



Center for Clinical Standards and Quality/Quality, Safety & Oversight Group

Admin Info: 21-04-ALL

DATE: February 3, 2021

TO: State Survey Agency Directors

FROM: Director
Quality, Safety & Oversight Group

SUBJECT: 2021 State Agency Director Orientation Course (SADOC)

Memorandum Summary

- **SADOC:** Monday, May 17 and Tuesday, May 18, 2021, virtually.
- **SADOC Attendance Required:** Attendance is mandatory for new State Survey Agency (SA) Directors (typically within 6 months of appointment) or those senior SA Managers who are potential candidates to be SA Directors.
- **Registration:** Registration is available here: <https://qsep.cms.gov/SETISADOC/home.aspx>.
- **Registration must be completed no later than April 30, 2021.**

SADOC

SADOC will precede the Survey Executives Training Institute (SETI) and will be held virtually. SADOC is for new SA Directors (typically within 6 months of the appointment) and senior SA Managers who are potential candidates to be SA Directors. SADOC prepares SA Directors for continued success in their roles. Topics discussed include legal issues, supervisory review, budget concerns, regulatory topics, and handling the media, among several others.

Training registration can be completed under the Event Registration tab at the link here: <https://qsep.cms.gov/SETISADOC/home.aspx>.

Registrations will NOT be accepted after April 30, 2021. There will be no exceptions.

We will provide teleconferencing information at a later date for both SADOC and SETI.

Contact: For questions related to event registration and logistics, please contact the Help Desk at cms.seti.sadoc@hendall.com. For questions related to content and topics, contact Caprina Buckner at Caprina.Buckner@cms.hhs.gov.

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Effective Date: Immediately. This message should be communicated with all Survey & Certification staff, their managers, and the State and Regional Office Training Coordinators within 30 days of this memorandum.

/s/
David R. Wright
Director

cc: Survey & Certification Regional Office Management