

JEB BUSH
GOVERNOR

MEMORANDUM

TO: AAA Executive Directors **NOTICE#: 071706-1-I-SWCBS**

FROM: Carole Green, Secretary

DATE: July 14, 2006

SUBJECT: Notice of Transmittal: DOEA Intranet Changes

The purpose of this notice is to inform you of the status of a major effort to consolidate CIRTSS and the CARES Management System (CMS). The process of converting each ADRC/AAA's data has begun with PSA 2. Each ADRC/AAA (AAA) has been provided with the schedule showing when each AAA will be converted. We will continue to provide updates to the schedule if changes are needed.

As the data conversion occurs for each AAA, our MIS department will work with each AAA's LAN administrator to ensure new passwords are provided to the appropriate users. This means users in some PSAs will use the current CIRTSS and CMS applications, while users in other PSAs will use the new integrated CIRTSS / CMS application.

The new CIRTSS application has been placed on a new server with a new URL/address. As AAAs transition to the new version of CIRTSS, they will be directed to the new server. In order to accomplish this, two screens on the DOEA Intranet will change for all users. The screens that will change are:

- The Web CIRTSS page, and
- The Single Sign-On page.

Web CIRTSS Page

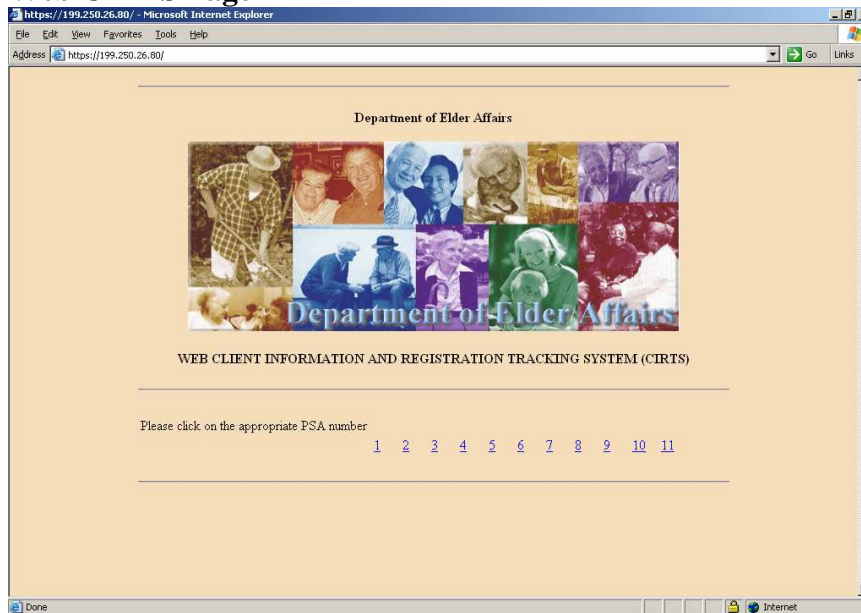
The Web page displayed after clicking on the CIRTSS link on the Enterprise Applications page or Enterprise Application and Report Services page has been updated for all users. The new Web page is shown below. Users will be required to select their PSA before logging onto CIRTSS. Selecting your PSA will direct you to the correct version of CIRTSS. Should you have any issues about logging into CIRTSS, please contact your LAN administrator.

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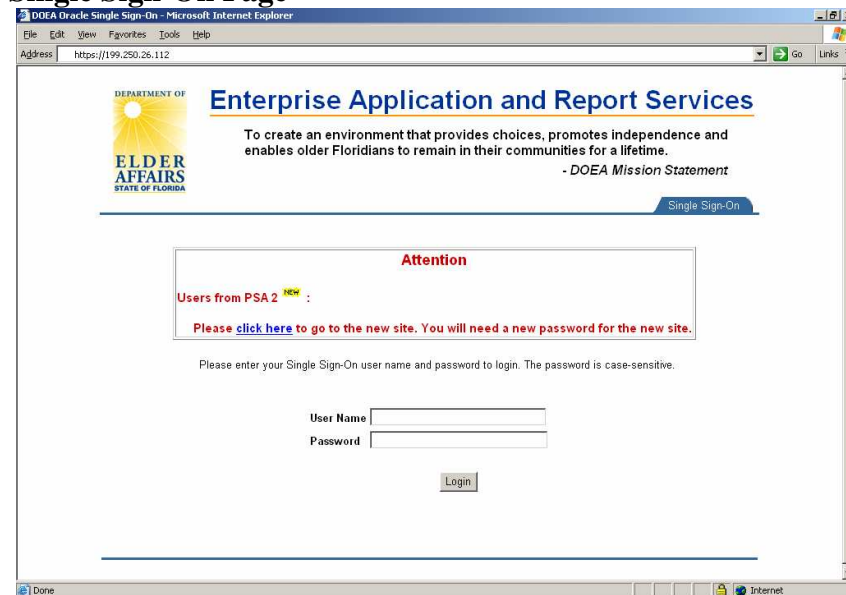
Web CIRTIS Page



Single Sign-On Page

The Single Sign-On Web page is displayed after clicking on the Enterprise Application and Report Services link. This page has been modified to provide a link to the new server for AAAs who have migrated to the new version of CIRTIS. PSA 2 users will be the first to move. As such, they are the only AAA that should use the new link at this time. As AAAs are transitioned to the new CIRTIS application, their PSA number will be added to the message on this page (see the Attention message in the screen below).

Single Sign-On Page



Other Changes For New CIRTIS Users Only

In addition to the two Web pages being updated, new CIRTIS users will see additional changes:

1. Accessing the Holistic Monitoring Tool will now require only a Single Sign-On ID and password.
2. CARES Imminent Risk Exception Reports will not be available on the new server. New imminent risk reports will be developed for the new version of CIRTIS, if needed. DOEA will work with each AAA and CARES staff to clear up outstanding exceptions.
3. Links to Outcome Measurement Reports for previous years will not immediately be available on the new server.

As AAAs migrate to the new server, users need to remove bookmarks linked to the old server. This includes (but is not limited to) links to the Holistic Monitoring Tool, Medicaid Waiver reports, and CIRTIS. During this transition period we recommend users access the DOEA Intranet directly (<http://204.156.255.16>) rather than using bookmarks.

Outcome Measurement Reports will also be modified to work with the new CIRTIS application. For the first time, PSA and provider-level reports will both be based on the same data. We expect Outcome Measurement Reports for SFY 2005-06 will be available before October 2006.

CC: AAA LAN Administrators