

Mental Health First Aid Instructor Agreement and Expectations

Mental Health First Aid project

The Lake County Health Department intends to train and certify over 2,000 people in Mental Health First Aid over a three-year period. The purpose of this campaign is to significantly increase the number of people who are prepared to help individuals with behavioral health challenges. This initiative is also designed to reduce stigma so that people who face behavioral health challenges have community support and feel comfortable seeking help for their challenges.

Mental Health First Aid USA is an 8-hour training to teach participants how to help someone who is developing a mental health problem or experiencing a mental health crisis. The evidence behind the program demonstrates that it helps trainees identify, understand and respond to signs of mental illnesses and substance use disorders.

This project is funded by the Substance Abuse and Mental Health Services Administration, U.S. Department of Health and Human Services.

Instructor Training

The adult Mental Health First Aid Instructor training is a 5-day training conducted over one week. It prepares individuals to be certified to teach the 8-hour class. National Trainers guide candidates through the training with an emphasis on coaching and preparing candidates to be ambassadors of Mental Health First Aid. Courses typically run from 8:30 a.m.–4:30 p.m. or 9:00 a.m.–5:00 p.m. each day, with dedicated time on days three and four for independent preparation for presentations delivered on day five. On the fifth day of the training, each instructor candidate will present and teach an assigned portion of the eight-hour course to the group.

The National Trainers will conduct an individual evaluation of each candidate, and each candidate will provide a peer review for their colleagues. There are three possible outcomes from the instructor training: **full certification**, **provisional certification** or **no certification**. Attendance is not a guarantee of certification. Once certified as an Instructor, a person is eligible to teach the 8-hour Mental Health First Aid course.

Instructor Agreement

A Mental Health First Aid instructor is required to serve as a presenter, facilitator and, most importantly, an ambassador of the Mental Health First Aid USA program. As a prerequisite to applying to become a Lake County Health Department Mental Health First Aid Certified trainer, all applicants must read, understand and agree to abide by the following:

- Mental Health First Aid Instructors must exhibit positive attitudes towards individuals with behavioral health challenges and should have enthusiasm to reduce the stigma/discrimination associated with mental illness and addiction disorders, as this is an aim of Mental Health First Aid and the curriculum is specifically designed to promote recovery.

- Instructors agree to conduct each Mental Health First Aid training in pairs. If an Instructor does not have a partner, the Lake County Health Department will assist with finding a training partner. Each training session lasts approximately 9 hours and consists of 8 hours of training content. The training session can be conducted in one day or broken up into two 4-hour days.
- Prior to conducting the training and then following the training, Instructors agree to commit the time necessary to prepare for the training, enter data and summarize the training.
- As a condition of maintaining certification and status with the Lake County Health Department Mental Health First Aid project, Instructors who are certified at the expense of the Lake County Health Department agree to teach the Mental Health First Aid course a minimum of three times in the year following the training to Lake County Health Department approved groups.
- Instructors who are certified as part of this project agree not to charge any fee for their time for trainings conducted in partnership with the Lake County Health Department Mental Health First Aid project.
- Instructors agree, pending availability, to attend quarterly Instructor support meetings.
- Instructors agree to register all Mental Health First Aid trainings they conduct with the national Mental Health First Aid website.
- Instructors agree to utilize the project website (mentalhealth.today) for all training registration.
- Instructors understand and agree that the Lake County Health Department Mental Health First Aid project assumes no responsibility or liability for injury to either person or property resulting from any incident that occurs during training sessions attended by or conducted by Instructors.
- Instructors understand that they are agents representing Mental Health First Aid and are expected to dress and groom in a manner that is appropriate for business and enhances a positive image of Mental Health First Aid both locally and nationally.
- Instructors agree to collect and enter course evaluations and incorporate feedback.

Lake County Health Department Agreement:

The Lake County Health Department will support the training efforts in the following ways:

- Providing LCHD certified trainers with Mental Health First Aid manuals for trainings conducted in partnership with the Lake County Health Department Mental Health First Aid project.
- Offering quarterly support meetings to the Instructors. The purpose of these meetings is to share success stories, lessons learned by Instructors, updates on any procedural or curriculum changes, and to receive information about local and national resources, opportunities and events.
- Providing the Adult Mental Health First Aid Instructor training at no cost to approved individuals, including materials. A value of \$2,000.
- Providing logistical support as needed, including help identifying training venues and audiences, help with outreach and publicity, connection with co-trainers, and equipment, if needed.
- Providing instruction and assistance regarding systems for scheduling, registration, and reporting of data.

Having read the Mental Health First Aid Instructor Agreement and Expectations in its entirety,

I, _____, am in full agreement with the above terms and expectations.
(Please print name)

Signature

Date