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GAVIN NEWSOM
GOVERNOR

August 26, 2024

PIN 24-09-CCLD

TO: CERTIFIED ADMINISTRATORS (PROSPECTIVE AND CURRENT) AND
ADMINISTRATOR CERTIFICATION PROGRAM TRAINING VENDORS

FROM: *Original signed by Kevin Gaines*
KEVIN GAINES, Deputy Director
Community Care Licensing Division

SUBJECT: **UPCOMING ADMINISTRATOR CERTIFICATION BUREAU WEBINAR**

Provider Information Notice (PIN) Summary

PIN 24-09-CCLD provides notification that the Administrator Certification Bureau will be hosting a webinar for administrators and administrator certification program training vendors. Topics include updates on the Administrator Certification portal, application processing, and website enhancements.

Webinar Date: September 24, 2024

[Webinar registration link](#)

Webinar

ACB will be hosting a webinar to provide updates on the Administrator Certification online application portal and Phase 2 development, application processing, and website enhancements. The webinar will include a live question and answer portion. Questions and responses will be compiled in a Frequently Asked Questions document that will be posted on the ACB website.

If you would like to attend the webinar, please register in advance as space is limited.

When: September 24, 2024, at 1:00 PM Pacific Time (US and Canada)

Topic: Administrator Certification Bureau Webinar

Register in advance for this webinar:

[Webinar registration link](#)

If you require accommodation or language access, such as American Sign Language or Live Captioning, please contact cclcdts@dss.ca.gov no later than Friday, September 13, 2024.

Additional Resources

For your convenience, please visit the [Administrator Certification](#) webpage that includes resources and information to assist you:

- [Subscribe to the WIRE](#) and receive ACB notifications
- [Past webinar resources](#)
- [Portal Information webpage](#)
- [How to Renew an Administrator Certificate](#)

If you have questions, please contact AdminCertInfo@dss.ca.gov.