



STATE OF MARYLAND  
**DHMH**

---

Maryland Department of Health and Mental Hygiene  
201 W. Preston Street • Baltimore, Maryland 21201

Martin O'Malley, Governor – Anthony G. Brown, Lt. Governor -- Joshua M. Sharfstein, M.D., Secretary

Family Health Administration  
Donna Gugel, Acting Director

CCSC HO Memo #12-07

**MEMORANDUM**

**To:** Health Officers  
CRF/CPEST Program Directors, Coordinators, and Staff  
SAHC Program Directors, Coordinators, and Staff  
CDB Users

**From:** Carmela Groves, R.N., M.S.  
Program Manager, Surveillance and Evaluation Unit, CCSC

**Date:** March 5, 2012

**Re:** Testing Connections to the Intranet Client Database (CDB) – CDB Guidance #61

---

As we prepare to move the Client Database (CDB) to the Intranet, I want to assure that local programs have access to the database. Please verify your ability to connect to the system; disregard if you are a non-health department entity.

Contained in this memo on pages 2 and 3, are instructions for connecting. **I would like each person who is a user of the CDB to follow these instructions to see if you can connect to the CDB.** I am asking one person to be the contact person to notify me of the status for your local program to represent all users' ability to connect.

Please notify me by Monday, March 12, 2012, at [cgroves@dhhm.state.md.us](mailto:cgroves@dhhm.state.md.us).

**Please DO NOT LOGIN/use this Intranet version of the database until you are further notified** as this version of the application is not yet fully functional. If you have any questions regarding this memo, please contact me at 410-767-2616 or [cgroves@dhhm.state.md.us](mailto:cgroves@dhhm.state.md.us). Thank you for assistance!

cc: Donna Gugel, M.H.S.  
Kelly Sage, M.S.  
Courtney Lewis, M.P.H.  
Sarah Conolly Hokenmaier, M.P.A.  
Diane Dwyer, M.D.

Toll Free 1-877-4MD-DHMH • TTY for Disabled - Maryland Relay Service 1-800-735-2258

Web Site: [www.dhhm.state.md.us](http://www.dhhm.state.md.us)

# Instructions for Testing Connection to FHA Server

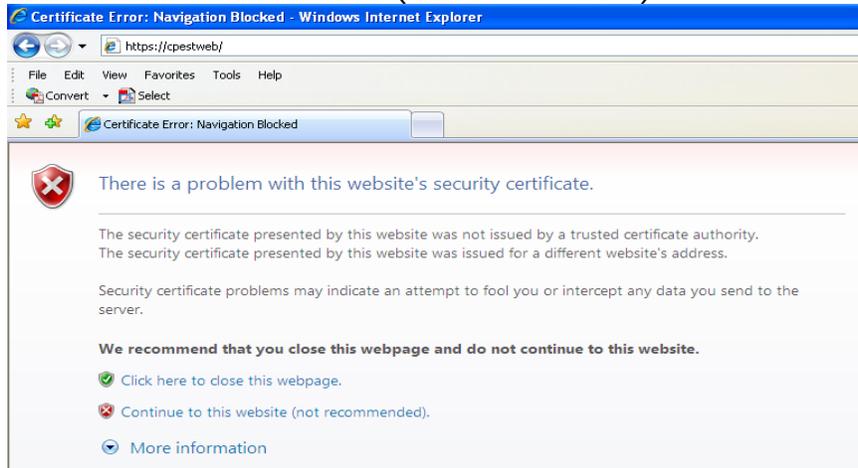
**Introduction:** Please follow Instruction 1 below; if not successful, please follow Instruction 2.

## Instruction 1:

Open a browser (Internet Explorer, Netscape)

Type **https://cpestweb** into the address field of your browser; you should see the page below

Click Continue to this website (not recommended)



You should then see this page:



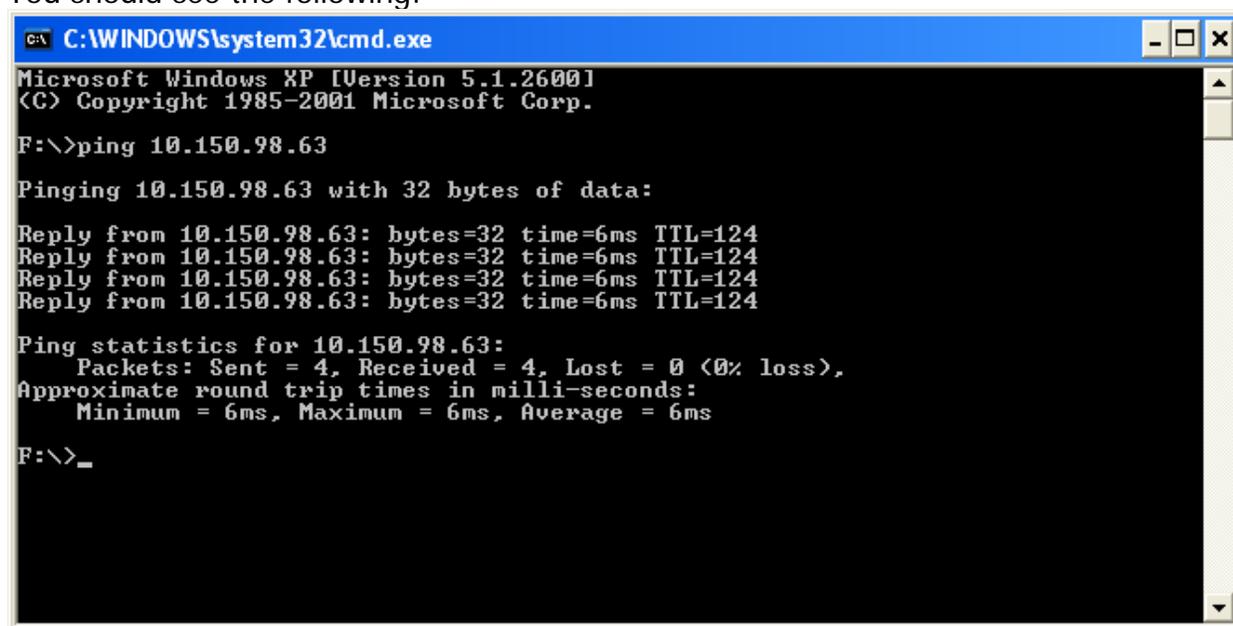
If you **do not see this screen**, please try the Instruction 2 (you will need the assistance of your IT staff).

**DO NOT LOGIN!!**

## Instruction 2:

Contact your IT staff to help with the following:  
"Ping" to the following IP address: 10.150.98.63

You should see the following:



```
C:\WINDOWS\system32\cmd.exe
Microsoft Windows XP [Version 5.1.2600]
(C) Copyright 1985-2001 Microsoft Corp.
F:\>ping 10.150.98.63
Pinging 10.150.98.63 with 32 bytes of data:
Reply from 10.150.98.63: bytes=32 time=6ms TTL=124
Ping statistics for 10.150.98.63:
    Packets: Sent = 4, Received = 4, Lost = 0 (0% loss),
    Approximate round trip times in milli-seconds:
        Minimum = 6ms, Maximum = 6ms, Average = 6ms
F:\>_
```

If you **do not see this screen**, please call Carmela Groves at 410-767-2616 or e-mail Carmela at [cgroves@dhhm.state.md.us](mailto:cgroves@dhhm.state.md.us) so that we can try to determine the problem.

Thanks for Testing!