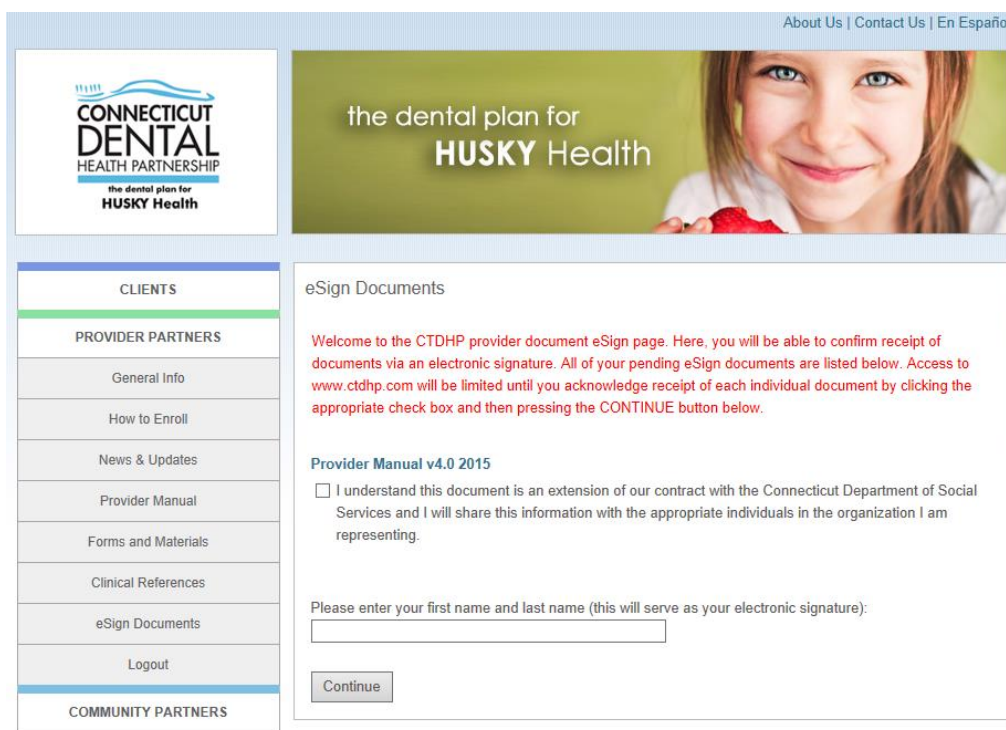


The Connecticut Dental Health Partnership (CTDHP) has launched a new electronic acknowledgement process, eSign, to confirm receipt of important provider partner materials. Any documents requiring an electronic signature will be presented to you immediately after logging in to the secure “Provider Partner” section of our website, www.CTDHP.com . Once you login, you will have the ability to review the new materials before providing your electronic signature, confirming receipt for the organization you are representing.

Please note, in order to access www.CTDHP.com for eligibility or history, an office must acknowledge the receipt of any eSign materials before being able to access our website. Accessing your eSign documents is simple and automatic. Once you login, the eSign page and any outstanding documents requiring review will be presented to you. The eSign page looks like this:



The screenshot shows the eSign Documents page. At the top right, there are links for "About Us | Contact Us | En Español". The main header features the Connecticut Dental Health Partnership logo on the left and a banner on the right with the text "the dental plan for HUSKY Health" and a photo of a smiling child. A left-hand navigation menu includes sections for CLIENTS, PROVIDER PARTNERS (with sub-items: General Info, How to Enroll, News & Updates, Provider Manual, Forms and Materials, Clinical References, eSign Documents, Logout), and COMMUNITY PARTNERS. The main content area is titled "eSign Documents" and contains a welcome message: "Welcome to the CTDHP provider document eSign page. Here, you will be able to confirm receipt of documents via an electronic signature. All of your pending eSign documents are listed below. Access to www.ctdhp.com will be limited until you acknowledge receipt of each individual document by clicking the appropriate check box and then pressing the CONTINUE button below." Below this is a section for "Provider Manual v4.0 2015" with a checkbox and the text: "I understand this document is an extension of our contract with the Connecticut Department of Social Services and I will share this information with the appropriate individuals in the organization I am representing." At the bottom, there is a text input field labeled "Please enter your first name and last name (this will serve as your electronic signature):" and a "Continue" button.

After signing in you will be presented with a list of outstanding eSign documents requiring review. You have the opportunity to click on each document and review the material, either online or by printing the document for offline review. Once you are satisfied with the content of your eSign documents, you must check the associated box for each document, provide a name as your electronic signature and click the “Continue” button. Your eSign process is now complete!

We hope this process simplifies the distribution of materials from the CTDHP. If you have any questions or concerns on this new process, please contact Sue Wydra at 860-507-2307.