



**Center for Clinical Standards and Quality/Survey & Certification Group**

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**Admin Info: 14-31-CMHC**

**DATE:** August 8, 2014  
**TO:** State Survey Agency Directors  
**FROM:** Director, Survey and Certification Group  
**SUBJECT:** Community Mental Health Center (CMHC) Basic Surveyor Training

**Memorandum Summary**

**Interactive web-based Basic CMHC Surveyor Training:** The Survey and Certification Group (SCG) will present three repeated CMHC Basic Surveyor Webinar Trainings between September 2014 and February 2015. These trainings will cover CMHC new Conditions of Participation (CoPs), regulatory requirements, and survey process and procedures; and are required for CMHC surveyor new certification or continued certification. Attendance is only necessary at one of the three trainings.

The SCG is offering three repeated CMHC Basic Surveyor Trainings via webinar, to State Agency (SA) surveyors between September 2014 and February 2015 as follows:

**Training #1: September 30th to October 2nd, 2014 (12:00 p. m. Est. to 4:30 p. m. Est.)**  
**Training #2: October 28th to October 30th, 2014 (12:00 p. m. Est. to 4:30 p. m. Est.)**  
**Training #3: February 3rd to February 5th, 2015 (12:00 p. m. Est. to 4:30 p. m. Est.)**

The CMHC training will focus on the six new Conditions of Participation (CoPs), regulatory requirements, and survey process and procedures. This training is required for CMHC surveyor new certification or continued certification. Students will be required to complete the pre-requisites and the pre-test in the Learning Management System (LMS) prior to the webinar training. To participate in these courses surveyors must register via the LMS. Registration information and instruction on how to access the webinar will be made available in a subsequent announcement. These training courses are designed to prepare and support surveyors to meet their task of assessing CMHC providers for compliance with the regulatory requirements.

For training registration and webinar questions, please contact Fred Mehl at [Fred.Mehl@cms.hhs.gov](mailto:Fred.Mehl@cms.hhs.gov) 410-786-6859. For questions about this memorandum, contact: Donald Howard [donald.howard@cms.hhs.gov](mailto:donald.howard@cms.hhs.gov) or Peter Ajuonuma [peter.ajuonuma@cms.hhs.gov](mailto:peter.ajuonuma@cms.hhs.gov).

/s/

Thomas E. Hamilton

cc: Survey and Certification Regional Office Management