

Freedom of Information Requests to State Agencies

Office of Health Care Access (OHCA)

Freedom of Information (FOI) requests *must* be submitted to OHCA on the FOI Request Form or the Hospital Inpatient Discharge Data Request Form. Copies of both *FOI Request Forms* can be obtained through OHCA's web site (<http://www.ct.gov/ohca/site/default.asp>) or by calling (860) 418-7001.

Requesting FOI:

Certificate Of Need (CON)-related: FOI Request Forms can be faxed to OHCA, addressed to Karen Roberts at (860) 418-7053 or emailed to Karen.Roberts@po.state.ct.us, or simply mailed to OHCA.

Hospital Budget (HBS)-related: FOI Request Forms can be faxed to OHCA, addressed to Diane Duran at (860) 418-7053 or emailed to Diane.Duran@po.state.ct.us, or simply mailed to OHCA.

Hospital Inpatient Discharge Data: Hospital Inpatient Discharge Data Request Forms can be faxed to OHCA, addressed to Gloria Sancho or emailed to Gloria.Sancho@po.state.ct.us.

Charges:

Typically, OHCA charges 25¢ per paper page or \$5.00 per electronic file. Please contact the agency regarding possible charges before submitting the request if the request is unusual. If the charge is estimated to be over \$10.00, prepayment may be requested.

Department of Public Health (DPH)

Freedom of Information Requests for documents under the Connecticut Freedom of Information Act may be directed to:

William Gerrish, Director
Office of Communications
Department of Public Health
410 Capitol Avenue, MS #13CMN
Hartford, Connecticut 06134
Email requests to william.gerrish@ct.gov and cc katherine.hoxie@ct.gov.

Office of Policy and Management (OPM)

FOI requests to:

Gareth Bye
Office of Policy and Management
450 Capitol Avenue
Hartford, Connecticut 06106
Phone: 860-418-6200
Toll Free (*Within Connecticut*): 1-800-286-2214
TDD (*Telecommunications Device for the Deaf*): 860-418-6456

FAX: 860-418-6487
E-Mail: opmwebmaster@ct.gov

Cost is 25¢per page. Be sure to include name, address, and phone number for contact. If the charge is estimated to be over \$10.00, prepayment may be requested.

Department of Social Services (DSS)

Requests for documents under the Connecticut Freedom of Information Act may be directed to:

Matthew V. Barrett
Director of Public and Government Relations
Department of Social Services
25 Sigourney Street
Hartford, CT 06106
Or, email requests to matthew.barrett@ct.gov and cc pat.darico@ct.gov

Office of Fiscal Analysis (OFA)

Call the main phone number at (860)240-0200;
E-mail us at ofa@cga.ct.gov; or
Write or visit the office at:
Office of Fiscal Analysis
Legislative Office Building, Room 5200
Hartford, CT 06106-1591
<http://www.cga.ct.gov/ofa/>

Insurance Department

Lists of licensees and lists of appointees are now available online free of charge at: <http://www.cid-online.ct.gov/lit/>. If the information that you are looking for cannot be obtained using either the License Inquiry or the Appointment Inquiry, you may contact the Licensing Division at 860-297-3849.

State of Connecticut
Insurance Department
Po Box 816
Hartford, CT 06142-0816
Phone: 1-860-297-3800
Fax: 1-860-566-7410 Fax
E-Mail: ctinsdept.Information@Ct.Gov

Written requests needed. Cost is 25¢per page. If the charge is estimated to be over \$10.00, prepayment may be requested.