

# Indiana Parent Support Provider Job Description

The IN Certified Parent Support Provider (IN CPSP) is an individual who has parented a child with complex mental health and /or substance use disorders and has experience with navigating the necessary mental health and child-care systems.

After successfully completing the Indiana Certified Parent Support Provider 40-hour specialized training, passing the certification exam, and meeting all requirements, the Certified Parent Support Providers (CPSPs) are able to provide peer support services to parents<sup>1</sup> that also have child with complex mental health issues. The CPSP will provide services according to the approved *Scope of Activities and Code of Ethics*. The CPSP does not provide any clinical services. The mission of the IN CPSP is to help the parents achieve the self-identified goals of the family and for the child to reach his/her full potential.

The IN Certified Parent Support Provider:

- Develops a trusting professional relationship with the parents, by providing culturally competent, non-judgmental, empathetic care
- Explains the goal of the CPSP (to support, build resilience and empower parent and family)
- Is a role model, provides hope, and shares their lived experience when appropriate as trained
- Clearly and honestly describes the CPSP role and policies involving confidentiality, limitations and boundaries, and informs the family verbally and in writing
- Together with the parent documents all meetings according to agency policy
- Uses active listening skills to understand and/ or assist the family identify their strengths, current natural support system and resources
- Assists family to identify priorities, needs, wants and goals
- Teaches goal-setting skills and documentation
- Advocates and teaches self-advocacy through role modeling, role playing, and educational materials
- Mentors parent about child-serving systems (school, juvenile justice, mental health) by providing and assisting parent to find accurate education materials, resources and attending meetings
- Assists parent to become more confident, effective and fully involved in decision by offering education on systems of care, wraparound, attending meetings, role playing situations, and helping prepare questions
- Assists caregivers (if desired) to develop problem-solving skills, conflict resolution skills, and assertive communication skills
- Practices system of care values and principles
- Encourages self-care, wellness and natural supports by providing resources in community (peer support group, massage, yoga, meditation, activities for family, sports, etc.)
- Works effectively and competently as a team member
- Is professional, manages time effectively, and documents all meetings according to policy
- Maintains their certification by obtaining a minimum of 15 CEUs per year and following all INCPSP regulations

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<sup>1</sup> The term “parent” is used throughout IN CPSP documents to describe the person or people that provide the primary daily home care/parenting/caregiving