



Missouri Department of Health and Senior Services

P.O. Box 570, Jefferson City, MO 65102-0570 Phone: 573-751-6400 FAX: 573-751-6010
RELAY MISSOURI for Hearing and Speech Impaired 1-800-735-2966 VOICE 1-800-735-2466



Julia M. Eckstein
Director

PM-05-08

May 13, 2005

MEMORANDUM FOR ALL IN-HOME SERVICES PROVIDERS

From: Brenda F. Campbell, Administrator
Section for Senior Services

Subject: Provider Certification Training

This memorandum is to notify in-home services providers of critical changes to the Provider Certification Training sessions held in Jefferson City on a quarterly basis. These changes are being made to streamline the training process and to better utilize staff resources.

These changes are effective for the **June 2005** session and thereafter:

- Participants will no longer be required to register prior to attending the training.
- Prior to attending the training, all handouts and resource materials must be obtained by accessing the Department of Health and Senior Services (DHSS) website at www.dhss.mo.gov/InHomeServProviders/Training.html. Copies of training materials will no longer be available for participants at the training site.
- Participants taking the examination will be required to complete a "Participant Demographic" form. This form is available on the DHSS website listed above and at the training registration desk.
- There will be no limits on the number of times a participant may take the training course and examination.
- **All participants must present a valid photo identification document in order to take the examination.**

Questions regarding this information should be directed to the Section for Senior Services, Bureau of Quality Assurance at 573/526-8546.

BFC/WS/rs

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www.dhss.mo.gov

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