CALIFORNIA DEPARTMENT OF AGING
COMMUNITY-BASED ADULT SERVICES BRANCH
1300 NATIONAL DRIVE, SUITE 200
SACRAMENTO, CA 95834
Internet Home Page www.aging.ca.gov
TDD 1-800-735-2929
TEL (916) 419-7545
FAX (916) 928-2507

ACL #16-02

Date: June 15, 2016

To: Community-Based Adult Services Branch (CBAS) Center Administrators and
            Program Directors

From: CBAS Branch

Subject: CBAS File Drop Web Portal Training Webinar

Purpose

CDA is sending this letter to notify all CBAS providers of an upcoming training webinar on the new CBAS File Drop Web Portal and Participant Characteristics Report (PCR) (CDA CBAS 293) submission process.

CBAS File Drop Portal

The CBAS File Drop is a web-based portal that allows providers to upload the PCR to CDA in a secure and timely manner. CBAS providers will be required to submit the PCR via the CBAS File Drop Web Portal beginning July 1, 2016.

Training

CDA will provide a webinar overview of the CBAS File Drop Web Portal and the submission process for the June 2016 PCR on:

Date: June 23, 2016
Time: 2:00 PM – 3:00 PM

Registration Link. https://attendee.gotowebinar.com/register/2492489881091878915

All CBAS providers are highly encouraged to attend.

Questions

For questions about this letter, please call the CBAS Branch at (916) 419-7545 or email us at cbascda@aging.ca.gov.