

COUNTY OF LOS ANGELES

Public Health

DUI ERS QUICK REFERENCE

Substance Abuse Prevention and Control
Information system / Software Development Division

1000 S. Fremont Ave. Bldg A-9 East, 3rd floor, Alhambara, CA 91803

Login to Access SAPC Web applications:

1

Los Angeles County
Public Health SSLVPN

Hosted Username

Hosted Password

Please enter the C number Here

Please entered the password SAPC IT department assigned to you.

2

SECURED BY
RSA

Identity Verification
We need to verify your identity because you are attempting to access your account from a computer or device we do not recognize.

Answer Challenge Question * = Required Fields

Where did you meet your spouse for the first time? (Enter full name of city only)

(Not case sensitive)

Would You Like Us to Remember this Computer? [Learn More](#)

Yes. I plan to use this computer in the future to access my account.

No. This is a public computer or one I do not plan on using often to access my account.

Answer your security question.

Would You Like Us to Remember this Computer? [Learn More](#)

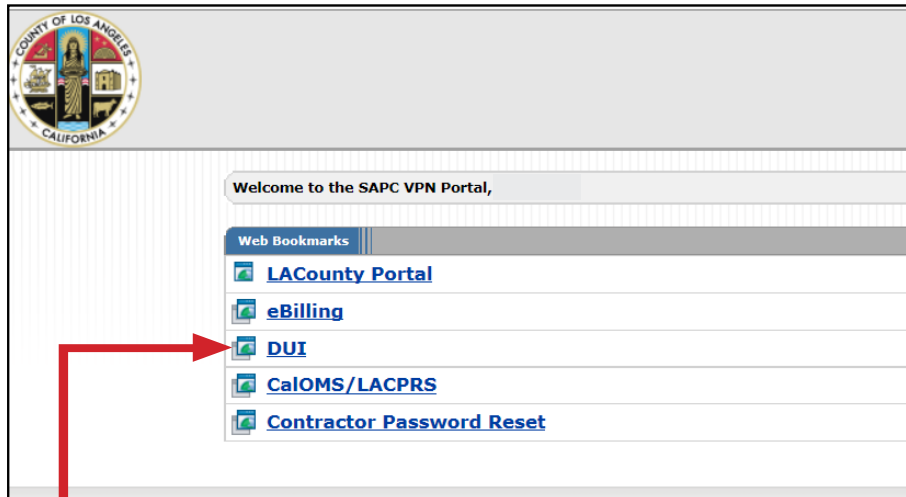
Yes. I plan to use this computer in the future to access my account.

No. This is a public computer or one I do not plan on using often to access my account.

If you click no, you will be presented with the challenge questions, next time you login

If you click Yes, you will not be presented with the challenge questions on your next login

3 You are now on our SAPC VPN Portal. We'll set up your profile.



Here you can click on
The SAPC application
We have given you rights to
access and it will take you to
the "Web application" login
window.

Click on DUI to access this application

After clicking on one of our applications on the window above,
you will be taken to its login window (Second login)

Log In

Please enter your username and password.

Account Information

Username:

Password:

What tools do You have available to make sure the DUI data entered was entered right?

Find Enrolled Client List: it will give you a list of enrollees for the month, and program selected

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
SUBSTANCE ABUSE PREVENTION AND CONTROL
DRIVING UNDER THE INFLUENCE SYSTEM

Home Participant Information **Provider Reports** Change Password User Manual

- Remittance Report
- Enrollment Summary
- State Quarterly Report
- Find Enrolled Client List**
- Change of Program Client List
- Transfer Client List

DRIVING UNDER THE INFLUENCE PROGRAM!

Select Location:

Select Program:

Select Service Month: [Return Home](#)

1 of 1 Find | Next

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
SUBSTANCE ABUSE PREVENTION AND CONTROL
DUI ENROLLED CLIENT LIST

Report Print Date: 2/27/2019 Site Address: 123 Main Street

Corporation Name	Program	Case Number	First Name	Last Name	Date of Birth	Gender	Enrollment Month	Create Date	Created By
DEMO, INC.	AB541		Wilma	Flintstone	1/1/1950	Female	07/2015	7/9/2015	demouser

[Click here to refresh the data](#)

[Click here to save the list as PDF or EXCEL Format](#)

What tools do You have available to make sure the DUI data entered was entered right?


Transfer Client List: it will give you a list of enrollees who transferred-in to your agency from out of county and within L.A. County

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
SUBSTANCE ABUSE PREVENTION AND CONTROL
DRIVING UNDER THE INFLUENCE SYSTEM

Home Participant Information **Provider Reports** Change Password User Manual

- Remittance Report
- Enrollment Summary
- State Quarterly Report
- Find Enrolled Client List
- Change of Program Client List
- Transfer Client List**

DRIVING UNDER THE INFLUENCE PROGRAM!



Select Location: 123 Main Street

Select Service Month: 01/2016

[Return Home](#)

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LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
SUBSTANCE ABUSE PREVENTION AND CONTROL
TRANSFER CLIENT LIST



Report Print Date: 2/27/2019

Provider Name	Address	Docket Citation Number	First Name	Last Name	Transfer Date	Program
DEMO, INC.	123 Main Street		Petro	Poroshanko	01/21/2016	AB762

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Click here to refresh the data

Click here to save the list as PDF or EXCEL Format

What tools do You have available to make sure the DUI data entered was entered right?

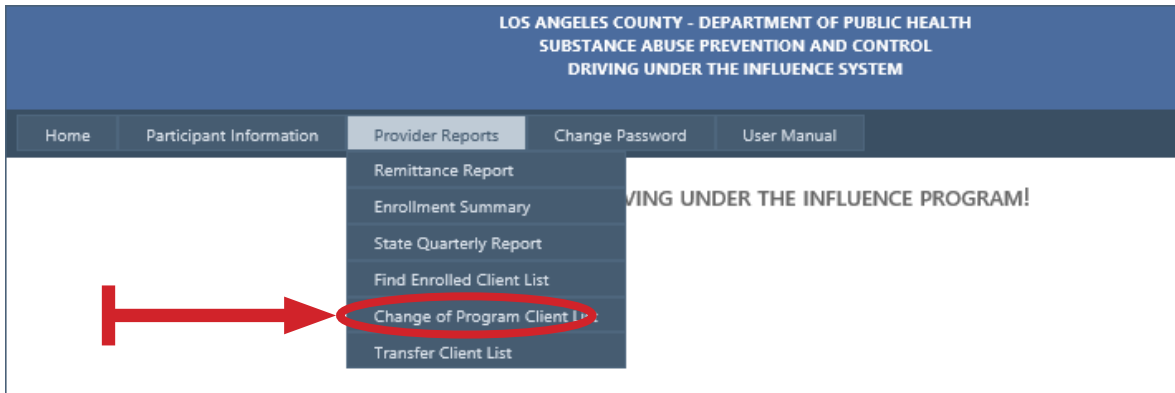
Change of program Client List: it will give you a list of enrollees that changed from program for the month selected

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
SUBSTANCE ABUSE PREVENTION AND CONTROL
DRIVING UNDER THE INFLUENCE SYSTEM

Home Participant Information **Provider Reports** Change Password User Manual

- Remittance Report
- Enrollment Summary
- State Quarterly Report
- Find Enrolled Client List
- Change of Program Client List**
- Transfer Client List

DRIVING UNDER THE INFLUENCE PROGRAM!



Select Location: 123 Main Street

Select Service Month: 07/2015

[Return Home](#)

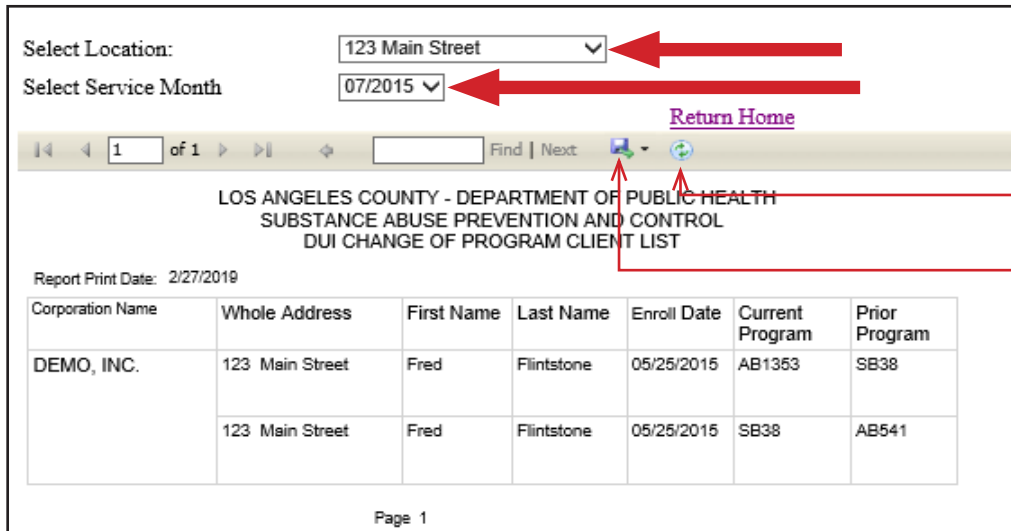
1 of 1 Find | Next

LOS ANGELES COUNTY - DEPARTMENT OF PUBLIC HEALTH
SUBSTANCE ABUSE PREVENTION AND CONTROL
DUI CHANGE OF PROGRAM CLIENT LIST

Report Print Date: 2/27/2019

Corporation Name	Whole Address	First Name	Last Name	Enroll Date	Current Program	Prior Program
DEMO, INC.	123 Main Street	Fred	Flintstone	05/25/2015	AB1353	SB38
	123 Main Street	Fred	Flintstone	05/25/2015	SB38	AB541

Page 1



Click here to refresh the data

Click here to save the list as PDF or EXCEL Format

What to do before sending your monthly report and amount due to us?

- ✔ Using the supply tools, make sure the data entered on the system matches the data on your own records and amount due on the ERS system is correct.
- ✔ If for any reason you can't not reconcile the Monthly report with the data entered, and your own records, double check the following for each record entered during the month in question:

Enrollment date

Program selected

Intake Type

If "GR" or "Self pay" was selected

- Select Program -

AB541

AB762

SB38

AB1353

New Intake

Out of State

Reinstatement

Transfer In From LA County

Transfer In From Out of County

Transfer In From Out of State



CLIENT EDIT/ENROLL

11. Docket/Citation Number: 1. Provider Number:

Intake Type: Transfer Date:

Agency: DEMO, INC.

Location:

Program:

Current Program	Start Date	Previous Program	End Date	Comments
SB38	1/21/2016	AB541	12/30/2015	Updating program - owes money
AB762	1/24/2017	SB38	1/23/2017	

Participant's Name

2. Last Name: 8. Participant's ZIP Code:

First Name: 9. Enrollment Date:

Middle Name:

Legal Name:

Arrest Date:

3. Birthdate: 10. Conviction Date:

Age: 77

4. Sex:

5.

Race/Ethnicity:

12. Court Information/Court Code:

Phone Number:

Email Address:

6. Primary Language:

13. Driver's License Number:

Other Language - Specify:

Report Month End Date:

Report Month: Service Month:

Payment Source:

If for any reason there is a record already entered but it's not showing on the ERS, or there are duplicates records entered by mistake, Please contact:

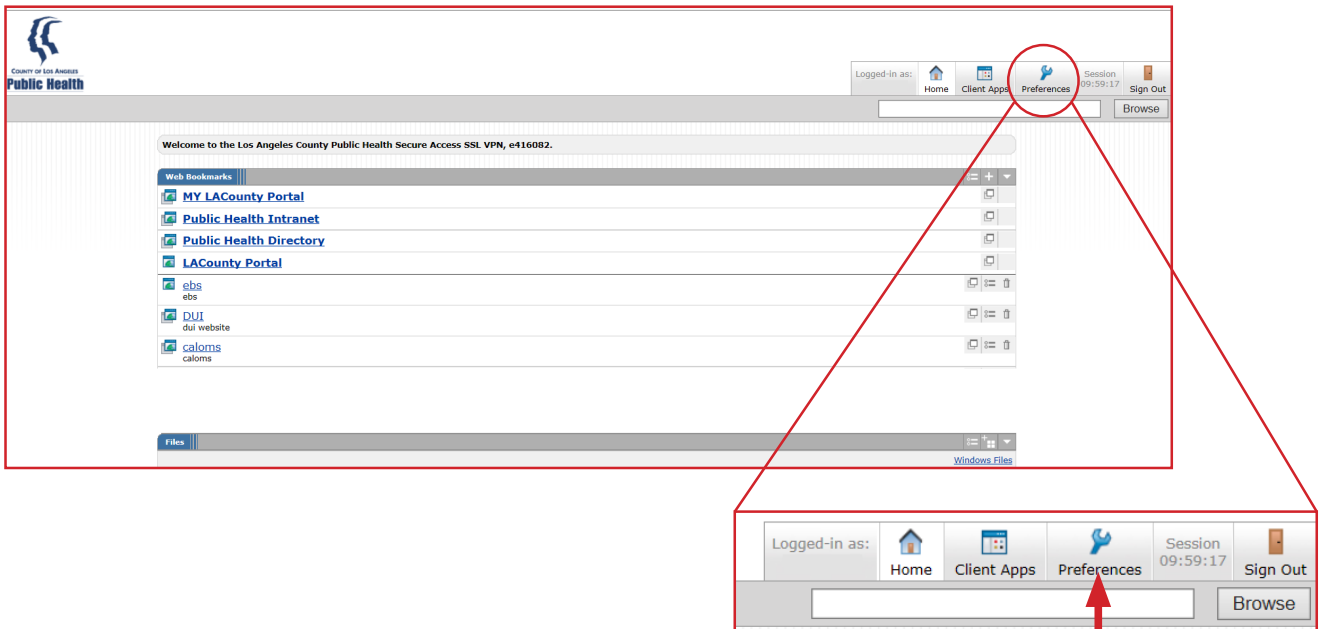
William Mendoza at:

626-299-4153

wmendoza@ph.lacounty.gov

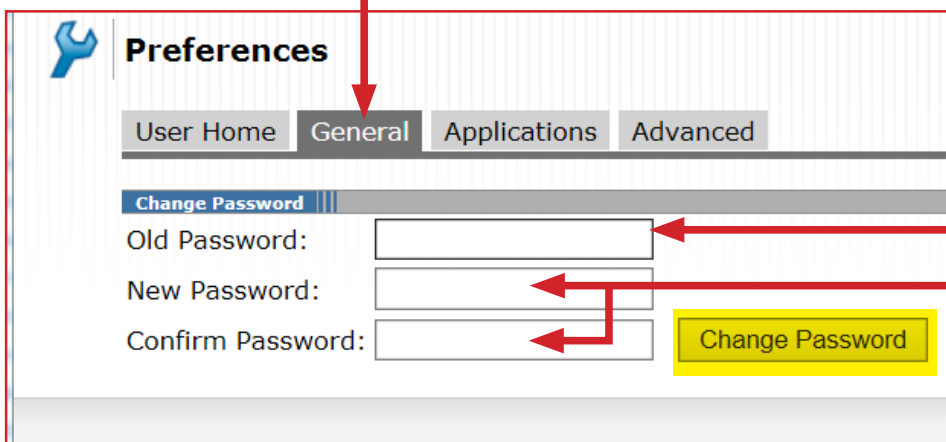
How to change SSL/VPN Password instructions

1 Please login to SAPC [SSL/VPN Portal](#)



2 Click on Preferences

3 Click on General



4 Type-in Old First login Password

5 Type-in new Password

6 CLICK "Change Password"