

# Information Memorandum Transmittal Aging and People with Disabilities



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**Number:** APD-IM-24-026

**Issue date:** 3/08/2024

**Topic:** Long Term Care

**Due date:**

**Subject:** Spring 2024 PointClickCare (formerly Collective) Basic Training

**Applies to (check all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> All DHS employees                             | <input type="checkbox"/> County Mental Health Directors                       |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Type B     | <input type="checkbox"/> Health Services                                      |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs                     | <input type="checkbox"/> ODDS Children's Intensive In Home Services           |
| <input type="checkbox"/> County DD program managers                    | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)                 |
| <input type="checkbox"/> Support Service Brokerage Directors           | <input type="checkbox"/> Other ( <i>please specify</i> ):                     |
| <input type="checkbox"/> ODDS Children's Residential Services          |   |
| <input type="checkbox"/> Child Welfare Programs                        |   |

**Message:**

PointClickCare (formerly Collective) is a tool used by APD and Type B AAA staff to view information about hospital (emergency and in-patient), home health, skilled nursing facility and other medical encounters. This information may be used in case management and monitoring, risk assessment, diversion/transition work, Protective Services and other work. Training is required before PointClickCare access is authorized.

Two new Teams Webinar sessions of Basic PointClickCare training for new users or users seeking a refresher class will be held this fall. Staff need only attend one session. If you have registration or other questions, please reach out to the contacts listed below.

To register for training on **Thursday, March 21, 2024, from 9:30-11:30am**, please use this registration link:

<https://events.gcc.teams.microsoft.com/event/33752b09-40de-44ed-a2d4-47f69c7f4ed2@658e63e8-8d39-499c-8f48-13adc9452f4c>

To register for training on **Thursday, April 4, 2024, from 1:30-3:30pm**, please use this registration link:

<https://events.gcc.teams.microsoft.com/event/62540a1c-00b8-4f4d-aef1-8736b1bb066e@658e63e8-8d39-499c-8f48-13adc9452f4c>

*If you have any questions about this information, contact:*

Contact(s): Naomi Sacks or Jessica Kallhoff - LTSS Policy Analysts	
Phone: 503-385-7168, 503-698-0290	Fax:
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