



DEPARTMENT OF ECONOMIC SECURITY

*Your Partner For A Stronger Arizona*

## DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

# CHANGES TO PROGRESS REPORT SUBMISSION PROCESS ACCESS ISSUE

Target Audience - Qualified Vendors and Providers

Transmittal Date - 08/19/2019

The Division of Developmental Disabilities has identified an issue with Qualified Vendor/Provider access to the FTP server identified in [Provider Policy 35 – Progress Reporting Requirement](#). The [vendor announcement](#) released on August 5, 2019, outlined changes being made to the progress report submission process. The Division held two separate WebEx training sessions the week of August 12, 2019. As a result of those training sessions the access issue was identified. The Division is working with its technology services unit to identify the cause and provide a resolution to the issue. More information will be made available once the solution has been implemented.