



DDSN Executive Memo

TO: DSN Boards
QPL Providers

FROM: Casey Sternenberg
Cost Analysis Division, DDSN

DATE: July 10, 2019

RE: DDSN Training

DDSN will hold a quarterly, half-day training at Central Office open to anyone interested in attending. The training will cover an overview of the following topics: cost reports, funding bands, room and board, contracts, monthly invoicing, waiver credit reports, IT, cyber security, procurement requirements, internal audit processes and year-end reporting processes.

The first training will be Wednesday, July 31st from 9am-12pm. You must register each employee who will be attending the training. We will need a minimum of five participants in order to conduct the training. The deadline to register is Wednesday, July 24th. Please see the attached link to register.

[Register for DDSN Training](#)

Should you have any questions, please contact Casey Sternenberg at csternenberg@ddsn.sc.gov