Background Check Unit asking you to complete a background check application. If you do not receive an email within one to two weeks of submitting your THW application, check your spam folder for any emails from "CRIMS BCU". You *must respond to this email within less than two weeks* to give permission for your background check. If you do not respond in time, your THW application is stalled and you may need to re-apply. You will not be notified if your background check has timed out.

Placement on the THW Registry Once all requirements are met, you will be placed on the THW Registry and your THW certification will last for three years. Renewal application must be sent 60 days before current registry expiration. 20 hours of CEUs are required for recertification.