



## INFORMATIONAL MEMO

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<b>TITLE:</b>	<b>INCIDENT MANAGEMENT AND PREVENTION STRATEGIES TRAINING</b>
<b>SUPERSEDES NUMBER:</b>	N/A
<b>EFFECTIVE DATE:</b>	<b>MAY 12, 2020</b>
<b>DIVISION AND OFFICE:</b>	<b>BENEFITS AND SERVICES MANAGEMENT DIVISION &amp; CASE MANAGEMENT AND QUALITY PERFORMANCE DIVISION, OFFICE OF COMMUNITY LIVING</b>
<b>PROGRAM AREA:</b>	<b>HOME AND COMMUNITY BASED SERVICES (HCBS) WAIVERS</b>
<b>KEY WORDS:</b>	<b>HOME AND COMMUNITY BASED SERVICES, HCBS, CASE MANAGEMENT AGENCIES, CMAS, PROVIDER, PASAS, INCIDENT MANAGEMENT, PREVENTION STRATEGIES, TRAINING, CIRS</b>
<b>INFORMATIONAL MEMO NUMBER: HCPF IM 20-020</b>	
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<b>APPROVED BY: CANDACE BAILEY</b>	

*HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>*

### **Purpose and Audience:**

The purpose of this Informational Memo is to provide notice to all Case Management Agencies and Home and Community-Based Services (HCBS) Provider Agencies of an upcoming training developed by The Department of Health Care Policy & Financing (Department) entitled "Incident Management and Prevention Strategies".

### **Information:**

The Department has developed a training that will review case management and provider processes for Incident Management as well as review prevention strategies regarding incidents.

This training is required for Case Managers at Community Centered Boards, Single-Entry Point agencies, and Children's HCBS Case Management Agencies, as well as all HCBS Provider Agencies.

The training webinar will be provided during four separate sessions, each training providing the same information. Please provide the following dates to staff at your agency so that they may plan to attend one of the sessions below:

1. June 3, 2020; 9:00 a.m. - 11:00 a.m.
2. June 4, 2020; 1:00 p.m. - 3:00 p.m.
3. June 9, 2020; 1:00 p.m. - 3:00 p.m.
4. June 10, 2020; 9:00 a.m. - 11:00 a.m.

Registration is required and will be available soon. Due to limited webinar capacity, participants should register for a single training slot. Participants from a single agency are encouraged to utilize one computer and phone line to join the training, when possible. This training will be recorded and posted on the Department's website for future reference as well.

**Attachment(s):**

None

**Department Contact:**

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