Florida Department of Children & Families

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Substance Abuse and Mental Health Quality Assurance

SAMH Data Integrity Committee Framework

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# Document History

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| **Version** | **Description** | **Author(s)** | **Last Updated** |
| 0.1 | Created initial version | Tracey Fannon | 3/20/2019 |
| 0.2 | Change to Data Systems Primary Member | Tracey Fannon | 3/26/2019 |
| 0.3 | Change to HQ and State Mental Health Treatment Facilities Members | Tracey Fannon | 4/1/2019 |
| 0.4 | Change to the number of primary members from 16 to 17 | Sen-Yoni Musingo | 4/10/2019 |
| 0.5 | Change to the EHR/EMR Alternate Member | Tracey Fannon | 4/22/2019 |

# Glossary

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| --- | --- |
| **Abbreviation \Term** | **Description** |
| SAMH | Substance Abuse and Mental Health |
| OITS | Office of Information Technology Services |
| FASAMS | Financial and Services Accountability Management System |
| DCF | Department of Children and Families |
|  |  |

# Document Purpose

The purpose of this document is to specify the membership composition and to outline the roles and responsibilities of the SAMH Data Integrity Committee, which will allow the SAMH Leadership, in collaboration with the Office of Information Technology Services (OITS), to identify and resolve issues that may impede the overall management, oversight, and data quality of the SAMH data systems including, but not limited to the Financial and Services Accountability Management System (FASAMS).

# Committee Purpose and Membership

The purpose of the SAMH Data Integrity Committee is to ensure that the decisions, which the SAMH Office makes regarding data system changes and enhancements, benefit from the collective input of all the stakeholders, and that these stakeholders are well informed of the scope and impact of these changes and enhancements at the state, region, managing entity, and provider levels.

The committee comprises a multidisciplinary team of seventeen (17) primary members, who are subject matter expert representatives of the stakeholders at DCF Headquarters and Regions, State Mental Health Treatment Facilities, Managing Entities, and SAMH Providers. The table in **Attachment 1** shows the role and the contact information for each primary member, as well as the contact information for alternate members, as needed.

Each primary member of the committee is expected to physically participate in all meetings. Alternate members will only participate in the event the primary member is unable to attend. It is the responsibility of the primary member to notify the alternate if they will not be able to attend a meeting. Call-in participation will be addressed only on a case by case basis.

# Meeting Schedule and Structure

Committee meetings will be held quarterly, with the first meeting taking place in late April or early May 2019. An agenda will be sent out at least two weeks prior to every meeting. Prior to every meeting, primary members are expected to provide a brief description of each agenda item they would like to discuss during the meeting, as needed. After each meeting, minutes will be prepared and distributed to all the members within two weeks. Agendas and meeting minutes will be available on the DCF website (a link will be provided at a later date). For any question regarding the meeting schedules and agendas, please contact Tracey Fannon by email at [tracey.fannon@myflfamilies.com](mailto:tracey.fannon@myflfamilies.com) or by phone at (850) 717-4789.

# Attachment 1: Committee Member Role and Contact Information

| **Attachment 1:**  **SAMH Data Integrity Committee Membership** | | | |
| --- | --- | --- | --- |
| **Stakeholders** | **Role** | **Primary** | **Alternate** |
| **DCF Headquarters** | Director of SAMH Quality Assurance | **Sen-Yoni Musingo**  [senyoni.musingo@myflfamilies.com](mailto:senyoni.musingo@myflfamilies.com)  Office: (850) 717-4464  Mobile: (850) 445-3010 | **Adam Wasserman**  [adam.wasserman@myflfamilies.com](mailto:adam.wasserman@myflfamilies.com)  Office: (850) 717-4791  Mobile: (850) 597-4426 |
| Director of Substance Abuse and Mental Health | **Ute Gazioch**  [ute.gazioch@myflfamilies.com](mailto:ute.gazioch@myflfamilies.com)  Office: (850) 717-4322  Mobile: (850) 228-0536 | **Christi Anderson**  [christi.anderson@myflfamilies.com](mailto:christi.anderson@myflfamilies.com)  Office: (850) 717-4621  Mobile: (850) 631-2661 |
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| Director of SAMH Application Development and Support | **Nathan McPherson**  [nathan.mcpherson@myflfamilies.com](mailto:nathan.mcpherson@myflfamilies.com)  Office: (850) 320-9181  Mobile: (850) 544-7073 | **Rentia Barineau**  [rentia.barineau@myflfamilies.com](mailto:rentia.barineau@myflfamilies.com)  Office: (850) 320-9134  Mobile: |
| Director of Treatment Facilities Policy and Programs | **Wendy Scott**  [wendy.scott@myflfamilies.com](mailto:wendy.scott@myflfamilies.com) Office: (850) 717-4339  Mobile: (850) 228-5506 | **Jonathan Hall**  Jonathan.hall@myflfamilies.com  Office: (850) 717-4321  Mobile: |
| **DCF Regions** | Regional SAMH Director | **Suzette Fleischmann**  [suzette.fleischmann@myflfamilies.com](mailto:suzette.fleischmann@myflfamilies.com)  Office: (954) 453-3443  Mobile: (954) 815-0149 | **Jill Krohn**  [jill.krohn@myflfamilies.com](mailto:jill.krohn@myflfamilies.com)  Office: (407) 317-7452  Mobile: (407) 867-0063 |
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| **Managing Entities** | Chief Executive Officer | **Ann Berner**  Ann\_Berner@sefbhn.org  Office: (561) 203-2485  Mobile: 772-201-1544 | **Maria Bledsoe**  [mbledsoe@cfchs.org](mailto:mbledsoe@cfchs.org)  Office: (407) 985-3561  Mobile: (386) 299-1051 |
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