

APPENDIX F

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Executive Staff and Principal Administrative Personnel Checklist

		Name	Position Title	Resume	Time not filled permanently in past 36 mos, # different people	Level of Effort re: Major Pgm Areas	Role	Job Description	Physical Location	Accessible to DHS
Executive Management	Administrator	✓	✓	✓	✓	✓		✓	✓	✓
	Chief Financial Officer	✓	✓	✓	✓	✓		✓	✓	✓
	Chief Medical Officer/Medical Director	✓	✓	✓	✓	✓		✓	✓	✓
	Pharmacy Director	✓	✓	✓	✓	✓		✓	✓	✓
	CHC Program Manager	✓	✓	✓	✓	✓		✓	✓	✓
	Director of LTSS	✓	✓	✓	✓	✓		✓	✓	✓
	Director of Quality Management and Utilization Management	✓	✓	✓	✓	✓		✓	✓	✓
	Information Systems Coordinator	✓	✓	✓	✓	✓		✓	✓	✓
	Quality Management/ Quality Improvement Coordinator	✓	✓					✓	✓	✓
	Behavioral Health Coordinator	✓	✓					✓	✓	✓
	Director of Network Management	✓	✓					✓	✓	✓
	Utilization Management Coordinator	✓	✓					✓	✓	✓
	Director of Service Coordination	✓	✓					✓	✓	✓
Key Administrative Positions	Government Liaison	✓	✓					✓	✓	✓
	Participant Services Manager	✓	✓					✓	✓	✓
	Provider Claims Educator	✓	✓					✓	✓	✓
	Provider Services Manager	✓	✓					✓	✓	✓
	Complaint, Grievance and DHS Fair Hearing Coordinator	✓	✓					✓	✓	✓
	Contract Compliance Officer	✓	✓					✓	✓	✓
	Claims Administrator	✓	✓					✓	✓	✓
	Other principal personnel id'd by Offeror	✓	✓					✓	✓	✓