



## DEPARTMENT OF ECONOMIC SECURITY

*Your Partner For A Stronger Arizona*

### DIVISION OF DEVELOPMENTAL DISABILITIES

*Sent on Behalf of DES/DDD Business Operations*

*Please do not reply to this message*

TRANSMITTAL DATE: 08/17/2015

TOPIC: Central Registry Requests-Notice of Technical Difficulties

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### **All Qualified Vendors**

The fax number for the Division of Developmental Disabilities' (DDD) Business Operations, including Requests for Central Registry Background Checks, is currently not functioning. DDD is working to address this issue.

**Please do not send faxes to 602-542-8193 until further notice.** If your agency sent a fax to this number after 10:15 am on Friday August 14, 2015, please check your fax confirmation to verify that it was received by DDD.

Requests for Central Registry Background Checks can be submitted to DDD via **secure** email to: [DDDCentralRegistrySearchRequest@azdes.gov](mailto:DDDCentralRegistrySearchRequest@azdes.gov)

Qualified Vendors may use the following site to **securely** submit Requests for Central Registry Background Checks to DDD: [https://secure.azdes.gov/secure\\_contact\\_us/](https://secure.azdes.gov/secure_contact_us/)

Inquires about Central Registry Request faxes sent number after 10:15 am on Friday August 14, 2015 may be submitted to: [DDDCentralRegistrySearchRequest@azdes.gov](mailto:DDDCentralRegistrySearchRequest@azdes.gov)

Thank you