

CSHCS LHD Email Communication

Date	10/19/2020
Email Type	Info
Subject	▪ Annual Reports

Contact	Name/Department	Phone	Email Address
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Hello Colleagues,

Annual Narrative Reports are due on November 15th each year. Please feel free to use this ***optional*** attached template if you like. This template includes the required elements as listed within the comprehensive agreement.

There are screen tips located within this document. If you hover over the underlined blue text, it will provide additional expanded language from the agreement.

There are two ways to submit your Annual Report. Our preference is a submission through DMP, but an email to me would also be acceptable. To submit through DMP, please use the following:

- Document Type – Local Health Department
- Document Title – Annual Report

There have also been recent requests for the updated CPBC Contract Language. Please reference the attached PDF instructions that give a step by step to accessing the contract in EGrAMS. This information will also be posted in SharePoint. Please let us know if you have any questions about this.

Thank you,

Amanda Larraga

Accreditation Specialist

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