

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee SET SB <100 Priority Rate	Business Skills; Commercial Skills	8	8-60	0	\$1,456	\$21.28
				Weighted Avg: 56			
2	Retrainee SB <100 Priority Rate	Business Skills	2	8-60	0	\$780	\$16.48
				Weighted Avg: 30			
3	SET Retrainee Job Creation Initiative SB<100 Priority Rate	Business Skills; Commercial Skills	2	8-60	0	\$780	\$13.73
				Weighted Avg: 30			

- Reimbursement Rate: Job #'s 1-3: \$26 SB Priority
- County(ies): Los Angeles, Riverside
- Occupations to be Trained: Respiratory Therapist, Physical Therapist, Administrative Staff, Billing Staff, Coding Staff, Owner
- Union Representation: Yes
 No
- Health Benefits: Job #2: \$1.48 per hour

SUBCONTRACTORS

- Development Services: N/A
- Administrative Services: N/A
- Training Vendors: To Be Determined

OVERVIEW

Valley CORF, Inc. (Valley CORF) (www.valleycorf.com) provides holistic patient rehabilitation services such as orthopedic post-injury/surgery therapy, neurologic physical therapy, vestibular therapy, and occupational and cognitive behavioral therapy in a community-based setting. Valley CORF was founded in 2003 after Congress established Comprehensive Outpatient Rehabilitation Facilities (CORFs) to work as extensions to referring physicians. It responds to

the growing health needs of retiring baby boomers, and offers ancillary resources and services to hospitals (physical and occupational therapy, pulmonary rehabilitation, and social work). Valley CORF focuses on enabling patients to improve their quality of life and become more functionally independent in their daily activities. This, in turn, reduces re-admissions to hospitals and contributes to reduced healthcare costs.

Valley CORF has four California and three Washington affiliated companies. This proposal is for all four of the California affiliates: Rapid Therapy Center (Mission Hills); Burbank Therapy Center (Burbank); Cal Oaks Therapy Center (Murrieta) and Valley CORF (Tarzana). The corporate office (Job Number 2) provides support for the locations both inside and outside of California, and is eligible for standard retraining. Other locations (Job Numbers 1 and 3) lack out-of-state competition and will be funded under Special Employment Training funding.

This is Valley CORF's second ETP Agreement. With this proposal, the company plans to provide training upgrades to Business Skills and Commercial Skills training initiated in the first Agreement. Training in this proposal will not be duplicate training of the prior Agreement. The training proposed in this Agreement will focus on new requirements and improvements in patient documentation, evidence based charting, billing processes and patient engagement to achieve more effective results and ensure 100% compliance and customer satisfaction. Training will further improve employee skills in responding to the demands and continuous changes in the regulations and requirements of the healthcare industry created by the Affordable Care Act.

Retrainee/Job Creation

The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be reimbursed at a higher rate, and trainees will be subject to a lower post-retention wage.

Valley CORF has committed to hiring two new employees (Job Number 3). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into "net new jobs" as a condition of contract.

Valley CORF will recruit, hire, and train two Administrative Staff within the next two years in anticipation of the Company's growing workload in the operations department due to expanding existing business operations. Training will help newly-hired personnel work effectively and efficiently.

Training Plan

Workers will receive training in the latest updates in documentation requirements for evidence based outcomes, safe patient care, motivational skills in patient care, upgrades in the new coding methodology, tracking re-admissions while in therapy, and new software for billing accuracy.

Training will be delivered by in-house experts via class/lab in the following:

Business Skills: Training will be offered to all occupations. Training will include patient-focused concepts and on ways to improve patient relations to keep patients motivated and treatment regulation compliant, resulting in higher patient retention and satisfaction.

Commercial Skills: Training will be offered to all occupations. Trainees will help workers stay current with changes in the documentation process using quantitative analysis, and incorporating evidence and outcome based tests. Training will include charting, tracking,

evidence based tests and documentation, how to document co-treatment and comprehensive therapy, how to review and document physical and occupational therapy with respiratory therapy plans of treatment and daily chart notes.

Special Employment Training

Under Special Employment Training (SET), the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period.

➤ Wage Modification

Trainees in Job Number 1 are employed in a Priority Industry and qualify for a SET wage modification up to 25% below the statewide average hourly wage (\$21.28). The Company requests this wage modification for trainees in Job Number 1.

Trainees in Job Number 3 qualify for the ETP New Hire minimum wage of \$13.73 per hour for Los Angeles County. There is no post-retention wage increase required for the Job Creation trainees in Job Number 3.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

The following table summarizes performance by Valley CORF under an ETP Agreement that was completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET14-0159	Tarzana	09/23/13- 09/22/15	\$18,920	\$14,586 (77%)

Exhibit B: Menu Curriculum

Class/Lab Hours

8 – 60

Trainees may receive any of the following:

BUSINESS SKILLS

- Communication Skills
 - Patient - Therapist Disease Management
 - Patient - Therapist ADLs (Daily Activity Living)
- Interactive Listening
- Cultural Diversity
- Customer Service
- Phone Etiquette
- Coding Accuracy
- Billing
 - Understanding/Impact of Bundled Payments

COMMERCIAL SKILLS

- Compliance
- Patient Charting and Documentation
- Improving of ADLs and function
- Re-Admission Reduction
- HIPPA/Computer Security
- Patient Safety

Safety Training will be limited to 10% of total training hours per-trainee.

Note: Reimbursement for retraining is capped at 60 total hours per-trainee, regardless of method of delivery.
