MEMORANDUM

To: All DBHDS Licensed Providers

From: Jae Benz, Director, Office of Licensing

Date: July 10, 2019

Re: July 2019 Licensing Updates

Please see the attached memoranda containing an exciting update from the Office of Licensing as well as additional clarification related to requirements by the Office. The first memo contains an exciting update regarding the structure of the Office of Licensing. The second memo provides additional clarification regarding when a service modification form should be submitted to the Office of Licensing and the formalized process that will follow once a completed service modification form is submitted. Lastly, the third memo includes important information related to trainings on the recent modifications to the Computerized Human Rights Information System (CHRIS).

In addition, please note that the Office of Licensing has published the following trainings to assist licensed providers with the implementation of the requirements as provided in the emergency text containing amendments to the Rules and Regulations for Licensing Providers by the Department of Behavioral Health and Developmental Services: Office of Licensing Emergency Regulation Changes Training: Overview - Part I; Office of Licensing Emergency Regulation Changes Training: Risk Management & Quality Improvement; Office of Licensing Emergency Regulation Changes Training: Serious Incident Reporting; and Office of Licensing Emergency Regulation Changes Training: Root Cause Analysis - The Basics. The trainings can be accessed through the hyperlinks contained within this memo or under the “Guidance and Technical Assistance” tab on the Office of Licensing website.

Sincerely,

Jae Benz

Jae Benz
Director, Office of Licensing
DBHDS