

- Training for Court intake officers so they can appropriately explain these services to parents, and development of a standardized written consent form that must be obtained from all caregivers to refer youth to these services.

Staffing

a. Staff Roles and Responsibilities

EBA will assign a part-time EBA project manager who will ensure strict adherence to each of the selected program's established protocols.

The EBA Project Manager is responsible for:

- Providing overall project oversight and management with a rigorous focus on meeting or exceeding expected outcomes
- Facilitating stakeholder collaboration and management to ensure continuous buy-in and support for the diversion initiative and evidence-based services
- Ensuring an adequate number of referrals and point-in-time utilization of slot capacity for all provider agencies, and working with the Court as needed to resolve referral issues
- Overseeing the procurement, hiring, orientation, training, model adherence, administrative management, and accountability of all provider agencies and clinical teams, and sharing outcome data and improvement plans with key stakeholders.

b. Staff Orientation and Training

All evidence-based program therapists, supervisors and facilitators will receive required initial and ongoing training in the models from the respective national dissemination organizations to ensure model adherence. EBA will broker this training for all selected service providers, and engage in additional provider readiness, technical assistance, and support activities to ensure provider effectiveness, including:

- EBA will send all providers an organizational checklist that includes all administrative, programmatic, and purchasing requirements for model implementation with an associated timeline, and oversee adherence to this timeline
- Meet with the agency executive directors to review and approve their plans for integrating the new teams into their organization, and establishing the appropriate structures and organizational culture needed to support model adherence
- Assist and oversee the hiring of all supervisors and facilitators, and implement **EBAAssets™** to help providers recruit and retain staff more effectively