



COMMONWEALTH of VIRGINIA

DEPARTMENT OF

BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

S. HUGHES MELTON, MD, MBA
FAAFP, FABAM
COMMISSIONER

Post Office Box 1797
Richmond, VA 23218-1797

Telephone (804) 786-3921
Fax (804) 371-6638
www.dbhds.virginia.gov

MEMORANDUM

To: All DBHDS Licensed Providers

From: Jae Benz, Director, Office of Licensing

Date: July 16, 2019

Re: Follow up - Access Information for CHRIS Modifications Training

Please see below for access information for the Office of Licensing CHRIS Modifications training. This training will encompass everything from acquiring a DELTA login to the revisions made to align CHRIS with the Office of Licensing [Emergency Regulations for Compliance with Virginia's Settlement Agreement with US DOJ](#) ("Emergency Regulations"). The training will focus on the improvements DBHDS has made to better manage and report incidents. In addition, the training will cover how to report both serious incidents and deaths into CHRIS including specific scenarios to better demonstrate CHRIS functionalities to providers.

The two hour live webinars are scheduled for the following dates and times.

Tuesday, July 16, 2019, 1 p.m. - 3 p.m. https://dbhds.acms.com/chris-ept/	Tuesday, July 16, 2019, 4 p.m. - 6 p.m. https://dbhds.acms.com/chris-ept/
Monday, July 22, 2019, 12:30 p.m. - 2:30 p.m. https://dbhds.acms.com/chris-ept/	Tuesday, July 23, 2019, 1 p.m. - 3 p.m. https://dbhds.acms.com/chris-ept/

The Adobe Connect Session Instructions are included below. Participants **must** utilize Internet Explorer to open the webinar link. Please be sure to access the link prior to the training to ensure all necessary software has been downloaded. All webinar portals will open 30 minutes prior to each scheduled training session. After the training the power point, training materials and Frequently Asked Questions will be posted on the [Office of Licensing website](#) for providers to access. For additional information related to the CHRIS modifications training please refer to the [SAVE THE DATE: Computerized Human Rights Information System \(CHRIS\) Modifications Training](#) memo sent July 10, 2019.

Sincerely,

Jae Benz

Jae Benz
Director, Office of Licensing
DBHDS

Adobe Connect Session Instructions

1. Please select enter as a guest, type your name, and hit enter.

ADOBE® CONNECT™

DBHDS' Facility Meeting

Enter as a Guest

Name

Enter with your login and password (Required for hosts, recommended for registered users)

2. The following box will appear.

Join Audio Conference

This meeting's audio conference was successfully started.
How would you like to join the meeting's audio conference?

Dial-out [Receive a call from the meeting]

(+ Country code - area/city code - Number E.g. +1-415-555-0123)

Dial-in to the Audio Conference via Phone

Using Microphone (Computer/Device)

3. The system dials automatically. Please type in the phone number you wish to receive a call at and click Join. The below number is for example purposes only.

Join Audio Conference

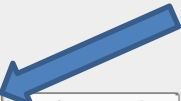
This meeting's audio conference was successfully started.
How would you like to join the meeting's audio conference?

Dial-out [Receive a call from the meeting]

(+ Country code - area/city code - Number E.g. +1-415-555-0123)

Dial-in to the Audio Conference via Phone

Using Microphone (Computer/Device)



4. The system will call you back at the specified number.