BE EXCEPTIONAL LEARNING CORNER

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Training Announcements

The Department of Behavioral Health and Developmental Disabilities (DBHDD), Office of Human Resources and Learning, are offering virtual and in-person trainings. Listed below are those currently scheduled. For more information regarding trainings, **click here**.
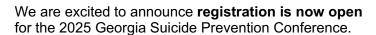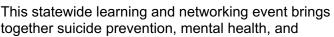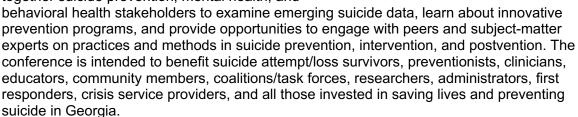
- **IDD Participant Direction New Enrollment Training**

If you have any questions, please contact **DBHDDLearning@dbhdd.ga.gov**.

2025 Georgia Suicide Prevention Conference

February 17-20, 2025
Peachtree City, GA

We are excited to announce **registration is now open** for the 2025 Georgia Suicide Prevention Conference.

This statewide learning and networking event brings together suicide prevention, mental health, and behavioral health stakeholders to examine emerging suicide data, learn about innovative prevention programs, and provide opportunities to engage with peers and subject-matter experts on practices and methods in suicide prevention, intervention, and postvention. The conference is intended to benefit suicide attempt/loss survivors, preventionists, clinicians, educators, community members, coalitions/task forces, researchers, administrators, first responders, crisis service providers, and all those invested in saving lives and preventing suicide in Georgia.

Click here to learn more and register to attend.

If you have any questions, please contact **DBHDDLearning@dbhdd.ga.gov**.

Intellectual and Developmental Disability Provider Training Opportunity

The Georgia Collaborative ASO and DBHDD present the following training opportunity for IDD Providers. Please click on the title of the training to register.

Human Rights Council; Understanding the Purpose Webinar
Tuesday, January 28th at 10:00 am - 11:00 am

This webinar has been designed to provide participants with a review of the purpose, structure, and function of a Human Rights Council. During this webinar, participants will learn how the Human Rights Council promotes and protects human rights, and addresses violations, and fosters cooperation and collaboration.

Please note this training is targeted for IDD providers, Support Coordination, Direct Support Professionals, Case Managers, Nursing, Behavioral Specialists and Day and Residential Direct Support Professionals.

Presented by Georgia Department of Behavioral Health & Developmental Disabilities

SAVE THE DATE

1st Annual Co-Responder Teams Professional Development Conference

February 27 - 28, 2025
Peachtree City, GA

REGISTRATION AND CONFERENCE DETAILS TO FOLLOW

Send questions to:
DBHDDLearning@dbhdd.ga.gov

Featured Article

Setting Up Billing in Idemia & CheckPT

For providers who wish to pay for their applicant's fingerprint fee, you must establish a payment method in Idemia. Please follow the steps outlined below to create your Idemia account. It's important to note, the only provider staff who need a login to Idemia are those who handle billing for their agency. CheckPT will be used for all other components related to the background check process.

If you intend to have the applicants pay, you do not need to follow these steps.

1. Only one person is required to establish and maintain an account with Idemia's Agency Management Portal (AMP). This account will be responsible for maintaining the credit card information on file and will be able to see the billing history. Providers may choose to have multiple accounts for this purpose. *Please note that this is strictly for billing purposes and does not include eligibility determinations or other fingerprinting components.*

2. Agencies with established GAC numbers (anyone who has been processing fingerprints through DBHDD and Fieldprint), should email **UEP-ENG-Support@us.idemia.com** and must include their agency name that was on file with Fieldprint/GBI and their GAC number. Idemia will verify the agency setup with GBI and proceed with sending that user their login information for access to the AMP.

3. If an agency has both a GAP and GAC number, they may have received login information from Idemia already and if they were able to login to CARES, they would be able to use the same login information to access the AMP at **https://agency.ga.state.identogo.com/login/**.

4. Once users have a login from Idemia, they should follow the document below titled "**IDEMIA UEP AMP First Time Log In Guide**".

5. Once users have logged into the AMP, users should follow the document below titled "**Provider Pay Account Setup Idemia Billing**".

6. Once CheckPT goes live on January 21, 2025, providers will have an opportunity to enter their "ACCOUNT UUID" from the AMP into CheckPT (see CheckPT user guides coming soon). This will allow the two systems to communicate with each other. Coupon codes will automatically be generated and when an applicant goes to register for their fingerprint appointment, the coupon code will automatically be filled in for them. Once the fingerprints have been taken, the credit card on file will be charged.

7. Providers may go ahead and set up their access to Idemia's AMP now to be ready for go live on January 21, 2025.

> **IDEMIA UEP AMP - First Time Log in Guide**

> **Provider Pay Account Setup - Idemia Billing**

Office of Incident Management & Compliance

New Fee for Background Check

Effective January 1, 2025, the State/Federal Fee for background checks decreased from $43.25 to $42.00 for fingerprint-based criminal history record checks for non-criminal justice purposes.

Also as of January 21, 2025, the Georgia Applicant Processing Services (GAPS) fee for fingerprint-based criminal history record checks for non-criminal justice purposes will increase from $9.75 to $9.99.

These changes will result in an overall decrease in cost for background checks from $53.00 to $51.99.

	State/Federal Fee	GAPS Fee	New GAPS Fee
GA/FBI Check	$42.00	$9.99	$51.99

CheckPT and Idemia Updates

DBHDD's new fingerprinting and background check system, CheckPT, is going live officially on February 3, 2025!

Please note the following important dates, which include a soft launch of CheckPT to help bridge the gap between dates:

- January 17, 2025 – Applicant Registration for fingerprints end in Fieldprint.

- January 21, 2025 – Providers can begin using CheckPT for the fingerprint-based background check process.

- January 24, 2025 – Last date for DBHDD to approve a fingerprint registration in Fieldprint. That means all registration forms must be in before this date and all information on the registration form and in Fieldprint must match and be accurate for the applicant to be approved.

- January 31, 2025 – Fieldprint will no longer accept mailed in hard copy Fingerprint Print Cards.

- February 1, 2025 – Fingerprints end on the Fieldprint system. All registered applicants must be fingerprinted prior to 2/1/25 or they will need to register in CheckPT and go through the new process.

- February 3, 2025 – CheckPT officially goes live.

- April 1, 2025 – For applicants processed through Fieldprint, all letters should be uploaded and available in CHRIS. Anyone processed through CheckPT and Idemia will have their information available in CheckPT already.

Training Information:

DBHDD offered two virtual trainings for providers. These trainings were designed for our Community Behavioral Health and Intellectual and Developmental Disability providers, as well as for staffing agencies.

If you were not able attend one of the trainings, a recorded version will be made available online as soon as possible. User guides will also be available online. Once those links are live, the Office of Provider Relations will send out a notification via a Special Bulletin.

Fingerprinting sites:

Idemia is the new fingerprint vendor chosen by the GBI. When an applicant goes to make their appointment for fingerprints, a list of available locations and times will show for them and there will be at least one location within a 25-mile radius, at a minimum. Please note that Idemia has new sites coming online regularly and does not publish a list of active sites so searching online will not give you an accurate sense of available locations.

Once CheckPT goes live and applicants start making their appointments, we will be happy

to receive feedback on the site placements and will do our best to continue to advocate on your behalf.

Benefits of CheckPT:

Faster Approvals
You will no longer have to submit signed registration forms on behalf of applicants. With CheckPT, you'll have the power to directly approve applications, streamlining the approval process.

Improved Status Visibility
Stay informed every step of the way with notifications sent to you regarding application status and eligibility determinations. You'll have visibility into applicant progress, right up to the moment fingerprints are taken, and you will be able to see their eligibility status.

Simplified System
Enjoy the convenience of a user-friendly portal for registration and application management, eliminating the need for multiple accounts. CheckPT will be replacing CHRIS and provide improved communication and access.

These are just a few of the benefits our transition to CheckPT will bring. We are genuinely excited about the positive impact that CheckPT will have on streamlining yours and our processes and providing a better experience for all. Your partnership and patience throughout this transition are greatly appreciated.

Stay tuned for further updates and announcements regarding the launch of CheckPT.

Office of Provider Relations

Question for your Provider Relations Team?

The Provider Issue Management System (PIMS) is your online source to have your questions answered in a consistent, reliable and timely way! In addition to providing a timely response, the information we gather from PIMS will assist DBHDD in trending common concerns, developing FAQs, and informing policy reviews. You can access the PIMS site directly by using the link below.

Provider Issue Management System

PIMS is also accessible through the **DBHDD website** by selecting the "**Submit a Question to Provider Relations**" tile on the DBHDD homepage.

Senior Provider Relations Managers
Sharon Pyles

Provider Relations Managers
Mary Williams
Elizabeth Barbour

For Provider Relations inquiries,
please contact us at
DBHDD.Provider@dbhdd.ga.gov.

BE WELL