

Florida Department of Children & Families



**Substance Abuse and Mental Health Quality Assurance
SAMH Data Integrity Committee Framework**

Substance Abuse and Mental Health Quality Assurance SAMH Data Integrity Committee Framework



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1. Document History

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

2. Glossary

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

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3. 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).

4. 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 sixteen (16) 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.

5. 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.

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6. 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 Office: (850) 717-4464 Mobile: (850) 445-3010	Adam Wasserman 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 Office: (850) 717-4322 Mobile: (850) 228-0536	Christi Anderson christi.anderson@myflfamilies.com Office: (850) 717-4621 Mobile: (850) 631-2661
	Contracts Lead Person	Jimmers Micallef jimmers.micallef@myflfamilies.com Office: (850) 717-4322 Mobile: (850) 228-0536	None
	Financial Administrator	Barney Ray barney.ray@myflfamilies.com Office: (850) 717-4700 Mobile: (850) 228-4212	Anna Heitz anna.heitz@myflfamilies.com Office: (850) 717-4692 Mobile:
	Director of SAMH Application Development and Support	Nathan McPherson nathan.mcpherson@myflfamilies.com Office: (850) 320-9181 Mobile: (850) 544-7073	Rentia Barineau rentia.barineau@myflfamilies.com Office: (850) 320-9134 Mobile:
	Director of Treatment Facilities Policy and Programs	Wendy Scott 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 Office: (954) 453-3443 Mobile: (954) 815-0149	Jill Krohn jill.krohn@myflfamilies.com Office: (407) 317-7452 Mobile: (407) 867-0063
	Contracts Lead Person	Frank Jowdy frank.jowdy@myflfamilies.com Office: (954) 453-3449 Mobile: (954) 818-5954	Teresa Janeczek teresa.janeczek@myflfamilies.com Office: (561) 841-2042 Mobile:
State Mental Health Treatment Facilities	Chief Hospital Administrator	Bob Quam bob.quam@myflfamilies.com Office: (850) 717-4437 Mobile: (850) 556-8953	Wesley Pelham wesley.pelham@myflfamilies.com Office: (850) 688-5795 Mobile: (850) 663-7536
	Data Systems Lead Person	Sai Maddipoti sai.maddipoti@myflfamilies.com Office: (850) 320-9312 Mobile:	Mark Granto mark.granto@myflfamilies.com Office: (352) 672-4597 Mobile:
Managing Entities	Chief Executive Officer	Ann Berner Ann_Berner@sefbhn.org Office: (561) 203-2485 Mobile: 772-201-1544	Maria Bledsoe mbledsoe@cfchs.org Office: (407) 985-3561 Mobile: (386) 299-1051
	Contracts Lead Person	Trinity Schwab	Shelley Katz

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Stakeholders	Role	Primary	Alternate
		tschwab@cfchs.org Office: (407) 985-3561 Mobile:	shelley.katz@lsfnet.org Office: (904) 674-3558 Mobile: (352) 317-8878
	Financial Lead Person	Julie Patel JPatel@CFBHN.ORG Office: (813) 740-4811 ext.230 Mobile:	Terri Moore terri_moore@sefbhn.org Office: (561) 203-2485 Mobile: (561) 714-3520
	Data Systems Lead Person	Jennifer Ramirez jennifer.ramirez@lsfnet.org Office: (904) 337-4047 Mobile: (904) 514-8970	Michael Lupton mlupton@cfchs.org Office: (407) 985-3565 Mobile:
	Clinical Person	Sharyn Dodrill sharyn.dodrill@concordiabhn.com Office: (305) 514-5364 Mobile: (772) 403-3620	Laura Naredo lnaredo@sfbhn.org Office: (305) 854 -5836 Mobile: (786) 247-2851
SAMH Providers	Data Systems Lead Person	Steve Lord slord@circlesofcare.org Office: (321) 726-2839 Mobile: (321) 693-6899	Don Savoie don_savoie@mbhci.org Office: (352) 374-5600 ext 8366 Mobile: (352) 213-6799
	EHR/EMR Representative	Hope Winkowski hope.winkowski@credibleinc.com Office: (301) 652-9500 ext 0428 Mobile: (250) 506-2816	Neal Tilghman WTilghman@ntst.com Office: (913) 272-2177 Mobile: