



State of California-Health and Human Services Agency  
Department of Health Services



ARNOLD SCHWARZENEGGER  
Governor

February 20, 2004

CCS Information Notice No.: 04-05

TO: COUNTY CALIFORNIA CHILDREN'S SERVICES (CCS)  
ADMINISTRATORS, MEDICAL CONSULTANTS, STATE CHILDREN'S  
MEDICAL SERVICES (CMS) BRANCH AND REGIONAL OFFICE  
STAFF

SUBJECT: ENHANCEMENT 47 (E47) TRAINING FACILITY

As part of the Enhancement 47 implementation, the Children's Medical Service's (CMS) Branch, the Information Technology Unit will be conducting technical hands-on training the last week of May and the entire month of June. This training will provide the skills required to utilize the E47 Provider Management and Service Authorization modifications. We anticipate that the training will take place in Northern California and Southern California areas. The purpose of this letter is to request your assistance in obtaining training facilities.

We are also requesting volunteers to assist the State trainers with the technical hands-on training. The volunteers that are chosen must have solid knowledge of the CMS Net system and will be approved at the Branch level. The volunteers will be required to attend training sessions in Sacramento and they will be expected to travel to various training facilities to assist with the training during the last week of May and the entire month of June.

The following are criteria for the training facility:

1. Must have Local Area Network (LAN)/Wide Area Network (WAN) connectivity.
2. **Workstations:**
  - At least a minimum of 10 workstations.
  - Workstations must be either Win98 or NT Workstation. TCP/IP must be configured on the workstation.

**3. Workstation Operating System**

Windows 98 or higher.

**4. Web Browser**

Internet Explorer 5.5 or better.

**5. Infrastructure/Connectivity**

LAN/WAN, TCP/IP

If you have a training facility that meet the above criteria or if you have users that you would like to volunteer to assist with the training, please contact LaVorra Whitaker via email, at [lwhitake@dhs.ca.gov](mailto:lwhitake@dhs.ca.gov) or Robin Weaver via email, at [rweaver@dhs.ca.gov](mailto:rweaver@dhs.ca.gov) by March 15, 2004.

If there are any questions, please contact LaVorra Whitaker, at (916) 327-1594 or Robin Weaver, at (916) 327-1588.

Sincerely,

**Original signed by Bill White**

Bill White, Chief  
Children's Medical Services Branch  
Information Technology Unit

cc: Robin Weaver  
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