**DDA Provider Electronic Funds Transfer (EFT) Payment Instructions**

If you are a current DDA provider receiving payment for DDA services by paper check or a new provider who has not yet received payments, you may elect to sign up for direct deposit (“EFT” – Electronic Funds Transfer) to receive your payment faster. By electing EFT, the Comptroller’s Office will electronically deposit your payment into your bank account instead of mailing you a check.

You can register only one bank account with the State to receive State disbursements by EFT. Once a Provider is registered for EFT, ALL Comptroller payments made to that Tax Payer ID will be made via EFT into the single registered bank account.

To enroll in EFT visit the website: <https://www.marylandtaxes.gov/divisions/gad/eft-program.php>. There you will find EFT enrollment instructions, forms, and resources and contact information if you have any questions or require assistance. Providers must complete an EFT Authorization Form X-10 to provide the Treasurer with banking information. A copy of the form is attached for your convenience and included on the website. If you change banks, change bank accounts, or want to discontinue receiving EFT payments, contact the Comptroller’s General Accounting Division or complete another Form X-10. Before making the switch, remember to contact your bank to find out if there are any fees associated with EFT.

Also available on the same Comptroller website is access to the ‘One Stop Vendor Payment Inquiry System’ (OSVPI) that will enable you to view payment detail information and track State issued payments. Click the link on the website or <https://interactive.marylandtaxes.gov/extranet/gad/GADLogin/login.asp> to access the system. New users must complete an on-line registration. OSVPI is available 24 hours a day, 7 days a week from any home, office, or public access point.

If you have any questions or concerns regarding payment, please call DDA at 410-767-5600 or Toll Free at 844-253-8694 or the Comptroller’s Office at 410-260-7813. For questions concerning EFT Registration, contact the General Accounting Division at 410-260-7375. Thank you for all that you do to support individuals with intellectual and developmental disabilities.