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TO: Network Providers
FROM: Mark Mishal 
DATE: 3/13/20
RE: Recipient Rights Training

Due to concerns regarding the transmission of COVID-19, beginning March 24 and until further notice, MCCMH-ORR will be conducting tele-training via GotoMeeting.

Meeting Date	Start Time	Meeting ID
Mar 24, 2020	2 PM EDT	728-069-493
Mar 30, 2020	10 AM EDT	643-298-989
Apr 03, 2020	10 AM EDT	352-854-933
Apr 06, 2020	2 PM EDT	219-942-061
Apr 14, 2020	2 PM EDT	346-045-253

Please review and follow the following instructions to sign up for and receive the training.

- Individuals need to register by emailing jeni.koviak@mccmh.net **AND** johnna.kopah@mccmh.net and provide the following information:
 - First and Last name
 - Company you are taking training for (note if you are dual employed and are registering as a new hire for one company and need a refresher for the other company – Please provide BOTH companies in your request)
 - Official Date of Hire (this is required to complete the registration process and you **MUST** include one; consult your employer if you are unsure of your official hire date)
 - Valid email address

****Please note, as a provider you can register your staff to attend these trainings and we will then email the confirmation to the staff***



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OFFICE OF RECIPIENT RIGHTS

22550 Hall Road ♦ Clinton Township, MI 48036
Phone: 586-469-6528 Fax: 586-466-4131
www.mccmh.net

- Connect via a computer or mobile device, you cannot call into the training without having a video connection
- The training will start promptly at the scheduled start time. It is recommended that you log in early to avoid technical issues. If you try to log in after the start time you will not be granted access to the training.
- Each person needs to log into the training individually, six staff CANNOT sit around one computer.
- For mobile devices the gotomeeting app will need to be downloaded from the Apple App Store or Google Play Store.
- For a computer go to www.gotomeeting.com and click on Join in the upper right hand corner and enter the meeting ID#.

Login instructions will be provided in the confirmation email sent to staff after registration.