

## Coordinated Family Support New Vendor Orientation (CFSNV)

April 16, 2024 from 9:00 AM to 12:00 PM

**PLEASE CAREFULLY READ THIS POST IN ITS ENTIRETY. FAILURE TO FOLLOW ALL INSTRUCTIONS ON THIS POST WILL RESULT IN AUTOMATIC DENIAL OF ADMISSION TO THE CFSNV.**

Registration is now open for the April 16, 2024 Coordinated Family Support New Vendor Orientation (CFSNV). The CFSNV will be conducted virtually via Zoom. Successful completion of the CFSNV is one of the requirements for vendorization as a Coordinated Family Support provider.

To register for the CFSNV, please complete each of the following items by no later than 11:59 p.m. on Tuesday, April 2, 2024:

1. Register for the CFSNV using the link found at the bottom of this post.
2. Send an email to [resource@sarc.org](mailto:resource@sarc.org) that contains the following attachments in support of your request for admission to the CFSNV:
  - A Letter of Intent that explains:
    - (1) why you are interested in providing Coordinated Family Support services to SARC-sponsored individuals,
    - (2) your background and experience working with I/DD individuals, and
    - (3) how you will implement the HCBS Final Rule in providing services to SARC-sponsored individuals.
  - An updated copy of your professional resume.
  - A request for language interpretation for the orientation, specifying the language needed (if applicable).

Each of the described documents must be sent as a separate Word or pdf attachment to your email. Letters of Intent or resumes included as in-line text in your email will not be accepted.

Please make sure that your Letter of Intent and resume is free of typographical errors before submission. You must register for the CFSNV through the link below AND submit all supporting documents described above by no later than 11:59 p.m. on April 2, 2024 in order to be considered for admission. Registrations and supporting documents timestamped after 11:59 p.m. on April 2, 2024 will not be considered for admission.

You will receive an email by April 9, 2024 that either confirms or denies your admission to the April 16<sup>th</sup> CFSNV. If you are admitted, you will receive a Zoom link from Resource Specialist Kai Reade. Please note that no more than two (2) individuals from a single agency will be admitted to the CFSNV unless prior approval is obtained from Community Resources Unit Manager Ann Sieber.

We do not maintain a waitlist for admission. If you are not admitted to or are unable to attend the April 16<sup>th</sup> CFSNV, you will need to re-apply for admission to the next CFS orientation scheduled for July 16<sup>th</sup>, 2024. Check the Events Calendar on SARC's website for further information about future CFS new vendor orientations.

<https://sanandreasregional.seamlessdocs.com/f/CFSNVO>