



Eric Holcomb, Governor
State of Indiana

Division of Disability and Rehabilitative Services

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To: Vocational Rehabilitation Vendors
From: Kylee Hope, Director, Division of Disability and Rehabilitative Services
Theresa Koleszar, Director, Bureau of Rehabilitation Services
Re: VR-CPS Training Webinar
Date: October 22, 2019

Dear VR Vendors,

Public Consulting Group and Vocational Rehabilitation will be conducting a live webinar on Thursday, October 31, 2019, from 10 - 11 a.m. EDT. The intent of this training webinar is to provide additional assistance for VR Vendors with the claiming process. **Registration for this webinar is not required.** Simply click the link below at the time of the session. Vendors are encouraged to join as a group when possible.

Day / Date	Time	Training Link
Thursday, Oct 31, 2019	10 - 11 a.m. EDT	https://Indiana.AdobeConnect.com/indiana

Participants will sign in as a guest using their name. Audio will be voice over internet, so participants will need to use speakers or headphones to hear the presentation. Prior to the webinar, participants can go to https://indiana.adobeconnect.com/common/help/en/support/meeting_test.htm to test their connection. This will prompt the user with any needed updates or add-ins. Do not log into the webinar using Citrix or Virtual Private Network. These services will not be able to playback audio.

Learning objectives for this training are:

- Learn how to resubmit a 'not approved' claim
- Learn how to manage claims in 'draft' status
- Learn how to maintain your user list
- Learn how to effectively use your dashboard (HOME screen)
- Additional items (refunds, vendor blast, fiscal process, supporting documents, etc.)
- Q & A

The session will be live-captioned. A recording of the webinar will be available following completion. The recording will be posted on the [VR Vendor webpage](#).

Any questions regarding trainings can be directed to VRVendor@fssa.in.gov. Please include in the subject line: Training Course, Agency Name and Primary Contact.

