**RESOURCES FOR PPS MH and AODA DATA SYSTEM USERS**

**PPS Websites to bookmark:**

* PPS Home page - [**https://www.dhs.wisconsin.gov/pps/index.htm**](https://www.dhs.wisconsin.gov/pps/index.htm)
* PPS MH and AODA data entry system – [**https://pps.wisconsin.gov**](https://pps.wisconsin.gov)
* WPI/NPI Search page - [**https://www.forwardhealth.wi.gov/wiportal/subsystem/wpi/PublicProviderSearch.aspx**](https://www.forwardhealth.wi.gov/wiportal/subsystem/wpi/PublicProviderSearch.aspx)

**On the PPS Home page at  <https://www.dhs.wisconsin.gov/pps/index.htm>:**

* “PPS MH and AODA handbooks”  - manual defining all data elements and services
* “PPS MH and AODA Deskcards” – brochure-style card with most of data fields and values
* “PPS MH and AODA forms” -  form for recording all PPS data in preparation for data entry
* “Accessing PPS” – instructions on how to access PPS
* “Navigating PPS” – instructions on basics of navigating PPS MH/AODA screens

**On the PPS MH/AODA Modules page at**[**https://www.dhs.wisconsin.gov/pps/mh-aoda.htm**](https://www.dhs.wisconsin.gov/pps/mh-aoda.htm)**:**

*MH/AODA PPS Data System Training Materials*

* “Quick Reference Guide” – 2-page cheat sheet on basics of using the PPS data system
* “Provider ID guide” – guide on how to search for, obtain, or register provider ID’s
* “Narrated presentation for PPS Training” – slide presentation of how to use the PPS MH and AODA systems - narrated
* “Mental Health and AODA User Training” – slide presentation of how to use the PPS MH and AODA systems

*MH/AODA Data Specifications*

* PPS data technical specifications
* PPS batch file specifications

*PPS Portal Report Information*

* Guides on how to set up an account and log in
* Guides on how to run reports describing consumers or your data quality
* “PPS Portal Library” describing all reports

**QUESTIONS?**

Contact***the SOS Help Desk*** at the State DHS offices at:

* Phone: 608-266-9198
* Fax: 608-267-2437
* **dhssoshelp@wisconsin.gov**

The SOS Help Desk is staffed Monday through Friday from 8:00 a.m. - 4:00 p.m. The staff are prepared to answer your technical questions about setting up a personal account in the PPS on-line data entry system, technical difficulties, batch file submissions of PPS data, and more.

For specific policy questions regarding the use of the Mental Health or Substance Use PPS modules, please contact Tim.Connor@dhs.wisconsin.gov.