



COMMONWEALTH of VIRGINIA

Department of Medical Assistance Services

CYNTHIA B. JONES
DIRECTOR

SUITE 1300
600 EAST BROAD STREET
RICHMOND, VA 23219
804/786/7933
800/343-0634 (TDD)
www.dmas.virginia.gov

March 7, 2014

Dear Medicaid Providers:

The Department of Medical Assistance Services will be conducting a series of WebEx training seminars for participating providers and their staff. These sessions will focus on the **NEW Annual Level of Care Review (LOCERI) Process**. This training is recommended for staff responsible for conducting level of care reviews. Each training session will focus on:

- Why Annual LOC
- What is the Portal
- What Initiated these changes
- What will Change
- How to submit annual LOC
- Video demonstration of submission process
- Helpful Hints
- Other Training Supports Available

WebEx Registration Instructions

Medicaid training registration can be accessed at <http://dmas.virginia.gov/>. On the right hand menu click the Upcoming Training Events link. Open the **NEW Annual Level of Care Review (LOCERI) Training** letter and select the link that corresponds with the session you wish to attend. The links will open the WebEx registration page to the training scheduled for that day and time.

Once registration is approved, you will receive a confirmation email with all of the training details. The number of participants allowed in each session is limited. Once a session is full, additional registration requests will be waitlisted. Waitlisted individuals will be registered if a confirmed participant cancels. If you do not receive the confirmation email please call 804-225-4578. If you have any problems logging in on the day of the session please call 1-866-229-3239.

We look forward to your participation in our Medicaid Seminar. If you have any questions regarding these sessions, please call (804) 225-4578.

Enc.: 1

NEW Annual Level of Care Review (LOCERI) Registration Links

March 26, 2014– 10:00 am - 11:00 am - Go to

<https://dmas.webex.com/dmas/k2/j.php?MTID=t50ff2acca57317d49b6e2176754700b4> and register.

April 9, 2014 – 10:00 am - 11:00 am - Go to

<https://dmas.webex.com/dmas/k2/j.php?MTID=t24630ab28a6920c124cd85f8fdb09db> and register.

NOTE: It is recommended that on the day of the training you begin logging onto WebEx at least 15-30 minutes prior to the start of the session, as you may need assistance from your information technology personnel in downloading the Web-Ex product. There is no fee for the download or for the session. You will need access to a computer (to view the power point presentations) and a telephone (to hear the audio portion of the meeting).

TO JOIN THE TELECONFERENCE

You must join the WebEx and the Teleconference (2 steps) for the WebEx to work in its entirety. However, if you want only to listen to the audio portion of the presentation, you may just join the Teleconference.

To join the teleconference please:

1. Dial 1-866-842-5779
2. When prompted, enter the conference code - **7961978101**