

January 8, 2026

Monthly Validations, along with CHRI Monthly reports are only available online through LEADS 3.0 OpenFox Messenger. *Agencies are required to login into Messenger, process the Validations and the CHRI Monthly Reports through Messenger.* Agencies have the option to print the validation records or retain the computerized version. Validation reports must be retained for 18 months. See the LEADS manual, Other Transactions Chapter, Section 5.4 for the validation procedure and Section 5.6 for the Validation Schedule.

If you have any other questions or issues, please contact the ISP Help Desk by either emailing your questions to [ISP.HelpDesk@illinois.gov](mailto:ISP.HelpDesk@illinois.gov) or by calling 866/LEADS-00.

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