Florida Department of Children & Families

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Substance Abuse and Mental Health Quality Assurance

SAMH Data Integrity Committee Framework

Table of Contents

[1. Document History 2](#_Toc4061194)

[2. Glossary 2](#_Toc4061195)

[3. Document Purpose 3](#_Toc4061196)

[4. Committee Purpose and Membership 3](#_Toc4061197)

[5. Meeting Schedule and Structure 3](#_Toc4061198)

[6. Attachment 1: Committee Member Role and Contact Information 4](#_Toc4061199)

# 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 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.comOffice: (850) 717-4464Mobile: (850) 445-3010 | **Adam Wasserman**adam.wasserman@myflfamilies.comOffice: (850) 717-4791Mobile: (850) 597-4426 |
| Director of Substance Abuse and Mental Health | **Ute Gazioch**ute.gazioch@myflfamilies.comOffice: (850) 717-4322Mobile: (850) 228-0536 | **Christi Anderson**christi.anderson@myflfamilies.comOffice: (850) 717-4621Mobile: (850) 631-2661 |
| Contracts Lead Person | **Jimmers Micallef**jimmers.micallef@myflfamilies.comOffice: (850) 717-4322Mobile: (850) 228-0536 | **None** |
| Financial Administrator | **Barney Ray** barney.ray@myflfamilies.comOffice: (850) 717-4700Mobile: (850) 228-4212 | **Anna Heitz**anna.heitz@myflfamilies.comOffice: (850) 717-4692Mobile: |
| Director of SAMH Application Development and Support | **Nathan McPherson**nathan.mcpherson@myflfamilies.comOffice: (850) 320-9181 Mobile: (850) 544-7073 | **Rentia Barineau**rentia.barineau@myflfamilies.comOffice: (850) 320-9134Mobile: |
| Director of Treatment Facilities Policy and Programs | **Wendy Scott**wendy.scott@myflfamilies.comOffice: (850) 717-4339Mobile: (850) 228-5506 | **Jonathan Hall**Jonathan.hall@myflfamilies.com Office: (850) 717-4321Mobile:  |
| **DCF Regions** | Regional SAMH Director | **Suzette Fleischmann**suzette.fleischmann@myflfamilies.comOffice: (954) 453-3443Mobile: (954) 815-0149  | **Jill Krohn**jill.krohn@myflfamilies.comOffice: (407) 317-7452Mobile: (407) 867-0063 |
| Contracts Lead Person | **Frank Jowdy**frank.jowdy@myflfamilies.comOffice: (954) 453-3449Mobile: (954) 818-5954 | **Teresa Janeczek**teresa.janaczek@myflfamilies.comOffice: (561) 841-2042 Mobile: |
| **State Mental Health Treatment Facilities** | Chief Hospital Administrator  | **Bob Quam**bob.quam@myflfamilies.comOffice: (850) 717-4437Mobile: (850) 556-8953 | **Wesley Pelham**wesley.pelham@myflfamilies.comOffice: (850) 688-5795Mobile: (850) 663-7536 |
| Data Systems Lead Person | **Sai Maddipoti**sai.maddipoti@myflfamilies.comOffice: (850) 320-9312Mobile: | **Mark Granto**mark.granto@myflfamilies.comOffice: (352) 672-4597Mobile:  |
| **Managing Entities**  | Chief Executive Officer | **Ann Berner**Ann\_Berner@sefbhn.orgOffice: (561) 203-2485Mobile: 772-201-1544 | **Maria Bledsoe**mbledsoe@cfchs.orgOffice: (407) 985-3561Mobile: (386) 299-1051 |
| Contracts Lead Person | **Trinity Schwab**tschwab@cfchs.org Office: (407) 985-3561Mobile: | **Shelley Katz**shelley.katz@lsfnet.org Office: (904) 674-3558Mobile: (352) 317-8878 |
| Financial Lead Person | **Julie Patel**JPatel@CFBHN.ORG Office: (813) 740-4811 ext.230Mobile: | **Terri Moore**terri\_moore@sefbhn.org Office: (561) 203-2485Mobile: (561) 714-3520 |
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| Clinical Person | **Sharyn Dodrill**sharyn.dodrill@concordiabh.com Office: (305) 514-5364Mobile: (772) 403-3620 | **Laura Naredo**lnaredo@sfbhn.org Office: (305) 854 -5836Mobile: (786) 247-2851 |
| **SAMH Providers**  | Data Systems Lead Person | **Steve Lord**slord@circlesofcare.orgOffice: (321) 726-2839 Mobile: (321) 693-6899 | **Don Savoie**don\_savoie@mbhci.orgOffice: (352) 374-5600 ext 8366Mobile: (352) 213-6799 |
| EHR/EMR Representative | **Hope Winkowski**hope.winkowski@credibleinc.comOffice: (301) 652-9500 ext 0428Mobile: (250) 506-2816 | **Ryan Lavender**klavender@ntst.comOffice: (501) 558-4644Mobile: |