

# Alta California Regional Center ABX2-1 Rate Increase Survey Training

## **Save the Date**

**Tuesday, September 19<sup>th</sup>, 2017 – 1:00 pm – 2:00 pm**

ACRC is presenting a training on the ABX2-1 Rate Increase Survey. This training will go over how to complete the survey as well as answer any questions providers may have.

Where: ACRC Redwood Conference Room, 1<sup>st</sup> floor

Location: 2241 Harvard Street, Suite 100, Sacramento, CA 95815

Parking: You may park in the parking garage or back lot. Please do not park in any reserved spaces.

Sign-Up: Please sign up early as space is limited. [Click here](#) to sign-up for the training or go to [www.altaregional.org](http://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](mailto:chobbs@altaregional.org).

## **ABX2-1 Rate Increase Survey Training**

### **Sign-up instructions**

1. Online registration accepted until 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](http://www.altaregional.org)
  - On Alta's home page on top click on **"Service Providers."** Click on **"Service Provider Training"** click on **"ABX2-1 Rate Increase Survey Training"**. The sign-up options will be displayed.
  - On the next screen select the **"ABX2-1 Rate Increase Survey Training"**.
  - 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.