

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

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November 12, 1997

ADP #97-63

TO: COUNTY ALCOHOL AND DRUG PROGRAM ADMINISTRATORS

SUBJECT: COUNTY IMPLEMENTATION SCHEDULE - REQUEST FOR FEEDBACK
BY NOVEMBER 28, 1997

In November, we will begin the five-county pilot of the *AOD Information Network (AOD InfoNet)*. *AOD InfoNet* will provide a secure, two-way Network to transmit allocation, participant, billing, and program data between providers, county administrators, and ADP. As we begin the pilot, we are looking ahead to early 1998 and the launching of the statewide roll-out of the *AOD InfoNet*. Our goal is to implement the *AOD InfoNet* in all fifty-eight counties by the close of 1998. This is an ambitious undertaking, but inclusion of all counties and their providers is necessary to operate a state-wide system that is capable of providing quality data critical for operations and management.

By late November, we would like to develop a schedule for the *AOD InfoNet* roll-out to the fifty-three non-pilot counties so we can reach our goal. To meet this objective, we need your feedback by **November 28, 1997** to help us understand initial requirements and to set a realistic test schedule.

We have reviewed the automation surveys completed by each county and a sample of providers in March 1997, to help understand the effort required by each county to prepare for the Network. From these automation inventories and the lessons emerging from the pilot, we have estimated the time it will take counties to complete the following three stages of implementation:

- X Readiness- the tasks necessary to prepare for the *AOD InfoNet*, including possible fund procurement, hardware purchases, software enhancements, mechanisms for receiving data from providers, and system development.
- X Testing- approximately a three to ten week test verification of the *AOD InfoNet* functionality and interface to individual counties.
- X Production- complete processing of system data through the new system.

Based upon your self-assessments last March, telephone calls, and information gathered from internal resources, we believe we understand the technical

characteristics of your county (including your provider readiness) and the effort required to implement the *AOD InfoNet*. However, without knowing what developments may have occurred at the county level in the past six months or what is planned for the coming months, we need your help to confirm our assessment. Please review the attached AReadiness Stage \cong checklist to familiarize yourself with what is required at the county level to prepare for the implementation. Using the checklist and given the aggressive schedule and accuracy of our technical description, we believe your county most closely relates to the implementation group identified on the enclosed form. Please take the time to verify that the description is consistent with your county and complete the enclosed form and submit it, via FAX, to the INP team **by November 28, 1997**.

We will do our best to accommodate the test start date that you request. If we have made any incorrect assumptions or if you have any questions, contact me at 916-327-7226 or Paul Brower at 916-323-6419. Please be assured that the development of the *AOD InfoNet* connection between each county (and its providers) and the State is a partnership. We look forward to providing assistance and to working closely with you to ensure its success.

Sincerely,

[Original Signed By]

Paul Wyatt, Ed.D.
Assistant Deputy Director

Enclosures: 1. Fax Transmittal
2. Readiness Checklist

cc: Director's Advisory Council
INP Pilot Counties
INP Steering Committee
Wagerman Associates