

## **Career Pathways for Healthcare Workers Program Questions and Answers**

*Last Updated: June 13, 2023*

**Q: Does an organization have to provide overnight care in order to be eligible to apply?**

**A:** The policy defines an eligible employer as a hospital or related institution as further defined by Md. Ann. Code, Health-General Art. §19-301. A related institution is considered an organized institution, environment, or home that:

- Maintains conditions or facilities and equipment to provide domiciliary, personal, or nursing care for two or more unrelated individuals who are dependent on the administrator, operator, or proprietor for nursing care or subsistence of daily living in a safe, sanitary, and healthful environment, and;
- Admits or retains the individuals for overnight care.

Thus, an employer that does not provide overnight care would not be ineligible to apply.

**Q: Could this program cover the costs associated with covering the NCLEX Exam or other exam and preparatory courses?**

**A:** Yes, the grant could cover preparatory courses provided by an Historically Black College and University (HBCU) or community college, as long as the other program parameters, such as the participant receiving a wage increase, are met. If certification costs are included as part of the preparatory course, this could also be covered by the grant, but it cannot be a cost on its own.

**Q: Is there a banding system to determine who may be eligible for uniform costs? Do those individuals also need to register with a state entity?**

**A:** No. Grant funds cannot be used to pay for supportive services on their own. Rather, Labor encourages employers to pay for training programs that provide supportive services to ensure all participants can successfully complete the program.

**Q: Does this grant program cover the costs of transportation, purchase of a vehicle, salary expenses, or a partnership with ShoreTransit?**

**A:** No. The grant is intended to pay for training for participants.

**Q: Can this program be utilized to cover the expense associated with staff instructors or to offset the tuition costs associated with a CNA or GNA program through Wor-Wic?**

**A:** The grant is intended for employers to partner with HBCUs or community colleges to cover the costs for training programs attended by healthcare workers. The grant is **NOT** intended to pay for staff costs.

**Q: Our nurse residency program is conducted systemwide which includes our Delaware facility. Are we still OK to use funds if it is in conjunction with our Maryland facility?**

**A:** Grant funds should be used for individuals who live and work in Maryland.

**Q: We have a hospital system where some hospitals are unionized, and some are not. How would we go about applying for this grant in a mixed-labor system? Would we need to submit separate applications?**

**A:** Employers are the eligible grantee. If the hospital system is the employer that is the entity who should apply. If individual hospitals are the employer in that case the individual entity should be the applicant.

**Q: What is a Certificate of Good Standing?**

**A:** A Certificate of Good Standing proves that all documents and fees required by law to be submitted to the State Department of Assessments and Taxation have been received and that no other government agency has notified the Department that the entity is delinquent in tax payments. The certificate can be obtained on the State Department of Assessments and Taxation's [website](#).

**Q: If our college is going to be included in the application as a sub-awardee, do we need to submit a separate application?**

**A:** The only eligible entities are employers. The subgrantee does not need a separate application. The sub-grantees (or sub-awardees) such as an HBCU or Community College's budget/services need to be included in the grantee's application. The budget submitted by the applying organization should clearly outline the amount of funding that would be allocated to the training provider.

**Q: Are there specific topics that should be covered in training? What are the expectations for training?**

**A:** The applying organization should consider their workforce needs in determining what topics will be offered, while also keeping in mind that anyone who completes training must receive a wage increase that is commensurate with current labor market trends within 90 days of training completion. In addition, the applying organization must speak to the training programs that healthcare workers have requested to attend, have been offered, and that the applying organization has paid for during the previous calendar year in their application.

**Q: What are the implications for the grantee if someone who begins training does not complete their coursework?**

**A:** The training provider will not be required to reimburse the grantee for program costs for a student who does not complete training. If the college offers a refund, those funds should be utilized for grant purposes or returned to the Department.

**Q: Students who complete Year 1 of our Nurse Residency program typically receive a wage increase at the end of Year 1. Would this suffice for the wage increase required by the grant?**

**A:** Yes, as long as the wage increase is commensurate with current labor market trends for the jurisdiction in which the healthcare worker is employed. In addition, all other program parameters, including partnering with Maryland-based HBCUs or community colleges, must be met.

**Q: Our hospital system does training in-house, would we still need to partner with community college or HBCU for this grant?**

**A:** Yes, a Maryland-based HBCU or community college must provide the training.

**Q: As the employer, does my organization select the program or does the training provider design it?**

**A:** The employer will select the training offered and may work with a Maryland-based HBCU or community college to customize curriculum based upon their needs.

**Q: Where can we find a complete list of occupational positions falling under 'healthcare workers' eligible to receive grant funding?**

**A:** The policy defines a health care worker as: a worker licensed or certified under [Title 8](#) of the Health Occupations Article and any other individual employed by an eligible employer who provides personal care, assistance, behavioral health, or treatment services directly to patients or residents in the course of the worker's regular duties.

**Q: Has this grant opportunity been offered before?**

**A:** No.

**Q: Is it required that participants receive a stipend or compensation for their participation in training?**

**A:** No, it is not required by the grant that participants receive a stipend or be paid for their time in training. Employers should seek legal advice regarding any wage and hour laws that may require payment of wages to their employees in training. It is recommended that employers pay for training programs that offer supportive services to increase the likelihood that participants will complete training.

**Q: What are examples of matching funds and who is responsible for providing these funds?**

**A:** Examples of matching funds include, but are not limited to, staff time, supportive services, or monetary contributions to tuition costs. The matching funds can be provided by the applying organization or their partners.

**Q: If an organization receives a grant in the amount of \$50,000, does that mean that the organization must match the grant total of \$50,000?**

**A:** Yes, the applying organization and their partners must provide a 100% cash match.

**Q: Can the requested grant amount be less than \$50,000?**

**A:** Yes.

**Q: What parameters exist regarding the training provided by the community college?**

**A:** Labor encourages the applying organization to work closely with the training provider to identify skills gaps within their existing workforce and identify a curriculum that is responsive to those needs. As noted in the policy, the grant cannot cover the cost of training programs that exceed 12 months in length.

**Q: Will the PowerPoint presentation be posted somewhere?**

**A:** Yes, the PowerPoint will be made available on the Career Pathways for Healthcare Workers program [website](#), and also sent via email to all attendees.

**Q: Can a community college or HBCU be a partner on more than one application?**

**A:** Yes.

**Q: What should the documentation look like for showing the 100% cash match?**

**A:** A signed letter is sufficient that shows the 100% cash match.