**HUD’s Lean 232 Program**

**Office of Residential Care Facilities (ORCF)**

**Update as of September 13, 2018**

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**232 Healthcare Portal – Production**

ORCF is excited to announce the roll out of the 232 Healthcare Portal for Production and the submission of Application and Closing documents!

**Trainings:**

ORCF will offer webinar trainings to introduce lenders to the use of the Portal for Production Application and Closing Submissions at the following dates and times:

* Thursday, September 20, 2018 1:30PM EDT - 4:30PM EDT

Registration link ([here](https://hud.adobeconnect.com/ewm0ve5apj7z/event/registration.html)).

(If pop up appears for credentials, please click “OK”)

* Thursday, October 11**,** 2018 1:30PM EDT - 4:30PM EDT

Registration link ([here](https://hud.adobeconnect.com/lender_portal/event/registration.html)).

(If pop up appears for credentials, please click “OK”)

* Thursday, November 1**,** 2018 1:30PM EDT - 4:30PM EDT

Registration link ([here](https://hud.adobeconnect.com/lender_portal_training/event/registration.html)).

(If pop up appears for credentials, please click “OK”)

Please use the registration link for your selected date to register for the training. (Note: participation is limited to 250 registrants for each session.)

Training documents will be posted on [www.hud.gov](http://www.hud.gov) ahead of the trainings.

**Portal Registration:**

Lenders will need to register their Users for the Portal. (Note: this registration is different from the Training Registrations above.) Please complete the spreadsheet ([here](https://www.hud.gov/sites/dfiles/Housing/documents/Lender%20-%20Portal-Production%20Users%20to%20add.xlsx)) with the information of the Users who will be accessing the Production Module of the Portal and email it back to [Marsha.A.Gallion@hud.gov](mailto:Marsha.A.Gallion@hud.gov) with a cc: to [April.J.Edmunds@hud.gov](mailto:April.J.Edmunds@hud.gov).

Please indicate on the spreadsheet the staff you would like to designate as your Lender Account Manager (LAM) and Backup Account Manager (BAM). Those roles will allow for broader administrative functions and access.

NOTE: Lender Counsel should also be registered as Users for the Portal if the Lender intends for Counsel to submit Closing documents directly through the Portal.

**System Requirements:**

Please note that Google Chrome is not supported by the Portal.

**Application Queue:**

Applications will be processed in the order they are submitted. We will not move applications from SharePoint to the Portal; applications in SharePoint will continue to be processed using the data posted on SharePoint as in the past. We will continue to accept non-Portal application submissions for now but will require use of the Portal for FHA Number Requests and Application Submissions as of December 1, 2018.

**FHA Number Requests:**

Portal Application submissions must start with an FHA Number Request.

* If you have already received an FHA Number, but have not yet submitted an application and wish to do so through the Portal, you must submit another FHA Number Request through the Portal first. We will assign you the same FHA Number, that step is just needed to start the process of opening your ability to start uploading application files and ultimately submit the application request. **Please send an email to the** [**232FHARequests@hud.gov**](mailto:232FHARequests@hud.gov) **email box to let us know if you are requesting to change the application to a Portal submission.**
* If you have not yet requested an FHA Number, but plan to submit your application using the Portal, please use the FHA Number Request process through the Portal, rather than requesting it through the e-mail box. (This process will be covered during the training.)

***Keywords:*** *232 Healthcare Portal*

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**Document Links Included In This Blast**

1. [232 Portal Training - Thursday, September 20, 2018](https://hud.adobeconnect.com/ewm0ve5apj7z/event/registration.html)
2. [232 Portal Training - Thursday, October 11, 2018](https://hud.adobeconnect.com/lender_portal/event/registration.html)
3. [232 Portal Training - Thursday, November 1, 2018](https://hud.adobeconnect.com/lender_portal_training/event/registration.html)
4. [Production Module of the Portal Spreadsheet](https://www.hud.gov/sites/dfiles/Housing/documents/Lender%20-%20Portal-Production%20Users%20to%20add.xlsx)

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Past Lean 232 Updates are [available online](http://portal.hud.gov/hudportal/HUD?src=/federal_housing_administration/healthcare_facilities/residential_care/mail_blast_index).

Have questions about the Lean 232 Program? Please contact [LeanThinking@hud.gov](mailto:LeanThinking@hud.gov).

For more information on the Lean 232 Program, check out: <http://www.hud.gov/healthcare>.

Have your loan servicing colleagues joined our email list? The Email Blasts contain information relevant to them as well. You might suggest they [Join here](http://portal.hud.gov/hudportal/HUD?src=/subscribe/signup&listname=Lean%20232%20Updates&list=LEAN-232-UPDATES-L).

We hope that you will want to continue receiving information from HUD. We safeguard our lists and do not rent, sell, or permit the use of our lists by others, at any time, for any reason. If you wish to be taken off this mail list, please [go here](http://portal.hud.gov/hudportal/HUD?src=/subscribe/signup&listname=Lean%20232%20Updates&list=LEAN-232-UPDATES-L).