| ***Bulletin Type:*** | **General Update** |
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| ***Subject:*** | **Invitation to attend Q&A session regarding changes to Intake, Triage, Housing Checklist, Attachments, and Client Level Reports in SMIS.** |
| ***Bulletin:*** | This Bulletin is to inform staff about 2 optional Q&A sessions regarding changes to the Intake, Triage, Housing Checklist, Attachments and Client Level Reports that take effect on SMIS on June 28, 2022. These housing-focussed changes include functionality improvements that provide workers with enhanced tools to help clients access housing more quickly and identify supports they may be eligible for. Mandatory trainings about these changes are available on [ELI](https://toronto.csod.com/ui/lms-learning-details/app/curriculum/e521d460-6976-41f0-a9c0-51d8b9199b76) for City of Toronto staff, and on the [City of Toronto website](https://www.toronto.ca/community-people/community-partners/emergency-shelter-operators/training-modules/) for purchase-of-service agencies.The Q&A sessions are intended to answer any outstanding questions SMIS users have. Attendance to either session is optional.**Option 1: June 29, 2022****Time: 2:00pm – 3:00pm**Join from Webex[**The meeting link**](https://toronto.webex.com/toronto/j.php?MTID=m137bb08fa0a418e4cef61a97e7dc675d)**Join by meeting number** Meeting number (access code): 2462 617 1095 Meeting password: h9pENHPmj42**Tap to join from a mobile device (attendees only)**+1-416-915-6530,,24626171095## Canada Toll+1-613-714-9906,,24626171095## Canada Toll (Ottawa)**Join by phone**+1-416-915-6530 Canada Toll+1-613-714-9906 Canada Toll (Ottawa)[Global call-in numbers](https://toronto.webex.com/toronto/globalcallin.php?MTID=m39469d90c8c73626f77aff56739cab48)**Option 2: July 7, 2022** **Time: 10:00 am – 11:00 am**Join from Webex[**The meeting link**](https://toronto.webex.com/toronto/j.php?MTID=mfa271bf12940da25dc5987b68a293834)**Join by meeting number**Meeting number (access code): 2466 148 2255 Meeting password: yDTw3abUa74**Tap to join from a mobile device (attendees only)**+1-416-915-6530,,24661482255## Canada Toll+1-613-714-9906,,24661482255## Canada Toll (Ottawa)**Join by phone**+1-416-915-6530 Canada Toll+1-613-714-9906 Canada Toll (Ottawa)[Global call-in numbers](https://toronto.webex.com/toronto/globalcallin.php?MTID=m56453b23902fad81f6b4e724ab8b1bde)**Please ensure that this Bulletin is cascaded to all relevant staff as soon as possible, and a hard copy of this document posted in a conspicuous place for ongoing reference.**  |
| ***Resources:*** | [Training Modules – City of Toronto](https://www.toronto.ca/community-people/community-partners/emergency-shelter-operators/training-modules/) website |
| ***Contact Information:*** | For more information about this Bulletin, please contact your Agency Review Officer (ARO) or Manager. |