

Brian P. Kemp
Governor

Candice L. Broce
Commissioner



Georgia Department of Human Services
Aging Services | Child Support Services | Family & Children Services

MEMORANDUM

TO: RBWO Providers
FROM: Adrian J. Owens, MPA, Senior Director of Fiscal Services
DATE: October 13, 2023
RE: Cost Report Training

The upcoming cost report training sessions for 2023 reporting will be held on:

- **Wednesday, November 15th from 9:30AM -to- 12PM CCI and 1PM -to- 3:30PM CPA**
- **Thursday, November 16th from 9:30AM -to- 12PM CPA and 1PM -to- 3:30PM CCI**

Each training session will only focus on one program type (CPA or CCI). Please register for a **CPA** session if you provide foster placement and for a **CCI** session if you provide residential care. For those who do both a CPA session is recommended.

This training will be held virtually via Microsoft Teams. Prior to the training, please test your computer for compatibility.

Each training will be for all 2023 cost reports. Therefore, if your agency meets 1 of the following criteria below then your attendance is **mandatory**:

- You have not attended a cost report training session within the last 12 months.
- You are a new RBWO provider and have never attended a training.

Please complete the attached registration form and return it via email to *RBWO Fiscal services* at rbwofiscal.services@dhs.ga.gov by **COB Thursday, November 9, 2023**. Registration confirmation will be provided once your registration form is received.

If you have any questions, please contact Davida Walker or me via email at adrian.owens@dhs.ga.gov or davida.walker@dhs.ga.gov.

We look forward to seeing you!

Thank you,
Adrian J. Owens
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