



STATE OF CONNECTICUT



DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

DDaP NEWSLETTER

Issue # 23 - March 7, 2011

Recent highlights and updates to the July 2010 DDaP implementation are listed below, and posted on the DMHAS web site in the New Data Collection System Updates section found at the following link: <http://www.ct.gov/dmhas/cwp/view.asp?a=2900&q=334736>

Please find below important new information regarding DDaP implementation:



1. Changes in DDaP Release 1.7 :

- Error messages that display when overlapping Methadone program admissions are detected, have been changed to reflect Mary Costa's new phone number: (860) 418-6859.

3. Training - A new "DDaP Electronic File ERROR Corrections Training" class will be offered on 3/23 from 9-12pm at CVH. This class will cover how to analyze and correct errors that display after submitting a file. This class is recommended for anyone submitting either the DMHAS Standard or Services-Only file that is having difficulties troubleshooting and correcting errors. Additional classes will be scheduled depending on the need.

4. Conference Calls — To address any issues and or concerns, DDaP telephone conference calls take place every other Tuesday at 9:30 am.

The next call is scheduled for **Tuesday, March 15th.**

Provider Call In #: 1-866-763-5185

Provider Code #: 5815602

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- 4. Consumer Survey** - The DMHAS data entry application is still located in DPAS during FY11 (July 1, 2010 - June 30, 2011.) It is not in DDaP this year. Users will need to log in to DPAS in the manner that you did in years past, with their **DPAS** username and password. Users' DDaP credentials will not work with the old system.

If staff does not have the ability to log into DPAS (forgot password, no account, deleted link on computer desktop, etc.), they will have to take steps to regain access to the application. Here is how:

- Go to the [Provider Non-Profit Downloads and Information Page](#) at the following link.
<http://www.ct.gov/dmhas/cwp/view.asp?a=2900&q=423042>
- Do you need a new user account and/or token? If yes, download and complete one of the VPN Access Forms linked on that page. Make sure you use the correct form (PNP or State Operated) and follow the instructions. This step can take up to two weeks.
- Do you need to reinstall Citrix on your computer? If yes, download the software linked under Citrix Download Software.
- Have you forgotten your State of Connecticut Web Interface Login? If yes, call the Helpdesk at (860) 418-6644 and choose option 4, or send an email to DMHAS.Info@po.state.ct.us.
- Once you are set up with a username and password, you will be ready to enter the Consumer Survey data! You can access the [User's Manual](#) online as well as the Consumer Survey web page, which may be found at <http://tinyurl.com/DMHASConsumerSurvey>. This page contains links to past years' results, as well as to the current year's materials, including English and Spanish surveys and cover sheets.

If you have any questions on the Consumer Survey, please contact Karin Haberlin as soon as possible at karin.haberlin@po.state.ct.us or (860) 418-6842.

Still have Questions? Please e-mail Mark McAndrew, EQMI Project Manager, at mark.mcandrew@po.state.ct.us