LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH
ADMINISTRATIVE OPERATIONS
QUALITY, OUTCOMES, AND TRAINING DIVISION-TRAINING UNIT

Initial LPS Training Application - NEW ONLINE APPLICATION

The Training Unit is pleased to offer the online LPS training application portal:

https://lacdmhlpsprod.dynamics365portals.us/

The portal allows applicants to create an account and submit an electronic training application. Applicants can edit and save their application, receive notifications of training acceptance, view LPS authorization status, and receive automated notifications for reauthorization. The LPS training is offered via a self-paced online training, and an on-line exam becomes available upon completion of the LPS training.

For First Time Users Completing the Initial LPS Application

1. **If you are a DMH User, click on** Sign in **then** Azure AD **and type in your DMH email address to access Initial LPS Application.**

2. **If you are a Contract Provider, click on** Sign in **then** Azure AD **and type in your C-number with DMH domain (cxxxxxx@dmh.lacounty.gov) to access Initial LPS Application. If you do not know your C-number, please contact your agency's liaison.**

3. **If you are a NON-Designated Hospital employee, click on** Sign in **then** Azure AD B2C **to create an account. Type in your email address to access Initial LPS Application.**

To learn about and submit an initial LPS training application, please visit:
https://lacdmhlpsprod.dynamics365portals.us/
(Paper LPS Applications are no longer accepted)

Questions on the LPS training and application? Contact DMH Training Unit at:
LPSTraining@dmh.lacounty.gov.

Completing the Renewal Process - For active LPS evaluators

Active LPS evaluators will receive an automated notification 30 days prior to the authorization expiration date. Once you receive this notice, please follow the instructions provided in the notification.

1. **If you are a DMH User, click on** `Sign in` **and** `Azure AD` **to access your user portal. If you need assistance, contact the Help Desk at (213) 351-1335 for logging in to complete the renewal process. Follow the instructions provided by the Help Desk.**

2. **If you are a Contract Provider, click on** `Sign in` **and** `Azure AD` **to access your user portal. Type in your C-number with DMH domain (cxxxxxx@dmh.lacounty.gov) to access your user portal. If you do not know your C-number, please contact your agency's liaison. If you need assistance, contact the Help Desk at (213) 351-1335 for logging in to complete the renewal process. Follow the instructions provided by the Help Desk.**

3. **If you are a NON-Designated Hospital employee, click on** `Sign in` **and** `Azure AD B2C` **to access your user portal. Type in your email address and password to access your user portal. If you need assistance, contact the Help Desk at (213) 351-1335 for logging in to complete the renewal process. Follow the instructions provided by the Help Desk.**

For any questions related to the renewal process, adding/changing work locations, or issues related to authorization status, please contact the DMH LPS Coordinator at LPSCoordinator@dmh.lacounty.gov.