# **Alta California Regional Center**

## **CMS Final Rule Training**

### Save the Date

Thursday, June 15<sup>th</sup>, 2017 – 1:00 pm – 3:30 pm (Placer County Providers Only)

ACRC is presenting a training on the Center for Medicare & Medicaid Services (CMS) Final Rule. This training is an overview of the changes to federal requirements for vendors who provide Home and Community Based Services.

Where: ACRC Roseville Office

Location: 1620 Santa Clara Drive, #100, Roseville, CA 95661

Sign-Up: Please sign up early as space is limited. Limit of two staff per

agency. Click here to sign-up for the training or go to

www.altaregional.org. (See attached instructions to sign-up.)

If you are unable to sign up for any reason, please contact Christine Hobbs, Office Assistant 916-978-6291 at chobbs@altaregional.org.

#### **CMS Final Rule Training**

### **Sign-up instructions**

- 1. Online registration accepted until one week prior to each training date or until the session is full.
- 2. Registration must be completed **ONLINE** through Alta's website as follows:
- Click here or go to www.altaregional.org
- On Alta's home page on top click on "Service Providers." Click on "Service
  Provider Training" click on "CMS Final Rule Training". The sign-up options will
  be displayed.
- On the next screen select the "CMS Final Rule Training". Each attendee needs to be registered separately. Limit 2 individuals per program.
- After you have selected the Training session, click on "Register Selected Class"
- The next screen provides an overview of the Training you just selected. Below that message you will see additional "Registration Information" you need to complete.
- You must type in your first name, last name and phone number. Please include company name and email address. Click on "Register" to complete the process
- If you have completed the process successfully you will receive a message on the next screen. Click on "Done". If you have provided your email address you will later receive a confirmation email indicating you have successfully registered for the Training.
- If you do not provide the correct information you will receive a screen that prompts you to return to the previous page to make the correction. **NOTE:** If you are unsuccessful in registering online your name will not appear on the registration list class. Please contact Christine Hobbs at (916) 978-6291 with questions.