

## COMAR PRP Staffing Cheat Sheet for Adults

### PRP—Program Staff (COMAR 10.21.21.11)

1. Required Staff
  - a. A Program Director
  - b. Psychiatric Rehabilitation Specialist
    - i. Is a licensed mental health professional; **OR**
    - ii. Is a rehabilitation counselor who is currently certified by the Commission on Rehabilitation Counselor Certification; **OR**
    - iii. Bachelor's prepared certified psychiatric rehabilitation practitioner currently certified by the U.S. Psychiatric Rehabilitation Association
  - c. Psychiatric Rehabilitation Direct Care Staff
    - i. Have 40 hours of PRP training before independently providing PRP services
    - ii. Have, at a minimum, a high school diploma or equivalency diploma
2. If a PRP has fewer than 30 enrollees, the PRP shall employ either:
  - a. A program director and a psychiatric rehabilitation specialist, each of whom is employed by the program for a minimum of 20 hrs/wk; **OR**
  - b. A program director who is responsible for the duties of the program director and the duties of a psychiatric rehabilitation specialist, if the program director:
    - i. Has the qualifications described above for the rehabilitation specialist
    - ii. Is employed for 40 hrs/wk
    - iii. Devotes at least 20 hrs/wk to the development and implementation of rehabilitation services
3. If a PRP has 30-100 enrollees, the PRP shall employ either:
  - a. A program director who is responsible for the duties of the program director and the duties of the psychiatric rehabilitation specialist, if the program director:
    - i. Has the qualifications described above for the rehabilitation specialist
    - ii. Is employed by the program for 40 hrs/wk
    - iii. Designates staff to devote 20 hrs/wk for assigned administrative duties
4. If a PRP has more than 100 enrollees, the PRP shall employ either:
  - a. A program director who is employed 40 hrs/wk; and
  - b. A psychiatric rehabilitation specialist or specialists and staff assigned to administrative duties as follows:
    - i. A psychiatric rehabilitation specialist who is on site 40 hrs/wk
    - ii. Two psychiatric rehabilitation specialists, each of whom is on site for at least 20 hrs/wk
    - iii. If the program director has qualifications described above for the rehabilitation specialist:

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1. A psychiatric rehabilitation specialist who is employed 20 hrs/wk; and
2. Staff designated to devote 20 hrs/wk carrying out assigned administrative duties

### **PRP**—Ratio (COMAR 10.21.21.12)

1. 1:10 Rehabilitation staff to consumers that are receiving PRP on-site activities or off-site services in a group
2. May not include:
  - a. The program director
  - b. Or volunteers
3. May include students only if, in calculating the ratio, three rehabilitation staff are on duty for each student.