

Medi-Cal Behavioral Health Residency Training Program (MBH-RTP) Technical Assistance Guide

Department of Health Care Access and Information

July 2025

Background and Mission

- The Medi-Cal Behavioral Health Residency Training Program (MBH-RTP) is a new program that is aimed at expanding medical education and training to meet behavioral health care needs in Medi-Cal safety net settings. The key objectives of the MBH-RTP are to increase the number of psychiatrists and addiction medicine physicians practicing in Medi-Cal safety net settings, and to improve the cultural and linguistic competence of these practitioners that reflect and respond to the needs of the Medi-Cal population.
- The Behavioral Health Community-Based Organized Networks of Equitable Care and Treatment (BH-CONNECT), led by the Department of Health Care Services (DHCS), includes a five-year \$1.9 billion federal-state allocation for workforce initiatives. In partnership with DHCS, HCAI is offering funding opportunities through five unique workforce programs, one of which is MBH-RTP.
- Existing graduate medical education (GME) programs should apply for funds to expand the number of trainee positions to support eligible GME programs, which include psychiatry residency programs and fellowships in child and adolescent psychiatry, addiction psychiatry, and/or addiction medicine.

Application Release Dates

Application released: July 15, 2025

Informational Webinar: July 22, 2025

Application deadline: August 15, 2025

Applications open and close at 3:00 p.m.

Before You Apply

- If your program requires approval to contract from a coordinating authority, inform the authority of terms and conditions contained in the Grant Agreement.
- Applicants must agree to the terms and conditions before receiving funds.
- HCAI will not make changes to the terms and conditions specified in the Grant Agreement.
- Funds shall not supplant existing state or local funds.

Information to Gather

- ACGME Approval Letter (or an acceptable substitute if it is on the way).
- Sustainability Letter.
- Information about your cohorts. HCAI will supply a worksheet to assist with organization.
- NPI: National Provider Identifier (NPI) for your organization, if applicable.
- National Resident Matching Program (NRMP) track name (if you have it).
- FEIN: Federal Employer Identification Number (FEIN), also known as your organization's tax ID.
- Grant Signatory – Name, email, phone number.
- Alternate Contact – Name, email, phone number.

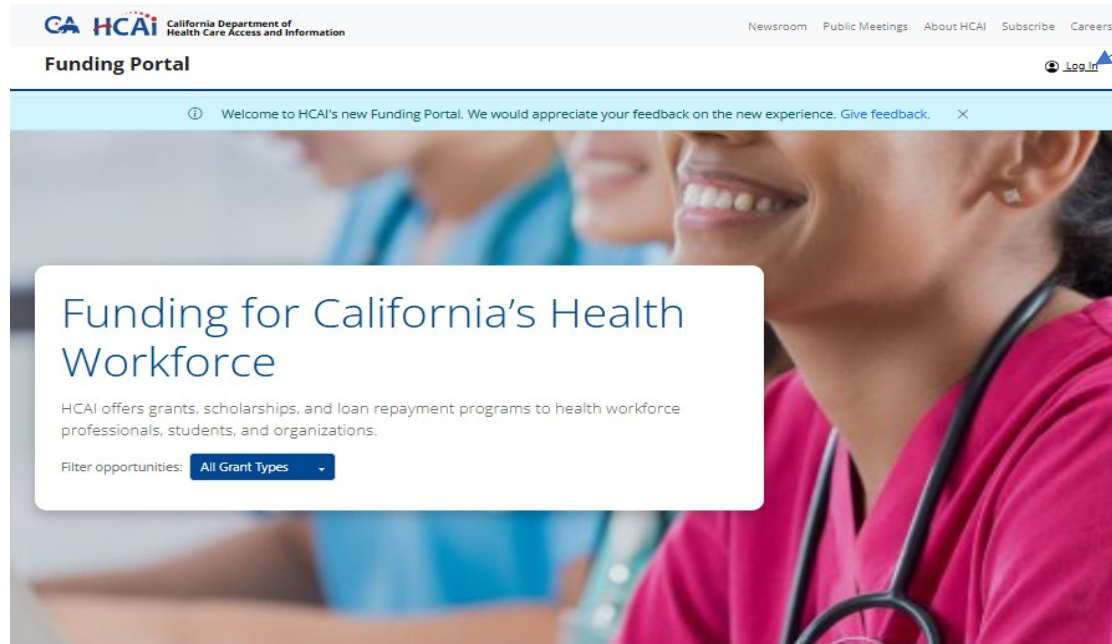
Available Funding

- This grant year, over **\$14 million** will be available for the MBH-RTP for psychiatry residency programs and for fellowship programs in child and adolescent psychiatry, addiction psychiatry, and/or addiction medicine. Future funding cycles will be offered for only fellowship programs in child and adolescent psychiatry, addiction psychiatry, and/or addiction medicine. Due to time constraints, there will be no future cycle offered for psychiatry residency programs.
- HCAI will award MBH-RTP Grantees up to **\$250,000** per trainee, per year, to support the training of each resident or fellow.
- Awarded programs shall use the funding to expand the number of trainee positions in psychiatric residency and/or fellowship programs in child and adolescent psychiatry, addiction psychiatry, and/or addiction medicine, for the purpose of meeting the clinical needs of persons with or at high risk of severe mental illness or severe emotional disturbances and/or substance use disorders. Services are to be delivered in Medi-Cal safety net settings.

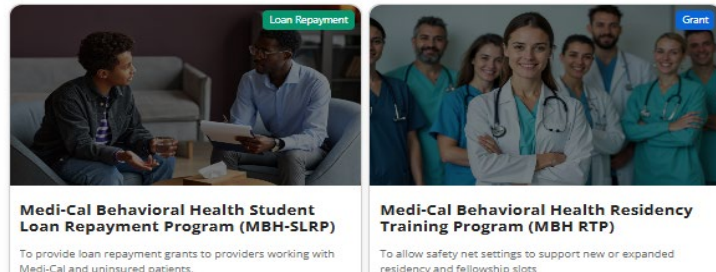
Helpful Resources

- [2025 MBH-RTP Homepage](#)
- [2025 MBH-RTP Grant Guide](#)
- [2025 MBH-RTP Application](#)

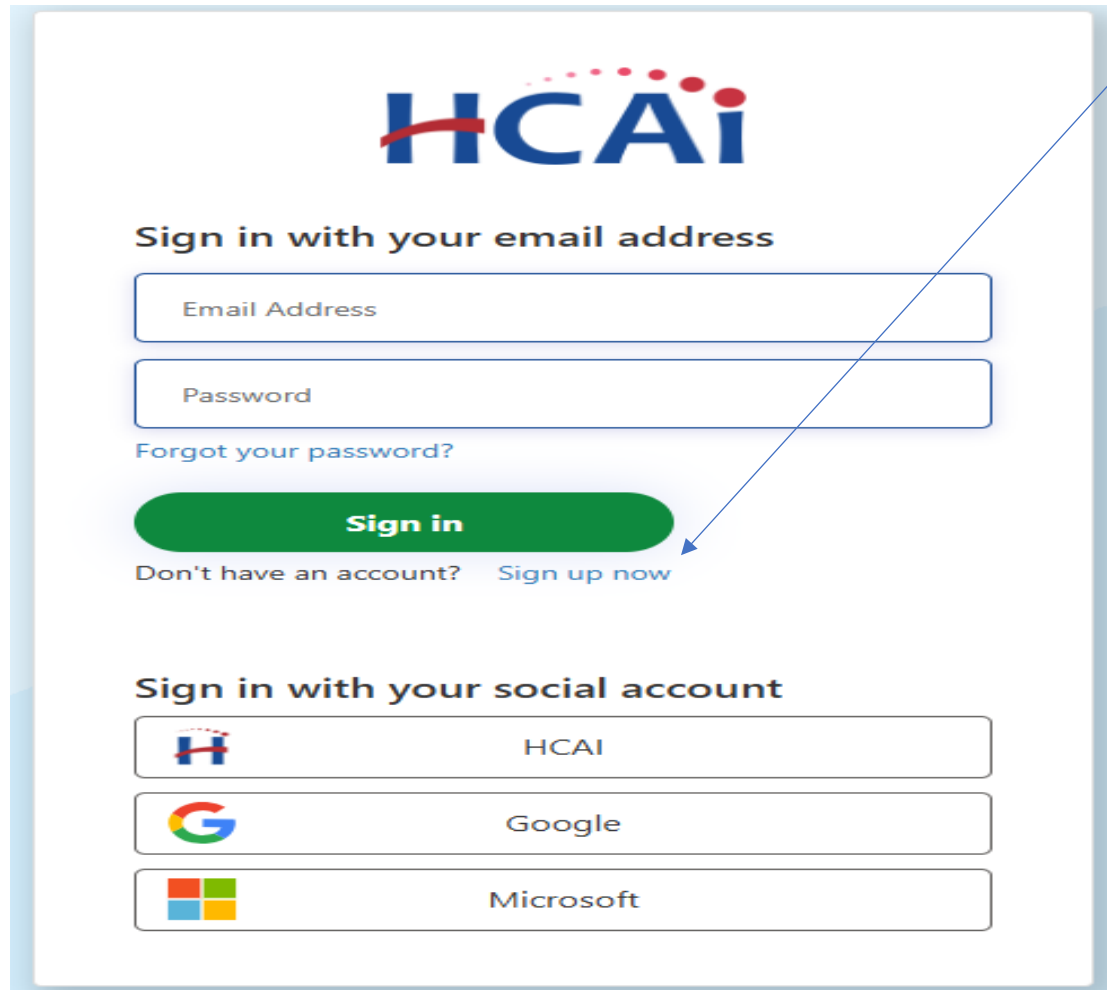
Creating an Account – Part 1



If you are a **new** applicant, click “**Log In**”.



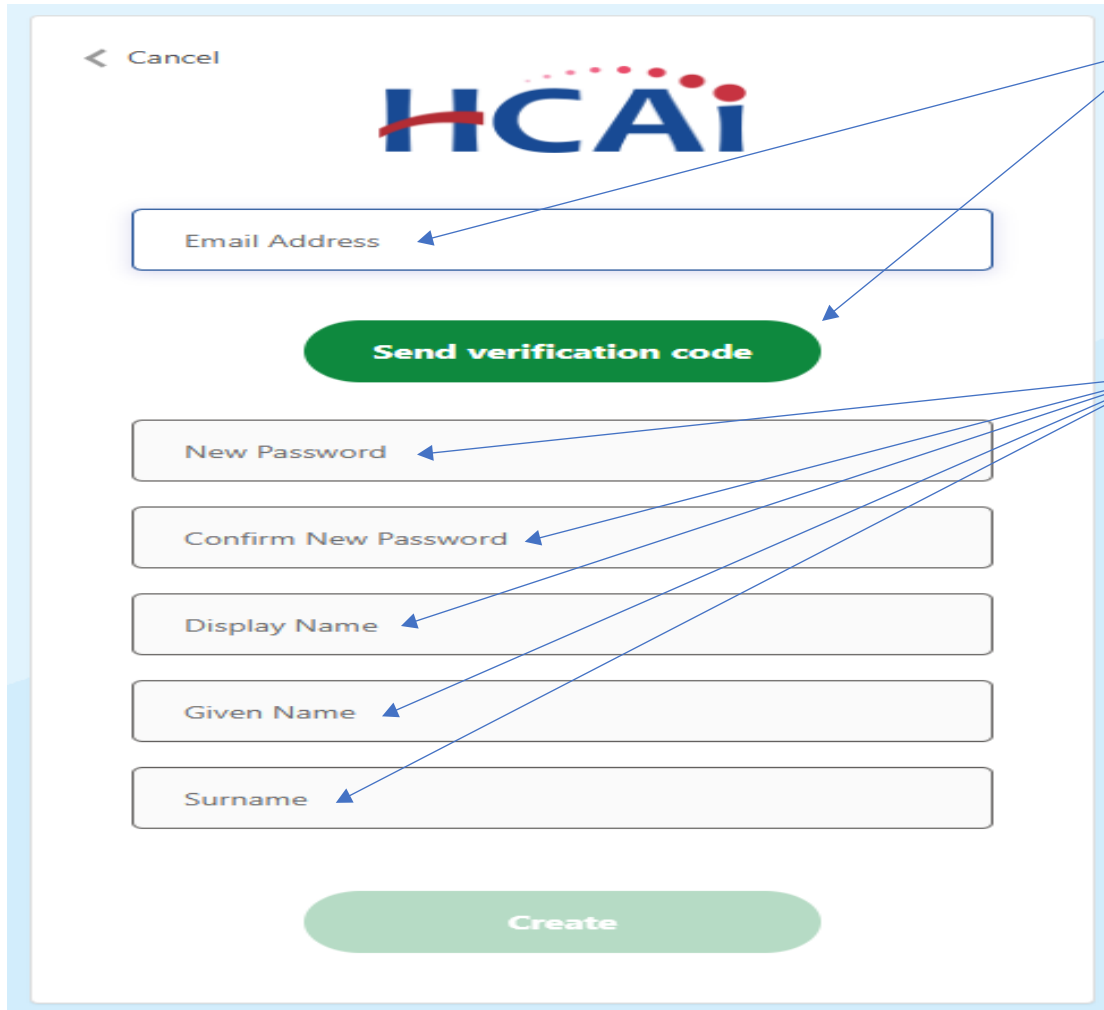
Creating an Account – Part 2



The image shows a web interface for HCAi. At the top is the HCAi logo. Below it is the heading "Sign in with your email address". There are two input fields: "Email Address" and "Password". Below these is a link "Forgot your password?". A green "Sign in" button is present. Below the button are the links "Don't have an account?" and "Sign up now". A blue arrow points from the text "If you are a new applicant, click 'Sign up now'." to the "Sign up now" link. Below the email sign-in section is the heading "Sign in with your social account". There are three buttons for social login: "HCAi" (with HCAi logo), "Google" (with Google logo), and "Microsoft" (with Microsoft logo).

If you are a new applicant, click **"Sign up now"**.

Creating an Account – Part 3



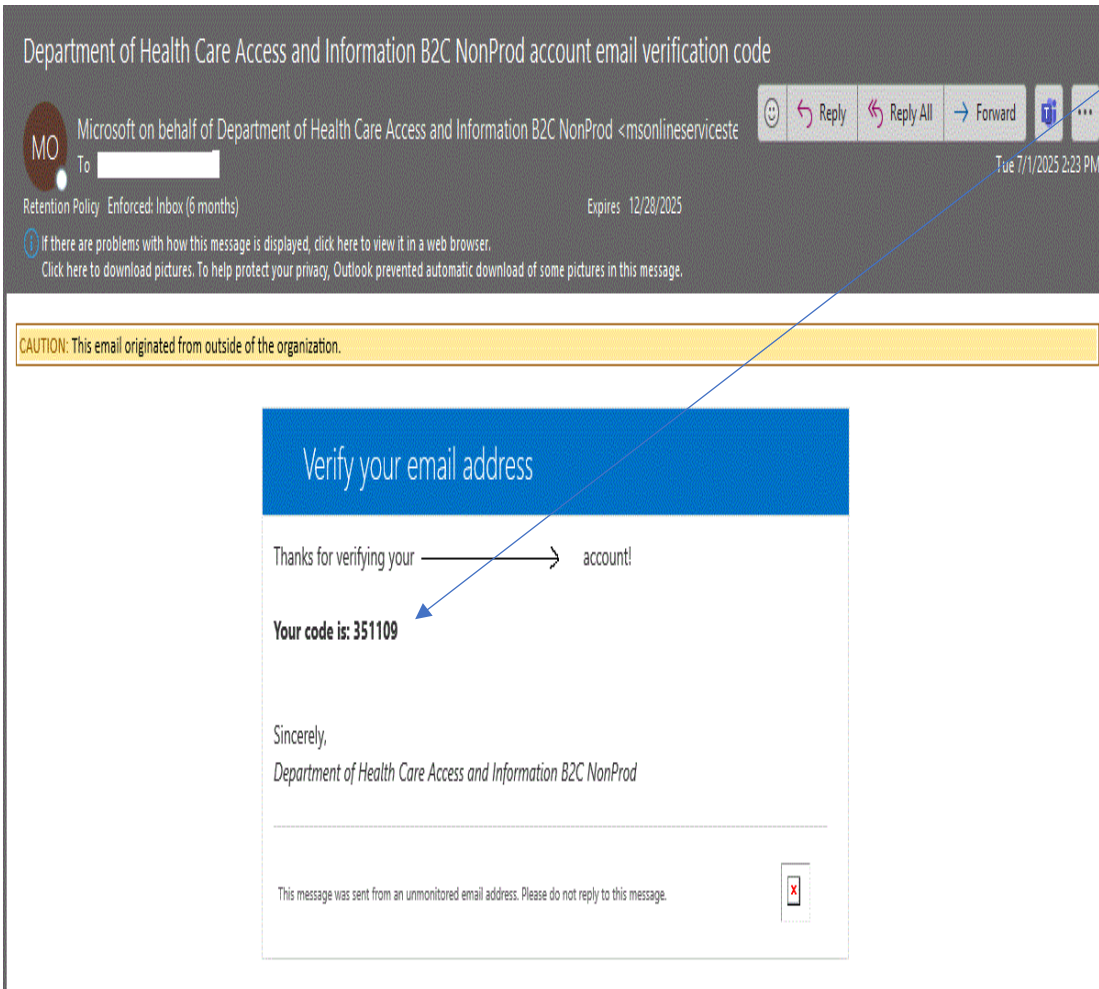
The image shows a mobile app interface for creating an account. At the top left is a '< Cancel' button. The HCAi logo is centered at the top. Below the logo is an 'Email Address' input field. Underneath it is a green rounded button labeled 'Send verification code'. Below that are five stacked input fields: 'New Password', 'Confirm New Password', 'Display Name', 'Given Name', and 'Surname'. At the bottom is a light green rounded button labeled 'Create'. Blue arrows point from the text on the right to the 'Email Address' field, the 'Send verification code' button, and each of the five input fields below it.

If you are a new applicant, HCAI will need to confirm your email address. Type in your email address and click the **“Send verification code”** button.

Once you receive the verification code that HCAI sends you via email, you may then proceed and complete the remaining fields. Click the **“Create”** button once completed.

Creating an Account – Part 4

This is an example of the verification code email. You may need to check your junk or spam folder. Save the customized code to continue creating your account.



Creating an MBH-RTP Profile

Profile – Choose “Organization”

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Funding Portal Sign Out zzzMark Twainzzz

Welcome to the HCAI Funding Portal

Start by telling us a little more about the opportunities you might be interested in.

First Name * zzzMark

Last Name * Twainzzz

☐ I will be applying as an individual
Select this if you're applying for loan or scholarship programs on your own.

☒ I will be applying on behalf of an organization
Select this if you're applying on behalf of an organization.

Submit

Medi-Cal Behavioral Health Student Loan Repayment Program (MBH-SLRP)
To provide loan repayment grants to providers working with Medi-Cal and uninsured patients.
Closes 08/15/2025 3:00 PM

Medi-Cal Behavioral Health Residency Training Program (MBH RTP)
To allow safety net settings to support new or expanded residency and fellowship slots.
Closes 08/15/2025 3:00 PM

If you are applying for the Medi-Cal Behavioral Health Residency Training Program (MBH-RTP), please click “**I will be applying on behalf of an organization**” and then select “**Submit**”.

The option to choose “individual” leads to other HCAI grant opportunities and will take you away from the MBH-RTP application. Please do not select that option.

Profile – Request to Join Program

Request to Join Program

Instructions
To submit an application on behalf of your program(s), you must be listed as a Program Director for at least one program. Use the search below to find and request to join an existing program. If your program is not listed, you may create a new one.

Program *

Request for Join Reason

☐ **Could not find Program?**
Select this checkbox if you are unable to find your program in the list above. By checking this box, you'll be given the option to create a new program that can be added to the system.

Request to Join

To submit an application on behalf of your program(s), you must be listed as a Program Director for at least one program. Use the search function below **'Program'** to find and request to join an existing program.

If you locate your program from the list, in the category **"Request for Join Reason"**, please explain your role in the grant preparation process.

If your program is not listed, you may create a new one. Please click the **"Could not find Program?"** box. Clicking this will result in a pop-up box. See pop-up example on next slide.

Profile – Request to Join Program (continued)

Request to Join Program

Instructions
To submit an application on behalf of your program(s), you must be listed as a Program Director for at least one program. Use the search below to find and request to join an existing program. If your program is not listed, you may create a new one.

☒ **Could not find Program?**
Select this checkbox if you are unable to find your program in the list above. By checking this box, you'll be given the option to create a new program that can be added to the system.

Click the button below to create a new program and begin the setup process. Once your program is created, you'll be able to start an RTP application on behalf of that program

Create New Program

After clicking the **“Could not find Program?”** box. A **“Create New Program”** button will appear. Please click this button to begin inputting your organization’s information. HCAI requires your organization’s information before your information (or your role within it) if that has not been provided already.

Please click **“Create New Program”** to launch you into the Create New Program page which will be demonstrated in the next slide.

Create New Program – Step 1

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Funding Portal Sign Out zzzMark Twainzzz

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback.](#)

HCAI Funding App / Profile / Create New Program

Create New Program

Step 1 - Basic Information Step 2 - People

Basic Information

Program Details

Name *

NPI
Enter the National Provider Identifier (NPI) for your organization, if applicable.

FEIN
Provide your organization's Federal Employer Identification Number (FEIN) if applicable.

Address

Primary Contact
zzzMark Twainzzz
You will be automatically assigned as the **Primary Contact** for this Program upon creation.

Primary Organization Type *
Note: "Training Program" is currently the only available option at this time.
Training Program

Training Program Type *
Select the type of training program that best describes your program from the dropdown list.
Select

Save and Next

After clicking “**Create New Program**”, you will move forward to the Create New Program page.

Name: HCAI would like to request your training program name.

NPI: National Provider Identifier (NPI) for your organization, if applicable.

FEIN: Federal Employer Identification Number (FEIN), also known as your organization’s tax ID. If you have it, providing it may make your application experience easier by pre-populating other sections that you will be asked about later in the process.

Address: This would be the primary address for your training program.

Please select “**Save and Next**”.

Create New Program – Step 2

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Funding Portal [Sign Out](#) [Mark Twain](#)

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback.](#) X

[HCAI Funding App](#) / [Profile](#) / Create New Program

Create New Program

Step 1 - Basic Information ✓ Step 2 - People

You have created a new program.
You can now invite contacts to join this program using the invitation process below. Invited contacts will receive an email notification and will be assigned the roles you select once they accept the invitation.

People

Invitations

[Sent Invites](#)

[Invite Contact to Program](#)

Email Address	Join Type	Status Reason
There are no records to display.		

[Previous](#) [Create Program](#)

If you would like additional staff to assist with completing your application, please select “**Invite Contact to Program**” and add their contact information in the pop-up box that will appear. See pop-up example on next slide.

When you have added all the staff that you would like to assist with preparing the grant, please select “**Create Program**”.

Create New Program – Step 2 (continued)

The screenshot shows the 'Invite Contact to Program' modal in the HCAI Funding Portal. The modal has a title bar with a close button. Below the title is the 'Invite Details' section. It contains an 'Email Address' field with a red asterisk and a placeholder text 'Enter the email address of the user you would like to add to your program.' Below this is a section for role selection with the text 'Please select the role(s) you would like to assign to this contact once they accept the invitation to join your program.' There are two checkboxes: 'Program Director' and 'Grant Preparer'. At the bottom of the modal is a blue 'Send Invite' button. The background of the portal shows the 'Create New' section with 'Step 1 - Basic Information' completed and a 'People' section with 'Invitations' and 'Email Address' tabs. A message at the bottom of the modal area states 'There are no records to display.'

Please add the email address of any staff member who you would like to assist with completing this application. They will be sent an email inviting them to join.

Please assign their role in the process. Only a Program Director can submit an application when complete. A Grant Preparer's authority is limited to only adding information while the application is underway.

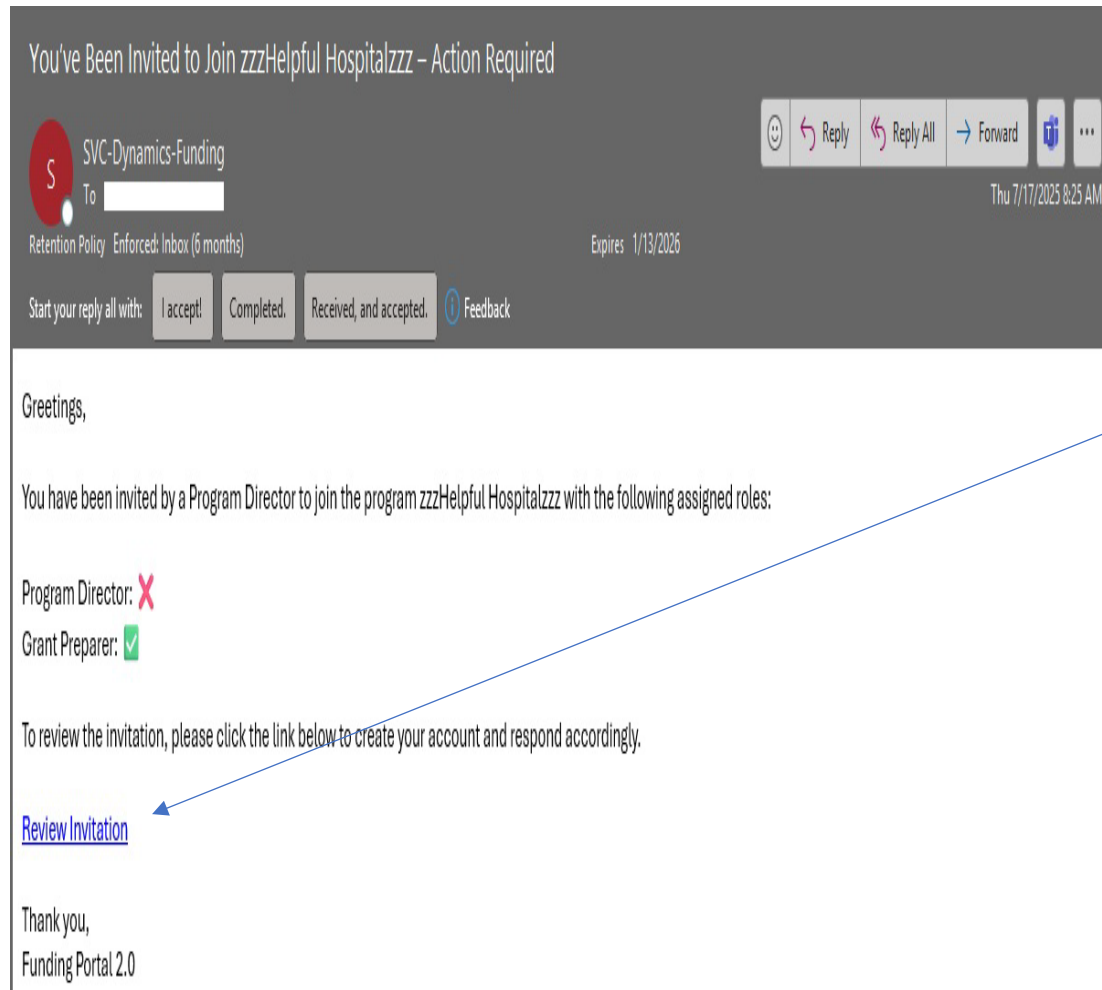
Once you have added all the staff that you would like to assist with preparing the grant, please select “**Send Invite**” when you have finished.

Create New Program – (Follow-Up)

IMPORTANT: You will not see this, nor be sent a copy.

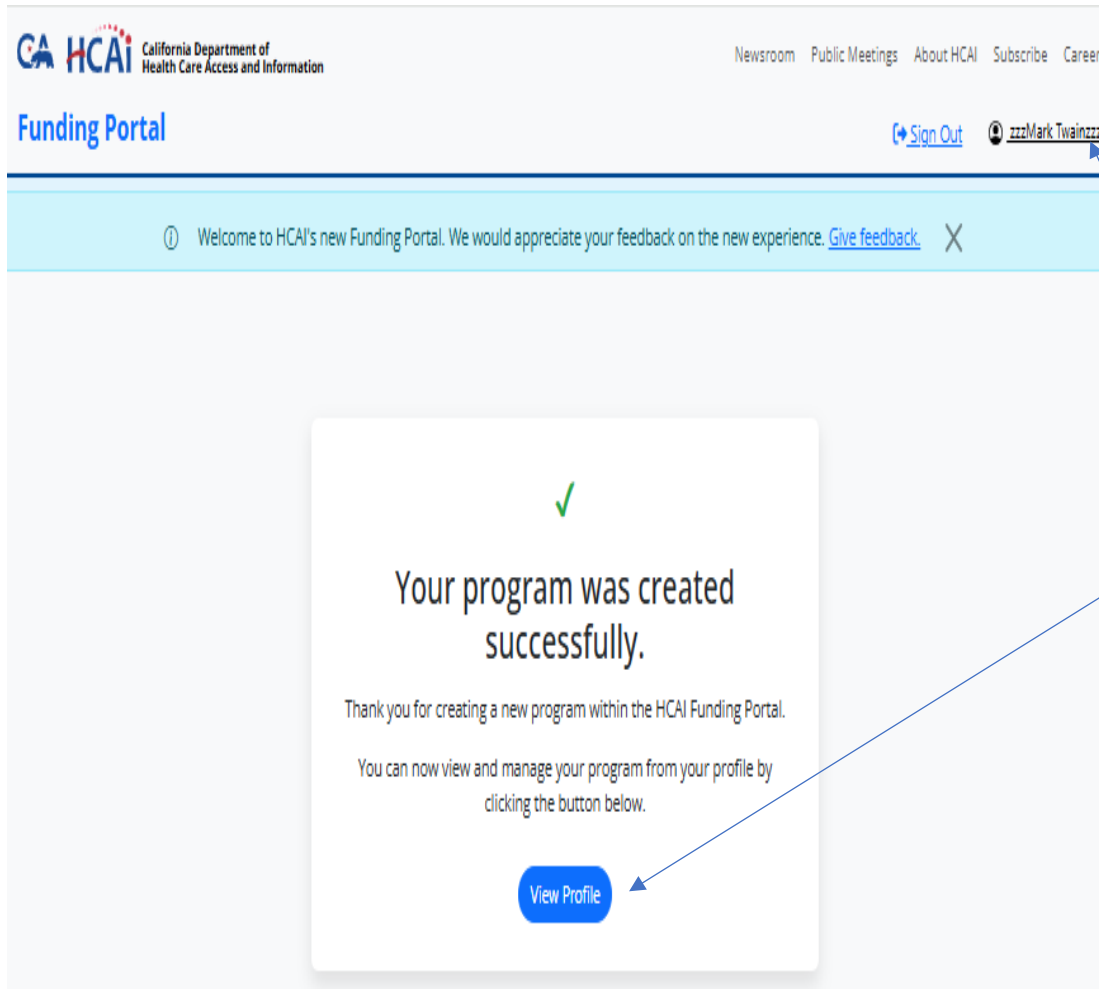
The staff member you have added, will receive an email that looks like this.

The staff member you added will need to click on the blue link that says “**Review Invitation**” to participate in the grant preparation process.



Create New Program – Successful

When you have finished adding your program to HCAI's funding portal, you will see this message on your screen.



If you would like to continue adding to your profile, please select either option: 1) Your **Name** at the top, or 2) "**View Profile**".

Profile - Navigation

The screenshot shows the HCAI Funding Portal interface. At the top, the HCAI logo and navigation links (Newsroom, Public Meetings, About HCAI, Subscribe, Careers) are visible. Below the header, the 'Funding Portal' title is displayed. A 'Sign Out' button and a user profile icon labeled 'zzzMark Twainzzz' are in the top right. A light blue banner contains a welcome message and a 'Give feedback' link. On the left, a sidebar menu includes 'My Account', 'Profile Page', 'Request to Join Program', 'My Programs', and 'Program Director'. The main content area is titled 'Profile' and contains four input fields: 'First Name' (zzzMark), 'Last Name' (Twainzzz), 'E-mail' (with a placeholder {Email Address} and a red asterisk), and 'Phone Number' (with a placeholder Provide a telephone number). Below these fields is a 'Portal Profile Type' dropdown menu currently set to 'Organizational'. At the bottom left, a blue 'Save' button is present. Blue arrows point from the explanatory text on the right to the 'Back' button, the 'E-mail' field, and the 'Save' button.

If you wish to continue working on your organization grant application from here, please click the “**Back**” button.

The main objective on this page is to ensure that the profile you logged in with is correctly linked with the program you are serving. If you have not done so yet, please click here.


If you were able to successfully add your program to HCAI’s Funding Portal, you will see your program’s name here.

Please click “**Save**”.

Starting the MBH-RTP Application

Applying – Part 1

When you have completed all the sections of your profile, you may begin your application. To navigate to the start of the application from here, please click “**Back**”.



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Funding Portal

Sign Out

zzzMark Twainzzz

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback.](#)

← Back

My Account

Profile Page

Request to Join Program

My Programs

zzzHelpful Hospitalzzz - Program Director

Profile

First Name

zzzMark

Last Name *

Twainzzz

E-mail *

{Email Address}

Phone Number

Provide a telephone number

Portal Profile Type


Organizational

Save

Please click “**Save**”.

Applying – Part 2

You may begin your application by clicking on the Medi-Cal Behavioral Health Residency Training Program (MBH-RTP) icon.



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Funding Portal

Sign OutzzzMark Twainzzz

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback.](#)

Welcome, zzzMark!

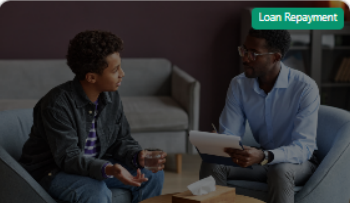
You haven't started any applications yet. Once you've started an application, it will display here. Click on one of the opportunities below to start a new application or visit <https://hcai.ca.gov/workforce/financial-assistance/> for more information.

Filter opportunities:

All Grant Types

Apply Today

Loan Repayment




Medi-Cal Behavioral Health Student Loan Repayment Program (MBH-SLRP)

To provide loan repayment grants to providers working with Medi-Cal and uninsured patients.

Closes 08/15/2025 3:00 PM

Grant

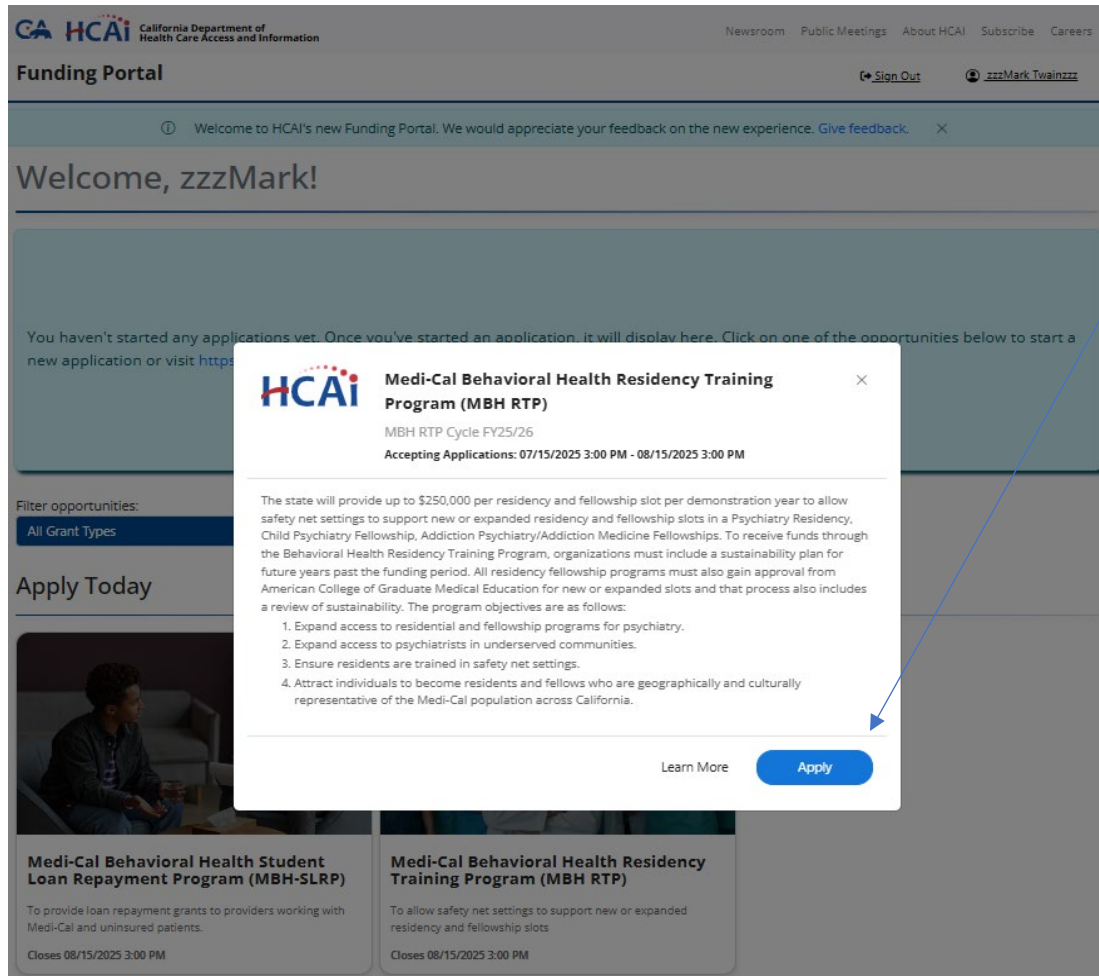


Medi-Cal Behavioral Health Residency Training Program (MBH RTP)

To allow safety net settings to support new or expanded residency and fellowship slots

Closes 08/15/2025 3:00 PM

Applying – Part 3



The screenshot displays the HCAi Funding Portal interface. At the top, the HCAi logo and navigation links (Newsroom, Public Meetings, About HCAi, Subscribe, Careers) are visible. The main header reads "Funding Portal" and includes a "Sign Out" button and a user profile "zzzMark Twainzzz". A welcome message "Welcome, zzzMark!" is shown. Below this, a message states: "You haven't started any applications yet. Once you've started an application, it will display here. Click on one of the opportunities below to start a new application or visit https://www.hcai.ca.gov/funding-portal/".

A pop-up window titled "Medi-Cal Behavioral Health Residency Training Program (MBH RTP)" is overlaid. It includes the HCAi logo, the program name, and the cycle "MBH RTP Cycle FY25/26". The application period is listed as "Accepting Applications: 07/15/2025 3:00 PM - 08/15/2025 3:00 PM". The text describes the program's goal to provide up to \$250,000 per residency and fellowship slot per demonstration year to support new or expanded residency and fellowship slots in a Psychiatry Residency, Child Psychiatry Fellowship, and Addiction Psychiatry/Addiction Medicine Fellowships. It also mentions that organizations must include a sustainability plan for future years past the funding period and gain approval from the American College of Graduate Medical Education for new or expanded slots. The program objectives are listed as follows:

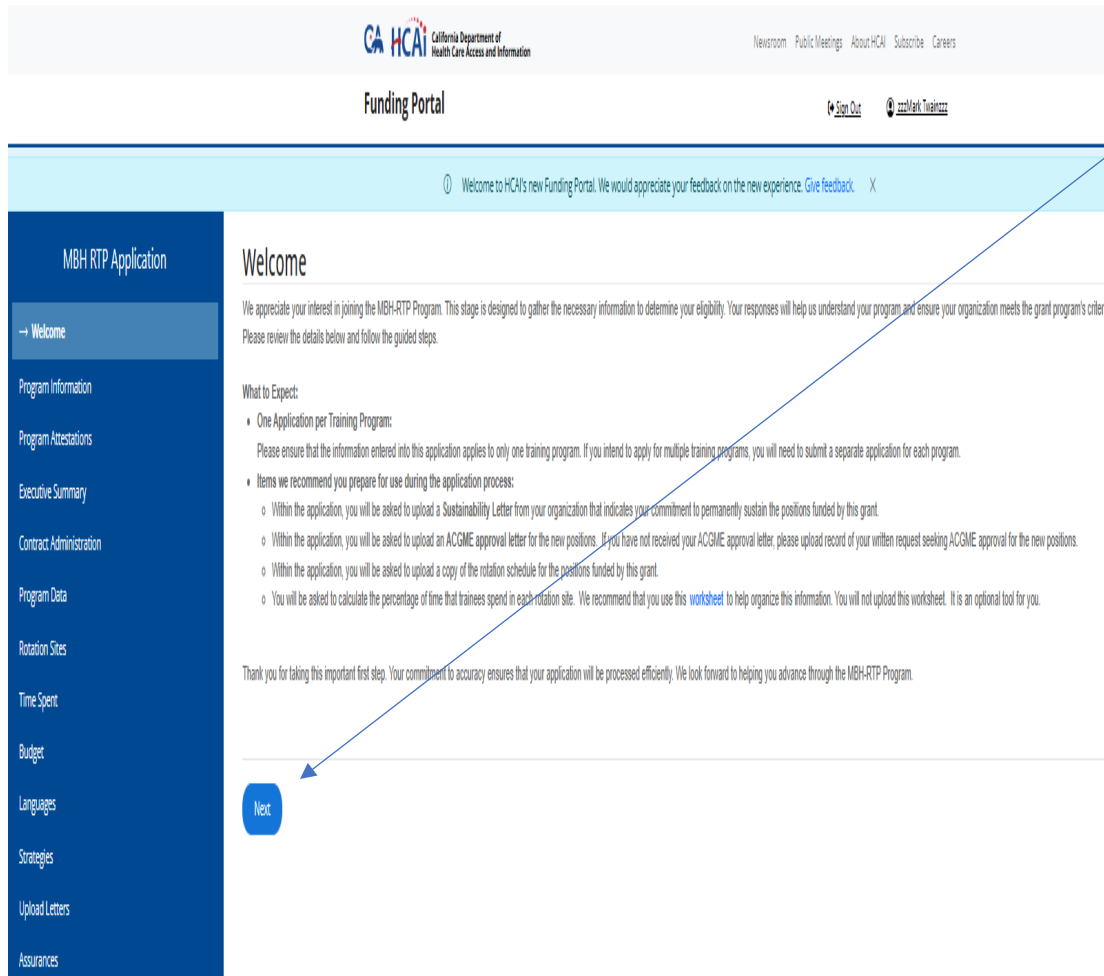
1. Expand access to residential and fellowship programs for psychiatry.
2. Expand access to psychiatrists in underserved communities.
3. Ensure residents are trained in safety net settings.
4. Attract individuals to become residents and fellows who are geographically and culturally representative of the Medi-Cal population across California.

At the bottom of the pop-up, there are two buttons: "Learn More" and "Apply". A blue arrow points from the "Apply" button in the pop-up to the text in the adjacent block.

Below the pop-up, the "Filter opportunities:" section shows "All Grant Types". The "Apply Today" section features a card for the "Medi-Cal Behavioral Health Student Loan Repayment Program (MBH-SLRP)" and another card for the "Medi-Cal Behavioral Health Residency Training Program (MBH RTP)". Both cards include a brief description and the closing date "Closes 08/15/2025 3:00 PM".

After clicking on the Medi-Cal Behavioral Health Residency Training Program (MBH-RTP) application pop-up, please read the information regarding eligible professions and award amounts and click “**Apply**” to start the application process.

MBH-RTP - Welcome Page



The screenshot shows the MBH-RTP Welcome Page. At the top, there is a header with the HCAi logo and navigation links: Newsroom, Public Meetings, About HCAi, Subscribe, and Careers. Below the header is a "Funding Portal" section with links for "Sign Out" and "JazzMark.Turner22". A light blue banner contains a welcome message and a "Give feedback" link. On the left, a dark blue sidebar lists navigation options: MBH RTP Application, Welcome (selected), Program Information, Program Attestations, Executive Summary, Contract Administration, Program Data, Rotation Sites, Time Spent, Budget, Languages, Strategies, Upload Letters, and Assurances. The main content area is titled "Welcome" and contains a paragraph of introductory text, a "What to Expect" section with bullet points, and a "Next" button at the bottom. A blue arrow points from the "Next" button to the text on the right.

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Funding Portal Sign Out JazzMark.Turner22

Welcome to HCAi's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback.](#) X

MBH RTP Application

Welcome

We appreciate your interest in joining the MBH-RTP Program. This stage is designed to gather the necessary information to determine your eligibility. Your responses will help us understand your program and ensure your organization meets the grant program's criteria. Please review the details below and follow the guided steps.

What to Expect:

- One Application per Training Program:
Please ensure that the information entered into this application applies to only one training program. If you intend to apply for multiple training programs, you will need to submit a separate application for each program.
- Items we recommend you prepare for use during the application process:
 - Within the application, you will be asked to upload a Sustainability Letter from your organization that indicates your commitment to permanently sustain the positions funded by this grant.
 - Within the application, you will be asked to upload an ACGME approval letter for the new positions. If you have not received your ACGME approval letter, please upload record of your written request seeking ACGME approval for the new positions.
 - Within the application, you will be asked to upload a copy of the rotation schedule for the positions funded by this grant.
 - You will be asked to calculate the percentage of time that trainees spend in each rotation site. We recommend that you use this [worksheet](#) to help organize this information. You will not upload this worksheet. It is an optional tool for you.

Thank you for taking this important first step. Your commitment to accuracy ensures that your application will be processed efficiently. We look forward to helping you advance through the MBH-RTP Program.

Next

This page outlines what to expect in the application process. Please click “**Next**” once you have read and are ready to proceed.

You will be offered a **worksheet** to help you organize the rotation site information that will be required later in the application process. See pop-up example of the worksheet on next slide.

MBH-RTP - Worksheet Example

[illegible]

If you clicked on the **worksheet** from the Welcome page, you will be offered this Excel sheet to help you organize the rotation site information to input later in the application.

MBH-RTP – Program Information

The screenshot shows the 'Program Information' page of the MBH-RTP Application. The left sidebar contains a navigation menu with items: Welcome, Program Information (highlighted), Program Attestations, Executive Summary, Contract Administration, Program Data, Rotation Sites, Time Spent, Budget, Languages, Strategies, Upload Letters, and Assurances. The main content area is titled 'Program Information' and includes instructions: 'Select a training program from the Training Program search list below. You are applying on behalf of the program you select. If the training program is not listed, check the "Training Program not listed" checkbox to manually enter the program's information.' The form contains several sections: 'Training Program' with a search dropdown; 'NRMP Track Name' with a text input; 'Program Director' with a dropdown; 'Alternate Contact' with a dropdown; and an unchecked checkbox for 'Alternate Contact not listed above'. At the bottom are 'Previous' and 'Save and Next' buttons. Blue arrows from external text blocks point to the 'Training Program' dropdown, the 'NRMP Track Name' input, the 'Alternate Contact' dropdown, the 'Alternate Contact not listed above' checkbox, and the 'Save and Next' button.

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Funding Portal Sign Out Mark Training

Welcome to HCAi's new Funding Portal. We would appreciate your feedback on the new experience. Give feedback X

MBH RTP Application

- ✓ Welcome
- Program Information
- Program Attestations
- Executive Summary
- Contract Administration
- Program Data
- Rotation Sites
- Time Spent
- Budget
- Languages
- Strategies
- Upload Letters
- Assurances

Program Information

Select a training program from the Training Program search list below. You are applying on behalf of the program you select. If the training program is not listed, check the "Training Program not listed" checkbox to manually enter the program's information.

Training Program *

Can't find your training program?
If your training program is not listed above, please go to your [Profile Page](#) to either request to join an existing program or create a new one.
Once you've completed that step, return here to [continue your application](#).

NRMP Track Name
If you are creating or using a specific track for this grant program that differs from the Training Program name, please share the National Resident Matching Program (NRMP) track name. (For new tracks, which are optional, NRMP recommends using MBH-RTP in the track name.)

Program Director *
You have been pre-selected as the Program Director for this application. If this is incorrect, please select a different Program Director associated with the training program selected above.

Alternate Contact *
Please select an Alternate Contact. This can be any Grant Preparer or Program Director from the selected training program.

☐ Alternate Contact not listed above

Previous Save and Next

Your training program should be populated here based on what you had chosen (or created) in your profile. If it is not pre-populated, please select it again from the dropdown list.

National Resident Matching Program (NRMP) Track Name. **If your program is new, please write “MBH-RTP” as a substitute.**

Alternate Contact must have the name of another person to contact, whether it is a Program Director (if you are not one) or another Grant Preparer. If you do not see another name in this box, please click **“Alternate Contact”**

Please click **“Save and Next”**.

MBH-RTP – Program Information – Alt Contact

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Funding Portal [Sign Out](#) [Feedback Tooltips](#)

Welcome to HCAi's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback.](#) X

MBH RTP Application

- ✓ Welcome
- Program Information
- Program Attestations
- Executive Summary
- Contract Administration
- Program Data
- Rotation Sites
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- Budget
- Languages
- Strategies
- Upload Letters
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Program Information

Select a training program from the Training Program search list below. You are applying on behalf of the program you select. If the training program is not listed, check the "Training Program not listed" checkbox to manually enter the program's information.

Training Program *

Can't find your training program?
If your training program is not listed above, please go to your [Profile Page](#) to either [request to join an existing program](#) or [create a new one](#).
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NRMP Track Name
If you are creating or using a specific track for this grant program that differs from the Training Program name, please share the National Resident Matching Program (NRMP) track name. (For new tracks, which are optional, NRMP recommends using MBH RTP in the track name.)

Program Director *
You have been pre-selected as the Program Director for this application. If this is incorrect, please select a different Program Director associated with the training program selected above.

Select

Alternate Contact
Please select an Alternate Contact. This can be any Grant Preparer or Program Director from the selected training program.

Select

☒ Alternate Contact not listed above

Alternate Contact First Name *

Alternate Contact Last Name *

Alternate Contact Email Address *

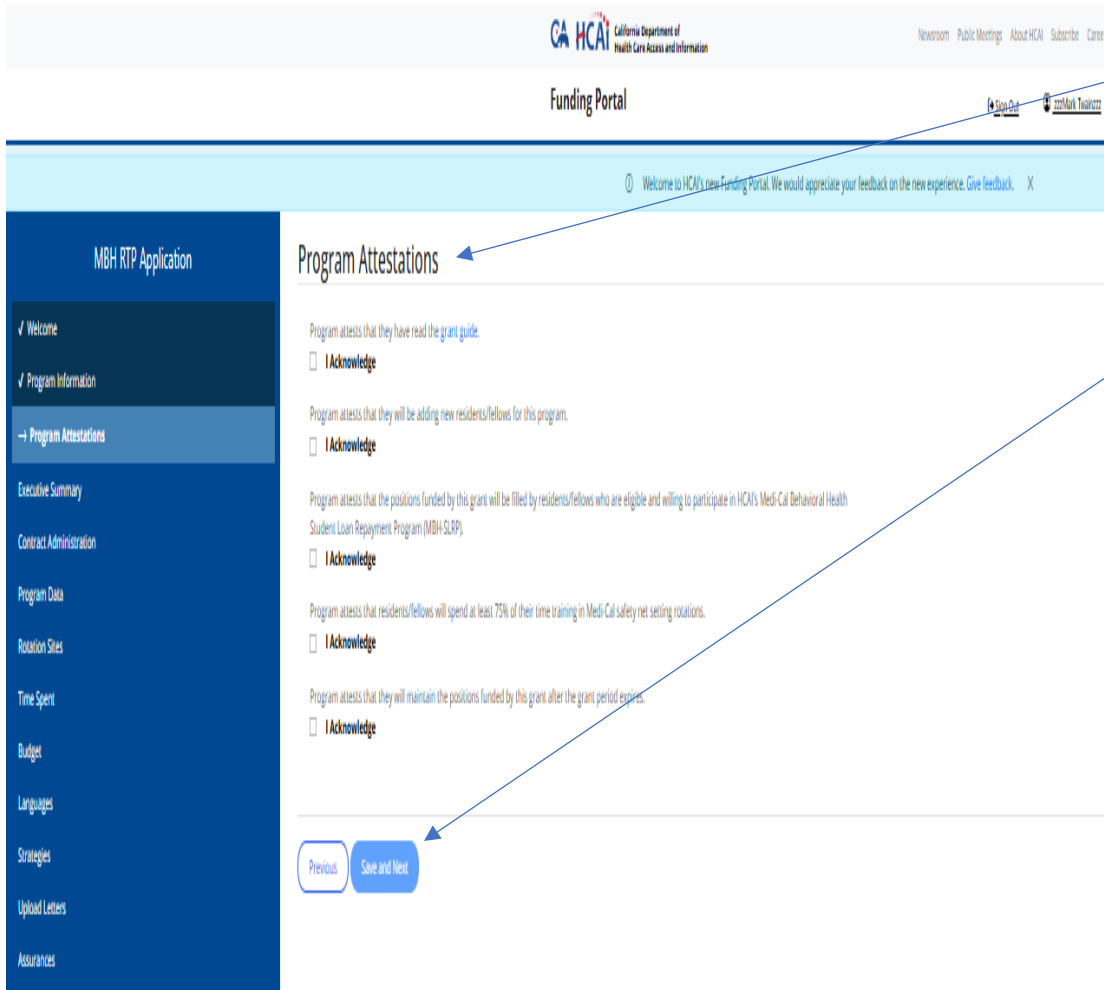
Alternate Contact Phone Number *
Provide a telephone number

[Previous](#) [Save and Next](#)

The screen expands to include these additional boxes if you choose “**Alternate Contact**”. HCAi does require an alternate contact, in case there is an issue with your application and we need to contact someone in your program.

Please click “**Save and Next**”.

MBH-RTP - Attestations Page



The screenshot shows the 'MBH RTP Application' page. On the left is a dark blue sidebar with a menu: 'Welcome', 'Program Information', 'Program Attestations' (highlighted with a double arrow), 'Executive Summary', 'Contract Administration', 'Program Data', 'Rotation Sites', 'Time Spent', 'Budget', 'Languages', 'Strategies', 'Upload Letters', and 'Assurances'. The main content area is titled 'Program Attestations' and contains four attestation sections, each with a paragraph of text and an 'I Acknowledge' checkbox. The first section states: 'Program attests that they have read the [grant guide](#).' The second: 'Program attests that they will be adding new residents/fellows for this program.' The third: 'Program attests that the positions funded by this grant will be filled by residents/fellows who are eligible and willing to participate in HCAI's Medi-Cal Behavioral Health Student Loan Repayment Program (MBH-SLRP).' The fourth: 'Program attests that residents/fellows will spend at least 75% of their time training in Medi-Cal safety net setting rotations.' At the bottom of the main area are two buttons: 'Previous' and 'Save and Next'. A blue arrow points from the text 'Please click "Save and Next" after you have checked all the acknowledgements.' to the 'Save and Next' button. Another blue arrow points from the text 'This is the attestations page. Please read all the options carefully. Checking all the boxes is necessary to move forward with your application.' to the 'Program Attestations' title.

GA HCAI California Department of Health Care Access and Information

Newsroom Public Meetings About HCAI Subscribe Careers

Funding Portal

Sign Out Log Out

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback](#) X

MBH RTP Application

- ✓ Welcome
- ✓ Program Information
- Program Attestations
- Executive Summary
- Contract Administration
- Program Data
- Rotation Sites
- Time Spent
- Budget
- Languages
- Strategies
- Upload Letters
- Assurances

Program Attestations

Program attests that they have read the [grant guide](#).

☐ I Acknowledge

Program attests that they will be adding new residents/fellows for this program.

☐ I Acknowledge

Program attests that the positions funded by this grant will be filled by residents/fellows who are eligible and willing to participate in HCAI's Medi-Cal Behavioral Health Student Loan Repayment Program (MBH-SLRP).

☐ I Acknowledge

Program attests that residents/fellows will spend at least 75% of their time training in Medi-Cal safety net setting rotations.

☐ I Acknowledge

Program attests that they will maintain the positions funded by this grant after the grant period expires.

☐ I Acknowledge

Previous Save and Next

This is the attestations page. Please read all the options carefully. Checking all the boxes is necessary to move forward with your application.

Please click **“Save and Next”** after you have checked all the acknowledgements.

MBH-RTP - Executive Summary

The screenshot shows the 'Executive Summary' page of the MBH-RTP Application. The top header includes the HCAI logo and navigation links. A sidebar on the left lists application steps, with 'Executive Summary' highlighted. The main content area has a title 'Executive Summary' and a text input field with a character limit. At the bottom are 'Previous' and 'Save and Next' buttons. Blue arrows point from explanatory text to the character limit and the 'Save and Next' button.

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Newsroom Public Meetings About HCAI Subscribe Careers

Funding Portal

Sign Out Logout Training

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback](#) X

MBH RTP Application

- ✓ Welcome
- ✓ Program Information
- ✓ Program Attestations
- Executive Summary
- Contract Administration
- Program Data
- Rotation Sites
- Time Spent
- Budget
- Languages
- Strategies
- Upload Letters
- Assurances

Executive Summary

Please describe your program's strategies to serve Medi-Cal members and the uninsured. (1,000-character limit) *

Previous Save and Next

HCAI considers this an important topic. **“Please describe your program's strategies to serve Medi-Cal members and the uninsured. (1,000-character limit)”**. This is your opportunity to describe and promote your program in narrative form.

Please click **“Save and Next”**.

MBH-RTP - Contract Administration

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Funding Portal Sign Out Help/Feedback

Welcome to HCAi's new Funding Portal. We would appreciate your feedback on the new experience. Give feedback X

MBH RTP Application

- ✓ Welcome
- ✓ Program Information
- ✓ Program Attestations
- ✓ Executive Summary
- Contract Administration
- Program Data
- Rotation Sites
- Time Spent
- Budget
- Languages
- Strategies
- Upload Letters
- Assurances

Contract Administration

Please enter contact information for your organization's Contract Administrator. The Contract Administrator is the person responsible for signing the contract (grant agreement).

When this application is submitted, the Contract Administrator will be emailed a form to enter the contract details for your program.

Contract Administrator First Name *

Contract Administrator Last Name *

Contract Administrator Email *

Contract Administrator Phone Number *

Provide a telephone number

Previous Save and Next

The purpose of this page is to collect the contract administration information. Whoever you put here will be sent an email asking these questions:

1. Who is your Grant Signatory?
2. If HCAi makes a payment to your organization, who is the tax authorized person to contact?
3. What is the tax authorized business name?
4. What is the tax authorized business address?
5. What is the business FEIN (or tax ID)?

IMPORTANT: If you finish and submit your application, the person you entered here will be contacted via email. See example on next slide.

Please click “**Save and Next**”.

MBH-RTP - Contract Administration (Email)



IMPORTANT: This email will only be sent to the person you chose as the **Contract Administrator** for your **MBH-RTP** application.

← This is an example of what the email will look like.

Hi,

You were listed as the Contract Administrator for an **MBH-RTP (Residency Training Program)** application submission. To proceed, you are required to complete the contract administration details.

Please use the link below to access and submit the form:

[Access Contract Administration Form](#)

See next slide for what the employer contact will see when they click this link.

Thank you,
HCAI Team

MBH-RTP - Contract Administration (Email)



IMPORTANT: This email will only be sent to the person you chose as the **Contract Administrator** for your **MBH-RTP** application. Also, this email will only be sent once the application is submitted.

This is an example of what the email will look like.

Hi,

You were listed as the Contract Administrator for an **MBH-RTP (Residency Training Program)** application submission. To proceed, you are required to complete the contract administration details.

Please use the link below to access and submit the form:

[Access Contract Administration Form](#)

See next slide for what your Contract Administrator will see when they click this link.

Thank you,
HCAI Team

MBH-RTP - Contract Administration (Email)

IMPORTANT: Only the Contract Administrator for your MBH-RTP application will be asked these questions. Here is an example of the page that appears once the link in the Contract Administration email is opened.

This section asks to confirm the following:

1. Who is your Grant Signatory?
2. If HCAI makes a payment to your organization, who the tax authorized person to contact?
3. What is the tax authorized business name?
4. What is the tax authorized business address?
5. What is the business FEIN (or tax ID)?

They must choose **“Submit”** when they have finished.

The screenshot shows the HCAI Funding Portal interface. At the top, there's a navigation bar with links for 'Newroom', 'Public Meetings', 'About HCAI', 'Subscribe', and 'Career'. Below this is a 'Funding Portal' header. A welcome message states: 'Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. Give feedback.' The main section is titled 'Contract Administration'. Under 'Training Program', there are fields for 'Training Program' (with placeholder '2024 Hospital Hospital'), 'Program Director' (with placeholder '2024 Mark Twain'), and 'Contract Administrator' (with placeholder '2024 Oscar Wilde'). The 'Grant Agreement Signatory' section includes a note: 'This individual should have authority to execute grant agreements on behalf of the organization.' It contains input fields for 'Grant Agreement Signatory First Name', 'Grant Agreement Signatory Last Name', 'Grant Agreement Signatory Email', and 'Grant Agreement Signatory Phone' (with a placeholder 'Provide a telephone number'). Below these is a checkbox question: 'Is the Payee Data Record (STD 204) Signatory the same as the Grant Agreement Signatory?'. The 'Contract Organization' section includes input fields for 'Contract Organization Legal Name', 'Doing Business As (DBA)', and 'Tax Identification Number'. It also has a 'Legal Address' field and a dropdown for 'Entity Type' (with a 'Select' option). Below the dropdown are radio button options for 'Government Entity' (Governmental, Non-Governmental) and 'Payee Residency Type' (California Resident, California Non-Resident). At the bottom, there's a checkbox question: 'Should payments be sent to a different address than what is on file with the IRS?'. A blue 'Submit' button is at the bottom left, with a blue arrow pointing to it from the text 'They must choose “Submit” when they have finished.'

MBH-RTP - Program Data

The screenshot shows the HCAI Funding Portal interface. At the top, the HCAI logo and navigation links (Newsroom, Public Meetings, About HCAI, Subscribe, Careers) are visible. The main header includes 'Funding Portal', 'Sign Out', and a user profile 'zzzMark Twainzzz'. A light blue banner contains a welcome message and a 'Give feedback' link. On the left, a dark blue sidebar lists application sections: MBH RTP Application, Welcome, Program Information, Program Attestations, Executive Summary, Contract Administration, Program Data (highlighted), Rotation Sites, Time Spent, Budget, Languages, Strategies, Upload Letters, and Assurances. The main content area is titled 'Program Data' and contains the question: 'Using HCAI grant funding, how many first-year psychiatry resident(s) will be added to the following cohort?'. Below this is a table with two columns: 'Cohort by Academic Year ↑' and 'New Positions'. The first row shows 'Cohort Beginning AY 2026-27' with a value of '0'. A blue arrow points to a dropdown arrow icon in the rightmost column of the table. At the bottom of the form, there are two buttons: 'Previous' and 'Save and Next', with a blue arrow pointing to the 'Save and Next' button.

Cohort by Academic Year ↑	New Positions
Cohort Beginning AY 2026-27	0

Using HCAI grant funding, how many first-year psychiatry resident(s) will be added to the following cohort?

To add your count of first-year psychiatry resident(s), please click the down arrow button.

See pop-up example on next slide.

Please click **“Save and Next”**.

MBH-RTP - Program Data (continued)

The screenshot shows the 'Program Data' section of the MBH-RTP application. A modal window titled 'Edit' is open, displaying the 'Beginning Academic Year' as 'AY 2026-27'. Below this, the 'New Positions *' field contains the number '0'. A blue 'Submit' button is located below the input field. To the right of the 'Submit' button, there is a small circular button with a downward arrow. Blue arrows point from the text annotations to the 'New Positions *' input field, the 'Submit' button, and the downward arrow button. The background shows a sidebar with navigation links and a main content area with the title 'Program Data' and a question: 'Using HCAI grant funding, how many first-year psychiatry resident(s) will be added to the following cohort?'. Below the question, there is a dropdown menu for 'Cohort by Academic Year' and a text field for 'Cohort Beginning AY 2026-27'. At the bottom of the main content area, there are 'Previous' and 'Save and Next' buttons.

This is the pop-up for the question: **Using HCAI grant funding, how many first-year psychiatry resident(s) will be added to the following cohort?**

To add your count of first-year psychiatry resident(s), please click the down arrow button.

Please click **“Submit”**.

MBH-RTP - Rotation Sites

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Newsroom Public Meetings About HCAi Subscribe Careers

Funding Portal

Sign Out Logout/Trial

1 Welcome to HCAi's new Funding Portal. We would appreciate your feedback on the new experience. Give feedback X

MBH-RTP Application Details

✓ Program Information

✓ Program Attestations

✓ Executive Summary

✓ Contract Administration

✓ Program Data

→ Rotation Sites

Time Spent

Budget

Languages

Strategies

Upload Letters

Assurances

Rotation Sites

For the track funded by this grant, please add each rotation site used by residents/fellows to fulfill Accreditation Council for Graduate Medical Education (ACGME) requirements for serving a dedicated panel of patients. ALL rotation sites to be used by positions funded through this grant must be listed.

Add New

Rotation Site ↑	NPI	Rotation Site Type	Address
There are no records to display.			

Previous

Save and Next

HCAI must collect your rotation site information. Please click, **“Add New”**. After doing so, a pop-up will appear.

See pop-up example on next slide for adding a new site.

Please click **“Save and Next”**.

MBH-RTP - Rotation Sites (continued)

MBH RTP Application

Rotation Sites

For the track funded by this grant, please dedicated panel of patients. ALL rotation:

Rotation Site ↑

There are no records to display.

Previous Save and Next

Add a Rotation Site

Rotation Site Name *

Rotation Site Facility National Provider Identifier (NPI) # *

Does this site deliver Medi-Cal specialty behavioral health services (i.e., Specialty Mental Health, Drug Medi-Cal, or Drug Medi-Cal Organized Delivery System services)? *

*May include both county-operated and community-based (county-contracted) County Behavioral Health sites. See grant guide for details.

☐ Yes

☐ No

Street Address

Please select the site's safety net setting type: *

Select

Rotation Site Name

Rotation Site Facility National Provider Identifier (NPI) #

Does this site deliver Medi-Cal specialty behavioral health services (i.e., Specialty Mental Health, Drug Medi-Cal, or Drug Medi-Cal Organized Delivery System services)? - Yes/No

Street Address

Please select the site's safety net setting type:

Federally Qualified Health Centers (FQHC), Community Mental Health Centers (CMHC), Rural Health Clinics (RHC), Hospital, Rural Hospital, Other Behavioral Health Setting

Please click **“Submit”**.

MBH-RTP - Time Spent

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California Department of Health Care Access and Information

NewsroomPublic MeetingsAbout HCAISubscribeCareers

Funding Portal

Sign OutzzzMark.Twainzzz

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback.](#)

MBH RTP Application

✓ Welcome

✓ Program Information

✓ Program Attestations

✓ Executive Summary

✓ Contract Administration

✓ Program Data

✓ Rotation Sites

→ Time Spent

Budget

Languages

Strategies

Upload Letters

Assurances

Time Spent

Please update each record in the table below with the number of weeks spent at the corresponding rotation site during the specified academic year.

Cohort ↑	Rotation Site ↑	Academic Year ↑	Weeks Spent
Cohort Beginning AY 2026-27	zzzCandy Landzzz	AY 2026-27	⌵
Cohort Beginning AY 2026-27	zzzCandy Landzzz	AY 2027-28	⌵
Cohort Beginning AY 2026-27	zzzCandy Landzzz	AY 2028-29	⌵
Cohort Beginning AY 2026-27	zzzCandy Landzzz	AY 2029-30	⌵

Upload your Rotation Schedule *

PDF, Word, and Excel files are accepted

Choose FileNo file selected

Previous

Save and Next

HCAI would like to know how many weeks were spent in each rotation site. To add time, please click each down arrow.

See pop-up example on next slide.

Please upload your Rotation Schedule for HCAI to verify.

Please click **“Save and Next”**.

MBH-RTP - Time Spent (Continued)

The screenshot shows the 'Funding Portal' for the 'MBH RTP Application'. The 'Time Spent' section is active, displaying a table with columns for Cohort, Rotation Site, Academic Year, and Weeks Spent. An 'Edit' modal is open, showing the following fields:

- Cohort: Cohort Beginning AY 2026-27
- Rotation Site: zzzCandy Landzzz
- Academic Year: AY 2026-27
- Number of weeks spent in this rotation site*: [Input field]

Below the input field is a blue 'Submit' button. At the bottom of the modal is a 'Previous' button and a 'Save and Next' button. The background table has a 'Cohort' dropdown menu and a 'Weeks Spent' dropdown menu.

HCAI would like to know how many weeks were spent in each rotation site.

Please click **“Submit”**.

MBH-RTP - Budget

HCAI would like to know about the costs associated with your trainees. To add the costs, please click each down arrow.

See pop-up example on next slide.

Please click **“Save and Next”**.

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California Department of Health Care Access and Information

NewsroomPublic MeetingsAbout HCAISubscribeCareers

Sign OutMark Twain

Funding Portal

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. Give feedback

MBH RTP Application

✓ Welcome

✓ Program Information

✓ Program Attestations

✓ Executive Summary

✓ Contract Administration

✓ Program Data

✓ Rotation Sites

✓ Time Spent

→ Budget

Languages

Strategies

Upload Letters

Assurances

Budget

We have determined that your trainees spend 100.00% of their time in Medi-Cal safety net setting rotation sites. Therefore, your allowable budget per position/year will be prorated by this percentage. For each cohort, list the cost per budget category for a single resident position for each academic year of the cohort. Total per position/year cannot be more than \$250,000.00.

Please refer to the budget instructions in the grant guide for a description of costs allowed.

Cohort ↑	Training Academic Year ↑	Trainee Salary, with Benefits	Other Trainee Costs	Staff Salaries, with Benefits	Yearly Position Budget	Cohort Positions	Total Requested
Cohort Beginning AY 2026-27	AY 2026-27					6	⌵
Cohort Beginning AY 2026-27	AY 2027-28					6	⌵
Cohort Beginning AY 2026-27	AY 2028-29					6	⌵
Cohort Beginning AY 2026-27	AY 2029-30					6	⌵

Total Requested

0

Previous

Save and Next

MBH-RTP – Budget (Continued)

The screenshot shows the 'Budget' section of the MBH-RTP application. A modal window titled 'Edit' is open, displaying the following fields:

- Academic Year: AY 2026-27
- Cohort: Cohort Beginning AY 2026-27
- Total Requested: —
- Budget Details:
 - Trainee Salary, with Benefits * (input field)
 - Other Trainee Costs * (input field)
 - Staff Salaries, with Benefits * (input field)
 - Cohort Positions (input field with value 6)
- Submit button

Annotations with arrows point from the following text to the corresponding fields in the form:

- 'Trainee Salary, with Benefits.' points to the 'Trainee Salary, with Benefits *' field.
- 'Other Trainee Costs.' points to the 'Other Trainee Costs *' field.
- 'Staff Salaries, with Benefits.' points to the 'Staff Salaries, with Benefits *' field.
- 'Cohort Positions – This must match what you said in the Program Data portion of the application.' points to the 'Cohort Positions' field.
- 'Please click “Submit”.' points to the 'Submit' button.

The background shows the 'Funding Portal' with a sidebar menu and a table of cohorts. The table has columns for 'Cohort' and 'Total Requested'. The 'Total Requested' field in the background is set to 0.

HCAI would like to know about the costs associated with your trainees.

Trainee Salary, with Benefits.

Other Trainee Costs.

Staff Salaries, with Benefits.

Cohort Positions – This must match what you said in the **Program Data** portion of the application.

Please click “**Submit**”.

MBH-RTP - Languages

HCAI would like to know about the languages your trainees can speak.

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California Department of Health Care Access and Information

NewsroomPublic MeetingsAbout HCAISubscribeCareers

Funding Portal

Sign OutAdd Mark Tasklist

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback](#)

MBH RTP Application

✓ Welcome

✓ Program Information

✓ Program Attestations

✓ Executive Summary

✓ Contract Administration

✓ Program Data

✓ Rotation Sites

✓ Time Spent

✓ Budget

→ Languages

Strategies

Upload Letters

Assurances

Languages Spoken: Enter the total number of Psychiatry Residency or Fellowship program participants enrolled in your previous cohort who speak any of the listed languages fluently/well enough to be able to provide direct care services to clients without additional translation services.

Medi-Cal threshold languages and/or Indigenous/Tribal Languages and/or Sign Communication:

Arabic	0	Armenian	0
Cambodian	0	Chinese	0
Farsi	0	Hindi	0
Hmong	0	Japanese	0
Korean	0	Laotian	0
Mien	0	Punjabi	0
Russian	0	Spanish	0
Tagalog	0	Thai	0
Ukrainian	0	Vietnamese	0
Any Indigenous/Tribal Language	0	Any Form of Sign Communication	0

Previous

Save and Next

Please click “**Save and Next**”.

MBH-RTP - Strategies

The screenshot shows the 'Strategies' section of the MBH-RTP application. The left sidebar contains a list of application steps: Welcome, Program Information, Program Attestations, Executive Summary, Contract Administration, Program Data, Rotation Sites, Time Spent, Budget, Languages, Strategies (highlighted), Upload Letters, and Assurances. The main content area has two sections. The first section is titled 'Strategies' and contains the instruction: 'Select the practice setting strategies you will use to encourage your Psychiatry Residency graduates to practice in safety net settings, and provide a narrative of how you will do that.' Below this is a table with columns 'Strategy' and 'Narrative Description'. A yellow message box states 'There are no records to display.' An 'Add New' button is located to the right of the table. The second section contains the instruction: 'Select the strategies you will incorporate to implement culturally responsive care training into the program's curriculum, and provide a narrative of how you will do that.' It also has a table with columns 'Strategy' and 'Narrative Description', a yellow message box stating 'There are no records to display.', and an 'Add New' button. At the bottom of the page are 'Previous' and 'Save and Next' buttons. Three blue arrows point from text annotations to the 'Add New' buttons and the 'Save and Next' button.

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Newsroom Public Meetings About HCAi Subscribe Careers

Funding Portal Sign Out Logout Tooltips

Welcome to HCAi's new Funding Portal. We would appreciate your feedback on the new experience. Give feedback X

MBH RTP Application

- ✓ Welcome
- ✓ Program Information
- ✓ Program Attestations
- ✓ Executive Summary
- ✓ Contract Administration
- ✓ Program Data
- ✓ Rotation Sites
- ✓ Time Spent
- ✓ Budget
- ✓ Languages
- Strategies
- Upload Letters
- Assurances

Strategies

Select the practice setting strategies you will use to encourage your Psychiatry Residency graduates to practice in safety net settings, and provide a narrative of how you will do that.

Strategy	Narrative Description
There are no records to display.	

Add New

Select the strategies you will incorporate to implement culturally responsive care training into the program's curriculum, and provide a narrative of how you will do that.

Strategy	Narrative Description
There are no records to display.	

Add New

Previous Save and Next

Select the practice setting strategies you will use to encourage your Psychiatry Residency graduates to practice in safety net settings and provide a narrative of how you will do that.

See pop-up example on next slide.

Select the strategies you will incorporate to implement culturally responsive care training into the program's curriculum and provide a narrative of how you will do that.

See pop-up example after skipping the next two slides.

Please click **“Save and Next”**.

MBH-RTP – Strategies (Practice Settings)

The screenshot shows the 'MBH RTP Application' interface. On the left is a sidebar with navigation links: Welcome, Program Information, Program Attestations, Executive Summary, Contract Administration, Program Data, Rotation Sites, Time Spent, Budget, Languages, Strategies (selected), Upload Letters, and Assurances. The main content area is titled 'Strategies' and contains a table with columns 'Strategy' and 'Narrative Description'. A 'Create' pop-up window is open, titled 'Create', with the instruction: 'Select the program strategy you will use to encourage your Psychiatry Residency graduates to practice in Medi-Cal safety net settings from the list below:'. The list contains five numbered items: 1. Select residents/fellows based on strong interest to provide clinical services in Medi-Cal safety net settings. 2. Encourage residents/fellows to commit to clinical practice in Medi-Cal safety net settings. 3. Offer incentives to residents/fellows who commit to providing clinical services in Medi-Cal safety net settings. 4. Provide assistance leading to employment in Medi-Cal safety net settings. 5. Include a required consistently embedded curriculum intended to build health equity knowledge and competencies. Below the list are two input fields: 'Practice Setting Strategy' and 'Narrative Description'. The 'Narrative Description' field is a larger text area. At the bottom of the pop-up are 'Previous' and 'Save and Next' buttons. Arrows from the text on the right point to the 'Practice Setting Strategy' and 'Narrative Description' fields.

Select the program strategy you will use to encourage your Psychiatry Residency graduates to practice in Medi-Cal safety net settings from the list below:

1. Select residents/fellows based on strong interest to provide clinical services in Medi-Cal safety net settings.
2. Encourage residents/fellows to commit to clinical practice in Medi-Cal safety net settings.
3. Offer incentives to residents/fellows who commit to providing clinical services in Medi-Cal safety net settings.
4. Provide assistance leading to employment in Medi-Cal safety net settings.
5. Include a required consistently embedded curriculum intended to build health equity knowledge and competencies.

See pop-up example on next slide for all the options.

Narrative Description.

MBH-RTP – Strategies (Practice Settings)

The screenshot shows the MBH-RTP application interface. On the left is a sidebar with navigation links: Welcome, Program Information, Program Attestations, Executive Summary, Contract Administration, Program Data, Rotation Sites, Time Spent, Budget, Languages, Strategies (selected), Upload Letters, and Assurances. The main content area is titled 'Strategies' and contains two sections. The top section is 'Select the practice setting strategies you will use to encourage your residents/fellows to do that.' and the bottom section is 'Select the strategies you will incorporate to implement cultural competency.' Both sections show a table with columns 'Strategy' and 'Narrative Description'. In the top section, there are no records displayed. In the bottom section, there are also no records displayed. A 'Create' modal is open in the center, showing a 'Lookup records' dialog. The dialog has a search bar and a list of strategies. The first strategy, 'Encourage residents/fellows to commit to clinical practice in Medi-Cal safety net settings', is selected. A blue arrow points from the text 'Choose one record and click "Select" to continue.' to the 'Select' button in the dialog.

Choose one record and click **"Select"** to continue.

- Encourage residents/fellows to commit to clinical practice in Medi-Cal safety net settings.
- Include a required consistently embedded longitudinal curriculum intended to build health equity knowledge and competencies.
- Offer incentives to residents/fellows who commit to providing clinical services in Medi-Cal safety net settings.
- Provide assistance leading to employment in Medi-Cal safety net settings.
- Select residents/fellows based on strong interest to provide clinical services in Medi-Cal safety net settings.

MBH-RTP – Strategies (Culturally Responsive Care)

The screenshot shows the 'Funding Portal' interface for the 'MBH RTP Application'. The left sidebar contains a navigation menu with options like 'Welcome', 'Program Information', 'Program Attestations', 'Executive Summary', 'Contract Administration', 'Program Data', 'Rotation Sites', 'Time Spent', 'Budget', 'Languages', 'Strategies', 'Upload Letters', and 'Assurances'. The 'Strategies' section is active, displaying a table with columns 'Strategy' and 'Narrative Description'. A 'Create' pop-up form is overlaid on the table. The form contains the following text: 'Select the strategy you will incorporate to implement culturally responsive care training into the program's curriculum from the list below:'. It lists two strategies: '1. Hire bilingual faculty, lecturers, and staff.' and '2. Provide residents/fellows annual training in cultural competency education that reflect and respond to the needs of the Medi-Cal population.' Below the list, there is a 'Culturally Responsive Care Strategy' field with a search icon, a 'Narrative Description' text area, and a 'Submit' button. Blue arrows point from the text on the right to these specific fields in the form.

Select the strategy you will incorporate to implement culturally responsive care training into the program's curriculum from the list below:

1. Hire bilingual faculty, lecturers, and staff.
2. Provide residents/fellows annual training in cultural competency education that reflect and respond to the needs of the Medi-Cal population.

Culturally Responsive Care Strategy.

See pop-up example on next slide for all the options.

Narrative Description.

Please click **"Submit"**.

MBH-RTP – Strategies (Culturally Responsive Care)

Choose one record and click **“Select”** to continue

- Hire bilingual faculty, lecturers and staff.
- Provide residents/fellows annual training in cultural competency education that reflect and respond to the needs of the Medi-Cal Population.

MBH-RTP – Upload Letters

CA HCAI California Department of Health Care Access and Information

Newsroom Public Meetings About HCAI Subscribe Careers

Funding Portal Sign Out Mark Training

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. Give feedback X

MBH RTP Application

- ✓ Welcome
- ✓ Program Information
- ✓ Program Attestations
- ✓ Executive Summary
- ✓ Contract Administration
- ✓ Program Data
- ✓ Rotation Sites
- ✓ Time Spent
- ✓ Budget
- ✓ Languages
- ✓ Strategies
- Upload Letters
- Assurances

Upload Letters

ACGME Approval Letter: Please upload your ACGME approval letter for the new residency/ fellowship positions. If you have not received your ACGME approval letter, please upload a record of your written request seeking ACGME approval for the new positions. *

Choose File No file selected

Sustainability Letter: Please upload a letter describing how you will sustain positions added through this grant beyond the grant period. *

Choose File No file selected

Previous Save and Next

To be eligible for a RTP grant, HCAI must review your ACGME Approval Letter (or an acceptable substitute if it is on the way). Please upload it with the **“Choose File”** button.

To be eligible for a RTP grant, HCAI must review your Sustainability Letter to establish that you will sustain your additional positions throughout the grant. Please upload it with the **“Choose File”** button.

Please click **“Save and Next”**.

MBH-RTP – Assurances

The screenshot shows the 'Assurances' page of the MBH-RTP application. On the left is a dark blue sidebar with a list of application steps, each preceded by a checkmark. The steps are: Welcome, Program Information, Program Attestations, Executive Summary, Contract Administration, Program Data, Rotation Sites, Time Spent, Budget, Languages, Strategies, Upload Letters, and Assurances (which is highlighted with a light blue background and a right-pointing arrow). The main content area has a light blue header with the HCAI logo and navigation links (Newsroom, Public Meetings, About HCAI, Subscribe, Careers). Below this is a 'Funding Portal' section with 'Sign Out' and 'Help/Mark Twain' links. A light blue banner contains a welcome message and a 'Give feedback' link. The 'Assurances' section contains a statement: 'I, the applicant, certify that the information provided in the supplemental application is true and accurate to the best of my knowledge.' Below this is a checkbox labeled 'I Certify' which is checked. A warning message follows: 'You are about to submit your application. Once it has been submitted, you may not edit or delete it from the system.' At the bottom are two buttons: 'Previous' and 'Submit Application'. Two blue callout arrows originate from the right side of the image: one points to the 'I Certify' checkbox, and the other points to the 'Submit Application' button.

CA HCAI California Department of Health Care Access and Information

Newsroom Public Meetings About HCAI Subscribe Careers

Funding Portal Sign Out Help/Mark Twain

Welcome to HCAI's new Funding Portal. We would appreciate your feedback on the new experience. [Give feedback](#) X

MBH RTP Application

- ✓ Welcome
- ✓ Program Information
- ✓ Program Attestations
- ✓ Executive Summary
- ✓ Contract Administration
- ✓ Program Data
- ✓ Rotation Sites
- ✓ Time Spent
- ✓ Budget
- ✓ Languages
- ✓ Strategies
- ✓ Upload Letters
- Assurances

Assurances

I, the applicant, certify that the information provided in the supplemental application is true and accurate to the best of my knowledge.

☒ I Certify

You are about to submit your application. Once it has been submitted, you may not edit or delete it from the system.

[Previous](#) [Submit Application](#)

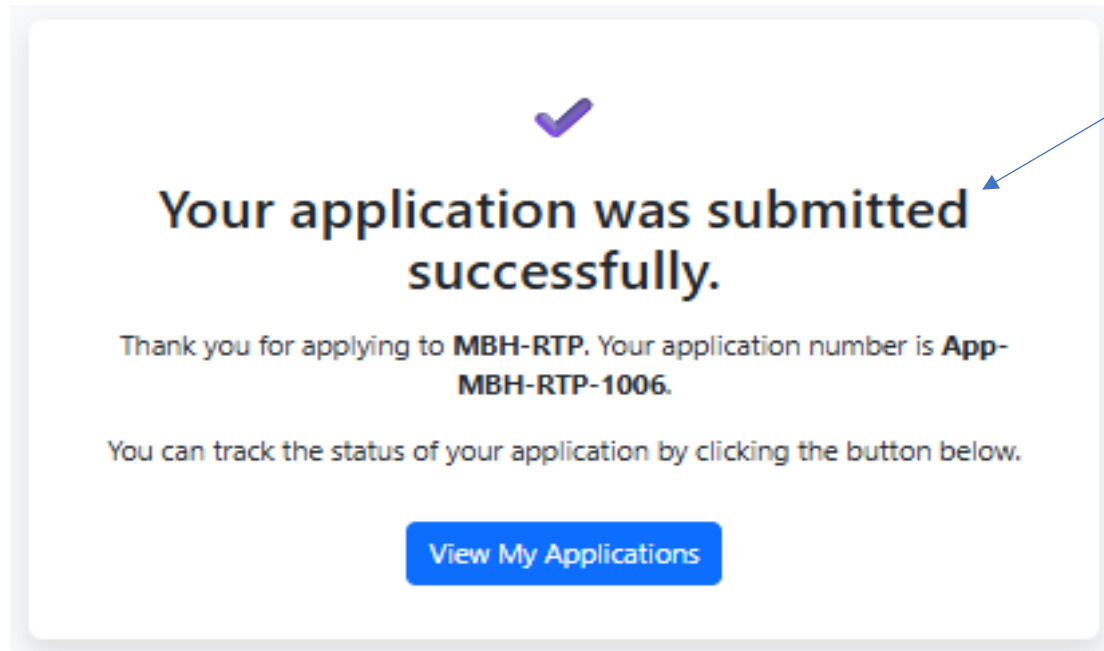
This is the final page of the MBH-RTP application. Please read all the information.

If you are satisfied with your profile information, please check the **“I Certify”** box.

Please click **“Submit Application”** when complete.

IMPORTANT: This will be your last chance to make any edit to your application. Once you click **“Submit Application”** you will no longer be able to make changes to your application.

MBH-RTP – Submission Successful

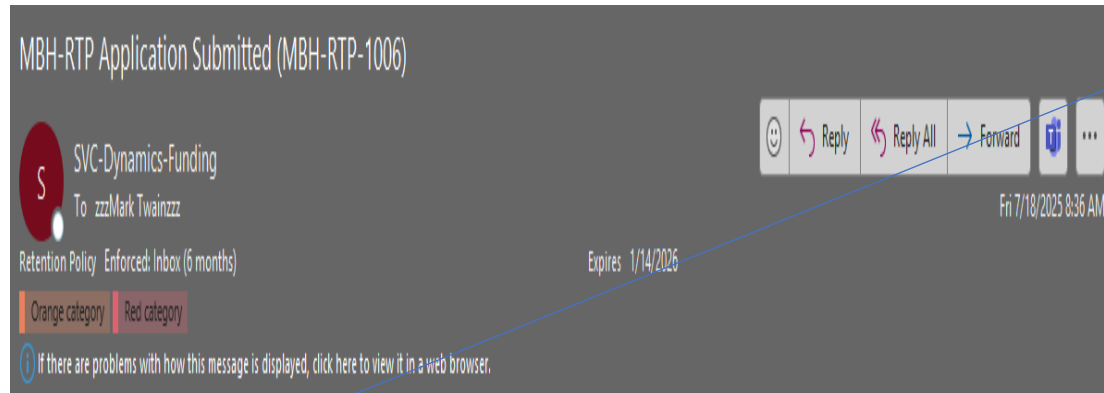


This is the final message you will see after you have successfully submitted your application.

You will be sent a confirmation email when you see this, which will be demonstrated in the next slide.

Thank you for applying.

MBH-RTP – Submission Successful



This is what the confirmation letter for submitting the MBH-RTP application looks like. This email will be sent to the Program Director's email address.

Thank you for applying.

Dear zzzMark Twainzzz,

Thank you for submitting your Medi-Cal Behavioral Health - Residency Training Program (MBH-RTP) application.

We have successfully received your submission, and our team will begin reviewing it shortly. You will be contacted via email if any additional information is required, or once a decision has been made regarding your eligibility and next steps.

Thank you again for your interest in the MBH-RTP.

Best,
HCAI Team

Questions?

MBH RTP@HCAI.ca.gov