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To: Directors, County Public Children Services Agencies

From: Rick Smith, Deputy Director
Office for Children and Families

Subject: **CAPMIS IMPLEMENTATION GUIDANCE MEMO # 1**

This correspondence represents the first communication of the revised statewide implementation training plan for the Comprehensive Assessment and Planning Model – Interim Solution (CAPMIS).

Included with this communication, you will find the following guidance issuances:

1. Wizard Registration Update (8/7/06)
2. Wizard Training Refresher (8/7/06)
3. Guidance for Public Children Services Agencies on Using Agency Staff for CAPMIS Implementation Training (8/7/06)
4. PCSA Training Schedule (8/7/06)

Please note that the PCSA Training Schedule reflects only those locations that have been confirmed; the remaining sites will be announced at a later date.

All information related to CAPMIS training and implementation support, including revisions to schedules; additions or changes to training locations; updates on technical assistance activities; etc., will be disseminated via dated, sequentially numbered Guidance Memos.

Please contact Leslie McGee via e-mail at mcgeel@odjfs.state.oh.us or by phone at (614)466-9274 with any questions.

Enclosures

RS/lm/lm