

Foundational CHW Training: FALL 2025

Course Information

Instructor Information:

Instructor: Jay Kolbet-Clausell, MSW

Emails: jay@strategiesplatform.com, learn@caseplan.org

Office Hours: by appointment

Course Description:

This 8-week, 40-hour program prepares you to become a certified Community Health Worker (CHW) in Nevada. No prior healthcare experience is required. just a desire to help others.

The course prepares students to become Community Health Workers in Nevada. Graduates leave qualified for this in-demand certificate and the skills to help people cut through red tape and access the resources that improve their health and well-being. Community Health Workers are in demand across clinics, public health programs, schools and justice system services and their work is recognized and supported by Medicaid, Medicare, and other agencies.

Course Pre/Co-requisites:

No prerequisites are required. Minimum computer skills are recommended.

Required texts, course materials:

There is no required textbook for this course.

Lectures, worksheets, simulations, and online reading are provided by the instructor on [CasePlan.org](https://www.caseplan.org)

Optional texts:

Foundations for Community Health Workers, Third Edition.

Unique class procedures /structures:

Because this course builds on your life experience, we believe that you already have the intuitive community connections that you need. This is an opportunity to apply what you know to complex, real-world scenarios. You will be reading a little background information, writing short responses, and actively engaging with material in class.

Through case studies we analyze in class and your homework we will explore assessment, planning, safety, and community health in real-world cases presented by the instructor and your peers. You are responsible for asking good questions in order to get the information needed to complete your assignment. Attendance is essential to meet the State Certification Board 40-hour requirement.

Student Learning Outcomes:

After completion of this course, students should be able to demonstrate the CHW Roles and Competencies: [C3 Review Sheet](#)

- 1. Cultural Mediation Among Individuals, Communities, and Service Systems
- 2. Providing Culturally Appropriate Health Education and Information
- 3. Care Coordination, Case Management, and System Navigation
- 4. Providing Coaching and Social Support
- 5. Advocating for Individuals and Communities
- 6. Building Individual and Community Capacity
- 7. Providing Direct Service
- 8. Implementing Individual and Community Assessments
- 9. Conducting Outreach
- 10. Participating in Evaluation and Research

C3 Competencies

- 1. Communication
- 2. Interpersonal & Relationship Building
- 3. Service Coordination & Navigation
- 4. Capacity Building
- 5. Advocacy
- 6. Education & Facilitation
- 7. Individual & Community Assessment
- 8. Outreach
- 9. Professional Skills & Conduct
- 10. Evaluation and Research
- 11. Knowledge Base

General Requirements

[Attendance and Student Agreement](#)

As part of a team of CHW professionals, students should not share any client names or sensitive information and it is recommended that students become familiar with the Nevada [code of ethics](#).

[Writing, Speaking, and Academic Standards](#)

Professional writing is knowing how to communicate clearly and concisely. AI writing is not permissible in assignments because the purpose of the class is to practice your communication skills. You will practice sharing accurate information through the lens of your community. Any research, including results aided by AI tools must be verified to ensure ethical services are provided to your clients and community.

Grading and Standards:

This course is pass/fail. It is the responsibility of the student to communicate with the instructor if extra time is needed on any assignments. One online makeup session will be scheduled for students who need to miss up to one in-person lecture.

Unit	Topics	Homework Due the Following Unit
Unit 1 (5.5 hours)	CHW Overview, Roles, and Boundaries	(30min) Summarize a CHW news article (30min) Write why you want to do this work (30min) Organizing your time Worksheet (60min) CHW video
Unit 2 (5.5 hours)	Communication and Facilitation Skills	(60min) Workplan (60min) Small group practice /action verbs (30min) Mini Intake
Unit 3 (5.5 hours)	Organizational and Documentation Skills	(60min) Resource List (60min) Motivational Interviewing (30min) Quad-County Exec Summary
Unit 4 (5.5 hours)	Social Determinants of Health and Assessment Skills	(30min) Minority Persons Disability Report (30min) Quad-County Health Assessment (90min) Assessment Worksheet
Unit 5 (5.5 hours)	Service Coordination: Referrals and Teambuilding	(60min) Workplan (30min) Quad-County Action Plan (60min) Service provider discussion
Unit 6 (5.5 hours)	Cultural Competency, Health Disparities, Upstream Factors	(60min) Community member interview (60min) Client Referral Practice (30min) Job Description
Unit 7 (5.5 hours)	NACHW, C3 Council, Intro to Billing, and Job Hunting	(90 min) Case Study (60min) National C3 Council worksheets
Unit 8 (3 hours)	Certification, Case Study Presentation, Follow-up	
Makeup Session (3 hours)	Guided discussion with students in attendance	

Communication with the instructor is required if students need attendance accommodations or additional support on assignments. Assignments submitted after the due date are accepted, but **students must be patient with delayed grading.**

Policies

Disability Services:

Any student with a disability needing academic adjustments or accommodations is requested to speak with me or the disability resource center at our partner organizations as soon as possible to arrange for appropriate accommodations. This course has web/multimedia content including PDFs, if you experience any issues accessing this content, please notify your instructor.

Audio and Video Recording:

Unauthorized video-taping of class or audio recording of class is prohibited. In order to accommodate students with disabilities, some students may have been given permission to record class lectures and discussions. Therefore, students should understand that their comments during class may be recorded.

Training Partner Rules

Strategies Platform LLC is committed to providing a safe learning and work environment for all in collaboration with the specific terms of our training partners. Organizations tied to your specific cohort may have additional terms that apply to you as a student. These terms will be shared with you during the first class session.

Strategies Platform LLC Terms and Disclaimers

This syllabus may be subject to changes over the quarter. Strategies Platform Maintains Terms and Disclaimers for resources, websites, and learning tools. Students will be informed of any major changes to these terms during their participation in this course. [SpotlightAction/Terms](#) Last Updated: 05/17/2025

- Overview, Terms of Use & Disclaimers, Community Conduct Guidelines, Privacy Policy

Student Agreement

Foundational training courses may include up to 8 weeks of in-person classes and course material due each week. Continuing education classes may be as short as 1 hour. For longer courses, one online makeup session is provided for those who need extra support to meet all the requirements. Plan to spend 5.5 hours per week doing coursework. Students are required to sign that they read the agreement and know what they are signing up for when they register for class. Your class agreement may have additional details

- I will meet all live session requirements
- I understand that prompt attendance is expected.
- I will text immediately if I am unable to join to get help.
- I will complete the weekly participation using 40-150 word answers by, responding to at least one classmate with what stood out in their comment and why.
- I will keep in contact with my Instructor when I have questions regarding assignments, due dates, or extra time in advance.
- I will present my 3-5 minute case study during the final class if applicable.
- I will not copy work from other students or online sources without acknowledging them.
- I understand that I am here to practice my skills sharing health and safety information and will not use AI to generate answers.
- I will reach out to my Instructor to notify them when I made changes to assignments or added to my answers for a better grade.