

- 6) Is a once in a lifetime PEIA benefit.

## **PEIA Weight Management Program Provider Requirements**

### Facility and Equipment

To ensure the quality of services rendered to PEIA Weight Management Program participants, PEIA requires the following of all participating providers:

- 1) Staff working with participants must be trained in First Aid, AED and CPR;
- 2) Have a working AED at the facility;
- 3) Appropriate fitness equipment as approved by PEIA;
- 4) Reasonably accessible days/hours of operation given the volume of program participants coming to their facility;
- 5) Acceptance of the PEIA fee schedule;
- 6) Ability and willingness to utilize the PEIA Weight Management Program Web-Based System and enter participant updates as required;
- 7) Adherence to PEIA's Weight Management Program Policy; and
- 8) Compliance with the privacy and confidentiality provisions as specified by the Health Insurance Portability and Accountability Act (HIPAA).

Further, the provider cannot share program materials with other insurers, providers or any other individuals or entities without the expressed written consent of PEIA. Program materials and data are proprietary. No one shall use or publish program data without the expressed written consent of PEIA.

### Staff Credentials and Program Materials

#### ***Dietetic Professional Credentials***

The PEIA Weight Management Program requires the use of registered and licensed dietitians (RD) to conduct the dietary assessments and follow up consults. It is expected that at a minimum, the RD will:

- 1) Provide face to face, individualized sessions with the participants;
- 2) Provide the participants with individualized meal plans;

- 3) Review the participants' food logs; and
- 4) Make necessary adjustments during follow up sessions or as needed.

PEIA has provided the sites with nutrition education materials on a CD ROM, entitled "The Obesity Challenge" for use with program participants. PEIA purchased these materials from the developer and paper copies may be made for this use only. Permission to use these materials with other clients must be obtained by the author. Under the supervision of the provider's RD, other staff may use these educational materials in discussing such subjects as how to read a label, meal spacing, high nutrient foods, etc.

### ***Fitness Professional Credentials***

The State of West Virginia does not have licensure for exercise physiologists and personal trainers. However, due to the unique medical needs of program participants, PEIA recommends the use of certified fitness professionals as detailed in Attachment F ("Fitness Professional Certification and Scope of Practice Guidelines"). These guidelines represent the desired credentials in the stated capacities, and all sites are encouraged to meet them. However, PEIA has grandfathered in the existing staff working with the program. PEIA also has a waiver provision in circumstances where the site has experienced difficulty in retaining exercise professionals due to the shortage of such personnel in medically underserved communities. The use of college level students in the dietary and exercise professions may be allowed when under the supervision of a fully licensed or degreed professional in their area, *but ONLY if pre-approved by PEIA.*

Based on an evaluation of credentialing organizations, prerequisite training for credentials, curricula in academic programs, existing providers' structure and performance, and feedback from providers, PEIA recommends that exercise professionals at PEIA Weight Management Program providers be classified into the following tiers of practice:

Tier	Training/credential	Allowable Scope of Practice		
		Fitness Testing	Exercise prescription/design	Personal training
I	<ul style="list-style-type: none"> <li>• ACSM – Registered Clinical Exercise Physiologist</li> <li>• Master’s degree in Exercise Physiology or exercise science-related discipline with clinical experiential component</li> <li>• ACSM – Clinical Exercise Specialist</li> <li>• ACSM – Health/Fitness Specialist</li> <li>• ACE – Advanced Health/Fitness Specialist</li> </ul>	Yes	Yes	Yes
II	<ul style="list-style-type: none"> <li>• Licensed Physical Therapist (LPT)</li> <li>• Bachelor’s degree in allied health field with clinical exercise-related component (e.g., Exercise Physiology, Exercise Science, Kinesiology, Biomechanics, Physical Therapy, Physical Education, Occupational Therapy, Athletic Training)</li> <li>• NSCA – CSCS</li> <li>• Certified Athletic Trainer (ATC)</li> <li>• Physical Education Teacher (certified)</li> </ul>	Yes, upon completion of supervised clinical experience <b>and</b> obesity-specific training	Yes, upon completion of supervised clinical experience <b>and</b> obesity-specific training	Yes
III	<ul style="list-style-type: none"> <li>• Certified Personal Trainer by NCCA accredited organization (i.e., ACSM, ACE, IFPA, NASM, NCSF, NESTA, NFPT, NSCA)</li> <li>• Licensed medical professionals (e.g., Physical Therapy Assistant (PTA), Chiropractor (DC), Physician (MD), Nurse (LPN)) ---if within their licensed scope of practice; if not, the professional is accepts liability</li> </ul>	May observe or conduct test <i>ONLY</i> with direct supervision (in-person) by a Tier I professional	May assist program design/prescription <i>ONLY</i> with direct supervision (in-person) by a Tier I professional	Yes

PEIA has further established the following categorization to be used in conjunction with the above guidelines to evaluate potential PEIA Weight Management Program providers:

Site classification	Tiers of exercise professionals on staff
<i>Ideal</i>	Tier I + Tier II and/or Tier III*
<i>Good</i>	a) Tier I full-time alone b) Tier II (w/requisite experience & training) + Tier III
<i>Acceptable</i>	a) Tier I off-site/part-time + Tier II, III, or IV on-site b) Tier II (w/requisite experience & training) alone
<i>Unacceptable</i>	a) Site without a Tier I or Tier II b) Tier II without requisite experience and training

### How to Become a PEIA Weight Management Program Provider

Generally, the path to becoming a PEIA Weight Management Program Provider (“Provider”) begins with a contact by or to the PEIA Weight Management Program Site Coordinator (“Site Coordinator”). The following sections detail the steps in the application and approval process and expectations of the provider.

#### ***Step One: Fill out the Forms***

To apply to become a Provider, the facility should complete and submit a PEIA Wellness Facility Survey (Attachment C) and a Weight Management Site Provider Program Description (Attachment D). Upon receiving the forms, the Site Coordinator will schedule a visit to the facility to meet with the staff and tour the site. Priority in scheduling visits is given to geographical locations lacking a Provider. Otherwise, priority is on a first-come, first-served basis.

During the site visit, the Site Coordinator will further explain program requirements, familiarize the responsible staff with the PEIA Weight Management Program Web-Based System, and answer questions about getting started. In most cases, the site will be notified at the conclusion of the visit as to whether they will be accepted into the program or some additional information or plan modifications are needed.