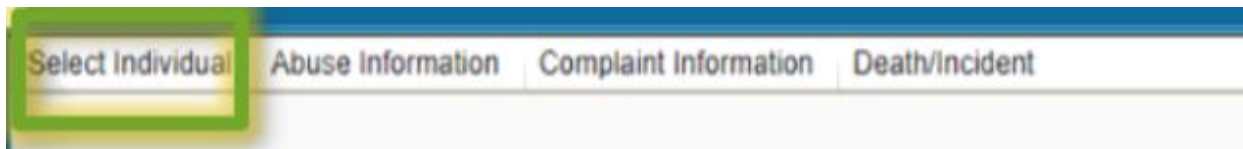


There has been a recent update to the CHRIS system that impacts entering abuse or complaint reports. This update will result in additional fields on:

the **Individual Tab**:



In the **demographic section** of CHRIS:

The “**Name**,” “**Phone Number**,” and “**Email**” fields become **required** when the “Yes” radial button is selected. Should this information not be available, entering “unknown” in the field(s) will allow the user to save and advance in entering information.

It is NOT required for providers to go back and enter this information for previously entered reports prior to this change, but please ensure this process begins at this time and information is entered for reports made after 2/7/25.