



DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD Business Operations
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TRANSMITTAL DATE: December 1, 2015

TOPIC: BLACK OUT PERIOD- QVADS Will be Unavailable After 12/2/2015

All Qualified Vendors

As outlined in the Vendor Blast issued on 10/05/2015 and 11/17/2015, Qualified Vendor & Directory Assistance (QVADS) is being migrated to a new application called the Qualified Vendor Portal (QVP).

Summary of Changes and Impacts

| Change | Details | Impact | Recommended Action |
|---|--|---|--|
| QVAD to QVP | Effective 12/16/2015 QVAD data will migrate to the QVP | Black-out period from 12-02-2015 to 12-16-2015 | Complete all amendments before 12/02/2015 |
| Professional Billing System (PBS) – Removed from QVAD | PBS will be available after the QV logs into FOCUS | None – If a FOCUS account already exists | The QV must create FOCUS account ONLY if one does not presently exist |

Qualified Vendor Portal (QVP)

QVADS is changing to a new application, QVP. The link currently used to log into QVADS will be used to log into QVP. Due to the migration of data into QVP, there will be a black-out period from 12/02/2015 to 12/16/2015. Vendors will not be able to access QVP during this time period. The functionalities currently available within QVAD have been enhanced in QVP. Informational guides will be provided by the Providers Relations Unit to outline the differences between QVAD and QVP.

Professional Billing System (PBS)

PBS will be available as a standalone application by logging into FOCUS. In order to access PBS, the Qualified Vendor must have a Focus account and be able to log in with a user name and password. Attached is the "[*Qualified Vendor Guide for Creating a FOCUS Account*](#)" which provides instructions for creating a new account, adding members and applications after an account has been created.

If you have any questions regarding these impacts please contact the Provider Relations unit at DDDBusOpsProvRel@azdes.gov

Thank You.