

SPECIAL PROVIDER ALERT

March 2025

Contact Management updates

EQMI maintains a repository of contact information for all PNP and State Operated agencies called Contact Management which aids in effective and timely communication. We are making an annual appeal to all agencies to review, update, add or remove any contacts that are relevant to your organization.

We aim to complete this project by ***April 1, 2025***, and need your prompt response.

Attached you will find a document that includes contact information pulled from Contact Management for individuals associated with your organization. Please review each contact and update accordingly.

We ask that for each contact, you:

1. Identify if the contact information is to be edited, removed, or added (New)
 - a. If the contact is to be removed, the process is completed for that person
 - b. If a contact person needs to be added (New), please complete a blank worksheet at the end of the document
2. Review and update the information on the worksheet
3. Identify the Role(s) for everyone
4. Identify the Notification(s) the person is to receive

****The Role(s) and Notification(s) are critical to ensure the appropriate person receives the appropriate information, alerts, or other communication from EQMI. You can choose multiple roles or notifications for the same person.****

5. For clarification on this process or to return completed document, contact:
Meagan McGuire, Data and Quality Program Manager, at Meagan.McGuire@ct.gov

Still have questions? Please contact:
Meagan.McGuire@ct.gov or 860-418-6976