Sites Affected	• SJCG and TBRHSC

Services Impacted	• MModal Fluency Dictation and Transcription Software
	• During this 4-hour window, toll-free access for dictation will remain available but users signed into the following modules of the 3M™ M*Modal Fluency for Transcription (FFT) platform will be disconnected from their session:
	  ○ FFT Manager (Health Records Transcriptionists)
	  ○ FFT Editor (Health Records Transcriptionists)
	  ○ Fluency Flex (Front End Dictation)

When	Date: Mon June 5th 2023 Start Time: 00:00 hrs EST End Time: 04:00 hrs EST
Action Required	**Prior to Downtime:** • Ensure that you log out of the affected systems and applications 15 minutes prior to when those systems and applications will become unavailable. **Following Downtime:** • Reboot/restart your computer or refresh your application launcher • Once the computer has finished restarting, log in again.
Why	• 3M™ M*Modal Fluency for Transcription (FFT) quarterly database maintenance event

Ensure this information is distributed / posted for all affected staff.

Questions or comments? Contact TBRHSC IT Service Desk.
(807) 684-6411 | 1-888-291-9636 | help@tbh.net