

**LEGISLATIVE BUDGET BRIEFING  
DEPARTMENT OF HEALTH  
FISCAL 2015 SUPPLEMENTAL BUDGET**

**OVERVIEW**

Thank you for the opportunity to present the Department of Health's Executive Supplemental Budget for FY 2015.

**Department's Mission Statement**

To monitor, protect, and enhance the health of all people in Hawaii by providing leadership in assessment, policy development, and assurance to promote health and well-being, to preserve a clean, healthy and natural environment, and to assure basic health care for all.

**Economic Impact**

The Department of Health (DOH) continues to address reductions to its critical workforce that occurred in past years which impacted its ability to fully achieve the department's overall mission. The Department's programs and contracted service providers have had to address increasing demands for services and service areas with significantly less human and financial resources. We believe the Department has achieved several efficiencies and improved quality of services over the past years. However, in order for the Department to make further improvements, new resources will be needed. Therefore, as the DOH enters the supplemental fiscal year, it is encouraged by the Council of Revenues projections and signs of a recovering economy. However, this is mitigated by changes on the nation level regarding deficit reduction and cutbacks to federal programs.

Despite years of reduced funding, the Department continues to focus its efforts on maintaining and sustaining the overall health of our state in the most efficient and cost-effective manner. Programs and their staff have been asked to do more with less and to look at ways of meeting objectives by refining existing procedures and operations as well as seeking new and innovative ways of doing business to achieve more efficient and effective outcomes.

The planning and development of the budget that is presented to you today was done so within the parameters outlined by the Administration to accomplish program goals and objectives and limited to our critical, high priority items. Budget requests focused on addressing program deficits, advancing the Governor's New Day Initiative and the Department's Five Foundations for Healthy Living. In addition, proposed trade-offs/transfers are in alignment with acknowledged departmental reorganizations. The majority of the DOH requests reflect the movement of positions consistent with planned restructuring to improve program delivery. These movements/transfers align personnel and funding in appropriate organizational units to contribute to overall department operational effectiveness and efficiency.

## **Federal Funds**

The DOH identified several program areas that were at risk of losing federal funds due to sequestration. (See attached table reflecting the source of federal funds by award title and CFDA number, amount requested and the amount approved for sequestration funding). Of the \$2.8M requested in general funds to address this reduction, \$2.5M was approved and will be released to the DOH in the areas of Immunization and Vaccines for Children, Substance Abuse Prevention and Treatment, Infant and Toddlers with Disabilities, Women, Infants and Children Services, Family Planning, Maternal Child Health Services and Development Disabilities Council.

## **Budget Request**

Our focus is on addressing program shortfalls and rebuilding critical infrastructure within the Department. As such, the Executive Supplemental Fiscal Year 2015 Budget for the Department of Health provides for 17 new positions and \$8.5M in additional general funded resources and restores funding to a few critical areas. The approach taken in developing our budget request was to evaluate biennium funding requests that were not funded and to reassess the need for the requested funding. In cases where funding was still determined to be critical and necessary, those requests were resubmitted. Additional program requests and prioritization are based on the Department's core public health functions, addressing the Governor's New Day Objectives and in promoting the Department's strategic planning initiatives. The Department's budget includes funding to continue support for the aging spectrum of Hawaii's population through Kupuna Care funding (\$4.2M), to address vision and hearing screening for children (\$1.5M) and to bolster the development of the Statewide Health Information Exchange infrastructure (\$3M).

The Department is also requesting \$1.2M for State match funds for the Home and Community Based Waiver Services (HCBS) program for the Developmental Disabilities Division and \$1.2M for additional purchase of service funding for Early Intervention Services (EIS). The increase in the state share requested for HCBS will continue support of the waiver program that provides Medicaid funded home and community based services to individuals with developmental disabilities in the community. The request for additional general funds for EIS contracts funding is to address projected deficits for federal and state mandated EIS purchase of service contracted services for children with special health needs and will address the costs of servicing Part C eligible children and children who may be impacted by a change in EI eligibility criteria through early intervention purchase of service contract service providers.

Effective September 1, 2013, through a memorandum of understanding between the Department of Health, Adult Mental Health Division (AMHD) and the MedQuest Division (MQD) in the Department of Human Services, the responsibility for the payment and provision of covered specialized behavioral health services for certain adults with severe and persistent mental illness who are Medicaid eligible transferred from AMHD to MQD. (For individuals who are not MQD eligible, payment and provision of care arrangements remain the same.) The transfer results in a supplemental budget request to transfer \$9M from AMHD to MQD to ensure client continuity, simplify system navigation for clients, improve service delivery integration, reduce the administrative burden for contracted service providers, improve efficiency of State programs, and optimize federal matching fund claiming. Additionally, there

is a request to transfer 4.00 permanent positions and \$191,840 to MQD to implement the program transfer. The covered specialized behavioral health services include crisis mobile outreach, crisis support management, crisis residential services, intensive outpatient hospital, community based case management, representative payee services, peer support services, supported employment, and supported housing. The funds to be transferred from AMHD to MQD were arrived through a retrospective and current review of paid claims for the number of consumers being transferred.

Additional funding is also being sought in the areas of oral health and State support for immunization vaccines. Oral health disease is a particularly critical issue in Hawaii as many of Hawaii's children and adults suffer from dental disease. A major contributor to the problem is the state's low proportion of residents with access to the benefits of fluoridated drinking water (the lowest in the U.S.) and access to dental care. To help rebuild the Department's public dental health infrastructure, the DOH applied for and received a \$230,000 oral health prevention grant from the Centers for Disease Control and Prevention. The grant award was announced on August 30, 2013 and is renewable for up to five years. The funding is designed to improve basic state oral health services, including support for program leadership and limited support staff, monitoring oral disease levels and risk factors for oral disease, developing strong partnerships, educating state residents on ways to prevent oral diseases, and developing and evaluating prevention programs. Approximately \$33,000 in general funds is being requested for a permanent general-funded Program Specialist position to conduct planning, convene and coordinate agency and community partnerships, assist with policy reviews, develop educational outreach materials and activities, conduct evaluation, report writing and provide general administrative support for the oral health program to improve the oral health of children, families and other vulnerable populations in the state.

Vaccines provide needed protection against vaccine-preventable diseases. Without vaccinations, the occurrence of vaccine-preventable diseases would increase dramatically with sickness and death from these diseases impacting our population. Through the years, there has been a steady decline in the CDC vaccine funding for the Hawaii Immunization Program. This downward trend has impacted many vaccine-preventable disease programs for the State of Hawaii. The 2013 Immunization Program was cut by 25%, which will again negatively impact immunization programs for the State of Hawaii. The projected cut to the vaccine fund for 2014 is approximately 42%. The reduction to the program threatens the operation of current vaccine programs and could possible allow for diseases to resurface. Approximately \$704,000 in general funds is being requested in the supplemental budget to support the immunization program.

Funding requests also provide additional resources to address greater demand for current and emerging department services in the area of environmental health – clean water, vector control and food inspection. Of critical importance to the continuation of the Department's environmental program is the need to increase and sustain fiscal resources in the Environmental Response Revolving Fund (ERRF). The purpose of the ERRF is to support environmental protection programs including oil and chemical spill response and environmental clean ups. Currently 5-cents per barrel of petroleum imported into the state are contributed to the ERRF. As Hawaii continues to reduce its consumption of crude oil, ERRF

revenues and cash balances have declined to dangerously low levels. As emergency response activities arise including the recent Honolulu Harbor molasses spill, current revenue and expenditure projections reflect that ERRF will go into deficit by the end of FY 16. The DOH has submitted a legislative measure to raise the barrel tax to address this projected shortfall and to ensure that the State stands ready to respond to environmentally impactful events.

Health information exchange is a new expectation of the federal government, which has provided billions of dollars in grants to the states to establish this capacity. Each state has one and only one State Designated Entity that is responsible for coordinating implementation. Hawaii's Healthcare Transformation Plan, published by the Office of the Governor's Office of Healthcare Transformation, acknowledges that a robust health information exchange is a prerequisite for system transformation.

Funds requested in DOH's supplemental budget for 2014-2015 will:

- Maintain statewide gains in developing exchange capacity, in cooperation with the private sector, as federal funds diminish
- Establish the state's capacity to lead change from a policy and governance perspective
- Improve, expand, and upgrade the technological infrastructure of State systems to accommodate increasing health exchange data transactions, analysis, and reporting

Programs continue to work closely with our colleagues in other departments, counties, and agencies on initiatives that 1) optimize our federal funds and other fund reimbursements to provide more healthcare services; and 2) improve the health emergency response system of the state, including potential bioterrorism, natural disasters, and aeromedical, ambulance, and emergency room capabilities.

The Department's vision remains "Healthy People. Healthy Communities. Healthy Islands." The Department of Health's strategic plan aligns departmental priorities with that of the Administration. The five cornerstones of the DOH plan called Foundations for Healthy Generations include a focus on:

- Health Equity -- Eliminating disparities and improving the health of all people in Hawaii.
- Disease Prevention and Health Promotion -- Improving the quality of life and reducing preventable disease especially chronic, disability, injury and premature death.
- Emergency Preparedness and Response -- Mitigating and responding to external threats to individual and community well-being.
- Clean and Sustainable Environments -- Creating social and physical environments that promote and support good health for all.
- Quality and Service Excellence -- Improving internal systems to assure timely consumer responsiveness.

The department is continuing its efforts to further define and develop metrics to track the success of its programs in achieving its strategic goals and moving the DOH toward national accreditation. With passion and science, DOH staffs continue to address the health of our State



by doing the greatest good for the greatest number of people and formulating strategic partnerships to address the needs of our most vulnerable populations. We look forward to advancing Hawaii's health agenda through the leveraging of resources and capitalizing on health care reform options which support accessible, affordable, and quality health care.

The Department looks forward to discussing our proposed budget with you to achieve our statewide health objectives.

TABLE 1 Priority List of Functions

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
<b>Health Equity</b>						
1	DCAB	Disabilities and Communication Access Board	HTH 520	AI	Administration of the statewide parking program for persons with disabilities; coordination of facility access blueprint reviews for state and county construction for ADA compliance;state American Sign Language interpreter credentialing; statewide ADA Coordination.	HRS §347F; HRS §291 , Part III; HRS §103-50
1	DCAB	Disabilities and Communication Access Board	HTH 520	AI	Special Fund to receive and disburse monies from applicants taking the Hawaii Quality Assurance Test for sign language interpreters.	HRS §347F-7
1	DCAB	Disabilities and Communication Access Board	HTH 520	AI	Special Parent Information Network, under contract with the State Department of Education, to provide technical assistance to parents of children with disabilities and DOE staff on services, resources, rights.	
1	OPPPD	Office of Planning, Policy and Program Development	HTH 907	AP	Includes 100% federally funded special project to coordinate, facilitate, and direct activities relating to rural health provider and facility capacity development, quality improvement, fiscal stability, and sustainability.	
2	AAO	Dept/ Gen Admin-Affirm Action	HTH 907	AF	Is department's required (federal/state law, regulation & agreement) resource/coordinator on nondiscrimination issues in employment/services. Includes issues such as reasonable accommodation, unlawful harassment, language access, program accessibility for persons with disabilities and related policy and training. Office is CDC Public Health Training Network satellite/videoconference coordinator and ORR refugee health coordinator.	HRS Chapter 371 Part 2; EO 97-06; ; 42 USC 1210, 45 CFR Part 84, & 28 CFR Part 35; and 42 USC 2000, 45 CFR 80 & EO 13166 are primary.
3	EOA	Executive Office on Aging	HTH 904	AJ	To enable older persons to live, to the greatest extent possible, healthy, dignified and independent lives by assuring an accessible, responsive and comprehensive system of services through advocacy, planning, coordination, research and evaluation.	Older Americans Act of 1965, as amended in 2006 (P.L. 109-365), 45CFR 1321.7, and HRS 349.
5	TSP	Community Resources & Development	HTH 590	GJ	Provides Branch administrative function; and Bilingual interpretive services for minority, immigrant and non-English and limited English speaking groups to navigate state services and regulations.	HRS §328L-2, -4 HRS; §321-301; §327-24
5	OLA	Office of Language Access	HTH 908	AR	The Office of Language Access (OLA) provides centralized oversight, coordination, and technical assistance to State agencies (the executive, legislative and judicial branches of Hawaii's state government) and organizations that receive state funding, regarding the implementation requirements of Hawaii's Language Access Law.	HRS 321C

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<b>Disease Prevention and Health Promotion</b>						
1	CDPHND	Tuberculosis (TB) Disease Control Services	HTH 100	DD	Manages, coordinates and provides statewide tuberculosis prevention, detection, intervention, and treatment to prevent and control tuberculosis and development of drug resistant TB. Hawaii has the highest state incidence of tuberculosis primarily related to immigration and migration. Federal assistance, primarily through a cooperative agreement grant, specifies positions, activities, and services to support activities primarily related to surveillance and reporting, administration of medication by "directly observed therapy", program training, and laboratory support.	
1	CDPHND	Hansen's Disease Control Services	HTH 100	DE	HRS Chapter 326 mandates DOH maintain facilities and services for care and treatment of persons with Hansen's disease (HD). The HD Control Program is responsible for all new cases of HD, providing diagnosis, treatment, epidemiological followup and case management. Prevention of HD-related complications and disabilities is a cost effective objective. 87% of the HD Control Program is funded through federal funds.	
1	DOCD	Immunization	HTH 131	DC	Promote the use of and in some cases (e.g. Stop Flu at School program) provide vaccines where and when available to prevent the incidence and spread of communicable diseases; assess the impact of vaccine use on disease trends and spread	HRS §302A-1133; §302A-1154 to 1163; §321-29; §321-32; §325-1 to 6; §325-8; §325-15; §325-32 to 38; §353-15 and Act 113
1	AMHD	Courts & Corrections Svcs, Adult	HTH 420	HG	Conducts fitness examinations and examinations for penal responsibility for defendants using an insanity defense. Conducts court ordered examinations for legally encumbered individuals ordered to Hawaii State Hospital before the court considers motions for Conditional Release. All services are pursuant to a court ordered examination.	Hawaii Revised Statutes Chapter 704
1	AMHD	Adult Mental Health - Outpatient - Other Svcs, POS, Grants	HTH 420	HO	Federal Block Grant Funds for special projects as described in State Plan for Mental Health Services	Hawaii Revised Statutes Chapter 334
1	AMHD	Adult Mental Health - Outpatient	HTH 420	VAR	This is for the operations of the Community Mental Health Centers, the state operated services provided to individuals with severe and persistent mental illness	Hawaii Revised Statutes Chapter 334
1	AMHD	Hawaii State Hospital	HTH 430	HQ	Operations for Hawaii State Hospital inpatient services. Provides for 24 hour/day care for individuals with severe mental illness deemed dangerous by a court and remanded to the custody of the Director of Health.	Hawaii Revised Statutes Chapter 334
1	AMHD	Community & Consultative Services	HTH 430	HR	Operations for Hawaii State Hospital inpatient services. Provides for 24 hour/day care for individuals with severe mental illness deemed dangerous by a court and remanded to the custody of the Director of Health.	Hawaii Revised Statutes Chapter 334
1	DDD	State Match for Title XIX Program	HTH 501	CN	DDD Medicaid Home and Community based services (HCBS) Program (the "Waiver") provides services to people who would otherwise need to reside in an institution due to the severity of their mental cognitive and physical disability. Services include bathing, dressing, feeding, skilled nursing, daily living skills training, and community provider day health services (Easter Seals, Lanakila, etc). Services were provided to 2,500 recipients statewide in FY2009 at an average cost of \$42,000 per year which is significantly lower than the national average or institutional (ICF/MR) cost of \$155,000 per year. The program receives federal match dollars for services provided at a 65/35% rate.	Chapter 333F, HRS

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1	DDD	Hospital & Comm Dental Svcs	HTH501	ED	Program operates dental clinics and performs dental treatment on institutionally and community placed disabled persons who have very limited access to private sector dental services. Access is limited for adults with developmental, behavioral and medical problems due to a high risk of health complications and a lack of reimbursement for dental care.	Dental Health - Sec. 321-61 to 63, HRS.
1	FHSD	Early Intervention	HTH 560	CG	Early Intervention Section is responsible for ensuring that the state complies with state and federal regulations for Part C of IDEA. This requires that potentially eligible infants and toddlers (0-3 years) receive the required evaluation, and if eligible due to developmental delay or biological risk conditions, receive early intervention services based on their IFSP.	HRS §321-351 to 357 (Infants and Toddlers); Part C of Individuals with Disabilities Education Act (IDEA) (P.L. 108-446)
1	FHSD	Early Intervention	HTH 560	CG	Early Intervention Section is responsible for ensuring that the state complies with state and federal regulations for Part C of IDEA. This requires that potentially eligible infants and toddlers (0-3 years) receive the required evaluation, and if eligible due to developmental delay or biological risk conditions, receive early intervention services based on their IFSP.	HRS §321-351 to 357 (Infants and Toddlers); Part C of Individuals with Disabilities Education Act (IDEA) (P.L. 108-446)
1	FHSD	Women, Infants & Children prgm (WIC)	HTH 560	GI	To improve the nutritional health of eligible women, infants and children by providing quality nutrition education, high risk counseling, breastfeeding promotion and education, health and social services referrals and supplemental foods.	HRS §321-31 (Preventive Medicine) (P.L. 110-246)
1	FHSD	Early Intervention Special Fund	HTH 560	KC	The purpose of the early intervention special fund is to expand and enhance early intervention services for infants and toddlers.	HRS §321-351 to 357 (Infants and Toddlers); Part C of Individuals with Disabilities Education Act (IDEA) (P.L. 108-446)
1	TSP	Tobacco Settlement	HTH 590	KK	Prevention of chronic disease thru creating policy, systems and environmental (PSE) changes; educating public, training and mobilizing priv/pub partners, educating policy makers, building coalitions, guiding and funding community PSE changes, maintaining public health IT warehouse and situational awareness systems to inform process, decisions, policies and conduct research; administer TSSF distribution and tob prev & contr trust fund and activities.	HRS, §328L-2, -4; §321-81, -82
1	EHSD	Environ Hth - Food and Drug	HTH 610	FP	The Food & Drug Branch safeguards public health by ensuring, through inspections, warnings and embargoes, that food, drugs, cosmetics, medical devices & related products are safe, effective & properly labeled. The branch priority is food product safety, given the large number of product recalls & outbreaks of foodborne illnesses occurring nationally & locally. The branch conducts inspections of local food manufacturers, distributors and warehouses to ensure food products are manufactured, packaged and stored properly. The branch ensures that food products that are deemed adulterated or misbranded are immediately removed from sale. The branch assists with food and drug safety issues after natural disasters.	Chapters 321, 328, 328C, 328D, 328E, 330, and 330C, HRS; HAR, Title 11, Chapters 11-29, Food and Food Products; 11-33 Hawaii Drug Formulary of Equivalent Drug Products; 11-35, Shellfish Sanitation; and 11-36, Sale of Prophylactics through Vending Machines.
1	EHSD	Environ Hth - Sanitation	HTH 610	FQ	The Sanitation Branch regulates, educates and services the community regarding food safety, disease prevention, and environmental health. Its primary function is food protection, a complex program focusing on public health practices through education, partnerships, prevention, assessment & compliance. It permits & inspects retail food establishments; assesses & assures that care homes meet sanitation requirements; inspects all public & private schools, beauty & massage establishments, barber shops, milk plants & dairies; licenses tattoo artists & embalmers; and permits & inspects tattoo shops, mortuaries, and public swimming pools.	Chapters 321, 322, 332, 469, and Part XXX HRS; HAR, Title 11, Chapters 11-11 Sanitation, 11-12 Food Service and Food Establishments, 11-13 Public Swimming Pools, 11-14 Housing, 11-15 Milk, 11-16 Recreational Trailer Camps, 11-17 Tattoo Artists, 11-18 Licensing for Sanitarians, and 11-22 Mortuaries, Cemeteries, Embalmers.
2	TSP	Tobacco Prevention & Control	HTH 590	GR	Reducing tobacco consumption thru educating public, monitoring use, coalition building, surveillance, training, advocating for policy changes	HRS, Chapter 328J
2	EMSIPSB	Injury Prevention and Control	HTH 730	MT	Provides a comprehensive array of injury prevention and control programs that include, but are not limited to motor vehicle safety, pedestrian safety, falls and suicide prevention using a spectrum of strategies working through established partnerships and coalitions in communities statewide.	

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2	CDPHND	Kalaupapa Settlement (Hansen's Disease)	HTH 100	DG	HRS Chapter 326, mandates the Department to the extent possible under their purview to provide care and other services to the patient residents of Kalaupapa, and that the patients may remain in Kalaupapa as long as they choose to. The federal government reimburses the State of Hawaii approximately \$1.9 million for the cost of Hansen's disease care.	
2	CDPHND	STD Prevention Svcs	HTH 100	DH	Performs STD prevention, diagnosis and treatment at the Diamond Head STD Clinic and, statewide, in collaboration with community based organizations and providers. Carries out STD case follow up and partner notification to prevent ongoing transmission and re-infection. Coordinates STD surveillance statewide and monitors emerging antimicrobial resistance to prevent treatment failures.	
2	CDPHND	STD Prevention Svcs	HTH 100	DH	A CDC grant funds the state chlamydia and gonorrhea screening program for young women to identify STDs and prevent development of infertility in this population. Hawaii has the fifth highest rate of chlamydia infection in the nation and the highest screening rate.	
2	CDPHND	AIDS Prevention Svcs	HTH 100	DI	Program 1) provides HIV prevention, counseling, testing and referral to care statewide to reduce HIV transmission, directly and through contracts and collaboration with community agencies, 2) supports services for individuals with HIV to access appropriate medical care and prevention counseling to prevent ongoing transmission, and 3) provides mandated surveillance of HIV/AIDS.	
2	CDPHND	AIDS Prevention Svcs	HTH 100	DI	Maintains surveillance of HIV/AIDS in Hawaii as a reportable disease in accordance with HRS §325-101. CDC funding supports HIV prevention and surveillance services while HRSA funding supports HIV/AIDS care and treatment consistent with PHS guidelines through the Ryan White CARE Act.	
2	CDPHND	Public Hlth Nursing	HTH 100	KJ	Focused on the health of populations, communities, and the individuals and families living in them. Multifaceted skilled workforce provides surveillance of access sites, disease/health event investigation, emergency preparedness/response, reimbursable services across lifespan for vulnerable populations with health conditions optimizing health/further disability. Community involvement informs DOH policy development/enforcement.	Public Health Nursing Services - Sec. 321-431-1.7, HRS.
2	CDPHND	Public Hlth Nursing	HTH 100	KJ	This Special fund allows the Branch to collect funds for services provided. Billable services could include case management for vulnerable groups, schools (quality management for DOE medically fragile, health aide/school consultation & training, emergency action plans for students with chronic health conditions).	Public Health Nursing Services Special Fund - Sec. 321-431 to 432, HRS.
2	TSP	Cancer Prevention & Control	HTH 590	GQ	Educating, creating interventions, promoting scientific protocols, and providing T.A. to link community health and medical centers to reduce cancer incidence, improve disease treatment and outcomes.	HRS, §321-41, -42, -43,-45; §324-21; §346-59.2
3	CDPHND	Hale Mohalu at Leahi (Hansen's Disease)	HTH 100	DF	HRS Chapter 326, mandates the Department provide care and treatment facilities for the Kalaupapa patients for the remainder of their lives. Hale Mohalu is a 21-bed facility providing patient care on Oahu for Kaluapapa patients who require acute care or higher levels of care not available in Kalaupapa. We are exploring the possibility of transferring this unit back to Leahi Hospital for provision of SNF and ICF care.	

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3	FHSD	Children with Special Health Needs	HTH 560	CC	CSHNB improves the health and well-being of children with special health care needs (CSHCN), by increasing public awareness and professional education, and assuring access to a system of preventive, early detection, and treatment services. CHSN Program provides service coordination, social work, and nutrition services for CSHCN age 0-21 years; pediatric cardiology and neurology clinics on Neighbor Islands; financial assistance for pediatric specialty services as a safety net. Newborn Metabolic Screening Program assures that all infants born in Hawaii are screened for 32 disorders with serious consequences such as mental retardation or death; tracks, provides follow-up; sets standards/guidelines; provides professional/community education. Genetics Program assesses genetic needs; promotes the prevention, detection, and management of genetic disorders; provides professional/community education. Hawai'i Birth Defects Program monitors birth defects statewide; data are used to warn of increased birth defects, for investigations of causes, and for developing interventions to reduce birth defects.	HRS §321-51 to 54 (Children with Special Health Needs); HRS §321-291 (Newborn Metabolic Screening); HRS §321-421 to 426 (Birth Defects Program)
3	TSP	Diabetes & Chronic Disabling Diseases	HTH 590	GP	Provides Section administrative function; and Diabetes and Chronic Disabling disease monitoring, informing, educating public, linking priv/pub resources, clinical guidance, and training to reduce incidence, improve disease treatment and outcomes.	
3	EHSD	Environ Hth - Vector Control	HTH 610	FN	Within its means, Vector Control provides limited complaint response, surveillance, and treatment for insects & animals of public health significance that can transmit disease. Currently the branch primarily provides information and recommendations on the control and eradication of vectors to the public by phone. The branch, RIFd from 56 to 17 positions, can no longer effectively fulfill its primary mission or goals.	Chapters 321 and 322, HRS; HAR, Title 11, Chapter 11-26, Vector Control.
4	FHSD	Family & Community Support	HTH 560	CF	Administers a statewide system of community and family support services for social-emotional development of those 0-21 years of age including injury and violence prevention and the promotion of positive parenting. Children & Adolescent Wellness Prog goal is to dev comprehensive & integrated programs to support optimal health of children & adolescents by ensuring access to primary prevention svcs to decrease morbidity & mortality. Violence Prevention Prog integrates & dev family violence prevention initiatives through partnerships w/public-private agencies. Administers Domestic Violence & Sexual Assault Special Fund & Child Death Review & Domestic Violence Fatality Review progs.	HRS 321-341
4	FHSD	Healthy Start	HTH 560	CT	Administers the Evidence Based Home Visiting and Community Based Child Abuse Prevention federal grants.	HRS 321-37 Child Abuse and Neglect Prevention and HRS 350B Hawaii Childrens Trust Fund
4	FHSD	Women's Health	HTH 560	CW	Administers a statewide system of women's health services to address the needs of high-risk populations including women in their reproductive years and surrounding pregnancy. Also promotes strategic planning partnerships to develop and distribute strategic plan(s) and actions for women's health across the lifespan.	
5	CDPHND	School Health Aides	HTH 100	KL	Funds 2 RNS and 0.87 FTE LPN for medically fragile.	Public Health Nursing Services - Sec. 321-431-1.7, HRS.

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<b>Emergency Preparedness and Response</b>						
1	DOCD	Bioterrorism	HTH 131	DB	Assess the state of readiness to respond to public health emergencies including conducting and maintaining inventory of necessary public health resources and developing and maintaining necessary public health preparedness plans.	HRS §325-4 to 6; §325-8
1	DOCD	Investigation	HTH 131	DJ	Maintain infectious diseases surveillance to track disease incidence, trends, and impact on public health; investigate disease outbreaks and single cases of important or unusual diseases; recommend improved disease prevention methods to appropriate partners and implement measures to control disease spread; provide guidance for clinicians regarding diagnosis and treatment of infectious diseases.	HRS §302A-1133; §321-29; §321-32; §325-1 to 6; §325-8; §325-15; §353-15
1	SLD	State Lab - Chemistry	HTH 710	MG	Includes Branch Chief, QA/ Certification officers (lost 1 to RIF);DUI Program officer; Substance Abuse Test Program Chemist (lost to RIF). Loss of primacy: Safe Drinking Water Act will result in loss of millions of dollars in funding. Loss of chemical contaminant monitoring of public water systems, food products and recreational waters.	Safe Drinking Water Act of 1974, ammended in 1986 & 1996; 40CFR141 National Primary Drinking Water Regulations; 40CFR 142 Subp. B Regulations Governing State Primacy; HAR 11-19 Emergency Plan for Safe Drinking Water; HAR 11-20 Potable Drinking Water; HAR 11-54 Water Quality Standards; HAR 11-55 Water Pollution Control; HAR 11-29 Food and Food Products
1	SLD	State Lab-Air Surveillance/Analysis	HTH 710	MH	Conducts ambient air analysis for the state as required by the Clean Air Act. Reports data to EPA, DOH and public. Provides VOG alerts to Civil Defense, schools, and DOH. Loss of funds will result in network closure, including 6 vog stations on the Big Island.	Federal Clean Air Act and Amendments: (CAA § 101-131; USC § 7401-7431 - Title I, Air Pollution Prevention and Control); 40 CFR Part 50 (Ambient Air Quality Standards); Part 52.21(Prevention of Significant Deterioration of Air Quality); Part 53 (Ambient Air Monitoring Methods); Part 58 (Ambient Air Quality Surveillance); Part 61(National Emission Standards for Hazardous Air Pollutants); Part 63 (National Emission Standards for Hazardous Air Pollutants for Source Categories); HRS, Chapter 342B, Air Pollution Control; HAR, Title 11, Chapter 59, Ambient Air Quality Standards) and HAR, Title 11, Chapter 60.1, Air Pollution Control.
1	SLD	State Lab - Environ Microbiol	HTH 710	MI	No Food/Dairy Microbiology testing (for bacterial contamination) capabilities due to RIF (5 positions). Suitable private lab not available. Water Microbiology (1 position lost to RIF) tests public water systems and beach waters for compliance and emergencies. Cost to contract lab services would be passed on to consumers (higher water rates).	HAR Title 11 Chap 15 (Milk); HAR Title 11 Chap 11 , 12 (Sanitation); HAR Title 11 Chap 35 (Shellfish sanitation); Safe Drinking Water Act of 1974, ammended in 1986 & 1996; 40CFR141National Primary Drinking Water Regulations; 40CFR 142 Subp. B Regulations Governing State Primacy; HAR 11-19 Emergency Plan for Safe Drinking Water; HAR 11-20 Potable Drinking Water; HAR 11-54 Water Quality Standards; HAR 11-55 Water Pollution Control; HAR 11-29 Food and Food Products; HAR 11-54 Water Quality Standards;

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Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
1	SLD	State Lab-Medical Microbiology	HTH 710	MJ	Loss of Quality Assurance and enteric microbiologists, and tuberculosis testing capability to Legislative cuts. Loss of services will result in inability to receive/test specimens from community (HAR 11-156); conduct microbiological testing on forensic specimens by MOA with City & Counties; and leave state unprepared for pandemic or outbreak. Risk of losing direct/indirect CDC/APHL funds. Estimated cost to privatize TB testing at 252K; bacteriology at 1.4million; and virology at 10.4 million annually based on volume & published list prices.	HAR Title 11 Chap 156-Communicable Diseases; HAR Title 11-Chap 157- Examination & Immunization; HAR Title 11 Chap 164- Tuberculosis; HRS §325-72 - Examination of Sputum; HAR Title 11-110.1; 42 CFR Ch IV Part 493 (CLIA)
1	SLD	State Lab - Central Services	HTH 710	MK	Cannot eliminate. Already underbudgeted. Electricity costs are \$1.2 million and maintenance contracts exceed \$220K leaving little for 3 salaries & no money for unscheduled repairs. Building manager and 2 lab assistants are minimally required to operate SLD facility. Already take from lab programs "B" funds to cover shortfall.	
1	SLD	State Lab - Central Services	HTH 710	MK	Federal Food Emergency Response Network (FERN) Cooperative Agreements (2) awarded to SLD, for advanced laboratory methods development / validation for detecting Salmonella, Shigella, E.coli, norovirus, etc. and BT agents (anthrax, plague, etc.), for food surveillance, defense, & security. Seeking funding & authorization for outbreak investigation testing (Food Micro Unit lost to RIF).	Public Health Security and Bioterrorism Preparedness and Response Act of 2002; 42 CFR Part 73- Select Agents and Toxins; Homeland Security Presidential Directive HSPD-9: Defense of U.S. Agriculture and Food (1-30-04) -Food Emergency Response Network; HRS Title 11 Chap 29-Food and Food products; HRS Title 11 Chap 26 Vector Control.; HAR Title 11-110.1; 42 CFR Ch IV Part 493
1	SLD	State Lab - Hawaii District	HTH 710	ML	Conducts Dairy testing statewide; conducts food testing, recreational water and Drinking water testing for bacteria; Complies with Hawaii Revised Statutes, federal Clean Water Act and Safe Drinking Water EPA regulations; Certified to pack and ship hazardous samples for identification; Ability to respond to emergencies & disasters, & public health protection for Hawaii County.	42 CFR Ch IV Part 493 (CLIA); HAR Title 11, Chapter 15 (Milk); HAR Title 11 Chap 110.1
1	SLD	State Lab - Maui District	HTH 710	MM	Conducts Dairy testing statewide; conducts food testing, recreational water and Drinking water testing for bacteria; Complies with Hawaii Revised Statutes, federal Clean Water Act and Safe Drinking Water EPA regulations; Certified to pack and ship hazardous samples for identification; Ability to respond to emergencies & disasters, & public health protection for Maui County.	42 CFR Ch IV Part 493 (CLIA); HAR Title 11 Chap 110.1
1	SLD	State Lab - Kauai District	HTH 710	MN	Conducts Leptospirosis serology testing statewide; Conducts food response testing, Drinking Water, and recreational water testing for contamination; Complies with Chapter 342D, Hawaii Revised Statutes, and the Federal Clean Water Act. Certified to pack and ship hazardous samples for identification. Ability to respond to emergencies & disasters, & public health protection for Kauai County.	42 CFR Ch IV Part 493 (CLIA); HAR Title 11 Chap110.1
1	EMSIPSB	Emergency Medical Svcs	HTH 730	MQ	Functions include contracting for 911 ambulance services, medical communication system, licensure of all ambulances, electronic ambulance records data collection and analysis, billing and collection of fees for ambulance services, workforce development and other support services to maintain quality pre-hospital medical care throughout communities statewide.	§321-221 to 235, HRS.



**TABLE 1 Priority List of Functions**

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
1	EMSIPSB	Emergency Medical Svcs	HTH 730	MQ	Current Federal grants include funding for Emergency Medical Services for Children, Hospital Preparedness and ESAR/VHP.	§321-221 to 235, HRS.
<b>Clean and Sustainable Environment</b>						
1	EHSD	Environ Hth-Indoor & Radiological Hth	HTH 610	FR	Indoor & Radiological Health Branch: the Noise section implements a statewide community noise program and enforces permissible sound levels for stationary noise sources, construction & agricultural activities. The Radiation section provides radiological incident response to control release of radioactive materials; licenses radiation facilities with electronic products emitting ionizing radiation and/or non-fusion radioactive materials; licenses radiation services such as x-ray equipment installation & medical physics; & provides administrative support to the Radiologic Technology Board. The air conditioning & ventilation program assures proper ventilation & indoor air quality.	Chapters 321, 339K, 342F, 342P, and 466J HRS; federal statutes: Clean Air Act, Toxic Substances Control Act, Mammography Quality Standards Act, Energy Policy Act, National Emissions Standards for Hazardous Air Pollutants (NESHAP); HAR, Title 11, Chapters 11-39, 11-41, 11-44, 11-45, 11-46, 11-501, 11-502, 11-503, and 11-504.
1	EMD	Environ Mgmt - Clean Air	HTH 840	FF	Assures clean, safe air to breathe by evaluating, monitoring, and regulating sources of air pollution. Implements and enforces State and federal air pollution laws and regulations and maintains the statewide ambient air quality monitoring network. Protects public health and prevents the degradation of Hawaii's air quality and quality of life.	Clean Air Act; HRS Chapters 342B Air Pollution Control and 342C Ozone Layer Protection; HAR Title 11, Chapters 11-59 Ambient Air Quality Standards and 11-60 Air Pollution Control.
1	EMD	Environ Mgmt - Clean Water	HTH 840	FG	Protects residents and visitors by regulating known sources of ocean and fresh water pollution; manages and alerts public to factors that threaten clean water; implements Clean Water Act that funds low-cost construction loans for wastewater treatment and collection system construction.	Clean Water Act, PL 95-217; HRS Chapters 342D and 342E; HAR, Title 11, Chapters 11-54 Water Quality Standards and 11-55 Water Pollution Control.
1	EMD	Environ Mgmt - Safe Drinking Water	HTH 840	FH	Assures safe drinking water and public health protection through the regulation and monitoring of public water systems, operator certification, backflow prevention and cross connection control, provision of low interest construction loans for water infrastructure improvements; protecting drinking water sources by implementing underground injection control, ground, and source water protection programs.	Safe Drinking Water Act, HRS: Ch 342E Safe Drinking Water, 340F Mandatory Certification of Personnel in Water Treatment Plants; HAR: Title 11, Chs 11-19 Emergency Plan for Safe Drinking Water, 11-20 Potable Water Systems, Cross Connection and Backflow Control, 11-23 Underground Injection Control, 11-25 Rules relating to Certification of Public Water System Operators, 11-65 Environmental State Revolving Funds.
1	EMD	Environ Mgmt - Solid/Hazardous Waste	HTH 840	FJ	Prevents the release of pollutants that endanger people and the environment, and rehabilitate contaminated lands. Insure proper management of solid and hazardous waste through aggressive enforcement of environmental laws and regulations, promotion of pollution prevention and waste minimization, and development of proactive partnerships with waste generators and the regulated community.	Resource Conservation and Recovery Act, PL 94-580; HRS Ch 342 Parts G, H, I, J, L, N; HAR: Title 11 Ch 11-58-1 Solid Waste Management Control and Chs 11-260, 261, 262, 263, 264, 265, 266, 268, 270, 271, 279, and 280 Hazard Waste Management.

**TABLE 1 Priority List of Functions**

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
1	EMD	Environ Mgmt - Wastewater	HTH 840	FK	Administers the statewide engineering and financial functions relating to water pollution control, wastewater treatment works program, individual wastewater systems program and the water pollution control revolving fund program. By helping local governments and other applicants improve and expand their water pollution control infrastructure, the Wastewater Branch plays a very vital role in the economic development and the development of jobs within Hawaii's communities.	HAR Ch 11-62 Wastewater Systems
1	EMD	Environ Mgmt - Fed \$ Air Surveil	HTH 840	FO	State Lab Division's Air Surveillance and Analysis Section provides the Clean Air Branch with the technical and laboratory support including the sampling of the ambient air, maintaining statewide air monitoring stations, and processing and reporting on the data.	
1	HEER	Hazard Eval & Emerg Response Ofc	HTH 849	FD	Maintains 24-hour emergency response for releases of oil, hazardous materials; enforces Hawaii State Contingency Plan for environmental response; investigates adverse health effects; prepares risk assessments. Implements response and prevention programs relevant to releases of hazardous substances affecting Hawaii's natural resources.	Chapters 128D and 128E, HRS; federal statutes: Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) [aka Superfund]; Emergency Planning and Community Right-to-Know Act; Oil Pollution Act.

TABLE 1 Priority List of Functions

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
<b>Quality and Service Excellence</b>						
1	DOCD	Disease Outbreak Control Divison--Admin	HTH 131	DA	Oversees three programs under its purview: Investigation, Immunization, and Bioterrorism/Preparedness and ensures that the objectives and activities of each work in concert together to enhance Hawaii's overall capacity to ensure the prevention and control of and preparedness and response to infectious diseases and other related issues, both unintentional and intentional. DOCD also works to strengthen collaborations between the Department of Health and multiple other partners in these endeavors, including clinical commercial laboratories, hospitals, schools, civil defense agencies, private organizations, and military among others, to address the threat of emerging infectious diseases and bioterrorism.	HRS §321-4.3; §321-31; §325-5
1	ADAD	Alcohol & Drug Abuse-Admin	HTH 440	HD	HTH 440/HD organizational components and functions are:Administration, which encompasses the Division Administration; Administrative Mgt Services which oversees Division budgeting, financial management and human resource functions; and the Quality Assurance and Improvement, Planning, Eval and Research and Data Office and Prevention Branch which encompasses planning, information systems, needs assessment, grants and contracts management for substance abuse prevention services, accreditation of substance abuse programs, certification of substance abuse counselors, and coordination of the Division's legislative responses, reports, and testimonies. It is important to note that reductions in General Funds may generate a corresponding dollar-for-dollar reduction in federal Substance Abuse Prevention and Treatment (SAPT) Block Grant funds, which will significantly reduce the number of participants served in substance abuse prevention activities, and adults and adolescents who can be admitted for substance abuse treatment services.	Part XVI (Sections 321-191 thru -198) of Chapter 321 HRS, relating to substance abuse. Section 329-40, HRS, relating to methadone treatment programs. Sections 321-191 and -194; Sections 329-2, -3, and -4; and Sections 334-10 and -11, HRS, relating to the Hawaii Advisory Commission on Drug Abuse and Controlled Substances (HACDACS). Section 321-16.5 and 321-16.6, relating to special treatment facilities and therapeutic living programs, respectively. Public Health Services Act, Title XIX, Part B, Subpart II & III, Substance Abuse Prevention and Treatment (SAPT) Block Grant. P.L. 102-321 ADAMHA Reorganization Act P.L. 106-310 Amendments to the Public Health Service Act P.L. 104-191, Health Insurance Portability and Accountability Act (HIPAA) of 1996. P.L. 103-62, Government Performance Results Act (GPRA) of 1993. 45 CFR Part 96.45, 96.51, and 96.120-121 SAPT Block Grant Interim Final Rule 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records. 45 CFR Part 96.130 Tobacco Regulation for SAPT Block Grant. 42 CFR Part 54 and 54a Charitable Choice provisions; final rule.
1	CAMHD	Child & Adolescent Mental Hth-Admin	HTH 460	HF	These positions are the CAMHD Central Admin Office (CAO), Clinical Services Office (CSO), Performance Management Office (PMO) and Administration Sections (Admin). CSO works with the Family Guidance Center (FGC) on critical placements and issues with clients, PMO is the quality assurance section, facility certification, credentialing and program review. Admin handles all fiscal and personnel matters. The CAMHD Administrator and Medical Director are both in this group. They are CSO providing educational pieces to FGCs and providers, utilization management, PMO providing grievance, sentinel events and program monitoring and Admin providing IT services to all CAMHD staff statewide and developing Electronic Health Record.	
1	CAMHD	Child & Adolescent Mental Hth-Admin	HTH 460	HF	DIG grant and Project Hoomohala grant	

**TABLE 1 Priority List of Functions**

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
1	CAMHD	CAMH-Other Svcs, POS, Grants	HTH 460	HO	Block Grant funds used to fund CME for Clinical Directors, support Transition to Adulthood for youths registered with CAMHD, Telehealth and Electronic Health Record equipment, and some contracts that deal with transitioning clients to adulthood.	
1	BHA	Behavioral Health Admin	HTH 495	HA	Deputy Director for BHA is responsible for overseeing all programs in this administration.	Hawaii Revised Statutes Chapter 334
1	AMHD	Adult Mental Hth-Admin	HTH 495	HB	Provides for the leadership, financial accounting, contracting activities, policy setting, oversight, monitoring, and executive management of the Adult Mental Health Division.	Hawaii Revised Statutes Chapter 334
1	AMHD	Adult Mental Hth-Admin	HTH 495	HB	The Mental Health Transformation Grant is a federal grant which is charged with developing a plan for the State to transform mental health services into the vision determined by the Grant teams and participants, outlined in the State Plan, and for implementation by the mental health system.	Hawaii Revised Statutes Chapter 334
1	DDD	Developmental Disabilities Division	HTH 501	KB	These positions provide for the administration of the DD Division including legislative functions, planning, compliance with state and federal CMS rules meeting the DHS Memorandum of Agreement and maintaining critical services for more than 3500 individuals statewide per HRS 333F. These include the medical director, psychologists, PHAO, Division Chief, Medicaid program management staff and Divisional secretarial support.	Chapter 333F, HRS; Chapter 321H, HRS
1	FHSD	Family Hth Svc Admin	HTH 560	KC	Provides administrative & programmatic oversight to MCH, CSHN, & WIC Branches. Administers Title V Block Grant, PCO Grant, SSDI Grant, & CISS-SECCS Grant. Also administers community health centers special fund, early intervention special fund, rural hospital subsidy contracts, & POS contracts for primary care services.	
1	FHSD	Family Hth Svc Admin	HTH 560	KC	a) Title V Block Grant provides low income mothers and children w/access to MCH services; b) PCO Grant coordinates resources contributing to primary care service delivery and workforce issues; c) SSDI Grant facilitates the integration of comprehensive community based systems of health care; d) CISS-SECCS Grant builds early childhood service systems.	
1	HRA	Health Resources Admin	HTH 595	KA	Deputy Director of HRA formulates policies and provides administrative oversight to this administration.	
1	EHSD	Environ Hth - Division Admin	HTH 610	FL	EHSD optimizes prevention & compliance, public health & environmental health practices through statewide programs. EHSD administers the Sanitation and Environmental Health Special Fund that supports outreach and staff trainings and competencies & coordinates statewide activities; oversees management of functions of the various branches -- establishes broad program policies & strategic goals; facilitates effective administrative systems for delivery of services; coordinates services; interprets complex cases pertaining to branch programs; coordinates activities for emergency response; develops new laws, rules or amendments; reviews violation of rules; coordinates budget & personnel processes; coordinates training & outreach programs; & directs performance standards within the division.	Implements and coordinates programs under Chapters 321, 322, 328, 330, 332, 339, 342F, 342P, 466J, 469 and Part XXX HRS

**TABLE 1 Priority List of Functions**

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
1	SLD	State Lab - Admin	HTH 710	MB	Supports SLD & other agencies' testing :CLIA compliance for 5 DOH labs - SLD, DmdHead, HI, Maui, Kauai; BT Agent Registration; IT- \$2M STARLIMS, on-line licensing, Vog data; Safety & Security (State & National critical infrastructure per SCD & DHS); clerical, personnel, contracting, training, Quality Management; Clinical Lab Personnel Certification (HAR 110.1); Substance Abuse Testing Medical Review Officers and substance abuse lab certifications; drinking water lab certification and microorganism imports for proficiency tests.	HRS Title 19 Chap 329B Substance Abuse Testing; HRS-321-161 (Alcohol Breath Testing); HAR-11-114 (Alcohol); HRS Title 10 Chap 321 Administration; HAR Title 11 Chap 110.1 (Clinical Labs); Title 11, Chapter 113 (Substance abuse); HAR Title 11, Chpt 15 (Dairy Lab certification.); 42 CFR Ch IV Part 493 (CLIA)
1	OHCA	Office of Health Care Assurance	HTH 720	MP	License and monitor health care facilities by conducting on-site inspections and complaint investigations of ARCHes, assisted living facilities, domiciliary homes for the developmentally disabled, special treatment facilities and others according to state law to ensure the welfare and safety of elderly, frail and vulnerable patients.	HRS §321-11; HRS §321-15.6; HRS §321-15.61; HRS §321-15.62; HRS §321-15.9; HRS §321-16.5 HRS §321-16.6; HAR Chapter 89, HAR Chapter 90; HAR Chapter 98; HAR Chapter 100.1
1	OHCA	Hospital Medical Facilities Special Fund	HTH 720	MP	Special fund account for licensing fees and fines of health care facilities.	HRS §321-1.4; HRS §321-11.5
1	OHCA	Office of Health Care Assurance	HTH 720	MP	Conduct onsite Medicare certification and state licensing surveys of Medicare/Medicaid eligible health care facilities on behalf of federal CMS and according to state law. Facilities include hospitals, nursing homes, dialysis providers, home health agencies, ambulatory surgical centers and others. Investigate complaints; monitor compliance with federal and state law.	HRS §321 - 11; HRS §321.14.5; HRS §321 - 14.8; HRS §321-15.6; U.S. Department of Health and Human Services (DHHS) Centers for Medicare and Medicaid Services (CMS) under the Social Security Act, Section 1864 (1864 Agreement) and under various sections of 42 Code of Federal Regulations (CFR); HAR Chapter 93; HAR Chapter 94 (soon to be replaced by Ch 94.1); HAR Chapter 95, HAR Chapter 96; HAR Chapter 97; HAR Chapter 99; HAR Chapter 110.1; HAR Chapter 104.1
1	EMSIPSB	Emergency Medical Svcs	HTH 730	MQ	Functions supported by the EMS Special Fund include those described for A funds while the Trauma Special Fund supports the development of the statewide trauma system through support of trauma centers and other necessary components.	§321-221 to 235 and §321-22.5, HRS.
1	OHSM	Health Status Monitoring	HTH 760	MS	OHSM is responsible for the following regulatory functions: Permits to dispose of dead bodies, Permits to disinter human remains, Licenses to Marry, Commissions to perform marriages, Issue Certified Copies of birth, death, and marriage records which allows individuals to obtain social security card, driver license, passport, state ID and other government documents.	Chapter 338, HRS
1	OHSM	Health Status Monitoring	HTH 760	MS	OHSM specially funded activities include the modernization and enhancement of the statewide vital statistics system by developing and implementing electronic registration systems for death and marriage systems including web-based issuance of licenses to marry and permits to perform marriages.	Chapter 338, HRS
1	OHSM	Health Status Monitoring	HTH 760	MS	OHSM federally funded activities include contract deliverables to the federal government for timely and high quality statewide vital statistics on number of births, deaths, fetal deaths, abortions (NCHS/CDC) and enumeration of births for social security numbers and fact of death for the termination of social security benefits (Social Security Administration).	

TABLE 1 Priority List of Functions

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
1	EMD	Environ Mgmt - Division Admin	HTH 840	FE	In order to protect public health and the environment, the EMD plans, organizes, directs, implements, and enforces the laws and rules relating to air and drinking water quality, pollution of our beaches and streams, handling of solid and hazardous waste, operations of wastewater systems, and loans to counties to upgrade their water and wastewater systems.	Clean Air Act, Clean Water Act, Safe Drinking Water Act, Resource Conservation and Recovery Act; HRS: 321-11(21), 321 Part IV, 339K, 340A, 340E and 342; HAR: Title 11 Chs. 11-19 Emergency Plan for Safe Drinking Water, 11-20 Potable Water, 11-21 Cross Connection and Backflow Control, 11-23 Underground Injection Control, 11-54 Water Quality Standards, 11-55 Water Pollution Control, 11-57 Sewage Treatment, 11-58 Solid Waste Management Control, 11-59 Ambient Air Quality Standards, 11-60 Air Pollution Control, 11-61 Certification Standards for Personnel Operating Wastewater Treatment Plants.
1	EHA	Envir Hth Admin-Deputy Dir	HTH 849	FA	Deputy Director is responsible for overseeing all programs within the Environmental Health Administration. Program also includes Environmental Information Manager. Also includes IT Exchange Network Grant and Hearings Officer.	
1	ERO	Environmental Resources Ofc	HTH 849	FB	Manages EHA's fiscal, programming, budgeting, personnel functions. Analyzes, reports on State, Federal expenditures. Maintains master schedule of federal grants, contracts & time and effort reporting system to allocate personnel costs; provides program control for cost, schedule items; reviews legislation for fiscal content; coordinates facilities requirements.	
1	EPO	Environmental Planning Ofc	HTH 849	FC	Provides, writes grants in support of risk-based strategic planning for Environmental Health Administration programs; develops program goals & performance indicators; coordinates with other agencies; liaisons with legislature; sets standards for baseline evaluations of environmental quality; provides environmental mapping & database management services.	
1	DO	Deptl Gen Admin-Director's Office & Comm Off	HTH 907	AA	Director's Office provides leadership and determines overall policy and planning for the department.	
1	ASO	Deptl Gen Admin-ASO	HTH 907	AB	Provides fiscal, budget and facilities support for the entire department. Budget also includes utilities for DOH facilities.	
1	HRO	Deptl Gen Admin-Personnel	HTH 907	AD	Responsible for departmental personnel management and administration, developing and establishing personnel policies, plans, precedents, practices and procedures. Service all managers and employees in programs statewide in the areas of labor relations; position classification and compensation; recruitment and examination; training, safety and employee relations; and employee benefits/transactions.	
1	OPPPD	Preventive Health/Health Svcs BG	HTH 907	AE	Plan, implement and evaluate activities as described in the annual work plan submitted to CDC. Oversee all aspects of PHHSBG administration. Develop special projects, as directed by the PHHSBG Advisory Committee and the Director of Health. Program is 100% federally-funded.	Public Health Service Act, Public Law 102-53 (Federal Statute)

**TABLE 1 Priority List of Functions**

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
1	HISO	Deptl Gen Admin-Hth Info Syst Ofc	HTH 907	AG	Manage, support, and trouble shoot information technology related equipment, services, and systems. Examples of services and systems supported: Email, Internet access, DOH internet web site, DOH SharePoint / intranet web site, Video Conferencing, Data Network infrastructure, security systems (anti-virus, anti-spyware, anti-spam, password/access rights), User PC's, Application systems (FAMIS, PO, G1, Legislative Tracking, vital records, client tracking/billing, Disease surveillance, Immunization, emergency response, etc.)	
1	DHO HI	Deptl Gen Admin-Hawaii District	HTH 907	AL	Provides, local, administrative, fiscal, personnel, and office support to the District Health Officer and ten (10) programs on the island ensuring compliance with State and Departmental procedures. Also represents the Director of Health and is the local contact for the Hawaii County Jurisdiction.	
1	DHO M	Deptl Gen Admin-Maui District	HTH 907	AM	Provides, local, administrative, fiscal, personnel, and office support to the District Health Officer and programs on the island ensuring compliance with State and Departmental procedures.	HRS Title 19, Chapter 321-2 requires the DOH to "maintain its general office in Honolulu and such other offices throughout the State as it, in its discretion, may deem necessary for the proper performance of its functions". HRS Title 19, Chapter 338-2 mandates a statewide system of vital statistics using local agents in the districts.
1	DHO K	Deptl Gen Admin-Kauai District	HTH 907	AN	Under the general guidance of the Director & Deputy Director of Health and using the staff resources on Kauai (with technical support from the relevant parent Divisions), carries out vital public health programs and services within the County of Kauai. This involves actual program delivery & coordination with the Mayor, other local agencies/officials, the hospitals, Emergency Response System & multiple other local constituencies, to keep Kauai healthy.	
1	OPPPD	Office of Planning, Policy and Program Development	HTH 907	AP	Internal service unit coordinating departmental legislative relations and policy making, facilitating administrative rules, monitoring compliance, privacy, and information security, strategic planning, grants administration and technical support, and special program development.  Also includes 100% federally funded special project to coordinate, facilitate, and direct activities relating to rural health provider and facility capacity development, quality improvement, fiscal stability, and sustainability.	
2	CDPHND	Comm Disease Admin	HTH 100	KE	Cost effective coordination, oversight, and policy direction for four distinct statewide programs that focus on disease/health investigation, emergency preparedness/response and prevent/control communicable diseases that commonly occur in difficult to reach populations that are characterized by immigration/migration, unfair stigmatization, poverty, or alcohol/drug abuse. Incorporating social and behavioral determinants are essential. Treatment to prevent transmission is often very prolonged.	

TABLE 1 Priority List of Functions

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
2	AMHD	Adult Mental Health - Outpatient - Other Svcs, POS, Grants	HTH 420	HO	Adult Mental Health Division outpatient contracted services for community based case management services and other rehabilitative services. Population served is individuals with severe and persistent mental illness who are living in the community. Many have been discharged from Hawaii State Hospital.	Hawaii Revised Statutes Chapter 334
2	ADAD	Alcohol & Drug Abuse-- Other Svcs	HTH 440	HO	HTH 440/HO consists of State, federal and special funds that are contracted to provide substance abuse prevention and treatment services statewide. Unlike other agencies, ADAD does not provide direct services; all substance abuse prevention and treatment services are procured and contracted. It is important to note that reductions in General Funds may generate a corresponding dollar-for-dollar reduction in federal Substance Abuse Prevention and Treatment (SAPT) Block Grant funds, which will significantly reduce the number of participants served in substance abuse prevention activities, and adults and adolescents who can be admitted for substance abuse treatment services.	Part XVI (Sections 321-191 thru -198) of Chapter 321 HRS, relating to substance abuse. Section 329-40, HRS, relating to methadone treatment programs. Sections 321-191 and -194; Sections 329-2, -3, and -4; and Sections 334-10 and -11, HRS, relating to the Hawaii Advisory Commission on Drug Abuse and Controlled Substances (HACDACS). Section 321-16.5 and 321-16.6, relating to special treatment facilities and therapeutic living programs, respectively. Chapter 42F, HRS, relating to grants and subsidies. Chapter 103F, HRS, relating to purchases of health and human services.  Public Health Services Act, Title XIX, Part B, Subpart II & III, Substance Abuse Prevention and Treatment (SAPT) Block Grant. P.L. 102-321 ADAMHA Reorganization Act P.L. 106-310 Amendments to the Public Health Service Act P.L. 104-191, Health Insurance Portability and Accountability Act (HIPAA) of 1996. P.L. 103-62, Government Performance Results Act (GPRA) of 1993. 45 CFR Part 96.45, 96.51, and 96.120-121 SAPT Block Grant Interim Final Rule 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records. 45 CFR Part 96.130 Tobacco Regulation for SAPT Block Grant. 42 CFR Part 54 and 54a Charitable Choice provisions; final rule.



TABLE 1 Priority List of Functions

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
2	ADAD	Alcohol & Drug Abuse-- Comm & Consultative	HTH 440	HR	HTH 440/HR consists of the Treatment and Recovery Branch, which oversees the planning, development, and contracting of substance abuse treatment, intervention, and recovery services; monitoring of contracted providers and services; provision of consultant services and technical assistance related to substance abuse prevention, intervention, and treatment to the public and private sectors; and education of the public and private sectors regarding prevention and clinical issues in the substance abuse field. It is important to note that reductions in General Funds may generate a corresponding dollar-for-dollar reduction in federal Substance Abuse Prevention and Treatment (SAPT) Block Grant funds, which will significantly reduce the number of participants served in substance abuse prevention activities, and adults and adolescents who can be admitted for substance abuse treatment services.	Part XVI (Sections 321-191 thru -198) of Chapter 321 HRS, relating to substance abuse. Section 329-40, HRS, relating to methadone treatment programs. Sections 321-191 and -194; Sections 329-2, -3, and -4; and Sections 334-10 and -11, HRS, relating to the Hawaii Advisory Commission on Drug Abuse and Controlled Substances (HACDACS). Section 321-16.5 and 321-16.6, relating to special treatment facilities and therapeutic living programs, respectively. Chapter 42F, HRS, relating to grants and subsidies. Chapter 103F, HRS, relating to purchases of health and human services. Public Health Services Act, Title XIX, Part B, Subpart II & III, Substance Abuse Prevention and Treatment (SAPT) Block Grant. P.L. 102-321 ADAMHA Reorganization Act P.L. 106-310 Amendments to the Public Health Service Act P.L. 104-191, Health Insurance Portability and Accountability Act (HIPAA) of 1996. P.L. 103-62, Government Performance Results Act (GPRA) of 1993. 45 CFR Part 96.45, 96.51, and 96.120-121 SAPT Block Grant Interim Final Rule 42 CFR Part 2, Confidentiality of Alcohol and Drug Abuse Patient Records. 45 CFR Part 96.130 Tobacco Regulation for SAPT Block Grant. 42 CFR Part 54 and 54a Charitable Choice provisions; final rule.
2	CAMHD	CAMH-Other Svcs, POS, Grants	HTH 460	HO	Direct service to CAMHD behaviorally troubled youth are largely provided through POS contracts to provider agencies that contract for various levels of care matched to the child's needs in various locations throughout the state. These monies are used to support all levels of care from Hospital Based Residential treatment, through therapeutic foster home support, group homes, as well as individual outpatient therapy and evidence based programs, among others. This category supports therapeutic services to CAMHD youth.	
2	CAMHD	CAMH-Other Svcs, POS, Grants	HTH 460	HO	Special-funded positions located in the Family Guidance Center maintain quality standards within the center. One of these positions will be abolished with the consolidation of Windward Oahu FGC and Central Oahu FGC. These are critical to CAMHD meeting the MedQUEST requirements for reimbursement.	
2	CAMHD	Child & Adolescent Mental Hth	HTH 460	VAR	These positions are all located in the FGCs statewide. The positions consist of Branch Chiefs (BC), Psychiatrists (CD), Psychologists (CP), Supervisors, PHAO, Human Service Professionals (HSP) and support staff. The HSP provides all case management to the registered clients. The PHAO handles all fiscal and personnel and office management matters, the BC oversees day to day running of the branch. The CD and CP both provide direct services to the clients, including assessment.	

**TABLE 1 Priority List of Functions**

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
2	DDD	Purchase of Services, CMIS	HTH 501	CM	Purchase of Service Contracts include: Long-term Adult Supports and Services, Crisis Services and residential supports. Developmental Disabilities Domiciliary Homes- 117 five bed group homes and apartments that house individuals with severe medical, developmental and cognitive disabilities who qualify for institutional care (most are former residents of Waimano Training School and Hospital) many without family. These services are required under HRS Chapter 333F-2. Crisis Contract provides emergency support to DDD's individuals.	Chapter 333F, HRS
2	DDD	CMISB Admin	HTH 501	CU	Administrative functions for Case management include fiscal and administrative support that are critical to client intake and maintenance, claims processing and payment and provider support.	
2	DDD	CMIS - CQ/CV/JO/JQ/JR/JS	HTH 501	VAR	DDD case mgt system is governed by Section 333F-2 mandating DOH to "develop, lead, administer coordinate, monitor, evaluate & set direction for a comprehensive system of supports & svcs for persons w/developmental disabilities or mental retardation..." Case managers provide a critical life sustaining function on all islands serving 3,500 individuals w/dev disabilities and/or mental retardation (DD/MR). CMS requires case managers to assure quality care & svcs are provided and health and safety maintained.	Chapter 333F, HRS
2	DDC	Developmental Disabilities Council	HTH 905	AH	The Council develops a 5-year state plan that serves as a guide to the development and delivery of services for individuals with DD and their families. The Council provides advocacy, capacity building, and systems change activities through outreach, training, technical assistance, education, coordination, system design/redesign, coalition development, informing policymakers, and demonstration of new approaches and best practices.	Chapter 333E, HRS and P.L. 106-402
3	DDD	DSB Admin	HTH 501	JA	Disabilities Supports Branch is remnant of former Waimano Institution. Provides quality caregiver initiatives required by CMS, mgt of Crisis Contract, Therapeutic Treatment Program & neurotrauma special fund & supports for persons w/severe brain injury. Fulfills requirements of DOH HAR Chapter 11-148, certification processes for caregivers of Adult Foster Homes. There are approximately 340 Adult Foster Homes with 600+ clients. Ensures health & safety in housing & program supports to very vulnerable people. After RIF in Nov. 2009, there will be (2) remaining in Certification & total of 4 employees in Branch. HRS 321H requires department provide neurotrauma survivor supports for persons w/severe disabilities.	Chapter 333F, HRS; Chapter 321H, HRS
3	TSP	Diabetes & Chronic Disabling Diseases	HTH 590	GP	Provides Section administrative function; and Diabetes and Chronic Disabling disease monitoring, informing, educating public, linking priv/pub resources, clinical guidance, and training to reduce incidence, improve disease treatment and outcomes.	HRS; §321-41, -42, -43, -45; §324-21; §321-81, -82
4	DDD	Neurotrauma, DDSB	HTH 501	JN	Per HAR [§321H-2] the department of health shall develop services for survivors of neurotrauma injuries. This statute establishes a special fund from traffic fines to identify and meet the needs of persons with severe neurotrauma and have oversight from two advisory boards to administer the neurotrauma special fund. This DSB branch utilizes this fund to: 1) provide education for the prevention of neurotrauma; 2) assist individuals and family members to obtain services; 3) maintain a Registry of incidents, prevalence, and outcomes for survivors of traumatic brain injury; 4) contract to provide peer mentoring for survivors to reintegrate into the community. It is critical that this resource be available as there are no other supports specific to address the needs of traumatic brain injury survivors. All former neurotrauma staff positions were eliminated earlier this year.	Chapter 321H, HRS

**TABLE 1 Priority List of Functions**

Priority	Division	Program	Prog ID	Org cd	Description of Function/Activities	Statutory Reference
4	DDD	DSB - JD/JE	HTH 501	VAR	JD:Adult Day Services positions have been abolished. JE: The Deficit Reduction Act of 2005, Section 6086(b) mandates that the Agency for Healthcare Research and Quality develop measures for assessing the quality of home and community -based services provided by States under their Medicaid Programs. The Quality Assurance & Support Services Section is responsible for implementation of the Division's quality outcomes measures which includes participation in the National Core Indicator Project. The state also oversees the Crisis Shelter Contract, man the consumer help line, and provide logistical support for the neurotrauma section. Currently there are (2) staff members. This branch reviews data from the Hawaii National Core Indicator Project and augments with additional survey data as it relates to the Makin Settlement, 5-year Plan and Division mission and assures it meets the statutory requirements.	Chapter 333F, HRS
4	FHSD	Maternal & Child Health Admin	HTH 560	CK	Includes chief, secretary, data unit (DU), and administrative support unit (ASU). Oversees two sections administering MCH programs ensuring availability, adequacy, and quality services. DU collects data, provides statistical analysis, and disseminates information to monitor and evaluate efficacy of services. ASU provides administrative support activities for the branch including personnel services.	
4	SHPDA	State Hth Planning & Devel Agency	HTH 906	AC	1. Administration of Certificate of Need (CON) Process; 2. Organizing and providing staff support to six subarea health councils (SAC) and the State Health Coordinating Council (SHCC); 3. Development of the State Health Services and Facilities Plan; 4. Preparation of the Health Care Utilization Report.	HRS, Chapter 323D
5	DDD	Purchase of Services, CMIS	HTH 501	CM	This Partnership In Community Living program has been terminated and no longer exists. It provided for services to individuals not eligible for Medicaid services. In FY 2010 the funds were not allocated to the Division because there was no special fund established. Without a special fund, the budget will not be used.	
5	OEQC	Ofc of Environ Quality Control	HTH 850	FS	Serves Governor in an advisory capacity on all matters relating to environmental quality control.	HRS Chapter 341.
5	OPPPD	Special Projects	HTH 907	AE	Funds were originally appropriated for Felix coordination.	

Department of Health  
Department Totals

Table 2

Fiscal Year 2014				
Act 134/13 Appropriation	Restriction	Emergency Appropriations	Total FY14	MOF
\$ 412,305,126.00			\$ 412,305,126.00	A
\$ 203,502,821.00			\$ 203,502,821.00	B
\$ 87,282,541.00			\$ 87,282,541.00	N
\$ 4,673,193.00			\$ 4,673,193.00	U
\$ 168,550,097.00			\$ 168,550,097.00	W
\$ 39,638,501.00			\$ 39,638,501.00	P
\$ 915,952,279.00	\$ -	\$ -	\$ 915,952,279.00	Total
Fiscal Year 2015				
Act 134/13 Appropriation	Reductions	Additions	Total FY15	MOF
\$ 404,993,454.00			\$ 404,993,454.00	A
\$ 210,152,437.00			\$ 210,152,437.00	B
\$ 87,282,541.00			\$ 87,282,541.00	N
\$ 4,673,193.00			\$ 4,673,193.00	U
\$ 168,684,167.00			\$ 168,684,167.00	W
\$ 39,638,501.00			\$ 39,638,501.00	P
\$ 915,424,293.00	\$ -	\$ -	\$ 915,424,293.00	Total

Department of Health  
Program ID Totals

Table 3

Prog ID	Program Title	MOF	As appropriated by Act 134/13 (FY14)			Governor's Submittal (FY15)			Percent Change of \$\$\$\$
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	
HTH100	Communicable Disease Svcs	A	249.87	3.30	24,288,286	249.87	3.30	24,288,426	0%
		B	-	-	90,720	1.00	3.00	361,431	298%
		N	-	2.00	3,507,482	-	2.00	3,407,505	-3%
		P	16.00	38.50	4,834,498	16.00	40.50	5,008,971	4%
		U	-	1.00	131,746	-	1.00	131,746	0%
HTH131	Disease Outbreak Control	A	20.60	-	1,613,768	20.60	1.00	2,468,333	53%
		N	31.40	36.00	10,736,954	31.40	36.00	10,736,954	0%
		P	-	9.00	1,143,691	-	12.00	1,361,116	19%
HTH420	Adult Mental Hth - Outpatient	A	145.50	193.00	72,810,662	145.50	193.00	59,097,002	-19%
		B	-	-	11,610,000	-	-	11,610,000	0%
		N	-	5.00	1,632,230	-	5.00	1,632,230	0%
HTH430	Adult Mental Hth - Inpatient	A	615.00	51.00	52,895,657	615.00	51.00	57,999,657	10%
HTH440	Alcohol & Drug Abuse	A	22.00	-	19,005,362	22.00	1.00	18,611,878	-2%
		B	-	-	500,000	-	-	500,000	0%
		N	6.00	4.50	7,915,082	6.00	4.50	7,915,082	0%
		P	-	5.50	5,947,262	-	5.50	5,947,262	0%
HTH460	Child & Adolescent Mental Hth	A	161.00	25.00	40,038,386	159.00	25.00	40,088,386	0%
		B	17.00	6.00	14,985,824	17.00	6.00	14,985,824	0%
		N	-	-	2,387,825	-	-	1,387,825	-42%
		P	-	14.00	2,000,000	-	22.00	2,928,851	46%
		U	-	2.00	2,264,888	-	2.00	2,264,888	0%
HTH495	Behavioral Hth Admin	A	57.50	52.50	6,760,523	53.50	52.50	6,568,683	-3%
		N	-	-	0	-	-	0	
		P	-	3.50	1,236,863	-	2.50	731,827	-41%
HTH501	Developmental Disabilities	A	203.75	14.00	71,614,634	203.75	14.00	72,282,522	1%
		B	3.00	-	1,038,992	3.00	-	1,038,992	0%
HTH520	Disability & Comm Access Bd	A	5.00	11.00	1,230,625	5.00	11.00	1,230,625	0%
		B	-	-	10,000	-	-	10,000	0%
		U	2.00	-	253,338	2.00	-	253,338	0%
HTH560	Family Health Svcs	A	108.00	3.50	25,296,742	112.00	5.50	27,610,480	9%
		B	14.00	3.00	20,937,704	16.00	3.00	20,969,607	0%
		N	173.00	12.20	45,162,123	171.00	12.00	44,832,095	-1%
		P	6.50	23.80	8,972,011	6.50	25.75	9,258,172	3%
		U	-	-	203,441	-	-	203,441	0%
HTH590	Tobacco Settlement	A	-	-	1,552,565	-	-	0	-100%
		B	39.00	1.00	50,319,643	39.50	8.50	51,010,628	1%
		N	-	-	0	-	-	0	
		P	11.00	22.00	5,335,092	10.50	14.50	4,282,931	-20%
HTH595	Health Resources Admin	U	-	7.00	1,589,845	-	-	0	-100%
		A	2.00	-	150,379	2.00	-	169,951	13%
		B	-	-	0	-	-	0	

Department of Health  
Program ID Totals

Table 3

Prog ID	Program Title	MOF	As appropriated by Act 134/13 (FY14)			Governor's Submittal (FY15)			Percent Change of \$\$\$\$
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	
HTH610	Environmental Health Svcs	A	100.00	-	5,598,048	104.00	-	5,750,424	3%
		B	18.00	-	1,640,404	21.00	-	1,897,437	16%
		N	2.00	2.00	67,711	2.00	-	253,443	274%
		P	4.00	(2.00)	526,971	4.00	-	381,534	-28%
		U	1.00	-	55,481	1.00	-	55,481	0%
HTH710	State Laboratory Svcs	A	72.00	1.00	6,810,558	72.00	1.00	7,333,798	8%
		N	-	-	11,129	-	-	0	-100%
		P	-	4.00	486,234	-	4.00	399,829	-18%
HTH720	Health Care Assurance	A	19.60	-	1,479,878	23.60	-	2,149,360	45%
		B	-	-	406,000	-	-	406,000	0%
		N	-	-	73,128	-	-	0	-100%
		P	17.40	-	1,564,720	14.40	-	2,477,122	58%
		U	-	-	0	-	-	0	
HTH730	Emergency Med Svcs & Injury Prev Sys	A	13.00	1.40	57,191,251	13.00	1.40	55,891,251	-2%
		B	-	2.00	20,072,874	-	6.00	26,746,707	33%
		N	-	-	10,563	-	-	0	-100%
		P	3.00	3.50	1,072,116	-	2.00	232,710	-78%
		U	-	-	0	-	-	0	
HTH760	Health Status Monitoring	A	29.50	3.00	1,410,190	29.50	3.00	1,410,190	0%
		B	1.00	3.00	660,155	1.00	3.00	660,155	0%
		N	-	-	0	-	-	0	
		P	3.00	-	234,870	3.00	-	319,870	36%
		U	-	-	0	-	-	0	
HTH840	Environmental Management	A	36.00	-	2,604,474	42.00	-	3,625,758	39%
		B	64.00	5.00	81,068,234	67.00	5.00	81,032,818	0%
		N	37.80	3.00	7,709,657	36.80	3.00	6,962,003	-10%
		P	8.00	3.00	1,588,478	8.00	3.00	1,588,478	0%
		W	50.20	-	164,322,698	48.20	-	164,484,799	0%
		U	2.00	-	174,454	2.00	-	174,454	0%
HTH849	Environmental Health Admin	A	10.00	0.25	1,243,616	12.00	0.25	1,432,360	15%
		B	0.50	-	48,271	0.50	-	48,271	0%
		N	5.50	0.75	579,620	5.50	0.75	579,620	0%
		P	9.00	3.00	2,601,187	9.00	3.00	2,395,859	-8%
		W	26.00	4.00	4,227,399	26.00	4.00	4,128,675	-2%
HTH850	Off of Environmental Quality Control	A	5.00	-	344,488	5.00	-	494,488	44%
HTH904	Executive Office on Aging	A	5.74	2.35	8,133,402	5.74	2.35	12,269,339	51%
		N	8.26	1.00	7,010,240	8.26	1.00	6,905,707	-1%
		P	-	5.00	592,678	-	5.00	1,015,697	71%
HTH905	Developmental Disabilities Council	A	1.50	1.00	218,048	1.50	1.00	218,048	0%
		N	6.50	-	478,797	6.50	-	478,797	0%
HTH906	State Hth Planning & Dev Agency	A	6.00	-	484,429	6.00	-	484,429	0%
		B	-	-	114,000	-	-	114,000	0%

Department of Health  
Program ID Totals

Table 3

Prog ID	Program Title	MOF	As appropriated by Act 134/13 (FY14)			Governor's Submittal (FY15)			Percent Change of \$\$\$\$
			Pos (P)	Pos (T)	\$\$\$	Pos (P)	Pos (T)	\$\$\$	
HTH907	General Administration	A	118.50	5.00	9,216,927	120.50	5.00	11,537,215	25%
		N	-	-	0	-	-	0	
		P	-	2.00	1,501,830	-	2.00	845,816	-44%
HTH908	Office of Language Access	A	3.00	-	312,228	5.00	-	457,384	46%
		<b>TOTALS</b>	2,596.12	602.55	915,952,279	2,612.12	618.80	920,825,985	1%
BY MOF		A	2,010.06	367.30	412,305,126	2,028.06	371.30	413,469,987	0%
		B	156.50	20.00	203,502,821	166.00	34.50	211,391,870	4%
		N	270.46	66.45	87,282,541	267.46	64.25	85,091,261	-3%
		P	77.90	134.80	39,638,501	71.40	141.75	39,176,045	-1%
		W	76.20	4.00	168,550,097	74.20	4.00	168,613,474	0%
		U	5.00	10.00	4,673,193	5.00	3.00	3,083,348	-34%
	<b>TOTALS</b>		2,596.12	602.55	915,952,279	2,612.12	618.80	920,825,985	1%

FY 15 SUPPLEMENTAL BUDGET  
DEPARTMENT SUMMARY OF OPERATING BUDGET ADJUSTMENT REQUESTS  
DEPARTMENT OF HEALTH

MOF	FY 15		
	FTE (P)	FTE (T)	\$ Amount
A	2,011.06	367.30	404,993,454
B	159.50	20.00	210,152,437
N	270.46	66.45	87,282,541
P	77.90	134.80	39,638,501
R			
S			
T			
U	5.00	10.00	4,673,193
W	76.20	4.00	168,684,167
X			
V			

TOTAL 2,600.12 602.55 915,424,293

Prog ID/Org	Dept Pri	Description	MOF	Initial Department Request			Initial B&F Recommendation			Governor's Decision		
				FY 15			FY 15			FY 15		
				FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount
HTH 100/KJ	TR-1a	Transfer out funds from Other Personal Services to HTH 595/KA to fund HRA Administration shortfall	A			(19,572)			(19,572)			(19,572)
HTH 595/KA	TR-1b	Transfer in funds from HTH 100/KJ to fund HRA Administration shortfall	A			19,572			19,572			19,572
HTH 100/KJ	TR-2a	Transfer out funds to HTH 907/AM fund a position in Maui DHO	A			(30,288)			(30,288)			(30,288)
HTH 460/HM	TR-2b	Transfer out position count to HTH 907/AM (HSP III, #111890)	A	(1.00)			(1.00)			(1.00)		
HTH 907/AM	TR-2c	Trade-off/Transfer 1.00 permanent count from Child & Adolescent Mental Health Division (CAMHD) HTH 460HM to Maui District Health Office (MDHO) HTH 907AM to establish a Systems Support Specialist. Trade-Off/Transfer funds for position from Public Health Nursing HTH 100KJ to MDHO HTH 907AM.	A	1.00		30,288	1.00		30,288	1.00		30,288
HTH 131/DJ	TR-3a	Transfer out 0.60 FTE Epi Spec, #42256, to HTH 131/DC Immunizations	A	(0.60)		(25,000)	(0.60)		(25,000)	(0.60)		(25,000)
HTH 131/DC	TR-3b	Transfer in 0.60 FTE Epi Spec, #42256, from HTH 131/DJ,	A	0.60		25,000	0.60		25,000	0.60		25,000
HTH 420/HQ	TR-4a	Transfer out funds from HTH 420/HQ to HTH 430/HQ	A			(5,104,000)			(5,104,000)			(5,104,000)
HTH 430/HQ	TR-4b	Transfer in funds from HTH 420/HQ to HTH 430/HQ	A			5,104,000			5,104,000			5,104,000
HTH 430/HQ	TR-5	Transfer of Temporary Position and Funds Within HTH 430/HQ. Housekeeping effort is to align the budget with the organizational structure	A			-			(15,462)			-
HTH 440/HR	TR-6a	Transfer out from HR to HD of Prog Spec Substance Abuse IV (#117897) & Alcohol Training Coord (#44246)	A	(2.00)		(88,624)	(2.00)		(88,339)	(2.00)		(88,339)
HTH 440/HD	TR-6b	Transfer in from HR to HD of Prog Spec Substance Abuse IV (#117897) & Alcohol Training Coord (#44246)	A	2.00		88,624	2.00		88,339	2.00		88,339
HTH 460/HE	TR-7a	Transfer position count to HTH 907/AD (PHAO III, #51100)	A	(1.00)		-	(1.00)		-	(1.00)		-
HTH 907/AD	TR-7b	Trade-off/Transfer 1.00 perm count from Child and Adolescent Mental Health Division (CAMHD) HTH 460HE to Gen Admin Human Resources Office HTH 907AD to establish an Office Assistant III and transfer of general funds from Personal Services Adjustment to salary to fund the Office Assistant (OA) III.	A	1.00		-	1.00		-	1.00		-
HTH 501/CQ	TR-8a	Transfer out positions and funding from HTH 501/CQ to HTH 501/CU to implement Reorg approved Dec 2011	A	(3.00)		(167,235)	(3.00)		(167,235)	(3.00)		(167,235)
HTH 501/CU	TR-8b	Transfer in positions and funding from HTH 501/CQ to HTH 501/CU to implement Reorg approved Dec 2011	A	3.00		167,235	3.00		167,235	3.00		167,235
HTH 501/CQ	TR-9a	Transfer out positions and funding from HTH 501/CQ to HTH 501/CV to implement Reorg approved Dec 2011	A	(1.00)	(3.00)	(167,430)	(1.00)	(3.00)	(167,430)	(1.00)	(3.00)	(167,430)
HTH 501/CV	TR-9b	Transfer in positions and funding from HTH 501/CQ to HTH 501/CV to implement Reorg approved Dec 2011	A	1.00	3.00	167,430	1.00	3.00	167,430	1.00	3.00	167,430



Prog ID/Org	Dept Pri	Description	MOF	Initial Department Request			Initial B&F Recommendation			Governor's Decision		
				FY 15			FY 15			FY 15		
				FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount
HTH 501/CQ	TR-10a	Transfer out positions and funding from HTH 501/CQ to HTH 501/JA to implement Reorg approved Dec 2011	A	(6.00)	(1.00)	(408,532)	(6.00)	(1.00)	(408,532)	(6.00)	(1.00)	(408,532)
HTH 501/JA	TR-10b	Transfer in positions and funding from HTH 501/CQ to HTH 501/JA to implement Reorg approved Dec 2011	A	6.00	1.00	408,532	6.00	1.00	408,532	6.00	1.00	408,532
HTH 501/CQ	TR-11a	Transfer out positions and funding from HTH 501/CQ to HTH 501/JO to implement Reorg approved Dec 2011	A	(1.00)		(82,347)	(1.00)		(82,347)	(1.00)		(82,347)
HTH 501/JO	TR-11b	Transfer in position and funding from HTH 501/CQ to HTH 501/JO to implement Reorg approved Dec 2011	A	1.00		82,347	1.00		82,347	1.00		82,347
HTH 501/CQ	TR-12a	Transfer out positions and funding from HTH 501/CQ to HTH 501/KB to implement Reorg approved Dec 2011	A	(5.00)		(289,730)	(5.00)		(289,730)	(5.00)		(289,730)
HTH 501/KB	TR-12b	Transfer in positions and funding from HTH 501/CQ to HTH 501/KB to implement Reorg approved Dec 2011	A	5.00		289,730	5.00		289,730	5.00		289,730
HTH 501/CU	TR-13a	Transfer out positions and funding from HTH 501/CU to HTH 501/JA to implement Reorg approved Dec 2011	A	(1.00)		(44,370)	(1.00)		(44,370)	(1.00)		(44,370)
HTH 501/JA	TR-13b	Transfer in positions and funding from HTH 501/CU to HTH 501/JA to implement Reorg approved Dec 2011	A	1.00		44,370	1.00		44,370	1.00		44,370
HTH 501/CU	TR-14a	Transfer out positions and funding from HTH 501/CU to HTH 501/JO to implement Reorg approved Dec 2011	A	(1.00)		(35,027)	(1.00)		(35,027)	(1.00)		(35,027)
HTH 501/JO	TR-14b	Transfer in positions and funding from HTH 501/CU to HTH 501/JO to implement Reorg approved Dec 2011	A	1.00		35,027	1.00		35,027	1.00		35,027
HTH 501/CU	TR-15a	Transfer out positions and funding from HTH 501/CU to HTH 501/KB to implement Reorg approved	A	(6.00)	(2.00)	(400,888)	(6.00)	(2.00)	(400,888)	(6.00)	(2.00)	(400,888)
HTH 501/KB	TR-15b	Transfer in positions and funding from HTH 501/CU to HTH 501/KB to implement Reorg approved Dec 2011	A	6.00	2.00	400,888	6.00	2.00	400,888	6.00	2.00	400,888
HTH 501/CV	TR-16a	Transfer out positions and funding from HTH 501/CV to HTH 501/JA to implement Reorg approved Dec 2011	A		(1.00)	(20,711)		(1.00)	(20,711)		(1.00)	(20,711)
HTH 501/JA	TR-16b	Transfer in positions and funding from HTH 501/CV to HTH 501/JA to implement Reorg approved Dec 2011	A		1.00	20,711		1.00	20,711		1.00	20,711
HTH 501/CV	TR-17a	Transfer out positions and funding from HTH 501/CV to HTH 501/JO to implement Reorg approved Dec 2011	A	(1.00)		(66,706)	(1.00)		(66,706)	(1.00)		(66,706)
HTH 501/JO	TR-17b	Transfer in positions and funding from HTH 501/CV to HTH 501/JO to implement Reorg approved Dec 2011	A	1.00		66,706	1.00		66,706	1.00		66,706
HTH 501/CV	TR-18a	Transfer out positions and funding from HTH 501/CV to HTH 501/KB to implement Reorg approved Dec 2011	A	(1.00)		(48,670)	(1.00)		(48,670)	(1.00)		(48,670)
HTH 501/KB	TR-18b	Transfer in positions and funding from HTH 501/CV to HTH 501/KB to implement Reorg approved Dec 2011	A	1.00		48,670	1.00		48,670	1.00		48,670
HTH 501/JE	TR-19a	Transfer out positions and funding from HTH 501/JE to HTH 501/CV to implement Reorg approved Dec 2011	A	(2.00)		(78,864)	(2.00)		(78,864)	(2.00)		(78,864)
HTH 501/CV	TR-19b	Transfer in positions and funding from HTH 501/JE to HTH 501/CV to implement Reorg approved Dec 2011	A	2.00		78,864	2.00		78,864	2.00		78,864
HTH 501/JE	TR-20a	Transfer out positions and funding from HTH 501/JE to HTH 501/JA to implement Reorg approved Dec 2011	A	(7.00)		(468,671)	(7.00)		(468,671)	(7.00)		(468,671)
HTH 501/JA	TR-20b	Transfer in positions and funding from HTH 501/JE to HTH 501/JA to implement Reorg approved Dec 2011	A	7.00		468,671	7.00		468,671	7.00		468,671
HTH 501/JO	TR-21a	Transfer out positions and funding from HTH 501/JO to HTH 501/CV to implement Reorg approved Dec 2011	A	(1.00)		(55,764)	(1.00)		(55,764)	(1.00)		(55,764)
HTH 501/CV	TR-21b	Transfer in positions and funding from HTH 501/JO to HTH 501/CV to implement Reorg approved Dec 2011	A	1.00		55,764	1.00		55,764	1.00		55,764
HTH 501/KB	TR-22a	Transfer out positions and funding from HTH 501/KB to HTH 501/CU to implement Reorg approved Dec 2011	A	(1.00)		(47,209)	(1.00)		(47,209)	(1.00)		(47,209)
HTH 501/CU	TR-22b	Transfer in positions and funding from HTH 501/KB to HTH 501/CU to implement Reorg approved Dec 2011	A	1.00		47,209	1.00		47,209	1.00		47,209
HTH 501/KB	TR-23a	Transfer out positions and funding from HTH 501/KB to HTH 501/CV to implement Reorg approved Dec 2011	A	(1.00)		(47,209)	(1.00)		(47,209)	(1.00)		(47,209)
HTH 501/CV	TR-23b	Transfer in positions and funding from HTH 501/KB to HTH 501/CV to implement Reorg approved Dec 2011	A	1.00		47,209	1.00		47,209	1.00		47,209
HTH 501/KB	TR-24a	Transfer out positions and funding from HTH 501/KB to HTH 501/JO to implement Reorg approved Dec 2011	A	(1.00)		(36,795)	(1.00)		(36,795)	(1.00)		(36,795)
HTH 501/JO	TR-24b	Transfer in positions and funding from HTH 501/KB to HTH 501/JO to implement Reorg approved Dec 2011	A	1.00		36,795	1.00		36,795	1.00		36,795
HTH 560/CW	TR-25a	Transfer out PRAMS Prgm from MCHB (HTH 560/CW) comprised of 2.00 FTE, Program Specialist IV #117568 and Office Assistant IV #118372 and operating funds to FHSD Administration (HTH 560/KC) per reorganization. This is a "housekeeping" request.	P	(2.00)		(195,445)	(2.00)		(195,445)	(2.00)		(195,445)

Prog ID/Org	Dept Pri	Description	MOF	Initial Department Request			Initial B&F Recommendation			Governor's Decision		
				FY 15			FY 15			FY 15		
				FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount
HTH 560/KC	TR-25b	Transfer in PRAMS Prgm from MCHB (HTH 560/CW) comprised of Program Specialist IV #117568 and Office Assistant IV #118372 and operating funds to FHSD Administration (HTH 560/KC) per reorganization. This is a "housekeeping" request.	P	2.00		195,445	2.00		195,445	2.00		195,445
HTH 560/CC	TR-26a	Transfer out Fetal Alcohol Spectrum Disorder Program Specialist IV, #112823 from CSHNB (HTH 560/CC) to FHSD Administration (HTH 560/KC) per reorganization. This is a "housekeeping" request.	N	(1.00)		(71,524)	(1.00)		(71,524)	(1.00)		(71,524)
HTH 560/KC	TR-26b	Transfer in Fetal Alcohol Spectrum Disorder Program Specialist IV, #112823 from CSHNB (HTH 560/CC) to FHSD Administration (HTH 560/KC) per reorganization. This is a "housekeeping" request.	N	1.00		71,524	1.00		71,524	1.00		71,524
HTH 560/KC	TR-27a	Transfer out 4 positions (2 perm) # 110109, # 54734 and (2 temp), # 117194, and #117195 from HTH 560/KC Family Health Services Administration to HTH 560/CG Early Intervention Services to align the functionalities of these positions to the approved Family Health Services Division reorganization plan dated 11/1/2012. These positions are funded by the Early Intervention Special Fund.	B	(2.00)	(2.00)	(177,032)	(2.00)	(2.00)	(181,290)	(2.00)	(2.00)	(181,290)
HTH 560/CG	TR-27b	Transfer in 4 positions (2 perm) # 110109, # 54734 and (2 temp), # 117194, and #117195 from HTH 560/KC Family Health Services Administration to HTH 560/CG Early Intervention Services to align the functionalities of these positions to the approved Family Health Services Division reorganization plan dated 11/1/2012. These positions are funded by the Early Intervention Special Fund.	B	2.00	2.00	177,032	2.00	2.00	181,290	2.00	2.00	181,290
HTH 610/FN	TR-28	Trade-off/Transfer \$39,347 from OCE to Pers Svcs to restore salaries for 2.00 perm posns.	A			-			-			-
HTH 610/FL	TR-29a	Trade-off/Transfer from HTH 610/FL to HTH 610/FQ to restore salaries for 5.00 perm posns.	B			(74,521)			(74,521)			(74,521)
HTH 610/FQ	TR-29b	Trade-off/Transfer from HTH 610/FL to HTH 610/FQ to restore salaries for 5.00 perm posns.	B			74,521			74,521			74,521
HTH 730/MQ	TR-30	Trade-off/Transfer special funds from Other Current Expenses to Personal Services.	B			-			-			-
HTH 760/MS	TR-31	Trade off 1.00 Reinvention Coord (#97694H) for 1.00 Public Health Admin Ofcr IV (#95501H) to coordinate fiscal, budget, human resource requirements.	B			-			-			-
HTH 840/FF	TR-32	Trade-off/Transfer \$197,964 from OCE to Pers Svcs to restore salaries for 4 posns.	B			-			-			-
HTH 840/FG	TR-33a	Trade-off/Transfer from HTH 840/FG,FX to HTH 840/FE to restore salaries for 2 posns funded by Surface Water Grant, Nonpoint Source Grant, ERRF.	N			(75,840)			(75,840)			(75,840)
HTH 840/FX (FG)	TR-33b	Trade-off/Transfer from HTH 840/FG,FX to HTH 840/FE to restore salaries for 2 posns funded by Surface Water Grant, Nonpoint Source Grant, ERRF.	W			(5,133)			(5,133)			(5,133)
HTH 840/FE	TR-33c	Trade-off/Transfer from HTH 840/FG,FX to HTH 840/FE to restore salaries for 2 posns funded by Surface Water Grant, Nonpoint Source Grant, ERRF.	N			75,840			75,840			75,840
HTH 840/FE	TR-33c	Trade-off/Transfer from HTH 840/FG,FX to HTH 840/FE to restore salaries for 2 posns funded by Surface Water Grant, Nonpoint Source Grant, ERRF.	W			5,133			5,133			5,133
HTH 840/FH	TR-34	Trade-off/Transfer of \$127,920N/\$135,055W from OCE to Pers Svcs to restore salaries for 7 posns.	N			-			-			-
HTH 840/FH	TR-34	Trade-off/Transfer of \$127,920N/\$135,055W from OCE to Pers Svcs to restore salaries for 7 posns.	W			-			-			-
HTH 840/FJ	TR-35	Trade-off/Transfer \$42,280B/\$36,246N/\$50,484P from OCE to Pers Svcs to restore salaries for 6 posns.	P			-			-			-
HTH 840/FJ	TR-35	Trade-off/Transfer \$42,280B/\$36,246N/\$50,484P from OCE to Pers Svcs to restore salaries for 6 posns.	B			-			-			-
HTH 840/FJ	TR-35	Trade-off/Transfer \$42,280B/\$36,246N/\$50,484P from OCE to Pers Svcs to restore salaries for 6 posns.	N			-			-			-
HTH 849/FD	TR-36	Trade-off/Transfer \$218,564 from OCE to Pers Svcs to restore salaries for 4.00 posns.	W			-			-			-
HTH 849/FD	TR-37a	Trade-off/Transfer from HTH 849/FD to HTH 840/FY to restore salaries for 2 posns.	W			(98,724)			(98,724)			(98,724)
HTH 840/FY (FJ)	TR-37b	Trade-off/Transfer from HTH 849/FD to HTH 840/FY to restore salaries for 2 posns.	W			98,724			98,724			98,724

Prog ID/Org	Dept Pri	Description	MOF	Initial Department Request			Initial B&F Recommendation			Governor's Decision		
				FY 15			FY 15			FY 15		
				FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount
HTH 907/AP	TR-38	Trade-off/Transfer to move \$23,800 from Other Current Expenses to Personal Services to fully fund 1.00 Perm count Secretary I (Pos No. 117233).	A			-			-			-
HTH 907/AP	TR-39	Trade-off/Transfer to move \$37,000 from Other Current Expenses to Personal Services to fully fund 1.00 Perm count Program Specialist VI (Pos No. 36358).	A			-			-			-
HTH 460/HM	TR-40a	Transfer out position count to HTH 460/HF (HSP IV, #110413)	A	(1.00)			(1.00)			(1.00)		
HTH 460/HL	TR-40b	Transfer in position count from HTH 460/HM (HSP IV, #110413) and transfer funds from Operating to Personal to fund a Clin Psych.	A	1.00			1.00			1.00		

**TOTAL TRADE-OFF/TRANSFERS:**

**By MOF**

General	A	-	-	-	-	-	(15,462)	-	-	-
Special	B	-	-	-	-	-	-	-	-	-
Federal Funds	N	-	-	-	-	-	-	-	-	-
Other Federal Funds	P	-	-	-	-	-	-	-	-	-
Private	R	-	-	-	-	-	-	-	-	-
County	S	-	-	-	-	-	-	-	-	-
Trust	T	-	-	-	-	-	-	-	-	-
Inter-departmental Transfer	U	-	-	-	-	-	-	-	-	-
Revolving	W	-	-	-	-	-	-	-	-	-
Other	X	-	-	-	-	-	-	-	-	-
Federal Stimulus Funds	V	-	-	-	-	-	-	-	-	-


**TOTAL ALLOWABLE NON-DISCR EXP REQUESTS:**

**By MOF**

General	A	-	-	-	-	-	-	-	-	-
Special	B	-	-	-	-	-	-	-	-	-
Federal Funds	N	-	-	-	-	-	-	-	-	-
Other Federal Funds	P	-	-	-	-	-	-	-	-	-
Private	R	-	-	-	-	-	-	-	-	-
County	S	-	-	-	-	-	-	-	-	-
Trust	T	-	-	-	-	-	-	-	-	-
Inter-departmental Transfer	U	-	-	-	-	-	-	-	-	-
Revolving	W	-	-	-	-	-	-	-	-	-
Other	X	-	-	-	-	-	-	-	-	-
Federal Stimulus Funds	V	-	-	-	-	-	-	-	-	-

Prog ID/Org	Dept Pri	Description	MOF	Initial Department Request			Initial B&F Recommendation			Governor's Decision		
				FY 15			FY 15			FY 15		
				FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount
HTH 501/CN	O-1	State Match for Home and Community Based Services Waiver	A			1,183,384			1,183,384			1,183,384
HTH 560/CG	O-2	Additional POS Funds for Early Intervention Services	A			1,232,495			1,232,495			1,232,495
HTH 501/CN	O-3	State Match for Intermediate Care Facilities	A			354,504			354,504			354,504
HTH 720/MP	O-4	Change to the means of financing for 10 staff from 100% federal to part federal/part general funds to more accurately reflect the State's share of the federal award for Title XVIII and Title XIX funds received. Increase Federal ceiling to match anticipated FY14 federal grant award.	A	2.80		188,376	2.80		188,376	2.80		188,376
HTH 720/MP	O-4	Change to the means of financing for 10 staff from 100% federal to part federal/part general funds to more accurately reflect the State's share of the federal award for Title XVIII and Title XIX funds received. Increase Federal ceiling to match anticipated FY14 federal grant award.	P	(2.80)		42,274	(2.80)		42,274	(2.80)		42,274
HTH 720/MP	O-5	Transfer \$125,927 from Other Current Expenses to Personal Services to re-fund position #43565 RN V. Also, correct position from 100% federal funded to 80% fed 20% general funds.	P	(0.20)		-	(0.20)		-	(0.20)		-
HTH 720/MP	O-5	Transfer \$125,927 from Other Current Expenses to Personal Services to re-fund position #43565 RN V. Also, correct position from 100% federal funded to 80% fed 20% general funds.	A	0.20		-	0.20		-	0.20		-
HTH 501/CN	O-6	Fiscal Agent to Process Service Claims	A			290,000			290,000			290,000
HTH 907/AP	O-7	Statewide Health Information Exchange Infrastructure Advancement - State Health Information Technology (HIT) priorities 2nd year request	A			1,000,000			-			1,000,000
HTH 560/CC	O-8	Change MOF of Perm Fed Funded CSHN Branch Chief #3380 to State Funds	N	(1.00)		(168,133)	(1.00)		(168,133)	(1.00)		(168,133)
HTH 560/CC	O-8	Change MOF of Perm Fed Funded CSHN Branch Chief #3380 to State Funds	A	1.00		120,612	1.00		120,612	1.00		120,612
HTH 840/FJ	O-9	Add 2.00 perm Acnt Ills & 1.00 perm Acnt Clk II for Deposit Beverage Container prog.	B	3.00		90,809	-		-	3.00		-
HTH 590/GJ	O-10	Change of MOF from P to B - Tobacco Settlement Special Funds due to permanent Congressional budget cuts.	P		(2.00)	(313,086)		-	-		(2.00)	(313,086)
HTH 590/GJ	O-10	Change of MOF from P to B - Tobacco Settlement Special Funds due to permanent Congressional budget cuts.	B		2.00	313,086		-	-		1.00	110,562
HTH 840/FJ	O-11	Change MOF from B-Env Mgmt Spec Fd to A-General for Engineer IV for solid waste permitting and monitoring.	B	(1.00)		(88,532)	(1.00)		(88,532)	(1.00)		(88,532)
HTH 840/FJ	O-11	Change MOF from B-Env Mgmt Spec Fd to A-General for Engineer IV for solid waste permitting and monitoring.	A	1.00		68,980	1.00		68,980	1.00		68,980
HTH 590/GP	O-12	Change of MOF from P to B - Tobacco Settlement Special Funds due to permanent Congressional budget cuts.	P	(0.50)	(1.50)	(337,236)	-	-	-	(0.50)	(1.50)	(337,236)
HTH 590/GP	O-12	Change of MOF from P to B - Tobacco Settlement Special Funds due to permanent Congressional budget cuts.	B	0.50	1.50	337,236	-	-	-	0.50	1.50	167,236
HTH 100/DI	O-13	Establish 2 temporary positions, operating funds and establish the special fund ceiling for the Medical Marijuana Program	B		2.00	184,835		-	-		3.00	197,827
HTH 520/AI	O-14	Add funds to Create Online Database System	A			900,000			-			-
HTH 501/ED	O-15	Dental Radiography and Electronic Health Record System	A			205,000			205,000			205,000
HTH 840/FG	O-16	Add 2.00 perm Environmental Health Spec IV for water quality monitoring.	A	2.00		53,576	2.00		53,576	2.00		53,576
HTH 904/AJ	O-17	Add funds for Kupuna Care	A			4,200,000			4,200,000			4,200,000
HTH 907/AP	O-18	Statewide Health Information Exchange Infrastructure Advancement - Planning, Governance, and Policy Development	A			500,000			-			-
HTH 131/DJ	O-19	Request 1.00 Disease Surveillance Informatician V and Software Maintenance for Disease Investigations	A		1.00	150,656		1.00	150,656		1.00	150,656
HTH 849/FA	O-20	Add 1.00 Systems Support Spec for development, coordination, and implementation of EHA data management systems.	A	1.00		161,956	1.00		161,956	1.00		161,956
HTH 560/KC	O-21	Establish 1.00 Perm Oral Hlth Program Specialist IV Gen funded for Dental Srvc and provide Operating Funds	A	1.00		32,788	1.00		32,788	1.00		32,788
HTH 849/FC	O-22	Add 1.00 Planner IV for land use review.	A	1.00		26,788	1.00		26,788	1.00		26,788
HTH 590/KK	O-23	Change of MOF from U to B - Tobacco Settlement Special Funds due to permanent Congressional budget cuts.	U		(3.00)	(671,732)		-	-		(3.00)	(671,732)
HTH 590/KK	O-23	Change of MOF from U to B - Tobacco Settlement Special Funds due to permanent Congressional budget cuts.	B		3.00	671,732		-	-		3.00	216,732

Prog ID/Org	Dept Pri	Description	MOF	Initial Department Request			Initial B&F Recommendation			Governor's Decision		
				FY 15			FY 15			FY 15		
				FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount
HTH 560/KC	O-24	Establish a Children & Youth Program Specialist V and an Office Assistant III for the Childhood Obesity and Diabetes Prevention Program. Transfer funds from Other Current Expenses to Personal Services to cover salary costs.	B	2.00			2.00			2.00		
HTH 840/FJ	O-25	Add funds for consulting svcs to revise the Integrated Solid Waste Management Plan, per the "New Day" plan.	A			350,000			350,000			350,000
HTH 590/KX, (KK)	O-26	Change of MOF from P to B - Tobacco Settlement Special Funds due to permanent Congressional budget cuts.	P		(1.50)	(153,437)		-	-		(1.50)	(153,437)
HTH 590/KX, (KK)	O-26	Change of MOF from P to B - Tobacco Settlement Special Funds due to permanent Congressional budget cuts.	B		1.50	153,437		-	-		1.50	153,437
HTH 100/DH	O-27	Funds to purchase STD module of the Maven system	A			100,000			100,000			100,000
	O-28	Add funds for Gas Chromatograph-Mass Spectrometer (GC-MS) eqmt & enhanced training.	A			282,000			282,000			282,000
HTH 131/DJ	O-29	Add 3.00 Temporary Positions pursuant to Federal Grant for Disease Investigations	P		3.00	217,425		3.00	217,425		3.00	217,425
HTH 610/FN	O-30	Estb 4.00 Vector Control Worker positions to increase surveillance capacity at State ports of entry.	A	4.00		78,456	4.00		78,456	4.00		78,456
HTH 907/AP	O-31	Statewide Health Information Exchange Infrastructure Advancement - IT security assessment and remediation	A			2,000,000			-			2,000,000
HTH 590/GQ	O-32	Increase FTE from .50 to 1.00 for #118014 RN-Cancer Mgr using Tobacco Settlement Special Funds to aid in recruitment.	B		0.50	43,018		-	-		0.50	43,018
HTH 131/DC	O-33	State Support for Immunization Vaccines	A			868,734			-			703,909
HTH 850/FS	O-34	Add funds for the design, development, implementation of a publicly searchable online database system.	A			150,000			150,000			150,000
HTH 907/AP	O-35	Statewide Health Information Exchange Infrastructure Advancement - General state support of the public/private health information exchange initiative, including the Hawaii Health Information Exchange (HHIE) and the Hawaii-Pacific Regional Extension Center (HPREC).	A			3,000,000			-			-
HTH 560/CF	O-36	Establish Perm General Funded CDR Program Specialist V	A	1.00		25,656	1.00		25,656	1.00		25,656
HTH 840/FX, (FG)	O-37	Change MOF from W-Revolving to A-General for 3.00 Env Health Spec IV for clean water monitoring and enforcement.	W	(3.00)		(199,296)	(3.00)		(199,296)	(3.00)		(199,296)
HTH 840/FG	O-37	Change MOF from W-Revolving to A-General for 3.00 Env Health Spec IV for clean water monitoring and enforcement.	A	3.00		148,728	3.00		148,728	3.00		148,728
HTH 560/CW	O-38	Add funds to Establish the Perinatal Support Services Triage program and a Registered Nurse V	A	1.00		713,885	1.00		713,885	1.00		713,885
HTH 710/MK	O-39	Add funds for Matrix Assisted Laser Desorption/Ionization-Time of Flight (MALDITOF) eqmt.	A			200,000			200,000			200,000
HTH 420/HL	O-40	Request new motor vehicles for the Hawaii County Community Mental Health Center (CMHC) to replace 17 existing motor vehicles that have aged and require high maintenance.	A			475,830			247,550			247,550
HTH 420/HE	O-41	Request new motor vehicles for the Central Oahu Community Mental Health Center (CMHC) - two compact sedans and one 15-passenger van.	A			68,720			68,720			68,720
HTH 420/HH	O-42	Request new motor vehicle for the Diamond Head Community Mental Health Center (CMHC) - one 15-passenger van.	A			30,180			30,180			30,180
HTH 907/AL	O-43	HDHO - Replace 10 motor vehicles between 12 to 20 years old needing costly multiple needed repairs to be fully operational. Due to the size of the island of Hawaii, the large districts programs travel for official business and the off-road conditions of terrain, wear and tear of state vehicles as well as employee safety are priority.	A			228,000			228,000			228,000
HTH 730/MQ	O-44	Add special funds to emergency ambulance service contracts for maintaining current service operation requirements	B			330,000			330,000			330,000
HTH 710/MI	O-45	Add funds for OCE and Eqmt for the Shellfish Testing Prog.	A			41,240			41,240			41,240
HTH 907/AM	O-46	MDHO - Replace two motor vehicles. SH-8020 1995 Toyota Tercel (117,934 miles) for the Maui District Health Officer and SH-4548 19985 Toyota Tercel (65,419 miles) for the Public Health Nursing Program.	A			40,000			40,000			40,000
HTH 420/HI	O-47	Request new motor vehicle for the Kalihi Palama Community Mental Health Center (CMHC) one 7-passenger mini-van.	A			24,620			24,620			24,620
HTH 730/MQ	O-48a	Transfer special funds from HTH 730/MQ to HTH 730/MT	B			(324,675)			(324,675)			(324,675)
HTH 730/MT	O-48b	Transfer special funds to HTH 730/MT from HTH 730/MQ and Establish 4.00 Temporary FTE in the Injury Prevention & Control Section	B		4.00	324,675		4.00	324,675		4.00	324,675
HTH 840/FF	O-49	Add 1.00 perm Environmental Health Spec IV for air quality monitoring.	B	1.00		36,368	1.00		36,368	1.00		36,368

Prog ID/Org	Dept Pri	Description	MOF	Initial Department Request			Initial B&F Recommendation			Governor's Decision		
				FY 15			FY 15			FY 15		
				FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount
HTH 420/HK	O-50	Request new motor vehicle for the Windward Oahu Community Mental Health Center (CMHC) - one compact sedan.	A			19,270			19,270			19,270
HTH 907/AN	O-51	Purchase 3 replacement motor vehicles for KDHO	A			90,000			90,000			90,000
HTH 840/FJ	O-52	Add funds for assessment, design, development, and implementation of a solid waste data management system.	A			400,000			-			400,000
HTH 840/FH	O-53	Change MOF from N-EPA, Public Water System Supervision Prog to W-Drinking Water State Revolving Fd for 1.00 Engineer VI for drinking water quality oversight.	N	(1.00)		(128,603)	(1.00)		(128,603)	(1.00)		(128,603)
HTH 840/FH	O-53	Change MOF from N-EPA, Public Water System Supervision Prog to W-Drinking Water State Revolving Fd for 1.00 Engineer VI for drinking water quality oversight.	W	1.00		128,603	1.00		128,603	1.00		128,603
HTH 100/DI	O-54	Transfer in 2.00 Investigator V Positions and Funds from Dept. of Public Safety	B	2.00		157,664	-		-	1.00		72,884
HTH 610/FR	O-55	Increase federal fund ceiling per current Notice of Award. HTH 610 portions of the Air Pollution Control grant fund the Indoor Air Quality Prog & the National Emissions Standards for Hazardous Air Pollutants (NESHAP) Asbestos Prog.	N			156,896			156,896			156,896
HTH 100/DD	O-56	Housekeeping item - Add 2.00 temporary LPN II per federal funding	P		2.00	74,496		2.00	74,496		2.00	74,496
HTH 100/DD	O-57	Change Personal Costs from MOF N to P	N			(26,411)			(26,411)			(26,411)
HTH 100/DD	O-57	Change Personal Costs from MOF N to P	P			26,411			26,411			26,411
HTH 100/DE	O-58	Change Personal Costs from MOF N to P	N			(31,836)			(31,836)			(31,836)
HTH 100/DE	O-58	Change Personal Costs from MOF N to P	P			31,836			31,836			31,836
HTH 100/DH	O-59	Change Personal Costs from MOF N to P	N			(41,730)			(41,730)			(41,730)
HTH 100/DH	O-59	Change Personal Costs from MOF N to P	P			41,730			41,730			41,730
HTH 440/HD	O-63a	Correct biennium budget adjustment.	P			30,000			30,000			30,000
HTH 440/HD	O-63a	Correct biennium budget adjustment.	N			(30,000)			(30,000)			(30,000)
HTH 440/HR	O-63b	Correct biennium budget adjustment.	P			(30,000)			(30,000)			(30,000)
HTH 440/HR	O-63b	Correct biennium budget adjustment.	N			30,000			30,000			30,000
HTH 460/HF	O-64	Add Federally funded grant to State Budget (Project Lailima)	P		8.00	928,851		8.00	928,851		8.00	928,851
HTH 460/HF	O-65	Adjust Federal Ceiling	N			(1,000,000)			(1,000,000)			(1,000,000)
HTH 495/HB	O-66	Decrease Other Federal Ceiling for MOF P	P		(1.00)	(505,036)	(1.00)	(1.00)	(505,036)	(1.00)	(1.00)	(505,036)
HTH 560/CC	O-67	Delete CSHNB Supervisor Registered Nurse V, #26078. This is a "housekeeping" request.	N	(1.00)		(131,750)	(1.00)		(131,750)	(1.00)		(131,750)
HTH 560/KC	O-68	Increase the State Systems Development Initiative Grant Ceiling. This is a "housekeeping" request.	P			6,016			6,016			6,016
HTH 560/KC	O-69	Establish Federal Grant Ceiling for the Hawaii State Oral Disease Prevention Program.	P		1.75	250,000		1.75	250,000		1.75	250,000
HTH 590/KK	O-70	Delete Labor Savings Adjustment	A			(2,565)			(2,565)			(2,565)
HTH 590/GQ	O-71	Increase ceiling for Cancer Prevention and Control Program (S-506-H) per Notice of Award.	P			29,027			29,027			29,027
HTH 590/GJ	O-72	Housekeeping. Abolish positions and funds due to permanent Congressional budget cuts.	P		(2.00)	(258,492)		(2.00)	(258,492)		(2.00)	(258,492)
HTH 590/GP	O-73	Housekeeping. Abolish positions and funds due to permanent Congressional budget cuts.	P		(0.50)	(18,937)		(0.50)	(18,937)		(0.50)	(18,937)
HTH 590/KK	O-74	Housekeeping. Abolish positions and funds due to permanent Congressional budget cuts.	U		(4.00)	(918,113)		(4.00)	(918,113)		(4.00)	(918,113)
HTH 710/MK	O-75	Add funds for USDA funding for the National Wildlife Disease Program and for the Swine Surveillance Project.	P			3,700			3,700			3,700
HTH 710/MK	O-76	Change MOF from N to P for Labor Savings Restoration.	N			(11,129)			(11,129)			(11,129)
HTH 710/MK	O-76	Change MOF from N to P for Labor Savings Restoration.	P			11,129			11,129			11,129
HTH 720/MP	O-77	Establish Appropriation/Ceiling for Upgrading Hawaii Criminal Background Check System	P			797,000			797,000			797,000
HTH 720/MP	O-78	Housekeeping Move from N to P. \$73,128 Labor Savings was inadvertently missed in the conversion from N to P during Bi-Biennium Budget period.	N			(73,128)			(73,128)			(73,128)
HTH 720/MP	O-78	Housekeeping Move from N to P. \$73,128 Labor Savings was inadvertently missed in the conversion from N to P during Bi-Biennium Budget period.	P			73,128			73,128			73,128
HTH 730/MT	O-79	Delete 3.00 Permanent and 1.00 Temporary FTE and Funds and Reallocate Partial Funds from Personal Services to Other Current Expenses for the Block Grant in the Injury Prevention and Control Section	P	(3.00)	(1.00)	(181,434)	(3.00)	(1.00)	(181,434)	(3.00)	(1.00)	(181,434)
HTH 730/MT	O-80	Delete funds to align with Federal awards	N			(6,053)			(6,053)			(6,053)
HTH 730/MQ	O-81	Delete .50 Temporary FTE and Funds for the EMSC Partnership Grant to align with federal awards.	P		(0.50)	(657,972)		(0.50)	(657,972)		(0.50)	(657,972)

Prog ID/Org	Dept Pri	Description	MOF	Initial Department Request			Initial B&F Recommendation			Governor's Decision		
				FY 15			FY 15			FY 15		
				FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount
HTH 730/MQ	O-82	Delete funds to align with Federal awards	N			(4,510)			(4,510)			(4,510)
HTH 840/FK	O-83	Housekeeping. Delete funds for Labor Savings Restoration.	N			(101)			(101)			(101)
HTH 840/FK	O-84	Housekeeping. Delete funds for Labor Savings Adjustment Restoration	B			(99)			(99)			(99)
HTH 904/AJ	O-85	Correction to change in MOF from N to P	N			(104,533)			(104,533)			(104,533)
HTH 904/AJ	O-85	Correction to change in MOF from N to P	P			104,533			104,533			104,533
HTH 904/AJ	O-86	Increase ceiling for MOF P to match Federal Grant Awards	P			318,486			318,486			318,486
HTH 710/MK	O-87	Decrease ceiling for MOF P to match Federal Grant Awards	P			(101,234)			(101,234)			(101,234)
HTH 760/MS	O-88	Increase ceiling for MOF P to match Federal Grant Awards	P			85,000			85,000			85,000
HTH 610/FR	O-89	Decrease ceiling for MOF P to match Federal Grant Awards	P			(145,437)			(145,437)			(145,437)
HTH 849/FD	O-90	Decrease ceiling for MOF P to match Federal Grant Awards	P			(205,328)			(205,328)			(205,328)
HTH 840/FF	O-91	Decrease ceiling for MOF P to match Federal Grant Awards	N			(618,950)			(618,950)			(618,950)
HTH 907/AP	O-92	Decrease ceiling for MOF P to match Federal Grant Awards	P			(656,014)			(656,014)			(656,014)
HTH 904/AJ	O-93	Add funds for Aging and Disability Resource Centers	A			427,937			427,937			427,937
HTH 904/AJ	O-94	Add funds for Healthy Aging Project	A			300,000			300,000			300,000
HTH 908/AR	O-96	Estb 1.00 Research Analyst to perform language access compliance monitoring and provide technical assistance to state and state-funded agencies. Estb 1.00 Office Assistant to provide clerical support.	A	2.00		222,206	2.00		145,156	2.00		145,156
HTH 908/AR	O-97	Add funds to develop a Medical Interpreter Training and Certification Scholarship Program and for the production and translation of medical glossaries.	A			70,000			-			-
HTH 560/CF	O-98	Change MOF of the Preventive Health and Health Services Block Grant (PHHSBG) and 0.20 FTE from "N" to "P".	N	(0.20)		(30,415)	(0.20)		(30,415)		(0.20)	(30,145)
HTH 560/CF	O-98	Change MOF of the Preventive Health and Health Services Block Grant (PHHSBG) and 0.20 FTE from "N" to "P".	P	0.20		30,415	0.20		30,415		0.20	30,145
HTH 610/FR	O-99	Correct budget details for Personal Services and Other Current Exps	N	(2.00)		28,836	(2.00)		28,836		(2.00)	28,836
HTH 610/FR	O-99	Correct budget details for Personal Services and Other Current Exps	P	2.00			2.00				2.00	
HTH 730MQ		Emergency Medical Services and Injury Prevention - Correction personal services	P						33,455			-
HTH 420/HO		Transfer of funds to the Department of Human Services, Med-Quest Division (MQD) to reflect the transfer of responsibility for the provision of services to adults with severe and persistent mental illness who are Medicaid eligible.	A									(9,000,000)
HTH 495/HB		Transfer of temporary positions and funds to the Department of Human Services, Med-Quest Division (MQD) to reflect the transfer of responsibility for the provision of services to adults with severe and persistent mental illness who are Medicaid eligible.	A							(4.00)		(191,840)

Prog ID/Org	Dept Pri	Description	MOF	Initial Department Request			Initial B&F Recommendation			Governor's Decision		
				FY 15			FY 15			FY 15		
				FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount	FTE (P)	FTE (T)	\$ Amount
HTH 440/HR		Establish 1.00 Program Specialist to implement and sustain an integrated service system model in the delivery of services to persons experiencing chronic homelessness.	A							1.00	36,516	
HTH 460/HF		Continue funding for Project Kealahou	A								50,000	
HTH 560/CK		Vision/Hearing Screening Program	A							2.00	1,500,000	

**TOTAL OTHER REQUESTS:**

17.00	13.25	18,937,292	12.00	10.75	9,450,357	12.00	16.25	5,401,692
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**By MOF**

General	A	21.00	1.00	21,022,012	21.00	1.00	11,977,948	17.00	4.00	8,476,533
Special	B	7.50	14.50	2,229,554	2.00	4.00	277,737	6.50	14.50	1,239,433
Federal Funds	N	(5.20)	-	(2,191,550)	(5.20)	-	(2,191,550)	(3.00)	(2.20)	(2,191,280)
Other Federal Funds	P	(4.30)	4.75	(462,186)	(3.80)	9.75	375,028	(6.50)	6.95	(462,456)
Private	R	-	-	-	-	-	-	-	-	-
County	S	-	-	-	-	-	-	-	-	-
Trust	T	-	-	-	-	-	-	-	-	-
Inter-departmental Transfer	U	-	(7.00)	(1,589,845)	-	(4.00)	(918,113)	-	(7.00)	(1,589,845)
Revolving	W	(2.00)	-	(70,693)	(2.00)	-	(70,693)	(2.00)	-	(70,693)
Other	X	-	-	-	-	-	-	-	-	-
Federal Stimulus Funds	V	-	-	-	-	-	-	-	-	-

**TOTAL REQUESTS:**

17.00	13.25	18,937,292	12.00	10.75	9,434,895	12.00	16.25	5,401,692
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**By MOF**

General	A	21.00	1.00	21,022,012	21.00	1.00	11,962,486	17.00	4.00	8,476,533
Special	B	7.50	14.50	2,229,554	2.00	4.00	277,737	6.50	14.50	1,239,433
Federal Funds	N	(5.20)	-	(2,191,550)	(5.20)	-	(2,191,550)	(3.00)	(2.20)	(2,191,280)
Other Federal Funds	P	(4.30)	4.75	(462,186)	(3.80)	9.75	375,028	(6.50)	6.95	(462,456)
Private	R	-	-	-	-	-	-	-	-	-
County	S	-	-	-	-	-	-	-	-	-
Trust	T	-	-	-	-	-	-	-	-	-
Inter-departmental Transfer	U	-	(7.00)	(1,589,845)	-	(4.00)	(918,113)	-	(7.00)	(1,589,845)
Revolving	W	(2.00)	-	(70,693)	(2.00)	-	(70,693)	(2.00)	-	(70,693)
Other	X	-	-	-	-	-	-	-	-	-
Federal Stimulus Funds	V	-	-	-	-	-	-	-	-	-

**GRAND TOTAL = CEILING + TOTAL REQUESTS**

2,617.12	615.80	934,361,585	2,612.12	613.30	924,859,188	2,612.12	618.80	920,825,985
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**By MOF**

General	A	2,032.06	368.30	426,015,466	2,032.06	368.30	416,955,940	2,028.06	371.30	413,469,987
Special	B	167.00	34.50	212,381,991	161.50	24.00	210,430,174	166.00	34.50	211,391,870
Federal Funds	N	265.26	66.45	85,090,991	265.26	66.45	85,090,991	267.46	64.25	85,091,261
Other Federal Funds	P	73.60	139.55	39,176,315	74.10	144.55	40,013,529	71.40	141.75	39,176,045
Private	R	-	-	-	-	-	-	-	-	-
County	S	-	-	-	-	-	-	-	-	-
Trust	T	-	-	-	-	-	-	-	-	-
Inter-departmental Transfers	U	5.00	3.00	3,083,348	5.00	6.00	3,755,080	5.00	3.00	3,083,348
Revolving	W	74.20	4.00	168,613,474	74.20	4.00	168,613,474	74.20	4.00	168,613,474
Other	X	-	-	-	-	-	-	-	-	-
Federal Stimulus Funds	V	-	-	-	-	-	-	-	-	-



Department of Health  
Proposed Budget Reductions

Table 5

<u>Prog ID</u>	<u>Description of Reduction</u>	<u>Impact of Reduction</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>Carry-over? (Y/N)</u>
HTH100	Change MOF from N to P (O-57)	This housekeeping request changes the remaining other federal funds from MOF N to MOF P in accordance with FM 12-12, as amended by FM 12-14, as well as FM 13-08, to accurately reflect MOF and total grant award.	N			\$ (26,411.00)	N
HTH100	Change MOF from N to P (O-58)	This housekeeping request changes the remaining other federal funds from MOF N to MOF P in accordance with FM 12-12, as amended by FM 12-14, as well as FM 13-08, to accurately reflect MOF and total grant award.	N			\$ (31,836.00)	N
HTH100	Change MOF from N to P (O-59)	This housekeeping request changes the remaining other federal funds from MOF N to MOF P in accordance with FM 12-12, as amended by FM 12-14, as well as FM 13-08, to accurately reflect MOF and total grant award.	N			\$ (41,730.00)	N
HTH420	Transfer of purchase of service funds to the Department of Human Services, Med-Quest Division	The reduction will reflect the transfer of the fiscal responsibility for the provision of services to adults with severe and persistent mental illness who are Medicaid eligible.	A			\$ (9,000,000.00)	N
HTH440	Correct Biennium budget adjustment (O-63a)	Adjustment from "N" to "P"	N			\$ (30,000.00)	N
HTH440	Correct Biennium budget adjustment (O-63b)	Adjustment from "P" to "N"	P			\$ (30,000.00)	N
HTH460	Federal Ceiling Adjustment (O-65)	Reduction of ceiling to align with Federal grant.	N			\$ (1,000,000.00)	N
HTH495	Transfer positions and related funds to the Department of Human Services, Med-Quest Division	The transfer will reflect the transfer of fiscal and utilization management responsibility for the provision of services to adults with severe and persistent mental illness who are Medicaid eligible.	A	(4.00)		\$ (191,840.00)	N
HTH495	Delete funding for Mental Health Data Infrastructure Grant for Quality Improvement and the Crisis Counseling grant (O-66)	Grants have ended.	P		(1.00)	\$ (505,036.00)	N
HTH560	Change MOF of Perm Fed Funded CSHN Branch Chief #3380 to State Funds (O-8)	Change MOF from Title V Maternal and Child Health Services Block Grant to State funds for key Branch Chief position due to grant shortfall. Reduces Title V ceiling by \$168,133 and ensures the stability of Branch Chief position by switching funding for position to State funds.	N	(1.00)		\$ (168,133.00)	N
HTH560	Delete CSHNB Supervisor Registered Nurse V, #26078. This is a "housekeeping" request (O-67)	Vacant position is being deleted due to shortfall in Title V Maternal and Child Health Services Block Grant. Reduces Title V ceiling by \$131,750.	N	(1.00)		\$ (131,750.00)	N
HTH560	Change MOF of the Preventive Health and Health Services Block Grant (PHHSBG) and 0.20 FTE from "N" to "P" (O-98)	This request is to change the means of financing from "N" to "P" for the Preventive Health and Health Services Block Grant. No impact in reduction of "N" ceiling.	N		(0.20)	\$ (30,145.00)	N

Department of Health  
Proposed Budget Reductions

Table 5

<u>Prog ID</u>	<u>Description of Reduction</u>	<u>Impact of Reduction</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>Carry-over?</u> <u>(Y/N)</u>
HTH590	Change from MOF P to MOF B due to permanent Congressional budget cuts (O-10)	Funding for several Federal grants have expired or have been reduced. However, these are critical infrastructure positions that the program requires to meet the program measure for Health Promotion and Chronic Disease Prevention in HTH590. Other Current Expenses are being reduced to incur contract savings and to support bringing resources in-house.	P		(2.00)	\$ (313,086.00)	N
HTH590	Change from MOF P to MOF B due to permanent Congressional budget cuts (O-12)	Funding for several Federal grants have expired or have been reduced. However, these are critical infrastructure positions that the program requires to meet the program measure for Health Promotion and Chronic Disease Prevention in HTH590. Without the change in MOF in FY15, the program will be unable to support the expansion of diabetes self-management education programs and to maximize the opportunities and need for community-based disease self-management education programs propelled by the Affordable Care Act. Other Current Expenses are being reduced to incur contract savings and to support bringing resources in-house.	P	(0.50)	(1.50)	\$ (337,236.00)	N
HTH590	Change from MOF U to MOF B due to permanent Congressional budget cuts (O-23)	Due to Congressional budget cuts to the USDA, the funding methodology for the Supplemental Nutrition Assistance Education Program (SNAP-Ed) was changed, resulting in less funding for Hawaii's SNAP-Ed funding. However, the need and priority exists to equitably meet the nutrition and prevention education needs for all people in Hawaii and not having these positions funded will leave a deficit in capacity to meet the needs of people who are at higher risk, and eventually incur higher chronic disease costs. Other Current Expenses are being reduced to incur contract savings and to support bringing resources in-house.	U		(3.00)	\$ (671,732.00)	N

Department of Health  
Proposed Budget Reductions

Table 5

<u>Prog ID</u>	<u>Description of Reduction</u>	<u>Impact of Reduction</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>Carry-over?</u> <u>(Y/N)</u>
HTH590	Change from MOF P to MOF B due to permanent Congressional budget cuts (O-26)	Due to permanent Congressional budget cuts, the structure of the original grant from the Centers for Disease Control and Prevention was changed and available funding reduced. Several current programs across nutrition, physical activity, and obesity prevention, and heart disease and stroke, and diabetes programs that had been separately funded cooperative agreements were combined with the addition of school health into one combined grant with less funding. However, these positions are still required by the program to meet the community outreach and education, and surveillance and evaluation capacity of HTH590. Other Current Expenses are being reduced to incur contract savings and to support bringing resources in-house.	P		(1.50)	\$ (153,437.00)	N
HTH590	Delete Labor Savings Adjustment (O-70)	Delete Labor Savings Adjustment	A			\$ (2,565.00)	N
HTH590	To eliminate positions due to grant ending (O-72)	Positions currently vacant	P		(2.00)	\$ (258,492.00)	N
HTH590	To eliminate positions due to grant ending (O-73)	Positions currently vacant	P		(0.50)	\$ (18,937.00)	N
HTH590	To eliminate positions due to grant ending (O-74)	Positions currently vacant	U		(4.00)	\$ (918,113.00)	N
HTH610	Decrease appropriation ceiling to match grant award amounts (O-89)	Adjust budget ceiling to anticipated award amounts	P			\$ (145,437.00)	N
HTH610	Correct budget details for Act 134/SLH 2013 (O-99)	Delete negative line items (and related positive line items) to correct budget details for Personal Services.	N		(2.00)		N
HTH710	Decrease ceiling for MOF P to match Federal Grant Awards (O-87)	Housekeeping. This request will reduce the other federal fund appropriation ceiling to a level that is more in line with anticipated award amounts.	P			\$ (101,234.00)	N
HTH710	Change MOF from N to P for Labor Savings Restoration (O-76)	Housekeeping. This request changes the MOF for the Labor Savings Adjustment from MOF N to MOF P to offset the related labor savings reduction line item budget.	N			\$ (11,129.00)	N

Department of Health  
Proposed Budget Reductions

Table 5

<u>Prog ID</u>	<u>Description of Reduction</u>	<u>Impact of Reduction</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>Carry-over? (Y/N)</u>
HTH720	Change MOF for 10 staff from 100% federal to part federal/general funds (O-4)	The 1864 Agreement is an agreement between the State of Hawaii and the U.S. Secretary of Health and Human Services to carry out the provisions of Sections 1864, 1874, and related provisions of the Social Security Act as amended. This agreement states, in part, "the state shall not be reimbursed for any costs attributable to the general expenses of the state in carrying out functions of state government which are not related to this agreement." Each year OHCA submits a budget to the Centers for Medicare and Medicaid Services (CMS) that reflects funding for personnel as follows: 80/20 split for professional staff- 80% federal and 20% state; 60/40 split for clerical staff - 60% federal and 40% state. Currently most federal staff salaries are reflected as 100% federal "P" in the budget details. To meet the state share requirement, "A" funds (G-104-H) are used to reimburse the federal "P" account(s) for all state related activities performed by federal/state staff.	P	(2.80)			N
HTH720	Transfer funds from Other Current Expenses to Personal Services to fund RN V position (O-5)	Move funds from other current expenses to personal services to fund RN V position and correct position from 100% federally funded to 20% general funded.	P	(0.20)			
HTH730	Delete 3.00 Permanent and 1.00 Temporary FTE and Funds and Reallocate Partial Funds from Personal Services to Other Current Expenses for the Block Grant in the Injury Prevention and Control Section (O-79)	No Impact. This is a housekeeping request necessary to align with federal funds available for the Preventive Health Block Grant.	P	(3.00)	(1.00)	\$ (181,434.00)	N
HTH730	Delete funds to align with Federal awards (O-80)	This is a housekeeping request necessary to align with federal funds available to the program in FY 15.	N			\$ (6,053.00)	N
HTH730	Delete .50 Temporary FTE and Funds for the EMSC Partnership Grant to align with Federal awards (O-81)	This is a housekeeping request necessary to align with federal funds available to the program in FY 15.	P		(0.50)	\$ (657,972.00)	N
HTH730	Delete funds to align with Federal awards (O-82)	This is a housekeeping request necessary to align with federal funds available to the program in FY 15.	N			\$ (4,510.00)	N
HTH840	Change MOF from B to A for Engineer IV for solid waste permitting and monitoring (O-11)	Act 134/2013 approved the Engineer for Solid Waste permitting and monitoring but changed the MOF to the Environmental Management Special Fund that does not have sufficient revenue to fund this position.	B	(1.00)		\$ (88,532.00)	N
HTH840	Change MOF from W to A for three Env Health Specialist IV positions for clean water monitoring and enforcement (O-51)	Act 134/2013 approved Environmental Health Specialists for water quality monitoring but changed requested MOF A to W; the Emergency Response Revolving Fund does not have sufficient funds to support these positions.	W	(3.00)		\$ (199,296.00)	N

Department of Health  
Proposed Budget Reductions

Table 5

<u>Prog ID</u>	<u>Description of Reduction</u>	<u>Impact of Reduction</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>Carry-over?</u> <u>(Y/N)</u>
HTH840	Change MOF from N to W for Engineer VI for drinking water quality oversight (O-53)	Public Water System Supervision grant no longer has sufficient funds to support this Engineer for drinking water regulations compliance and enforcement activities. The Drinking Water State Revolving Fund has sufficient funds and such activities are an allowable cost.	N	(1.00)		\$ (128,603.00)	N
HTH840	Delete funds for Labor Savings Restoration (O-83)	Wastewater Branch has no Personal Services appropriation for MOF N.	N			\$ (101.00)	N
HTH840	Delete funds for Labor Savings Restoration (O-84)	Wastewater Branch has no Personal Services appropriation for MOF B.	B			\$ (99.00)	N
HTH840	Decrease appropriation ceiling in N (O-91)	Requested adjustment due to anticipated award amounts for Air Pollution Control grant.	N			\$ (618,950.00)	N
HTH849	Decrease appropriation ceiling to match grant award amounts (O-90)	Adjust budget ceiling to anticipated award amounts	P			\$ (205,328.00)	N
HTH904	Correction to change in MOF from N to P (O-85)	Appropriate allocation of grant funds from Federal Funds (MOF: N) to Other Federal Funds (MOF: P)	N			\$ (104,533.00)	N
HTH907	Reduce ceiling for Other Federal Funds (MOF: P) due to Multi-Cultural Grant ending and reduction in Strengthening Public Health Infrastructure Grant (O-92)	An updated ceiling for MOF: P that coincides with the grant awards for Other Federal Funds.	P			\$ (656,014.00)	N

Department of Health  
Proposed Budget Additions

Table 6

<u>Prog ID</u>	<u>Request Category</u>	<u>Prog ID Priority</u>	<u>Dept-Wide Priority</u>	<u>Description of Addition</u>	<u>Justification</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>
HTH100	O	2	O-13	Establish 3.00 temp positions for Medical Marujuana Program	Act 177 transfers the Medical Marijuana (MMJ) program from the Department of Public Safety (PSD) to the Department of Health (DOH), the MMJ program needs to be operational in the DOH by January 1, 2015. These positions and operating expenses are needed to establish, start up and operate the program by January 1, 2015. Funding for these positions will be from the MMJ special funds which was established September 13, 2013. Establish a ceiling of \$425,000 to incorporate MMJ registration fees which are projected to be \$325,000 (\$25 x 13,000 clients) and unexpended funds from year one estimated to be \$100,000.	B		3.00	\$ 197,827.00
HTH100	O	3	O-27	Add funds to purchase module of the Maven System	The Maven system is currently used by Disease Outbreak Control Division(DOCD) to receive all reportable diseases to Department of Health (DOH). To date there is no Sexually Transmitted Disease (STD) module for Maven and thus no access to STD electronic laboratory reports. The STD program's current system is paper based. The manual entry is inefficient and leads to errors. An investment at this point will lead to years for improved outcomes and better use of resources for years to come. The program estimates that they will be able to track 13,000 clients using this system. DOCD has IT staff who specialize in supporting Maven and would be a resource for the STD component. Ongoing maintenance would be funded through the federal STD grant to STD/AIDS Prevention Branch (SAPB). There will be no recurring General Fund expenditures.	A			\$ 100,000.00
HTH100	O	1	O-54	Transfer In 1.00 FTE Permanent Investigator V Positions from the Department of Public Safety.	Act 177 transfers the Medical Marijuana (MMJ) program from the Department of Public Safety (PSD) to the Department of Health (DOH). These positions will assist in the transfer of the MMJ Program in the PSD to the DOH. The MMJ program needs to be operational in the DOH by January 1, 2015. Funding for these positions will be from the MMJ special funds which, was established September 13, 2013.	B	1.00		\$ 72,884.00
HTH131	O	1	O-19	Request 1.00 temp Disease Surveillance Informatician V and Software Maintenance for Disease Investigations	1.00 Temp FTE Information Technology Specialist and annual software maintenance to support the Electronic Disease Surveillance System and the Electronic Laboratory System	A		1.00	\$ 150,656.00
HTH131	O	2	O-29	Add 3.00 Temporary Positions pursuant to Federal Grant for Disease Investigations	Establish positions for the ELC PPACA-funded Healthcare-associated infection (HAI) Collaborative Coordinator, ELC Informatician, and ELC Epidemiologist positions per federal grant.	P		3.00	\$ 217,425.00
HTH131	O	2	O-33	State Support for Immunization Vaccines	Funding for immunization vaccine costs that focus on critical areas with broad public health impact.	A			\$ 703,909.00
HTH420	O	1	O-40	Funds for 9 replacement motor vehicles for the Hawaii County Community Mental Health Center (CMHC).	The replacement motor vehicles will by used be case managers to perform home visits and transport consumers to appointments and by Clubhouse staff to transport consumers to various programs. Current motor vehicles have high mileage and are subject to frequent repairs.	A			\$ 247,550.00
HTH420	O	2	O-41	Funds for 3 motor vehicles for the Central Oahu CMHC.	The motor vehicles will be used by case managers to perform home visits and transport consumers to appointments and by Clubhouse staff to transport consumers to various programs.	A			\$ 68,720.00
HTH420	O	3	O-42	Funds for 15 passenger van for the Diamond Head CMHC.	The van will be used by Clubhouse staff to transport consumers to various programs.	A			\$ 30,180.00

Department of Health  
Proposed Budget Additions

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HTH420	O	4	O-47	Funds for a 7 passenger mini-van for the Kalihi-Palama CMHC.	The mini-van will be used by Clubhouse staff to transport consumers to various programs.	A			\$ 24,620.00
HTH420	O	5	O-50	Funds for motor vehicle for the Windward Oahu CMHC.	The motor vehicle will be used by case managers to perform home visits and transport consumers to appointments.	A			\$ 19,270.00
HTH440	O	3	O-63a	Correct Biennium budget adjustment.	Adjustment from "N" to "P"	P			\$ 30,000.00
HTH440	O	3	O-63b	Correct Biennium budget adjustment.	Adjustment from "P" to "N"	N			\$ 30,000.00
HTH440	O	2	New	Establish 1.00 Program Specialist to implement and sustain an integrated service system model in the delivery of services to persons experiencing chronic homelessness.	This request is to establish 1.00 temp Program Specialist to implement and sustain an integrated service system model in the delivery of services to persons experiencing chronic homelessness with substance abuse or co-occurring substance abuse and mental health disorders.	A		1.00	\$ 36,156.00
HTH460	O	1	New	Continue Funding for Project Kealahou	This request is to support a Federally funded grant in CAMHD. This grant is a System of Care grant, Project Kealahou, and is in its final years. It provides direct mental health services to adolescent girls on Oahu that are involved with the Juvenile Justice System or Department of Education that have experienced significant trauma. This supplemental budget request provides funding for the continuation of the program due to the decrease for federal funding for the federal fiscal year 2014-2015. Financial support for an additional year is to sustain direct services and facilitate the sustainability of the program upon the end of the grant.	A			\$ 50,000.00
HTH460	O	2	O-64	Housekeeping request to formalize the Project Laulima grant into the State Budget	This housekeeping request will formally add a Federally funded grant to the budget for the Child and Adolescent Mental Health Division (CAMHD). This grant is a System of Care (SOC) grant, #5U79SM061226-02, funded by the Substance Abuse and Mental Health Services Administration (SAMHSA), with funding through 9/29/16. This grant implements a statewide strategic plan developed by CMAHD which focused on expanding Hawaii's existing system of children's community-based mental health services to serve a "gap" population of children.	P		8.00	\$ 928,851.00
HTH501	HS	2	O-1	State Match for Home and Community Based Services Waiver	The Developmental Disabilities Division (DDD) oversees the HCBS waiver program that provides Medicaid funded home and community-based services (HCBS) to individuals with a developmental disability. In order to meet the requirements of two prior lawsuit settlements, the Makin and Hawaii Disability Rights Center (HDRC) settlements, the Division needs to continue a reasonable pace of new admissions into the HCBS waiver. The FY 15 budget request is based on a projected average growth rate pursuant to the Makin Settlement Agreement that requires the program have no waitlist. Previously, year to year increases were not funded adequately. The legislature appropriated \$1.5M in FY 14 to address part of the funding shortage. The program is still facing a funding shortage for the waiver program, and is requesting \$1,183,384 to address this issue. Projected FY 14 expenditure is \$104,986,608 for a projected 2597 clients.	A			\$ 1,183,384.00

Department of Health  
Proposed Budget Additions

Table 6

<u>Prog ID</u>	<u>Request Category</u>	<u>Prog ID Priority</u>	<u>Dept-Wide Priority</u>	<u>Description of Addition</u>	<u>Justification</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>
HTH501	HS	3	O-3	State Match for Intermediate Care Facilities	DDD clients who require active treatment live in Intermediate Care Facilities (ICF); DDD is responsible for the state share of ICF costs for these clients. ICF is budgeted in the Title XIX budget. Based on the projected state share of the Federal Medical Assistance Percentage (FMAP) for FY 14-15 of 48.14%, the state cost for FY 14 and FY 15 will be \$3,713,796. The current budget is \$3,359,292, resulting in an annual shortage of \$354,504. Budgeting sufficiently for the ICF costs will allow program to pay all ICF invoices in a timely manner.	A			\$ 354,504.00
HTH501	HS	4	O-6	Fiscal Agent to Process Service Claims	Since FY 2013, DDD has been invoiced \$450,000 a year to utilize a fiscal agent contracted by DHS to process more than \$100 million in HCBS waiver service provider claims. In previous years, the program was paying \$160,000 for this service. A biennium request to cover this recurring cost was made last year. The legislature appropriated \$290,000 for this cost in FY 14, but did not continue the funding in FY 15. The program will need additional funds to continue processing provider claims through the fiscal agent.	A			\$ 290,000.00
HTH501	O	1	O-15	Dental Radiography and Electronic Health Record System	Currently the dental clinics use antiquated and inefficient processes, utilizing paper dental records, and acetate film for intra-oral dental radiography. This adversely impacts accurate record keeping, security and access to records, and patient information. Digital radiography, which does not use acetate film or chemicals for processing, is far quicker, more efficient, and eliminates the environmental issues and expense of chemical and film disposal. Digital radiography requires an electronic medical / dental records system.	A			\$ 205,000.00
HTH560	AP	1	New	Reinstate the systematic hearing and vision program for school children, as mandated by Hawaii Revised Statutes (HRS) section 321-101.	The DOH is mandated by Hawaii Revised Statutes (HRS), section 321-101, to conduct a systematic hearing and vision program for school children. The program was established in 1978, however it was discontinued in 1995 due to budgetary reductions. This request is an Administration Initiative.	A		2.00	\$ 1,500,000.00
HTH560	HS	2	O-2	Additional POS funds for Early Intervention Services.	Funding is necessary to reduce the shortfall in POS funding for mandated early intervention services.	A			\$ 1,232,495.00
HTH560	O	3	O-8	Change MOF of permanent Federal Funded CSHN Branch Chief to State funds, position #3380.	Change MOF from Title V Maternal and Child Health Services Block Grant to State funds for key Branch Chief position due to grant shortfall.	A	1.00		\$ 120,612.00
HTH560	O	4	O-21	Establish 1.00 Perm. Oral Hlth. Program Specialist IV for dental services and provide operating funds.	The DOH Dental Health Division was eliminated in 2009 and FHSD has been assuming the oral health program without needed staff.	A	1.00		\$ 32,788.00
HTH560	O	5	O-24	Establish a perm Child & Youth Program Specialist V and a perm Office Assistant III for the Childhood Obesity and Diabetes Prevention Program.	The DOH does not have any state supported positions dedicated to early childhood diabetes and obesity prevention. These positions are needed to implement an effective public health program which addresses these critical issues in the State.	B	2.00		
HTH560	O	6	O-36	Establish a permanent general funded Child Death Review Program Specialist V.	The position is being established to replace a RN V position which was deleted by the 2013 Legislature. The position is required to continue the support of critical functions of the Child Death Review Program.	A	1.00		\$ 25,656.00
HTH560	O	7	O-38	Add funds to establish the Perinatal Support Services Triage Program and a Registered Nurse V position.	This request is to re-establish the BabySafe program which provides support services to pregnant women who were identified with substance abuse problems.	A	1.00		\$ 713,885.00
HTH560	O	8	O-68	Increase the State Systems Development Initiative Grant ceiling.	This request is to align the grant ceiling with the grant award.	P			\$ 6,016.00



Department of Health  
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HTH560	O	9	O-69	Establish Federal Grant Ceiling for the Hawaii State Oral Disease Prevention Program.	This grant is intended to improve basic state oral health services. The grant will pay for a 1.00 FTE Dentist, .25 FTE Epidemiologist, and .50 FTE OA III.	P	1.75		\$ 250,000.00
HTH560	O	10	O-98	Change MOF of the Preventive Health and Health Services Block Grant (PHHSBG) and 0.20 FTE from "N" to "P."	This request is to correct the means of financing for the Preventive Health and Health Services Block Grant.	P	0.20		\$ 30,415.00
HTH590	O	1	O-10	Change from MOF P to MOF B	Funding for several Federal grants have expired or have been reduced. However, these are critical infrastructure positions that the program requires to meet the program measure for Health Promotion and Chronic Disease Prevention in HTH590. Other Current Expenses are being reduced to incur contract savings and to support bringing resources in-house. Change is consistent with legislated purpose of Tobacco Settlement Special Funds.	B		1.00	\$ 110,562.00
HTH590	O	2	O-12	Change from MOF P to MOF B	Funding for several Federal grants have expired or have been reduced. However, these are critical infrastructure positions that the program requires to meet the program measure for Health Promotion and Chronic Disease Prevention in HTH590. Without the change in MOF in FY15, the program will be unable to support the expansion of diabetes self-management education programs and to maximize the opportunities and need for community-based disease self-management education programs propelled by the Affordable Care Act. Other Current Expenses are being reduced to incur contract savings and to support bringing resources in-house. Change is consistent with legislated purpose of Tobacco Settlement Special Funds.	B	0.50	1.50	\$ 167,236.00
HTH590	O	3	O-23	Change from MOF U to MOF B	Due to Congressional budget cuts to the USDA, the funding methodology for the Supplemental Nutrition Assistance Education Program (SNAP-Ed) was changed, resulting in less funding for Hawaii's SNAP-Ed funding. However, the need and priority exists to equitably meet the nutrition and prevention education needs for all people in Hawaii and not having these positions funded will leave a deficit in capacity to meet the needs of people who are at higher risk, and eventually incur higher chronic disease costs. Other Current Expenses are being reduced to incur contract savings and to support bringing resources in-house. Change is consistent with legislated purpose of Tobacco Settlement Special Funds.	B		3.00	\$ 216,732.00
HTH590	O	4	O-26	Change from MOF P to MOF B	Due to permanent Congressional budget cuts, the structure of the original grant from the Centers for Disease Control and Prevention was changed and available funding reduced. Several current programs across nutrition, physical activity, and obesity prevention, and heart disease and stroke, and diabetes programs that had been separately funded cooperative agreements were combined with the addition of school health into one combined grant with less funding. However, these positions are still required by the program to meet the community outreach and education, and surveillance and evaluation capacity of HTH590. Other Current Expenses are being reduced to incur contract savings and to support bringing resources in-house. Change is consistent with legislated purpose of Tobacco Settlement Special Funds.	B		1.50	\$ 153,437.00
HTH590	O	5	O-32	Increase FTE from .5 to 1.00 for Registered Nurse	Increase FTE for Registered Nurse using Tobacco Settlement Special Fund to increase the clinical knowledge and coordination capacity in the program.	B		0.50	\$ 43,018.00

Department of Health  
Proposed Budget Additions

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HTH590	O	6	O-71	Increase ceiling for Cancer Prevention and Control Program per Notice of Award.	Increase in ceiling will allow program to fully expend the funds authorized by the Federal Government.	P			\$ 29,027.00
HTH610	O	1	O-30	Establish 4.00 perm Vector Control Worker positions to increase surveillance capacity at State ports of entry	Increase capacity to provide more thorough surveillance of State ports of entry to monitor for disease-carrying vectors of public health concern and eradicate them as quickly as possible; provide public education about ways to limit the population of rodents and other vectors; and provide consultation, technical assistance, and training to state and local agencies and industry, especially to aid in the development and implementation of comprehensive vector reduction plans.	A	4.00		\$ 78,456.00
HTH610	O	2	O-55	Increase appropriation ceiling to match grant award amounts	Adjust budget ceiling to anticipated award amounts for indoor air quality and National Emissions Standards for Hazardous Air Pollutants (NESHAP) asbestos programs that are part of the Air Pollution Control grant and enable the Indoor and Radiological Health Branch to fully utilize available grant funds for activities and positions.	N			\$ 156,896.00
HTH610	O	3	O-99	Correct budget details for Act 134/SLH 2013	Delete negative line items (and related positive line items) to correct budget details for Other Current Expenses.	N			\$ 28,836.00
HTH610	O	4	O-99	Correct budget details for Act 134/SLH 2013	Delete negative line items (and related positive line items) to correct budget details for Personal Services.	P		2.00	
HTH710	O	1	O-28	Add funds for Gas Chromatograph-Mass Spectrometer (GC-MS) equipment & enhanced training	The GC-MS detects by mass spectrometry technology which: provides initial detection and confirmation in one step; provides confirmations that are legally accepted; has universal detectors capable of detecting all classes of compounds; eliminates the need for confirmation instruments and related supplies; realizes cost savings from less instruments purchased, maintained, and supplies used; and has faster turn-around-times, with positives completed in less than half the time of non-MS GCs. Only MS spectra provides legally defensible identification of the chemical contaminant. The GC-MS will take the place of the existing four gas chromatographs (GC) with various conventional detectors. Without new instruments, the Food Section of the State Laboratories Division (SLD) will not be able to provide analytical support to the Food and Drug Branch. Existing GC's are old and require more in-house servicing. Maintenance of these older instruments has delayed analyses turn-around-times and affected the Food and Drug Branch's investigations. The existing GCs are about 8 years old (2) and about 5 years old (2). Manufacturers normally stop providing parts and technical support for instruments over 7 years old.	A			\$ 282,000.00

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HTH710	O	2	O-39	Add funds for Matrix Assisted Laser Desorption/Ionization-Time of Flight (MALDITOF) eqmt.	The technology in this area is developing rapidly to the point where, without an instrument of this type, the technology of the State Laboratories Division (SLD) will be woefully inadequate. This funding is critical for SLD to remain relatively current with the latest technology. This machine will allow the SLD to dramatically improve its capability to protect the health of the people of Hawaii. This equipment will be used by the: Medical Microbiology Branch, Environmental Health Analytical Services Branch, and Laboratory Emergency Response Program. It will provide faster, cheaper and more accurate identification of biological samples. Recent advances in this well-established mass spectrometry-based technology will enable the rapid, accurate and cost-effective identification of disease-causing microorganisms (e.g. bacteria, viruses, fungi, parasites) by focusing on protein biomarkers. This technology complements more costly and time-consuming nucleic acid-based identification systems and can be applied to patient specimens as well as environmental isolates from food and water. The next generation microbial identification system that characterizes microorganisms by protein composition, such as the MALDITOF, Mass Spectrometry, will complement our current Deoxyribonucleic Acid (DNA)/Ribonucleic Acid (RNA)-based detection methods using real-time Polymerase Chain Reaction (PCR) platforms to provide rapid identification of bacteria or viruses in minutes rather than days, with virtually no supply costs. Furthermore, it can be more broadly applied to patient specimens, as well as samples obtained from contaminated soils, food and water.	A			\$ 200,000.00
HTH710	O	3	O-45	Add funds for OCE and Eqmt for the Shellfish Testing Prog.	To support the emerging local shellfish industry the State Laboratories and Environmental Health Analytical Services Division have been working to become certified by the FDA for shellfish industry related evaluations. Without Dept of Health evaluation and analyses the local industry will not be able to export its products. The laboratory recently became a conformed Shellfish Laboratory by the FDA's National Shellfish Sanitation Program (NSSP). This program was established to evaluate potential shellfish growing areas and all aspects of harvesting, processing, packaging, storing, and distributing shellfish; to determine the safety of shellfish for human consumption. This new program requires the State Laboratories to analyze potential shellfish areas undergoing sanitation surveys, which could take up to 12 months for each sampling area. After the initial evaluations, the shellfish industry will require on-going monitoring of the growing areas and the shellfish. The supplies and equipment requested are necessary to initiate and maintain this program. These supplies are needed to perform the tests.	A			\$ 41,240.00
HTH710	O	4	O-75	Add funds for USDA funding for the National Wildlife Disease Program and for the Swine Surveillance Project.	Housekeeping. This request provides authorized funding for two U.S. Department of Agriculture (USDA) funding streams: Animal and Plant Health Inspection Service (APHIS) - National Wildlife Disease Program; National Veterinary Services Laboratory (NVSL) - Swine Surveillance Project.	P			\$ 3,700.00
HTH710	O	5	O-76	Change from MOF N to P for Labor Savings Restoration.	Housekeeping. This request changes the MOF for the Labor Savings Adjustment from MOF N to MOF P to offset the related labor savings reduction line item budget.	P			\$ 11,129.00

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HTH720	O	1	O-4	Change MOF for 10 staff from 100% federal to part federal/part general funds	The 1864 Agreement between the State of Hawaii and the U.S. Secretary of Health and Human Services is to carry out the provisions of Sections 1864, 1874, and related provisions of the Social Security Act as amended. This agreement states, in part, "the state shall not be reimbursed for any costs attributable to the general expenses of the state in carrying out functions of state government which are not related to this agreement." Therefore, each year OHCA submits a budget to the Centers for Medicare and Medicaid Services (CMS) that reflects funding for personnel as follows: 80% federal/20% general split for professional staff; 60% federal/40% general split for clerical staff. Currently most federal staff salaries are reflected as 100% federal "P" in the budget details. To meet the state share requirement, "A" funds are used to reimburse the federal "P" account(s) for all state related activities performed by federal/state staff.	A	2.80		\$ 188,376.00
HTH720	O	1A	O-4	Change MOF for 10 staff from 100% federal to part federal/general funds	The 1864 Agreement is an agreement between the State of Hawaii and the U.S. Secretary of Health and Human Services to carry out the provisions of Sections 1864, 1874, and related provisions of the Social Security Act as amended. This agreement states, in part, "the state shall not be reimbursed for any costs attributable to the general expenses of the state in carrying out functions of state government which are not related to this agreement." Each year OHCA submits a budget to the Centers for Medicare and Medicaid Services (CMS) that reflects funding for personnel as follows: 80/20 split for professional staff - 80% federal and 20% state; 60/40 split for clerical staff - 60% federal and 40% state. Currently most federal staff salaries are reflected as 100% federal "P" in the budget details. To meet the state share requirement, "A" funds (G-104-H) are used to reimburse the federal "P" account(s) for all state related activities performed by federal/state staff.	P			\$ 42,274.00
HTH 720	O	2	O-5	Transfer funds from Other Current Expenses to Personal Services to fund RN V position.	Move funds from other current expenses to personal services to fund RN V position and correct position from 100% federally funded to 20% general funded.	A	0.20		
HTH720	O	3	O-77	New grant - 1A1CMS331099 01 01 for Hawaii Criminal Background Check	Establish appropriation/ceiling for upgrading the Hawaii criminal background check system	P			\$ 797,000.00
HTH730	HS	1	O-44	Add special funds to emergency ambulance contracts for maintaining current service operation requirements.	Emergency ambulance services are recognized as an essential service for reducing medical emergency deaths, injuries, and permanent long-term disability as a result of the patient's condition, natural disasters, or other causes. The increase requested includes funds to continue a new service authorized for the Maalaea area in Maui pursuant to Act 242, SLH 2013.	B			\$ 330,000.00
HTH760	O	2	O-88	Increase ceiling for MOF P per anticipated federal receipts.	Housekeeping. Increase the other federal fund appropriation ceiling to a level that is in line with anticipated federal receipts.	P			\$ 85,000.00
HTH840	O	1	O-9	Add position counts only for 2.00 perm Accountant IIIs and 1.00 perm Account Clerk II for Deposit Beverage Container (DBC) program.	Insufficient fiscal staff has resulted in delays in processing HI-5 deposits from stores and payments to redemption centers as well as inadequate internal controls to ensure the integrity of the program, as noted recently by the State Auditor. These positions will provide the capacity for timely postings, deposits, and financial reporting, required follow-up with vendors, and to perform internal audits. Program to transfer funds for salaries from Other Current Expenses to Personal Services.	B	3.00		

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HTH840	0	2b	0-11	Change from MOF B to A for Engineer IV for solid waste permitting and monitoring.	Act 134/2013 approved the Engineer for Solid Waste permitting and monitoring but changed the MOF to the Environmental Management Special Fund that does not have sufficient revenue to fund this position.	A	1.00		\$ 68,980.00
HTH840	0	3	0-16	Add 2.00 perm Env Health Specialist IV for water quality monitoring.	Requested positions to assure adequate and qualified watershed and surface water quality monitoring, assessment and analysis statewide.	A	2.00		\$ 53,576.00
HTH840	0	4	0-49	Add 1.00 perm Environmental Health Specialist for air quality monitoring.	Requested position to provide sufficient capacity to implement federal and state air regulatory requirements.	B	1.00		\$ 36,368.00
HTH840	0	5	0-25	Add funds to revise the integrated Solid Waste Management Plan per "New Day" plan.	The Integrated Solid Waste Plan must be revised periodically, as required by HRS 342G-29. Funding will enable an update that is already several years overdue.	A			\$ 350,000.00
HTH840	0	7b	0-37	Change from MOF W to A for 3.00 Env Health Specialist IV for clean water monitoring and enforcement.	Act 134/2013 approved Environmental Health Specialists for water quality monitoring but changed requested A to W; the Emergency Response Revolving Fund does not have sufficient funds to support these positions.	A	3.00		\$ 148,728.00
HTH840	0	4	0-49	Add 1.00 perm Environmental Health Specialist for air quality monitoring.	The requested position will provide sufficient capacity to implement federal and state air regulatory requirements.	B	1.00		\$ 36,368.00
HTH840	0	6	0-52	Add funds to develop a solid waste data management system.	Development of a solid waste data management system will improve capabilities in permitting, compliance, enforcement, complaint management, and decision-making.	A			\$ 400,000.00
HTH840	0	8b	0-53	Change from MOF N to W for 1.00 Engineer VI for drinking water quality oversight.	The Public Water System Supervision grant no longer has sufficient funds to support this Engineer for drinking water regulations compliance and enforcement activities.	W	1.00		\$ 128,603.00
HTH849	0	1	0-20	Add perm Systems Support Specialist for development, coordination, and implementation of EHA data management systems	Provide funding and position to manage, coordinate, and sustain all new and ongoing information technology activities for Environmental Health Administration programs	A	1.00		\$ 161,956.00
HTH849	0	2	0-22	Add perm Planner IV for land use review	Position to coordinate land use reviews for EHA programs (includes comments on Environmental Impact Statements, Environmental Assessments, and on other land use planning and development proposals) to assess conformance with federal and state environmental laws	A	1.00		\$ 26,788.00
HTH850	0	1	0-34	Add funds for design, development, and implementation of a publicly searchable online data management system	The system will facilitate and streamline the submission, review, and publication of HRS Chapter 343 documents such as environmental notices, environmental assessments, environmental impact statements, exception declarations, and exemption lists, as well as automate the public comment submission and response period procedures. A searchable database will provide an enhanced ability to store, access, and search for information and documents by the program, partner agencies, and the public.	A			\$150,000.00
HTH904	0	1	0-17	Add funds for Kupuna Care	Kupuna Care funds will be used to support the most vulnerable older adults with supports sufficient to reduce their risk of admission to a facility.	A			\$ 4,200,000.00
HTH904	0	2	0-93	Aging and Disability Resource Centers (ADRC)	Funds will be used for ADRC project coordination, MIS/IT, marketing, and site implementation.	A			\$ 427,937.00
HTH904	0	3	0-94	Health Aging Project	Maintain on going programming for the Chronic Self-Management Program, evaluation, and coordination and to maintain Enhance Fitness programs.	A			\$ 300,000.00
HTH904	0	4	0-85	Correction to change in MOF from N to P	Appropriate allocation of grant funds from Federal Funds (MOF: N) to Other Federal Funds (MOF: P)	p			\$ 104,533.00

Department of Health  
Proposed Budget Additions

Table 6

<u>Prog ID</u>	<u>Request Category</u>	<u>Prog ID Priority</u>	<u>Dept-Wide Priority</u>	<u>Description of Addition</u>	<u>Justification</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>
HTH904	O	5	O-86	Request to increase ceiling to match federal grant award	Ceiling increase due to addition and extension of the supplemental grant.	P			\$ 318,486.00
HTH907	O	1	O-7	Request Statewide Health Information Technology (HIT) priorities including 1) DOH Hawaii Health Emergency Syndromic Surveillance system (HHESS) operations and 2) Hawaii Health Information Exchange (HHIE) operations.	This funding will be used to support ongoing efforts to implement a public/private health information exchange infrastructure to meet federal Meaningful Use standards. \$825,000 will be used toward general sustainability for the HHESS. HHIE is the state-designated entity in charge of the exchange projects and will use funds for operations while financial sustainability and operational plans are implemented. DOH will use \$175,000 to cut-over its syndromic surveillance system from Tobacco Settlement funds in a effort to meeting Public Health Meaningful Use standards to assist providers comply. It is in the state's long-term strategic interest to exert more influence over the development of health IT exchanges to inform health policy, contain health care costs, and assure quality care.	A		\$ 1,000,000.00	
HTH907	O	2	O-31	Add funds for Statewide Health Information Exchange Infrastructure Advancements, IT security assessment and remediation	Information security infrastructure is required by federal law (e.g. HIPAA, ARRA HITECH, etc.) and is an increasing expectation, particularly for government agencies and health data. DOH has significant information security deficiencies at policy, hardware, and training levels, which were demonstrated through recent information security breaches. Department-wide security assessments, in conjunction with the State CIO, is required to assess agency vulnerabilities and address deficiencies. Moneys would purchase contracted services including \$250,000 for DOH-wide security assessment, \$250,000 for development of policies and procedures, and \$1.5M for hardware and software upgrades (including training) to meet federal and national standards.	A		\$ 2,000,000.00	
HTH907	O	3	O-43	Replace 10 motor vehicles on the Big Island between 12 to 20 years old needing costly multiple needed repairs to be fully operational.	Vehicle replacement requested to address program requirements. Due to the size of the island of Hawaii, the large district programs travel for official business and the off-road conditions of terrain, wear and tear of state vehicles is extensive and employee safety is a priority.	A		\$ 228,000.00	
HTH907	O	4	O-46	Replace two existing State motor vehicles in the Maui District Health Office fleet of cars.	One vehicle is over 10 years old and has over 100,000 miles and in need of repair. The other vehicle is difficult to start and the body is in desperate need of repair. Vehicles are needed to service operational requirements.	A		\$ 40,000.00	
HTH907	O	5	O-51	The Kauai District Health Office (KDHO) is requesting funding for the replacement of three motor vehicles.	Three vehicles are being requested to replace existing vehicles that are either over 100,000 miles or beyond their useful life. Most of the vehicles in fleet wear down before reaching 100,000 miles due to the rugged terrain and salt water. Vehicles are needed to service operational needs.	A		\$ 90,000.00	
HTH908	O	1	O-96	Request 2.00 perm positions and funding for translation services for the Office of Language Access (OLA)	To perform OLA's mandated functions of compliance monitoring, providing technical assistance to state and state-funded agencies and translation services.	A	2.00		\$ 145,156.00



Department of Health  
Emergency Appropriation Requests

Table 8

<u>Prog ID</u>	<u>Description of Request</u>	<u>Explanation of Request</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>
		<b>NO EMERGENCY APPROPRIATION REQUESTS</b>				



Department of Health  
Expenditures Exceeding the Appropriation

Table 9

<u>Prog ID</u>	<u>MOF</u>	<u>Date</u>	<u>Appropriation</u>	<u>Amount Exceeding Appropriation</u>	<u>Percent Exceeded</u>	<u>Reason for Exceeding Ceiling</u>	<u>Legal Authority</u>	<u>Recurring (Y/N)</u>	<u>GF Impact (Y/N)</u>
HTH 720	N	11/15/2012	\$ 1,586,387	\$ 283,911	17.9%	To fund anticipated filling of staff vacancies and training costs.	Governor's approval per Section 88, Act 134, SLH 2013	Y	N

Department of Health  
Intradepartmental Transfers

Table 10

<u>Actual or Anticipated</u> <u>Date of Transfer</u>	<u>MOF</u>	<u>Pos (P)</u>	<u>Pos (T)</u>	<u>\$\$\$</u>	<u>From Prog ID</u>	<u>Percent of Program ID Appropriation Transferred From</u>	<u>To Prog ID</u>	<u>Percent of Receiving Program ID Appropriation</u>	<u>Reason for Transfer</u>	<u>Recurring (Y/N)</u>
4/26/2013	A	-	-	\$ 376,000	HTH 610	7.1%	HTH 710	6.4%	To cover the projected shortfall for electricity costs	N
5/28/2013	A	-	-	\$ 4,262,725	HTH 420	6.0%	HTH 430	8.4%	To cover anticipated deficits in agency nursing services, utilities, food services, pharmacy, contracted psychiatric services/contracted medical services and plant operations.	Y
5/28/2013	A	-	-	\$ 572,649	HTH 495	8.7%	HTH 430	1.1%		
6/7/2013	A	-	-	\$ 1,062,233	HTH 141	8.7%	HTH 501	1.6%	Cover estimated deficit for waiver Services.	Y
Est. 3/14/14	A	-	-	\$5,104,000	HTH 420	7.0%	HTH 430	9.6%	To cover anticipated deficits in agency nursing services, utilities, food services, pharmacy, contracted psychiatric services/contracted medical services and plant operations. Note that DOH is requesting transfer of funds from HTH 420 to HTH 430 as part of the Executive Budget Request for Supplemental FY 15.	Y
Est. 3/14/14	A	-	-	\$1,183,384	VAR		HTH 501	1.7%	To cover estimated deficit for waiver services. For FY 14, the DOH will be requesting an A-21 transfer utilizing one-time vacancy savings from various programs to cover this anticipated shortfall. Note that DOH is requesting additional general funds as part of the Executive Budget Request for Supplemental FY 15 to cover this ongoing shortfall.	Y

Department of Health  
Federal Awards

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
H (HTH)	HTH100	5H25PS001355	93.777	Comprehensive STD Prevention Projects	CDC	\$384,384	\$384,384	S-14-500-H	Kevin Nomura	733-8397	<a href="mailto:kevin.nomura@doh.hawaii.gov">kevin.nomura@doh.hawaii.gov</a>
H (HTH)	HTH100	5U62PS003691	93.940	Comprehensive HIV Prevention Project for Health Depts	CDC	\$1,658,017	\$1,658,017	S-14-511-H	Kevin Nomura	733-8397	<a href="mailto:kevin.nomura@doh.hawaii.gov">kevin.nomura@doh.hawaii.gov</a>
H (HTH)	HTH100	1U62PS003965	93.944	Human Immunodeficiency Virus (HIV)/Acquired Immunodeficiency Virus Syndrome AIDS	CDC	\$269,838	\$269,838	S-14-515-H	Kevin Nomura	733-8397	<a href="mailto:kevin.nomura@doh.hawaii.gov">kevin.nomura@doh.hawaii.gov</a>
H (HTH)	HTH100	N/A	N/A	Prospective Comparison of TST vs. IGRAs in Diagnosing LTBI & Predicting Progression from LTBI to Active TB Disease (TBESC)	DHHS-CDC	\$469,541	\$469,541	S-14-516-H	Dr. Richard Brostrom	832-5737	<a href="mailto:richard.brostrom@doh.hawaii.gov">richard.brostrom@doh.hawaii.gov</a>
H (HTH)	HTH100	5U52PS900491	93.116	Tuberculosis Control & Elimination in the State of Hawaii	DHHS-CDC	\$729,596	\$729,596	S-14-517-H	Dr. Richard Brostrom	832-5737	<a href="mailto:richard.brostrom@doh.hawaii.gov">richard.brostrom@doh.hawaii.gov</a>
H (HTH)	HTH100	2X07HA00050	93.917	Ryan White Care Act Title II	HRSA	\$3,677,870	\$3,677,870	S-14-207-H	Kevin Nomura	733-8397	<a href="mailto:kevin.nomura@doh.hawaii.gov">kevin.nomura@doh.hawaii.gov</a>
H (HTH)	HTH100	N/A	93.215	Hansen's Disease National Ambulatory Care Program	Dept. of Health and Human Services	\$1,065,157	\$1,065,157	S-15-518-H	Mike Maruyama	733-9831	<a href="mailto:michael.maruyama@doh.hawaii.gov">michael.maruyama@doh.hawaii.gov</a>
H (HTH)	HTH131	1H23IP000721-01	93.268	Immunization Cooperative Agreements	CDC	\$3,107,402	\$3,107,402	S-13-200	Ronald Balajadia	586-8328	<a href="mailto:ronald.balajadia@doh.hawaii.gov">ronald.balajadia@doh.hawaii.gov</a>
H (HTH)	HTH131	5U90TP000513-02	93.074	Hospital Preparedness Program and Public Health Emergency Preparedness Cooperative Agreements--TP12-1201 HPP and PHEP Cooperative Agreements	CDC/DHHS	\$6,818,950	\$6,818,950	S-13-208	Roger Hirata	587-6580	<a href="mailto:roger.hirata@doh.hawaii.gov">roger.hirata@doh.hawaii.gov</a>
H (HTH)	HTH131	5U51PS004046-02	93.270	Hawaii Department of Health Category A, Part 1 and Category B Project for Viral Hepatitis - Prevention and Surveillance	CDC	\$44,351	\$44,351	S-13-501	Thaddeus Pham	733-9298	<a href="mailto:thad.pham@doh.hawaii.gov">thad.pham@doh.hawaii.gov</a>
H (HTH)	HTH131	3U50CI000872-02S3	93.521	The Affordable Care Act: Building Epidemiology, Laboratory, and Health Information Systems Capacity in the Epidemiology and Laboratory Capacity for Infectious Disease (ELC) and Emerging Infections Program (EIP) Cooperative Agreements;PPHF	CDC	\$554,459	\$554,459	S-13-217	Michele Nakata	587-6591	<a href="mailto:dibmanager@doh.hawaii.gov">dibmanager@doh.hawaii.gov</a>
H (HTH)	HTH131	3U50CI000872-02S4	93.521	The Affordable Care Act: Building Epidemiology, Laboratory, and Health Information Systems Capacity in the Epidemiology and Laboratory Capacity for Infectious Disease (ELC) and Emerging Infections Program (EIP) Cooperative Agreements;NON-PPHF FUNDING	CDC	\$401,335 \$48,760 of unspent funds applied as offset not appearing in NOA	\$401,335 \$48,760 of unspent funds applied as offset not appearing in NOA	S-13-217	Michele Nakata	587-6591	<a href="mailto:dibmanager@doh.hawaii.gov">dibmanager@doh.hawaii.gov</a>
H (HTH)	HTH420	3B09SM010015-13S3	93.958	Block Grants for Community Mental Health Services	Department of Health and Human Services, Substance Abuse and Mental Health Services, Center for Mental Health Services	\$1,278,270	\$1,278,270	S 14 202 H	Amy Yamaguchi	586-4682	<a href="mailto:amy.yamaguchi@doh.hawaii.gov">amy.yamaguchi@doh.hawaii.gov</a>

Department of Health  
Federal Awards

Table 11

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H (HTH)	HTH420	2X06SM016012-13	93.150	Projects for Assistance in Transition From Homelessness	Department of Health and Human Services, Substance Abuse and Mental Health Services, Center for Mental Health Services	\$300,000	\$300,000	S 14 212 H	Amy Yamaguchi	586-4682	amy.yamaguchi@doh.hawaii.gov
H (HTH)	HTH440	3B08T1010015-13S2	93.959	Substance Abuse Prevention and Treatment Block Grant	Department of Health and Human Services (DHHS), Substance Abuse and Mental Health Administration (SAMHSA)	\$7,174,890	\$7,174,890	S-14-203	Jan Nishimura	692-7513	jan.nishimura@doh.hawaii.gov
H (HTH)	HTH440	2011-AH-FX-0016	16.727	Enforcing Underage Drinking Laws Program	Department of Justice, Office of Juvenile Justice and Delinquency Program	\$359,639	\$359,639	S-14-502	Alan Yamamoto	692-7514	alan.yamamoto@doh.hawaii.gov
H (HTH)	HTH440	5H79T1023123-04	93.275	Access to Recovery	DHHS, SAMHSA	\$2,857,357	\$2,857,357	S-14-519	Wendy Nihoa	692-7523	wendy.nihoa@doh.hawaii.gov
H (HTH)	HTH440	HHSF223201110148C	None	Hawaii Tobacco State Enforcement Contract	DHHS, Food and Drug Administration	\$255,170	\$255,170	S-14-520	Dixie Thompson	692-7510	dixie.thompson@doh.hawaii.gov
H (HTH)	HTH440	1U79SP020167-01 Revised	93.243	Strategic Prevention Framework - Partnerships for Success	DHHS, SAMHSA	\$1,776,772	\$1,776,772	pending	Dixie Thompson	692-7510	dixie.thompson@doh.hawaii.gov
H (HTH)	HTH440	1H79TI025340-01	93.243	Hawaii Pathways Project	DHHS, SAMHSA	\$711,818	\$711,818	pending	Nancy Haag	692-7507	wendy.nihoa@doh.hawaii.gov
H (HTH)	HTH460	5U79SM059024-05	93.104	Project Kealahou - A New Pathway for Girls	Substance Abuse and Mental Health Services Administration	\$1,500,000	\$1,500,000	S 14 503 H 000589 556	Janet Ledoux	733-4198	janet.ledoux@doh.hawaii.gov
H (HTH)	HTH460	5U79SM061226-02	93.243	Hawaii's System of Care Expansion Implementation Cooperative Agreement	Substance Abuse and Mental Health Services Administration	\$834,160	\$834,160	S 14 273 H 000642 556	Janet Ledoux	733-4198	janet.ledoux@doh.hawaii.gov
H (HTH)	HTH460	2B09SM0100113S3	93.958	Block Grant for Community Mental Health Services	Substance Abuse and Mental Health Services Administration	\$2,096,651	\$896,029	S 14 214 H 0032202 720	Janet Ledoux	733-4198	janet.ledoux@doh.hawaii.gov
H (HTH)	HTH495	5HR1SM059971-03-REV.	93.243	Mental Health Data Infrastructure Grant for Quality Improvement	Department of Health and Human Services, Substance Abuse and Mental Health Services, Center for Mental Health Services	\$132,941	\$132,941	S 14 504 H	Amy Yamaguchi	586-4682	amy.yamaguchi@doh.hawaii.gov

Department of Health  
Federal Awards

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H (HTH)	HTH495	5H79SM060159-04	93.243	Mental Health Transformation Grant, Implementing a Trauma-Informed System of Care	Department of Health and Human Services, Substance Abuse and Mental Health Services, Center for Mental Health Services	\$328,576	\$328,576	S 14 245 H	Amy Yamaguchi	586-4682	<a href="mailto:amy.yamaguchi@doh.hawaii.gov">amy.yamaguchi@doh.hawaii.gov</a>
H (HTH)	HTH560	1H46MC24091	93.110	Heritable Disorders: Plan, pilot and evaluate a regional practice model that improves access to speciality genetics services, comprehensive primary care, and care coordination for Hawaii with heritable conditions and to increase the capacity of genetics and newborn screening programs to perform assessment, policy, development and assurance functions.	DHHS/HRSA	\$593,000	\$593,000	S-14-526-H	Sylvia Au	733-9063	<a href="mailto:Sylvia.Au@doh.hawaii.gov">Sylvia.Au@doh.hawaii.gov</a>
H (HTH)	HTH560	H181A130144	84.181A	Infants and Toddlers with Disabilities (Part C): Support services to IDEA Part C eligible infants and toddlers and their families.	US-DOE	\$2,056,021	\$2,056,021	S-14-292-H	Stacy Kong	594-0025	<a href="mailto:stacy.kong@doh.hawaii.gov">stacy.kong@doh.hawaii.gov</a>
H (HTH)	HTH560	H61MC00038	93.251	Universal Newborn Hearing Screening: Develop and refine the system of screening, assessment, and early intervention services for young children with hearing loss, so that all young children with hearing loss will reach developmentally appropriate milestones for language and communication.	DHHS/HRSA	\$255,382	\$255,382	S-14-527-H	Patricia Heu	733-9058	<a href="mailto:Patricia.Heu@doh.hawaii.gov">Patricia.Heu@doh.hawaii.gov</a>
H (HTH)	HTH560	7HI700HI7	10.557	Women Infants & Children Program: Provides nutrition education, supplemental foods, breastfeeding support, health and social service referrals to improve the health status of eligible participants. (FFY 2014)	USDA/FNS	\$32,797,917	\$32,797,917	S-14-206-H	Linda Chock	586-8191	<a href="mailto:Linda.Chock@doh.hawaii.gov">Linda.Chock@doh.hawaii.gov</a>
H (HTH)	HTH560	7HI700HI1	10.557	WIC Breastfeeding Peer Counseling: Enable State agencies to implement or maintain an effective breastfeeding peer counselor program and to increase breastfeeding initiation and duration rates among WIC participants. (FFY 2012)	USDA/FNS	\$100,000	\$100,000	S-14-293-H	Linda Chock	586-8191	<a href="mailto:Linda.Chock@doh.hawaii.gov">Linda.Chock@doh.hawaii.gov</a>
H (HTH)	HTH560	7HI700HI1	10.557	WIC Breastfeeding Peer Counseling: Enable State agencies to implement or maintain an effective breastfeeding peer counselor program and to increase breastfeeding initiation and duration rates among WIC participants. (FFY 2011)	USDA/FNS	\$200,000	\$200,000	S-14-293-H	Linda Chock	586-8191	<a href="mailto:Linda.Chock@doh.hawaii.gov">Linda.Chock@doh.hawaii.gov</a>
H (HTH)	HTH560	H18MC00012	93.110	State Systems Development Initiative: Facilitate the integration of comprehensive community based systems of health care by providing ongoing technical assistance to DOH staff and consumers of care.	DHHS/HRSA	\$45,523	\$45,523	S-14-505-H	Annette Mente	733-8358	<a href="mailto:Annette.Mente@doh.hawaii.gov">Annette.Mente@doh.hawaii.gov</a>

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H (HTH)	HTH560	U68HP11443	93.130	State Primary Care Offices: Assist the state in the planning development and delivery of comprehensive primary care services in areas that lack adequate health professionals or areas lacking access to primary care.	DHHS/HRSA	\$157,598	\$157,598	S-14-521-H	Catherine Sorensen	733-8364	<a href="mailto:Catherine.Sorensen@doh.hawaii.gov">Catherine.Sorensen@doh.hawaii.gov</a>
H (HTH)	HTH560	H95RH00105	93.913	State Office of Rural Health: To assists States in strengthening rural health care delivery systems by maintaining a focal point for rural health within each state.	DHHS/HRSA	\$172,737	\$172,737	S-14-523-H	Gregg Kishaba	586-5446	<a href="mailto:Gregg.Kishaba@doh.hawaii.gov">Gregg.Kishaba@doh.hawaii.gov</a>
H (HTH)	HTH560	H54RH00012	93.241	Medicare Rural Hospital Flexibility Program (FLEX): Provides funding to state governments to spur quality and performance improvement activities, stabilize rural health finance, and integrate emergency medical services into their health care systems.	DHHS/HRSA	\$396,417	\$396,417	S-14-524-H	Scott Daniels	961-9460	<a href="mailto:Scott.Daniels@doh.hawaii.gov">Scott.Daniels@doh.hawaii.gov</a>
H (HTH)	HTH560	H3HRH00022	93.301	Small Rural Hospital Improvement Program (SHIP): To help hospitals 1)pay for costs related to implementation of prospective payment systems such as updating chargemasters or providing training in billing and coding, 2)pay for the costs related to delivery system changes as outlined in the ACA such as value-based purchasing, accountable care organizations and payment bundling.	DHHS/HRSA	\$87,241	\$87,241	S-14-525-H	Scott Daniels	961-9460	<a href="mailto:Scott.Daniels@doh.hawaii.gov">Scott.Daniels@doh.hawaii.gov</a>
H (HTH)	HTH560	1U58DP004884-01	93.283	Hawaii State Oral Health Disease Prevention Program: To assist state health departments build and/or maintain effective public health capacity for the implementation, evaluation, and dissemination of best practices associated with oral disease prevention and improvement of oral health.	DHHS/CDC	\$230,000	\$230,000	S-14-563-H	Annette Mente	733-8358	<a href="mailto:Annette.Mente@doh.hawaii.gov">Annette.Mente@doh.hawaii.gov</a>
H (HTH)	HTH560	H25MC00278	93.110	Community Integrated Service Systems, State Maternal & Child Health Early Childhood: Build early childhood service systems that address critical components of access to medical homes; social emotional development of young children; early care and education; parenting education; and family support.	DHHS/HRSA	\$140,000	\$140,000	S-14-522-H	Keiko Nitta	733-9079	<a href="mailto:Keiko.Nitta@doh.hawaii.gov">Keiko.Nitta@doh.hawaii.gov</a>
H (HTH)	HTH560	B04MC26661	93.994	Maternal & Child Health Block Grant - Title V: Provide core public health services to women, infants, children and adolescents that assures a system of services that is comprehensive, integrated and community based.	DHHS/HRSA	\$522,440	\$522,440	S-14-229-H	Danette Tomiyasu	586-4122	<a href="mailto:Danette.Tomiyasu@doh.hawaii.gov">Danette.Tomiyasu@doh.hawaii.gov</a>
H (HTH)	HTH560	B04MC25336	93.994	Maternal & Child Health Block Grant-Title V: Provide core public health services to women, infants, children and adolescents that assures a system of services that is comprehensive, integrated and community based.	DHHS/HRSA	\$2,061,568	\$2,061,568	S-14-229-H	Danette Tomiyasu	586-4122	<a href="mailto:Danette.Tomiyasu@doh.hawaii.gov">Danette.Tomiyasu@doh.hawaii.gov</a>

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Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
H (HTH)	HTH560	1201HIAEGP	93.235	Abstinence Education Grant Program provide abstinence education and, at the option of the State where appropriate, mentoring, counseling, and adult supervision to promote abstinence from sexual activities.	DHHS/ACF	\$126,243	\$126,243	S-14-528-H	Noella Kong	733-8339	<a href="mailto:Noella.Kong@doh.hawaii.gov">Noella.Kong@doh.hawaii.gov</a>
H (HTH)	HTH560	1301HIAEGP	93.235	Abstinence Education Grant Program provide abstinence education and, at the option of the State where appropriate, mentoring, counseling, and adult supervision to promote abstinence from sexual activities.	DHHS/ACF	\$142,146	\$142,146	S-14-528-H	Noella Kong	733-8339	<a href="mailto:Noella.Kong@doh.hawaii.gov">Noella.Kong@doh.hawaii.gov</a>
H (HTH)	HTH560	1VF1CE002234-01	93.136	Sexual Violence Prevention and Education grant is to strengthen violence against women prevention efforts by supporting increased awareness education and trainings.	DHHS/CDC	\$141,690	\$141,690	S-14-531-H	Helene Kaiwi	733-9094	<a href="mailto:Helene.Kaiwi@doh.hawaii.gov">Helene.Kaiwi@doh.hawaii.gov</a>
H (HTH)	HTH560	2B01DP009015-13	93.991	Preventive Health Block Grant - Sexual Assault Set Aside funds is a rape and prevention education grant with Center for Disease Control.	DHHS/CDC	\$27,374	\$27,374	S-14-297-H	Helene Kaiwi	733-9094	<a href="mailto:Helene.Kaiwi@doh.hawaii.gov">Helene.Kaiwi@doh.hawaii.gov</a>
H (HTH)	HTH560	G1201HIFRPG	93.590	Community-Based Child Abuse Prevention Grant is to develop and enhance Hawaii's network of community-based family resource and support programs to strengthen families for prevention of child abuse and neglect through the provision of training and grant-making activities.	DHHS/ACF	\$288,514	\$288,514	S-14-294-H	Lani Sakamoto	733-9021	<a href="mailto:Lani.Sakamoto@doh.hawaii.gov">Lani.Sakamoto@doh.hawaii.gov</a>
H (HTH)	HTH560	G1301HIFRPG	93.590	Community-Based Child Abuse Prevention Grant is to develop and enhance Hawaii's network of community-based family resource and support programs to strengthen families for prevention of child abuse and neglect through the provision of training and grant-making activities.	DHHS/ACF	\$260,528	\$260,528	S-14-294-H	Lani Sakamoto	733-9021	<a href="mailto:Lani.Sakamoto@doh.hawaii.gov">Lani.Sakamoto@doh.hawaii.gov</a>
H (HTH)	HTH560	G1101HIFRPG	93.590	Community-Based Child Abuse Prevention Grant is to develop and enhance Hawaii's network of community-based family resource and support programs to strengthen families for prevention of child abuse and neglect through the provision of training and grant-making activities.	DHHS/ACF	\$288,559	\$288,559	S-14-294-H	Lani Sakamoto	733-9021	<a href="mailto:Lani.Sakamoto@doh.hawaii.gov">Lani.Sakamoto@doh.hawaii.gov</a>
H (HTH)	HTH560	1301HIPREP	93.092	Personal Responsibility Education Program (PREP) is to educate adolescents and young adults on both abstinence and contraception for the prevention of pregnancy and sexually transmitted infections, including HIV/AIDS.	DHHS/ACF	\$250,000	\$250,000	S-14-534-H	Noella Kong	733-8339	<a href="mailto:Noella.Kong@doh.hawaii.gov">Noella.Kong@doh.hawaii.gov</a>
H (HTH)	HTH560	1201HIPREP	93.092	Personal Responsibility Education Program (PREP) is to educate adolescents and young adults on both abstinence and contraception for the prevention of pregnancy and sexually transmitted infections, including HIV/AIDS.	DHHS/ACF	\$250,000	\$250,000	S-14-534-H	Noella Kong	733-8339	<a href="mailto:Noella.Kong@doh.hawaii.gov">Noella.Kong@doh.hawaii.gov</a>

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H (HTH)	HTH560	6X02MC23128	93.505	Affordable Care Act (ACA) Maternal, Infant and Early Childhood Home Visiting Program (MIECHV) Formula is to strengthen and improve the programs and activities carried out under Title V, to improve coordination of services for at risk communities and to identify and provide evidence-based home visiting programs to improve outcomes for families who reside in at risk communities.	HRSA	\$3,346,000	\$3,346,000	S-14-529-H	Cindy Hirai	733-9042	<a href="mailto:Cindy.Hirai@doh.hawaii.gov">Cindy.Hirai@doh.hawaii.gov</a>
H (HTH)	HTH560	X02MC26315	93.505	Affordable Care Act (ACA) Maternal, Infant and Early Childhood Home Visiting Program (MIECHV) Formula is to strengthen and improve the programs and activities carried out under Title V, to improve coordination of services for at risk communities and to identify and provide evidence-based home visiting programs to improve outcomes for families who reside in at risk communities.	HRSA	\$1,000,000	\$1,000,000	S-13-529-H	Cindy Hirai	733-9042	<a href="mailto:Cindy.Hirai@doh.hawaii.gov">Cindy.Hirai@doh.hawaii.gov</a>
H (HTH)	HTH560	D89MC23157	93.505	Affordable Care Act (ACA) Maternal, Infant and Early Childhood Home Visiting Program (MIECHV) Development is for States and jurisdictions that currently have modest home visiting programs to provide additional funding to expand and/or enhance their evidence-based, home visiting programs to build quality, comprehensive statewide early childhood systems for pregnant women, parents and caregivers, and children from birth to 8 years of age and ultimately, to improve health and development outcomes.	HRSA	\$3,300,000	\$3,300,000	S-14-530-H	Cindy Hirai	733-9042	<a href="mailto:Cindy.Hirai@doh.hawaii.gov">Cindy.Hirai@doh.hawaii.gov</a>
H (HTH)	HTH560	5FPHPA090326-41-00	93.217	Family Planning Services is to assure preventive family planning services are available to low income, uninsured women and men of reproductive age, for prevention of unintended pregnancy per Federal and State family planning guidelines.	DHHS/PHS	\$2,157,300	\$2,157,300	S-14-295-H	Candice Radner Calhoun	733-9048	<a href="mailto:Candice.Calhoun@doh.hawaii.gov">Candice.Calhoun@doh.hawaii.gov</a>
H (HTH)	HTH560	H67MC04801	93.926	Disparities in Perinatal Health-Border Initiatives is to strengthen and enhance community systems of Maternal and infant care by 1) providing community-based, culturally-sensitive, family-centered, comprehensive perinatal service to women, infants and their families in communities with extremely high rates of infant mortality; and 2) the integration of these services into existing perinatal systems of care.	HRSA	\$888,370	\$888,370	S-14-532-H	Constance Brunn	733-9024	<a href="mailto:Constance.Brunn@doh.hawaii.gov">Constance.Brunn@doh.hawaii.gov</a>



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H (HTH)	HTH560	SU01DP003145-03	93.946	Pregnancy Risk Assessment Monitoring System (PRAMS) is an initiative to increase epidemiologic screening capacity to be utilized in planning, implementing and evaluating public and private health programs and interventions. Seeks to reduce infant mortality and low birth weight through the random screening of a percentage of new mothers in the civilian population of the State of Hawaii.	DHHS/CDC	\$145,319	\$145,319	S-14-533-H	Emily Roberson	733-4060	<a href="mailto:Emily.Roberson@doh.hawaii.gov">Emily.Roberson@doh.hawaii.gov</a>
H (HTH)	HTH590	SU59EH000495	93.070	The primary purpose of the National Asthma Control Program is to develop program	Department of Health and Human Services	\$450,000	\$450,000	S-14-225-H	Brittany Winston	692-7476	<a href="mailto:brittany.winston@doh.hawaii.gov">brittany.winston@doh.hawaii.gov</a>
H (HTH)	HTH590	SU58DP001962	93.283	Collaborative Chronic Disease, Healthy Promotion and Surveillance Program; Health	Department of Health and Human Services	\$936,456	\$936,456	S-14-225-H	Lila Johnson	586-4662	<a href="mailto:lila.johnson@doh.hawaii.gov">lila.johnson@doh.hawaii.gov</a>
H (HTH)	HTH590	SU58SO000052	93.283	Surveillance Program Announcement: Behavioral Risk Factor Sureveillance System	Department of Health and Human Services	\$257,101	\$257,101	S-14-225-H	Tonya Lowery St. John	586-5447	<a href="mailto:tonya.lowerystjohn@doh.hawaii.gov">tonya.lowerystjohn@doh.hawaii.gov</a>
H (HTH)	HTH590	3U58DP001962	93.283	Cancer Prevention & Control programs for the state of Hawaii	Department of Health and Human Services	\$401,000	\$401,000	S-14-225-H	Julian Lipsher	586-4795	<a href="mailto:julian.lipsher@doh.hawaii.gov">julian.lipsher@doh.hawaii.gov</a>
H (HTH)	HTH590	2B01DP009015	93.991	Preventive Health Services - Block Grant	Department of Health and Human Services	\$550,794	\$150,000	S-14-225-H	Betty Wood	586-4530	<a href="mailto:betty.wood@doh.hawaii.gov">betty.wood@doh.hawaii.gov</a>
H (HTH)	HTH590	SU58DP003878	93.283	Cancer Prevention & Control programs for the state of Hawaii	Department of Health and Human Services	\$289,763	\$289,763	S-14-506-H	Florinda Taflinger	692-7479	<a href="mailto:florinda.taflinger@doh.hawaii.gov">florinda.taflinger@doh.hawaii.gov</a>
H (HTH)	HTH590	SU58DP003878	93.919	Cancer Prevention & Control programs for the state of Hawaii	Department of Health and Human Services	\$1,118,641	\$1,118,641	S-14-506-H	Florinda Taflinger	692-7479	<a href="mailto:florinda.taflinger@doh.hawaii.gov">florinda.taflinger@doh.hawaii.gov</a>
H (HTH)	HTH590	1U58DP004802	93.945	Hawaii State Dept of Health Healthy Hawaii Initiative	Department of Health and Human Services	\$505,956	\$505,956	S-14-535-H	Heidi Hansen-Smith	586-4495	<a href="mailto:heidi.hansen-smith@doh.hawaii.gov">heidi.hansen-smith@doh.hawaii.gov</a>
H (HTH)	HTH610	K-00950813-2	66.701	TSCA Compliance Monitoring Program (asbestos)	Environmental Protection Agency	\$147,370	\$147,370	S-14-536-H	Jeffrey Eckerd	586-4700	<a href="mailto:jeffrey.eckerd@doh.hawaii.gov">jeffrey.eckerd@doh.hawaii.gov</a>
H (HTH)	HTH610	PB-99911214-1	66.707	TSCA Title IV - State Lead Grants	Environmental Protection Agency	\$199,479	\$199,479	S-14-507-H	Jeffrey Eckerd	586-4700	<a href="mailto:jeffrey.eckerd@doh.hawaii.gov">jeffrey.eckerd@doh.hawaii.gov</a>
H (HTH)	HTH610	A-00937213-1	66.001	Air Pollution Control Program	Environmental Protection Agency	\$751,930	\$144,233	S-14-255-H	Jeffrey Eckerd	586-4700	<a href="mailto:jeffrey.eckerd@doh.hawaii.gov">jeffrey.eckerd@doh.hawaii.gov</a>
H (HTH)	HTH710	SU18FD003811-05	93.448	To test for toxins in the food supply.	FDA	\$225,000	\$225,000	S-14-508-H	Rebecca Sciulli	453-5993	<a href="mailto:rebecca.sciulli@doh.hawaii.org">rebecca.sciulli@doh.hawaii.org</a>
H (HTH)	HTH710	FSIS-C-08-2013	10.479	To improve the safety of our nation's food supply.	USDA	\$125,000	\$118,000	S-14-537-H	Rebecca Sciulli	453-5993	<a href="mailto:rebecca.sciulli@doh.hawaii.org">rebecca.sciulli@doh.hawaii.org</a>
H (HTH)	HTH710	13-9419-0282	10.028	To protect the food supply by checking for diseases in pigs.	USDA	\$2,500	\$2,500	S-14-231-H	Rebecca Sciulli	453-5993	<a href="mailto:rebecca.sciulli@doh.hawaii.org">rebecca.sciulli@doh.hawaii.org</a>
H (HTH)	HTH710	no number listed on the award.	10.028	To protect the food supply by checking for diseases in wildlife.	USDA	\$1,200	\$1,200	S-14-231-H	Rebecca Sciulli	453-5993	<a href="mailto:rebecca.sciulli@doh.hawaii.org">rebecca.sciulli@doh.hawaii.org</a>

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H (HTH)	HTH720		93.777	Conduct State survey and certificaion of health care providers and suppliers (Title XVIII - Medicare)	Dept. of Health and Human Services - Centers for Medicare and Medicaid Services (CMS)	\$940,945	\$940,945	S-14-509-H	Keith Ridley	692-7227	<a href="mailto:keith.ridley@doh.hawaii.gov">keith.ridley@doh.hawaii.gov</a>
H (HTH)	HTH720		93.796	Conduct State survey and certificaion of health care providers and suppliers (Title XIX - Medicaid)	Dept. of Health and Human Services - Centers for Medicare and Medicaid Services (CMS)	\$512,479	\$512,479	S-14-538-H	Keith Ridley	692-7227	<a href="mailto:keith.ridley@doh.hawaii.gov">keith.ridley@doh.hawaii.gov</a>
H (HTH)	HTH720		93.777	Conduct State survey and certificaion of health care providers and suppliers (CLIA - Clinical Laboratory Improvement Amendment)	Dept. of Health and Human Services - Centers for Medicare and Medicaid Services (CMS)	\$119,520	\$119,520	S-14-539-H	Keith Ridley	692-7227	<a href="mailto:keith.ridley@doh.hawaii.gov">keith.ridley@doh.hawaii.gov</a>
H (HTH)	HTH720	1A1CMS331099 01 01	93.506	ACA nationwide program for national and state background checks for direct patient access employees of long term care facilities and providers	Dept. of Health and Human Services - Centers for Medicare and Medicaid Services (CMS)	\$797,000	\$797,000	S-14-284-H	Keith Ridley	692-7227	<a href="mailto:keith.ridley@doh.hawaii.gov">keith.ridley@doh.hawaii.gov</a>
H (HTH)	HTH730	5U17CE002025-03	93.136	Core Violence And injury Prevention Program (Core VIPP); Support to maintain and strengthen injury and violence prevention programs.	Health and Human Services, Centers for Disease Control and Prevention	\$150,000	\$150,000	S-14-510-H	Therese Argoud	733-9201	<a href="mailto:therese.argoud@doh.hawaii.gov">therese.argoud@doh.hawaii.gov</a>
H (HTH)	HTH730	6 H33MC06676-08-02	93.127	EMSC Partnership Grants; Assist in expanding and improving capacity to reduce and ameliorate pediatric emergencies.	Health and Human Services, Health Resources and Services Administration	\$130,000	\$130,000	S-14-540-H	Dwayne Lopes	733-8326	<a href="mailto:dwayne.lopes@doh.hawaii.gov">dwayne.lopes@doh.hawaii.gov</a>
H (HTH)	HTH730	2B01DP009015-13	93.991	Preventive Health Services; Develop, promote, implement, coordinate and evaluate projects and policies that will lead to the reduction of injury deaths, hospitalizations and costs.	Health and Human Services, Centers for Disease Control and Prevention	\$550,794	\$75,000	S-14-541-H	Therese Argoud	733-9201	<a href="mailto:therese.argoud@doh.hawaii.gov">therese.argoud@doh.hawaii.gov</a>
H (HTH)	HTH760	none	93.066	State Vital Statistics Improvement Program. Cooperative Agreement with the National Center for Health Statistics of the Centers for Disease Control and Prevention for providing data. Technically not a grant.	Centers for Disease Control and Prevention	\$171,118	\$86,870	S-14-226-H	Dr. Alvin Onaka	x6-4600	<a href="mailto:alvino@hawaii.edu">alvino@hawaii.edu</a>

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H (HTH)	HTH760	none	none	Social Security Association (SSA), Enumeration at Birth. Contract with SSA for providing birth information for assignment of social security numbers. Payment by the SSA is per record and the amount listed in this table is an estimate. Technically not a grant.	Social Security Association	\$45,000	\$45,000	S-14-226-H	Dr. Alvin Onaka	x6-4600	<a href="mailto:alvino@hawaii.edu">alvino@hawaii.edu</a>
H (HTH)	HTH760	none	none	Social Security Association (SSA), Fact of Death. Contract with SSA for providing birth information for assignment of social security numbers. Payment by the SSA is per record and the amount listed in this table is an estimate. Technically not a grant.	Social Security Association	\$20,000	\$20,000	S-14-226-H	Dr. Alvin Onaka	x6-4600	<a href="mailto:alvino@hawaii.edu">alvino@hawaii.edu</a>
H (HTH)	HTH760	none	none	National Death Index. Fee for using Hawaii death index. Technically not a grant.	National Center for Health Statistics	\$83,000	\$83,000	S-14-226-H	Dr. Alvin Onaka	x6-4600	<a href="mailto:alvino@hawaii.edu">alvino@hawaii.edu</a>
H (HTH)	HTH840	A 009372-13-1	66.001	Air Pollution Program	Environmental Protection Agency	\$751,930	\$751,930	S-14-559-H	Nolan Hirai	586-4204	<a href="mailto:nolan.hirai@doh.hawaii.gov">nolan.hirai@doh.hawaii.gov</a>
H (HTH)	HTH840	PM-97973401-A	66.034	PM 2.5 Monitoring Network	Environmental Protection Agency	\$856,199	\$856,199	S-14-560-H	Nolan Hirai	586-4204	<a href="mailto:nolan.hirai@doh.hawaii.gov">nolan.hirai@doh.hawaii.gov</a>
H (HTH)	HTH840	DS 96968001-5	66.04	State Diesel Grant Program	Environmental Protection Agency	\$847,586	\$847,586	S-14-545-H	Nolan Hirai	586-4204	<a href="mailto:nolan.hirai@doh.hawaii.gov">nolan.hirai@doh.hawaii.gov</a>
H (HTH)	HTH840	I 009150-13-0	66.419	Water Pollution Control - Surface Water	Environmental Protection Agency	\$1,201,072	\$1,201,072	S-13-298-H	Alec Wong	586-4088	<a href="mailto:alec.wong@doh.hawaii.gov">alec.wong@doh.hawaii.gov</a>
H (HTH)	HTH840	I 00T36410-3	66.419	Water Pollution Control - Monitoring Initiative	Environmental Protection Agency	\$1,243,589	\$1,243,589	S-14-299-H	Alec Wong	586-4088	<a href="mailto:alec.wong@doh.hawaii.gov">alec.wong@doh.hawaii.gov</a>
H (HTH)	HTH840	C9-96978709-0	66.46	Non-Point Source Implementation	Environmental Protection Agency	\$1,503,626	\$1,503,626	S-14-201-H	Alec Wong	586-4088	<a href="mailto:alec.wong@doh.hawaii.gov">alec.wong@doh.hawaii.gov</a>
H (HTH)	HTH840	C9-96978710-0	66.46	Non-Point Source Implementation	Environmental Protection Agency	\$1,596,304	\$1,596,304	S-14-201-H	Alec Wong	586-4088	<a href="mailto:alec.wong@doh.hawaii.gov">alec.wong@doh.hawaii.gov</a>
H (HTH)	HTH840	C9-96978711-0	66.46	Non-Point Source Implementation	Environmental Protection Agency	\$1,355,490	\$1,355,490	S-14-201-H	Alec Wong	586-4088	<a href="mailto:alec.wong@doh.hawaii.gov">alec.wong@doh.hawaii.gov</a>
H (HTH)	HTH840	C9-96978712-0	66.46	Non-Point Source Implementation	Environmental Protection Agency	\$1,209,000	\$1,209,000	S-14-201-H	Alec Wong	586-4088	<a href="mailto:alec.wong@doh.hawaii.gov">alec.wong@doh.hawaii.gov</a>
H (HTH)	HTH840	C9-96978713-0	66.46	Non-Point Source Implementation	Environmental Protection Agency	\$1,146,000	\$1,146,000	S-14-201-H	Alec Wong	586-4088	<a href="mailto:alec.wong@doh.hawaii.gov">alec.wong@doh.hawaii.gov</a>
H (HTH)	HTH840	CU-00T35601-1	66.472	Beach Monitoring and Notification Program	Environmental Protection Agency	\$326,000	\$326,000	S-14-512-H	Alec Wong	586-4088	<a href="mailto:alec.wong@doh.hawaii.gov">alec.wong@doh.hawaii.gov</a>
H (HTH)	HTH840	CU-00T59801-0	66.472	Beach Monitoring and Notification Program	Environmental Protection Agency	\$331,536	\$331,536	S-14-512-H	Alec Wong	586-4088	<a href="mailto:alec.wong@doh.hawaii.gov">alec.wong@doh.hawaii.gov</a>

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H (HTH)	HTH840	CU-00T81601-0	66.472	Beach Monitoring and Notification Program	Environmental Protection Agency	\$322,000	\$322,000	S-14-512-H	Alec Wong	586-4088	alec.wong@doh.hawaii.gov
H (HTH)	HTH840	C6-99939208-3	66.454	Water Quality Management Planning	Environmental Protection Agency	\$111,859	\$111,859	S-14-542-H	Alec Wong	586-4088	alec.wong@doh.hawaii.gov
H (HTH)	HTH840	C6-99939209-1	66.454	Water Quality Management Planning	Environmental Protection Agency	\$114,719	\$114,719	S-14-542-H	Alec Wong	586-4088	alec.wong@doh.hawaii.gov
H (HTH)	HTH840	C6-99939210-1	66.454	Water Quality Management Planning	Environmental Protection Agency	\$159,000	\$159,000	S-14-542-H	Alec Wong	586-4088	alec.wong@doh.hawaii.gov
H (HTH)	HTH840	C6-99939211-0	66.454	Water Quality Management Planning	Environmental Protection Agency	\$116,000	\$116,000	S-14-542-H	Alec Wong	586-4088	alec.wong@doh.hawaii.gov
H (HTH)	HTH840	C6-99939212-0	66.454	Water Quality Management Planning	Environmental Protection Agency	\$111,000	\$111,000	S-14-542-H	Alec Wong	586-4088	alec.wong@doh.hawaii.gov
H (HTH)	HTH840	C6-99939213-0	66.454	Water Quality Management Planning	Environmental Protection Agency	\$104,000	\$104,000	S-14-542-H	Alec Wong	586-4088	alec.wong@doh.hawaii.gov
H (HTH)	HTH840	F 009393-13-2	66.432	Public Water System Supervision	Environmental Protection Agency	\$492,437	\$492,437	S-14-556-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	I 009394-13-0	66.419	Water Pollution Control - Groundwater	Environmental Protection Agency	\$487,300	\$487,300	S-14-557H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	D-009384-14-0	66.801	Hazardous Waste Management Program	Environmental Protection Agency	\$427,676	\$427,676	S-14-558-H	Steven Chang	586-4224	steven.chang@doh.hawaii.gov
H (HTH)	HTH840	L-00T94201-1	66.804	Leaking Underground Storage Tank - LUST Prevention	Environmental Protection Agency	\$481,813	\$481,813	S-14-544-H	Steven Chang	586-4224	steven.chang@doh.hawaii.gov
H (HTH)	HTH840	LS-00T94301-1	66.805	Leaking Underground Storage Tank (LUST) Program	Environmental Protection Agency	\$940,090	\$940,090	S-14-543-H	Steven Chang	586-4224	steven.chang@doh.hawaii.gov
H (HTH)	HTH840	CS-15000109-1	66.458	State Water Pollution Control Revolving Fund	Environmental Protection Agency	\$5,223,500	\$5,223,500	S-14-341-H	Stuart Yamada	586-4305	stuart.yamada@doh.hawaii.gov
H (HTH)	HTH840	CS-15000110-0	66.458	State Water Pollution Control Revolving Fund	Environmental Protection Agency	\$5,223,500	\$5,223,500	S-14-341-H	Stuart Yamada	586-4305	stuart.yamada@doh.hawaii.gov
H (HTH)	HTH840	CS-15000111-0	66.458	State Water Pollution Control Revolving Fund	Environmental Protection Agency	\$15,781,000	\$15,781,000	S-14-341-H	Stuart Yamada	586-4305	stuart.yamada@doh.hawaii.gov
H (HTH)	HTH840	CS-15000112-0	66.458	State Water Pollution Control Revolving Fund	Environmental Protection Agency	\$11,436,000	\$11,436,000	S-14-341-H	Stuart Yamada	586-4305	stuart.yamada@doh.hawaii.gov
H (HTH)	HTH840	CS-15000113-0	66.458	State Water Pollution Control Revolving Fund	Environmental Protection Agency	\$10,946,000	\$10,946,000	S-14-341-H	Stuart Yamada	586-4305	stuart.yamada@doh.hawaii.gov

Department of Health  
Federal Awards

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
H (HTH)	HTH840	CS-15000114-0	66.458	State Water Pollution Control Revolving Fund	Environmental Protection Agency	\$10,341,000	\$10,341,000	S-14-341-H	Stuart Yamada	586-4305	stuart.yamada@doh.hawaii.gov
H (HTH)	HTH840	FS 999865-06-0	66.468	Safe Drinking Water State Revolving Fund	Environmental Protection Agency	\$8,285,500	\$8,285,500	S-14-344-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	FS 999865-07-0	66.468	Safe Drinking Water State Revolving Fund	Environmental Protection Agency	\$8,229,300	\$8,229,300	S-14-344-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	FS-999865-08-0	66.468	Safe Drinking Water State Revolving Fund	Environmental Protection Agency	\$8,229,000	\$8,229,000	S-14-344-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	FS-999865-09-0	66.468	Safe Drinking Water State Revolving Fund	Environmental Protection Agency	\$8,146,000	\$8,146,000	S-14-344-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	FS-999865-10-1	66.468	Safe Drinking Water State Revolving Fund	Environmental Protection Agency	\$8,146,000	\$8,146,000	S-14-344-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	FS-999865-11-0	66.468	Safe Drinking Water State Revolving Fund	Environmental Protection Agency	\$13,573,000	\$13,573,000	S-14-344-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	FS-999865-12-1	66.468	Safe Drinking Water State Revolving Fund	Environmental Protection Agency	\$9,268,000	\$9,268,000	S-14-344-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	FS-999865-13-0	66.468	Safe Drinking Water State Revolving Fund	Environmental Protection Agency	\$9,125,000	\$9,125,000	S-14-344-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH840	FS-999865-14-0	66.468	Safe Drinking Water State Revolving Fund	Environmental Protection Agency	\$8,421,000	\$8,421,000	S-14-344-H	Joanna Seto	586-4259	joanna.seto@doh.hawaii.gov
H (HTH)	HTH849	OS-83364801-4	66.608	FY 07 Exchange Network HI DOH	Environmental Protection Agency	\$225,000.00	\$225,000.00	S 14 513 H	Andy Matsumoto	586-4641	<a href="mailto:andy.matsumoto@doh.hawaii.gov">andy.matsumoto@doh.hawaii.gov</a>
H (HTH)	HTH849	OS 83426801-2	66.608	FY 09 Exchange Network HI DOH	Environmental Protection Agency	\$300,000.00	\$300,000.00	S 14 513 H	Andy Matsumoto	586-4641	<a href="mailto:andy.matsumoto@doh.hawaii.gov">andy.matsumoto@doh.hawaii.gov</a>
H (HTH)	HTH849	OS 83465901-2	66.608	FY 10 Exchange Network HI DOH	Environmental Protection Agency	\$200,000.00	\$200,000.00	S 14 513 H	Andy Matsumoto	586-4641	<a href="mailto:andy.matsumoto@doh.hawaii.gov">andy.matsumoto@doh.hawaii.gov</a>
H (HTH)	HTH849	OS 83609701-0	66.608	FY 11 Exchange Network HI DOH	Environmental Protection Agency	\$200,000.00	\$200,000.00	S 14 513 H	Andy Matsumoto	586-4641	<a href="mailto:andy.matsumoto@doh.hawaii.gov">andy.matsumoto@doh.hawaii.gov</a>
H (HTH)	HTH849	OS 83523901-0	66.608	FY 12 Exchange Network HI DOH	Environmental Protection Agency	\$200,000.00	\$200,000.00	S 14 513 H	Andy Matsumoto	586-4641	<a href="mailto:andy.matsumoto@doh.hawaii.gov">andy.matsumoto@doh.hawaii.gov</a>
H (HTH)	HTH849	W912DY-12-2-0213; modification #5	12.113	Department of Defense and State Memorandum of Agreement Program (for environmental restoration)	Dept. of Defense	\$451,000.00	\$451,000.00	S 14 546 H	Keith Kawaoka	586-4248	<a href="mailto:keith.kawaoka@doh.hawaii.gov">keith.kawaoka@doh.hawaii.gov</a>
H (HTH)	HTH849	V-00T92501-1	66.802	Preliminary Assessment/ Site Inspection Program	Environmental Protection Agency	\$509,000.00	\$509,000.00	S 14 548 H	Keith Kawaoka	586-4248	<a href="mailto:keith.kawaoka@doh.hawaii.gov">keith.kawaoka@doh.hawaii.gov</a>

Department of Health  
Federal Awards

Table 11

<u>State Expendig Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
H (HTH)	HTH849	RP-00T92601-1	66.817	State Response Program	Environmental Protection Agency	\$1,961,700.00	\$1,961,700.00	S 14 547 H	Keith Kawaoka	586-4248	<a href="mailto:keith.kawaoka@doh.hawaii.gov">keith.kawaoka@doh.hawaii.gov</a>
H (HTH)	HTH849	HM-HMP-0330-12-01-00	20.703	Hazardous Materials Emergency Preparedness	Dept. of Transportation	\$112,704.00	\$112,704.00	S 14 549 H	Keith Kawaoka	586-4248	<a href="mailto:keith.kawaoka@doh.hawaii.gov">keith.kawaoka@doh.hawaii.gov</a>
H (HTH)	HTH849	NA12NOS4630204	11.463	2012 Japan Tsunami Debris Removal	Dept. of Commerce	\$50,000.00	\$50,000.00	S 14 550 H	Laura McIntyre	586-4338	<a href="mailto:laura.mcintyre@doh.hawaii.gov">laura.mcintyre@doh.hawaii.gov</a>
H (HTH)	HTH849	MOA-2013-011 (Annex 001)/8740	NA	Memorandum of Agreement (funding to conduct marine debris activities)	Dept. of Commerce	\$250,000.00	\$250,000.00	S 14 561 H	Laura McIntyre	586-4338	<a href="mailto:laura.mcintyre@doh.hawaii.gov">laura.mcintyre@doh.hawaii.gov</a>
H (HTH)	HTH904	14AAHIT3SS	93.044	Title IIIB: Supportive Services	Department of Health and Human Services	\$1,728,330	\$1,728,330	S-14-221	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	14AAHIT3CM	93.045	Title IIIC1: Congregate Meals	Department of Health and Human Services	\$2,068,203	\$2,068,203	S-14-221	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	14AAHIT3HD	93.045	Title IIIC2: Home-Delivered Meals	Department of Health and Human Services	\$1,021,362	\$1,021,362	S-14-221	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	14AAHIT3PH	93.043	Title IIID: Preventive Health	Department of Health and Human Services	\$98,657	\$98,657	S-14-221	104533	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	14AAHIT3FC	93.052	Title IIIE: NFCSP	Department of Health and Human Services	\$723,620	\$723,620	S-14-221	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	1N0CMS020194-21-02	93.779	State Health Insurance Assistance Program	Department of Health and Human Services	\$348,304	\$348,304	S-14-552	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	90MP0180-02-00	93.048	Senior Medicare Patrol Project	Department of Health and Human Services	\$167,955	\$167,955	S-14-514	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	14AAHNSIP	93.053	Nutrition Services Incentive Program	Department of Health and Human Services	\$449,797	\$449,797	S-14-555	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	14AAHIT7EA	93.041	Title VII: Elder Abuse Prevention	Department of Health and Human Services	\$23,843	\$23,843	S-14-554	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	14AAHIT7OM	93.042	Title VII: Ombudsman	Department of Health and Human Services	\$79,350	\$79,350	S-14-554	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	90DR0036-04-00	93.048	Hawaii ADRC Sustainability Continuation 2013	Department of Health and Human Services	\$183,883	\$183,883	S-14-553	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	90LR0025/01	93.072	Hawaii's Lifespan Respite Care Program	Department of Health and Human Services	\$200,000	\$200,000	S-14-280	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH904	90SP0012/01	93.048	SMP Capacity Building Grant	Department of Health and Human Services	\$90,000	\$90,000	S-14-244	Shannon Chun	586-7323	<a href="mailto:shannon.chun@doh.hawaii.gov">shannon.chun@doh.hawaii.gov</a>
H (HTH)	HTH905	1401HIBSDD	93.630	Formula grant-Basic support for DD Councils	Dept. of Health and Human Services	\$451,553	\$132,722	HTH (S-14-210-H)	Waynette Cabral	586-8100	<a href="mailto:waynette.cabral@doh.hawaii.gov">waynette.cabral@doh.hawaii.gov</a>

Department of Health  
Federal Awards

Table 11

<u>State Expending Agency</u>	<u>Program ID</u>	<u>Award Number</u>	<u>CFDA Number</u>	<u>Award Description</u>	<u>Awarding Federal Agency</u>	<u>Award Amount</u>	<u>Award Amount Allocated to the Pgm ID in Column B</u>	<u>State Appropriation Symbol</u>	<u>Contact Name</u>	<u>Contact Phone</u>	<u>Contact Email</u>
H (HTH)	HTH907	SU58CD001277-04	93.524	Strengthening Public Health Infrastructure for Improved Outcomes	Centers for Disease Control and Prevention	\$573,986.00	\$573,986.00	S-14-228	Lorrin Kim	586-4189	<a href="mailto:lorrinkim@doh.hawaii.gov">lorrinkim@doh.hawaii.gov</a>
H (HTH)	HTH907	2B01DP0090155-13	93.991	Preventive Health Services Block Grant	Centers for Disease Control and Prevention	\$550,794.00	\$270,521.00	S-14-228	Betty Wood	486-4530	<a href="mailto:bettywood@doh.hawaii.gov">bettywood@doh.hawaii.gov</a>

Department of Health  
Non-General Fund Listing

Table 12

<u>Name of Fund</u>	<u>Purpose</u>	<u>Statutory Reference</u>	<u>MOF</u>	<u>Beginning FY14 Unencumbered Cash Balance</u>	<u>Estimated FY14 Revenues</u>	<u>Estimated FY14 Expenditures and Encumbrances</u>	<u>Estimated FY14 Net Transfers</u>	<u>Estimated FY14 Ending Unencumbered Cash Balance</u>	<u>Balance in Excess of Program Needs</u>
HTH100 Medical Marijuana Registry Special Fund	To maintain the medical marijuana registry program	Act 177	B	\$ 328,036.27	\$ 328,036.27	\$ 80,890.00	\$ -	\$ 247,146.27	\$ -
HTH100 Public Health Nursing Services Special Fund	To receive Medicaid reimbursements from the Department of Human Services (DHS) for case management services provided to families of medically fragile children. The department shall expend funds to provide staff training in case management services in collaboration with the DHS Medicaid Early and Periodic Screening Diagnosis and Treatment (EPSDT) Program.	HRS Sect 321-432 (Act 149/SLH 2002)	B	\$ 12,472.00	\$ 4,000.00	\$ 2,500.00	\$ -	\$ 10,972.00	\$ -
HTH100 PHN, Farrington High School (DOE) U-Account	Funding currently for Registered Nurse IV (#118858) in the Public Health Nursing Branch (PHNB) for Farrington High School Transition	Act 162/2009, as amended by Act 180/2010	U	\$ 149,356.42	\$ 133,195.00	\$ 140,256.00	\$ -	\$ 139,461.00	\$ -
HTH420 Mental Health and Substance Abuse Special Fund	The purpose of the fund is to deposit all revenue collected from treatment services rendered by mental health and substance abuse programs operated by the State.	Section 334-15, HRS	B	\$ 26,329,598.00	\$ 7,250,000.00	\$ 9,000,000.00	\$ -	\$ 24,579,598.00	\$ -
HTH440 Drug Demand Reduction Assessment	Supplement substance abuse treatment and other substance abuse demand reduction programs.	Section 706-650 (3), HRS	B	\$ 937,477.21	\$ 500,000.00	\$ 500,000.00	\$ -	\$ 937,477.21	\$ -
HTH 460 TITLE XIX Med QUEST Carveout/General Outpatient	To deposit revenues collected from treatment services rendered by mental health and substance abuse programs operated by the state.	Section 334-115, HRS	B	\$ (765,606.00)	\$ 8,000,000.00	\$ 7,500,000.00	\$ -	\$ 2,540,140.00	\$ -
HTH 460 TITLE IV-E Reimbursement (Interdepartmental transfer from DHS)	To provide training and skill development to foster parents/prospective foster parents licensed by child care (placement) organizations (CPO) that are licensed by Department of Human Services (DHS). Many of these youth are cared for through foster services and thus the Title IV-E funds are reimbursed to DOH through DHS. Also reimbursable are training activities provided to staff of CPOs with respect to their activities involving the licensing and training of foster homes.	Act 259/01, as amended by Act 177/02; Act 200/03	U	\$ 224,399.00	\$ 100,000.00	\$ 100,000.00	\$ -	\$ 226,964.00	\$ -
HTH 501 Neurotrauma Special Fund	Contracting for services related to Neurotrauma; for education, and assistance to individuals and families to identify and obtain access to services	321H-4, HRS	B	\$1,088,947.00	\$860,000.00	\$983,610.00		\$965,337.00	\$ -
HTH 520 DCAB Special Fund	Interpreter Credentialing; Blueprint Review	§348F	B	\$ 189,168.00	\$ 400,000.00	\$ 8,000.00	\$ -	\$ 583,128.00	\$ -
HTH 520 Special Parent Information Network	Operational Costs	§103D-102(b)(3)	U	\$ 89,120.00	\$ 159,500.00	\$ 175,000.00	\$ -	\$ 77,137.00	\$ -



Department of Health  
Non-General Fund Listing

Table 12

<u>Name of Fund</u>	<u>Purpose</u>	<u>Statutory Reference</u>	<u>MOF</u>	<u>Beginning FY14 Unencumbered Cash Balance</u>	<u>Estimated FY14 Revenues</u>	<u>Estimated FY14 Expenditures and Encumbrances</u>	<u>Estimated FY14 Net Transfers</u>	<u>Estimated FY14 Ending Unencumbered Cash Balance</u>	<u>Balance in Excess of Program Needs</u>
HTH560 Newborn Metabolic Screening Special Fund	Used for payment of its lawful operating expenditures, including, but not limited to laboratory testing, follow-up testing, educational materials, continuing education, quality assurance, equipment, and indirect cost.	Section 321-291, HRS	B	\$ 888,436.22	\$ 1,147,500.00	\$ 1,500,000.00		\$ 535,936.22	\$ -
HTH560 Hawaii Birth Defects Special Fund	Used for payment of its lawful operating expenditures, including indirect costs.	Section 321-426, HRS	B	\$ 1,036,983.91	\$ 280,000.00	\$ 375,000.00		\$ 941,983.91	\$ -
HTH560 Community Health Centers Special Fund	Used by DOH for the operations of Federally Qualified Health Centers (FQHCs).	Section 321-1.65, HRS	B	\$ 3,556,994.00	\$ 6,750,000.00	\$ 7,099,345.00		\$ 3,207,649.00	\$ -
HTH560 Domestic Violence and Sexual Assault Special Fund	Used by DOH to fund programs or purchases of service supporting/providing domestic violence and sexual violence intervention and/or prevention.	Section 321-1.3, HRS	B	\$ 434,122.00	\$ 340,000.00	\$ 454,120.00		\$ 320,002.00	\$ -
HTH560 Violence Prevention Program, Child Death Review (CDR)	To provide for a CDR Nurse Coordinator position to implement the statewide CDR System.	Act 162, SLH 2009, as amended by Act 180, SLH 2010	U	\$ 253,319.00	\$ -	\$ 40,000.00		\$ 213,319.00	\$ -
HTH560 Early Intervention Special Fund	To generate revenues to reinvest into the early intervention services for the at-risk, zero-to-three population; and to expand and enhance early intervention services for infants and toddlers with special needs.	§321-355, HRS	B	\$ 1,580,540.00	\$ 375,000.00	\$ 375,000.00		\$ 1,580,540.00	\$ -
HTH590 Tobacco Settlement Special Fund	Receives and allocates receipts from the Master Settlement Agreement.	Section 328L-2, HRS	B	\$ 17,570,580.00	\$ 49,969,643.00	\$ 50,299,643.00	\$ 3,000,000.00	\$ 14,240,580.00	\$ -
HTH590 Organ and Tissue Education Special Fund	Receives \$1.00 donation collected at the time of motor vehicle registration to be used exclusively for activities related to organ, tissue and eye donations.	Section 327-5.6, HRS	B	\$ 22,610.05	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 22,610.05	\$ -
HTH610 Noise, Radiation, and Indoor Air Quality Special Fund	Partially fund operating costs of mandated activities and functions of the Indoor and Radiological Health Branch; fund education, demonstration, and outreach programs; provide training to ensure professional competence among staff; plan for future growth and expansion to meet emerging needs	§342P-7, HRS	B	\$ 491,003	\$ 102,182	\$ 164,962	\$ 6,446	\$ 421,777	\$ -

Department of Health  
Non-General Fund Listing

Table 12

<u>Name of Fund</u>	<u>Purpose</u>	<u>Statutory Reference</u>	<u>MOF</u>	<u>Beginning FY14 Unencumbered Cash Balance</u>	<u>Estimated FY14 Revenues</u>	<u>Estimated FY14 Expenditures and Encumbrances</u>	<u>Estimated FY14 Net Transfers</u>	<u>Estimated FY14 Ending Unencumbered Cash Balance</u>	<u>Balance in Excess of Program Needs</u>
HTH610 Asbestos and Lead Abatement Special Fund	Partially fund operating costs of mandated activities and functions of the Indoor and Radiological Health Branch; fund education, demonstration, and outreach programs; provide for the accreditation of training programs; provide training to ensure professional competence among staff; plan for future growth and expansion to meet emerging needs	§342P-8, HRS	B	\$ 336,238	\$ 233,360	\$ 215,923	\$ 13,703	\$ 339,972	\$ -
HTH610 Sanitation and Environmental Health Special Fund	Enhance capacity of environmental health programs to improve public outreach, educate public and professionals, plan for future growth and expansion to meet emerging needs, provide training to ensure professional competence among environmental health staff, and conduct program activities and functions of the sanitation branch	§321-27, HRS	B	\$ 25,101	\$ 1,300,000	\$ 1,275,918	\$ 32,540	\$ 16,643	\$ -
HTH 720 Office of Health Care Assurance Special Fund	Allow for the deposit of all monies collected by the Office of Health Care Assurance for the Department in licensing fees and penalties to be expended to assist in offsetting educational program expenses to enhance the capacity of the program to improve public outreach efforts and consultations to industries, educate the public, department staff and providers by the Office of Health Care Assurance.	Section 321-1.4, HRS	B	\$ 50,243.00	\$ 1,000.00	\$ 250.00	\$ -	\$ 50,793.00	\$ -
HTH 730 Emergency Medical Services Special Fund	Support for operating a state comprehensive emergency medical services system.	Section 321-234, 249-31(b), 245-15, 245-3, HRS.	B	\$ 13,084,428.70	\$ 14,898,432.69	\$ 12,725,761.00	\$ (470,742.00)	\$ 14,786,358.39	\$ -
HTH 730 Trauma System Special Fund	Support for the continuing development and operation of a comprehensive state trauma system.	Section 321-22.5, 245-15, 245-3, 291-, HRS.	B	\$ 7,634,471.02	\$ 11,530,332.00	\$ 6,876,371.00	\$ -	\$ 12,288,432.02	\$ -
HTH760 Vital Statistics Improvement Special Fund (S-338-H)	For the modernization and automation of the vital statistics system in this State. May also be used to assist in offsetting costs for the daily operations of the vital statistics system.	HRS 338-14.6	B	\$ 743,377	\$ 295,000	\$ 400,000	\$ -	\$ 646,712	\$ -

Department of Health  
Non-General Fund Listing

Table 12

<u>Name of Fund</u>	<u>Purpose</u>	<u>Statutory Reference</u>	<u>MOF</u>	<u>Beginning FY14 Unencumbered Cash Balance</u>	<u>Estimated FY14 Revenues</u>	<u>Estimated FY14 Expenditures and Encumbrances</u>	<u>Estimated FY14 Net Transfers</u>	<u>Estimated FY14 Ending Unencumbered Cash Balance</u>	<u>Balance in Excess of Program Needs</u>
HTH840 Deposit Beverage Container Special Fund	Increase participation and recycling rates for specified deposit beverage containers; provide a connection between manufacturing decisions and recycling program management; reduce litter; reimburse consumers 5 cents on redeemed glass, plastic and aluminum containers.	Sec 342G HRS	B	\$ 8,495,207.00	\$ 58,490,695.00	\$ 62,000,000.00	\$ -	\$ 20,382,872.00	\$ -
HTH840 Electronic Device Recycling Fund	Encourage recycling of electronic devices sold in the State to divert waste and leaching of possible hazardous materials components from landfills.	Act 13/2008	B	\$ 767,056.00	\$ 340,466.00	\$ 147,148.00	\$ -	\$ 970,364.00	\$ -
HTH840 Leaking Underground Storage Tank Fund	Respond to petroleum releases from underground storage tanks or tank systems in a manner consistent with 342L HRS.	Sec 342L-51 HTS	W		\$ 1,148,553.00	\$ 97,875.00	\$ -	\$ 1,050,678.00	\$ -
HTH840 Wastewater Treatment Certification Board Special Fund	Establish and collect fees for applications, conduct examinations, issue or renew certificates pursuant to 340B-11 HRS.	Act 238/1999	B	\$ (963.00)	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -
HTH840 Water Pollution Control Revolving Fund	Provide low interest loans to counties and private entities for wastewater project construction including non-point source pollution projects, pursuant to Clean Water Act.	Sec 342D-83 HRS	W	\$ 59,559,620.00	\$ 100,806,802.00	\$ 155,659,040.00	\$ -	\$ 59,559,620.00	\$ -
HTH840 Drinking Water Treatment Revolving Loan Fund	Provide low interest loans to improve public and private drinking water systems in Hawaii, pursuant to Safe Drinking Water Act.	Sec 340E-35 HRS	W	\$ 58,913,323.00	\$ 15,949,837.00	\$ 10,536,326.00	\$ -	\$ 75,767,543.00	\$ -
HTH840 Environmental Management Special Fund	Fund statewide education, demonstration, market development programs; provide training for municipal solid waste operators; fund glass recovery programs; collect motor vehicle tire surcharge, fines and penalties; fund statewide beverage container redemption and recycling program in separate special fund.	342G-63, 342I-B, 342I-J HRS	B	\$ 2,390,635.00	\$ 1,308,000.00	\$ 1,746,329.00	\$ -	\$ 1,979,463.00	\$ -
HTH840 Clean Air Special Fund	Establish and collect fees from covered, non-covered and agricultural burning permit sources and new greenhouse gas program, pursuant to Clean Air Act.	Sec 342B-32 HRS	B	\$ 1,741,136.00	\$ 3,478,707.00	\$ 3,525,444.00	\$ -	\$ 1,963,543.00	\$ -
HTH840 Clean Water Branch, U Funds	Comply with federal mandates of Clean Water Act and Environmental Protection Agency that regulate protection of the environment and public health.	Act 134/2013	U		\$ 174,454.00	\$ 174,454.00	\$ -	\$ -	\$ -

Department of Health  
Non-General Fund Listing

Table 12

<u>Name of Fund</u>	<u>Purpose</u>	<u>Statutory Reference</u>	<u>MOF</u>	<u>Beginning FY14 Unencumbered Cash Balance</u>	<u>Estimated FY14 Revenues</u>	<u>Estimated FY14 Expenditures and Encumbrances</u>	<u>Estimated FY14 Net Transfers</u>	<u>Estimated FY14 Ending Unencumbered Cash Balance</u>	<u>Balance in Excess of Program Needs</u>
HTH849 Environmental Response Revolving Fund	Fund response actions and preparedness, including removal and remedial actions; oil spill planning, prevention, preparedness, education, research, training, removal and remediation; used oil recycling programs; environmental protection and natural resource protection programs. Note: balance is needed to have capability to respond in the event of environmental emergency.	\$128D-2, HRS	W	\$ 2,392,374	\$ 3,041,503	\$ 3,416,337	\$ -	\$ 2,017,540	\$ -
HTH 906 State Health Planning and Development Fund	Support expenses associated with Agency duties as mandated by Chapter 323D HRS.	\$323D-12.6 HRS	B	\$452,460	\$55,000	\$50,000	\$0.00	\$457,460	\$ -
Footnote: Unencumbered FY 14 cash balances are needed to encumber contracts in FY15 and to cover salary requirements									

Department of Health  
Vacancy Summary

Table 13

Prog ID/Org	MOF	All Established Positions					Salaries and Wages		
		Total Permanent FTE	Total Vacant Permanent FTE	Total Temporary FTE	Total Vacant Temporary FTE	% Vacant	Budgeted Amount for All Positions	Budgeted Amount for All Filled Positions	Approximate Vacancy Savings Rate
HTH100DH	A	4.00	-	-	-	0.0%	\$ 243,816	\$ 243,816	0.0%
HTH100DH	P	4.00	-	2.00	1.00	16.7%	\$ 258,804	\$ 216,272	16.4%
HTH100DI	A	6.00	-	-	-	0.0%	\$ 386,208	\$ 386,208	0.0%
HTH100DI	P	-	-	20.00	5.00	25.0%	\$ 870,727	\$ 675,067	22.5%
HTH100DI	N	-	-	2.00	-	0.0%	\$ 78,000	\$ 78,000	0.0%
HTH 100DE	P	12.00	2.00	-	-	16.7%	\$ 646,557	\$ 541,500	16.2%
HTH 100DE	A	2.00	1.00	-	-	50.0%	\$ 125,712	\$ 96,876	22.9%
HTH 100DF	A	17.00	1.00	-	-	5.9%	\$ 1,007,868	\$ 970,620	3.7%
HTH 100DG	A	38.00	8.00	3.30	2.30	24.9%	\$ 1,863,784	\$ 1,421,604	23.7%
HTH100DD	A	28.00	3.00	-	-	10.7%	\$ 1,644,780	\$ 1,397,208	15.1%
HTH100DD	P	-	-	17.50	3.00	17.1%	\$ 651,906	\$ 539,022	17.3%
HTH100KJ	A	146.00	22.00	-	-	15.1%	\$ 10,752,840	\$ 9,099,720	15.4%
HTH100KJ	U	-	-	1.00	-	0.0%	\$ 94,104	\$ 94,104	0.0%
HTH100KL	A	2.00	1.00	-	-	50.0%	\$ 177,060	\$ 91,812	48.1%
HTH100KE	A	6.00	2.00	-	-	33.3%	\$ 387,900	\$ 264,252	31.9%
HTH131DA	A	5.00	2.00	-	-	40.0%	\$ 302,929	\$ 205,864	32.0%
HTH131DB	N	-	-	40.00	8.00	20.0%	\$ 2,120,430	\$ 1,687,672	20.4%
HTH131DC	N	21.40	6.00	7.00	1.00	24.6%	\$ 1,406,229	\$ 1,045,827	25.6%
HTH131DJ	A	10.60	4.00	-	-	37.7%	\$ 505,433	\$ 367,533	27.3%
HTH131DJ	P	-	-	6.00	6.00	100.0%	\$ 356,589	\$ 356,589	0.0%
HTH420HE	A	17.00	5.00	29.00	6.50	25.0%	\$ 2,208,863	\$ 1,706,079	22.8%
HTH420HG	A	10.00	1.00	-	-	10.0%	\$ 563,515	\$ 532,712	5.5%
HTH420HH	A	12.00	-	12.00	5.00	20.8%	\$ 1,187,744	\$ 983,867	17.2%
HTH420HI	A	24.00	7.00	20.50	2.00	20.2%	\$ 2,087,634	\$ 1,681,089	19.5%
HTH420HK	A	10.00	2.00	24.50	10.00	34.8%	\$ 1,559,576	\$ 985,810	36.8%
HTH420HL	A	22.00	3.00	48.50	21.00	34.0%	\$ 3,596,993	\$ 2,384,499	33.7%
HTH420HM	A	18.50	2.50	15.00	2.00	13.4%	\$ 1,649,434	\$ 1,617,666	1.9%
HTH420HN	A	19.00	3.00	14.00	5.00	24.2%	\$ 1,742,028	\$ 1,359,458	22.0%
HTH420HO	A	1.00	-	-	-	0.0%	\$ 28,226	\$ 28,226	0.0%

Department of Health  
Vacancy Summary

Table 13

HTH420HO	N	-	-	-	-	-	\$ -	\$ -	-
HTH420HP	A	1.00	-	-	-	0.0%	\$ 37,506	\$ 37,506	0.0%
HTH430HQ	A	591.50	46.00	48.00	26.00	11.3%	\$ 22,389,356	19,239,132.00	14.1%
HTH430HR	A	23.50	2.00	3.00	1.00	11.3%	\$ 1,041,629	\$ 954,932	8.3%
HTH440HD	A	16.00	3.00	-	-	18.8%	\$ 939,328	\$ 804,208	14.4%
HTH440HD	N	4.00	-	-	-	0.0%	\$ 338,506	\$ 338,506	0.0%
HTH440HD	P	-	-	1.50	-	0.0%	\$ 93,807	\$ 93,807	0.0%
HTH440HO	A	-	-	-	-	0.0%	\$ -	\$ -	-
HTH440HO	N	-	-	-	-	0.0%	\$ -	\$ -	-
HTH440HO	P	-	-	-	-	0.0%	\$ -	\$ -	-
HTH440HR	A	6.00	-	-	-	0.0%	\$ 342,050	\$ 342,050	0.0%
HTH440HR	N	2.00	-	-	-	0.0%	\$ 316,386	\$ 316,386	0.0%
HTH440HR	P	-	-	4.00	1.00	25.0%	\$ 331,523	\$ 264,031	20.4%
HTH460HE	A	24.00	1.00	1.00	-	4.0%	\$ 1,321,451	\$ 1,253,963	5.1%
HTH460HF	A	46.00	13.00	1.00	-	27.7%	\$ 2,233,628	\$ 1,667,654	25.3%
HTH460HF	B	17.00	5.00	-	-	29.4%	\$ 606,461	\$ 422,429	30.3%
HTH460HF	P	-	-	14.00	2.00	14.3%	\$ 773,015	\$ 670,015	13.3%
HTH460HF	U	-	-	2.00	2.00	100.0%	\$ 83,472	\$ -	100.0%
HTH460HH	A	15.00	1.00	1.00	-	6.3%	\$ 895,615	\$ 822,571	8.2%
HTH460HJ	A	16.00	3.00	2.50	-	16.2%	\$ 1,026,126	\$ 889,398	13.3%
HTH460HL	A	26.00	-	8.00	1.00	2.9%	\$ 1,829,280	\$ 1,799,196	1.6%
HTH460HM	A	13.00	1.00	1.50	1.50	17.2%	\$ 730,802	\$ 499,923	31.6%
HTH460HN	A	14.00	2.00	1.00	1.00	20.0%	\$ 789,667	\$ 654,571	17.1%
HTH460HO	B	-	-	6.00	1.00	16.7%	\$ 265,648	\$ 227,020	14.5%
HTH460HS	A	7.00	1.00	9.00	4.00	31.3%	\$ 1,009,185	\$ 665,557	34.1%
HTH495HA	A	2.00	-	-	-	0.0%	\$ 162,097	\$ 162,097	0.0%
HTH495HB	A	51.50	11.50	43.00	5.00	17.5%	\$ 4,382,098	\$ 3,544,564	19.1%
HTH495HB	P	-	-	3.00	-	0.0%	\$ 269,115	\$ 269,115	0.0%
HTH495HC	A	3.00	-	5.00	-	0.0%	\$ 394,919	\$ 394,919	0.0%
HTH501CQ	A	16.00	3.00	4.00	1.00	20.0%	\$ 816,741	\$ 660,816	19.1%
HTH501CU	A	11.00	2.00	2.00	-	15.4%	\$ 487,573	\$ 426,440	12.5%
HTH501CV	A	8.00	1.00	3.00	2.00	27.3%	\$ 372,742	\$ 288,010	22.7%
HTH501ED	A	12.00	1.00	-	-	8.3%	\$ 613,092	\$ 530,964	13.4%
HTH501JA	A	7.00	2.00	-	-	28.6%	\$ 342,466	\$ 243,093	29.0%

Department of Health  
Vacancy Summary

Table 13

HTH501JE	A	9.00	3.00	-	-	33.3%	\$ 230,611	\$ 92,705	59.8%
HTH501JN	B	3.00	2.00	-	-	66.7%	\$ 139,891	\$ 54,194	61.3%
HTH501JO	A	85.00	5.00	1.00	1.00	7.0%	\$ 4,000,916	\$ 3,772,125	5.7%
HTH501JQ	A	19.00	4.00	-	-	21.1%	\$ 808,405	\$ 643,425	20.4%
HTH501JR	A	11.75	1.00	-	-	8.5%	\$ 497,049	\$ 453,752	8.7%
HTH501JS	A	10.00	1.00	-	-	10.0%	\$ 455,088	\$ 419,018	7.9%
HTH501KB	A	15.00	2.00	4.00	3.00	26.3%	\$ 939,007	\$ 676,450	28.0%
HTH520AI	A	5.00	-	10.00	1.00	6.7%	\$ 1,297,728	\$ 1,244,364	4.1%
HTH520AI	U	2.00	-			0.0%	\$ 112,320	\$ 112,320	0.0%
HTH 560GI	N	113.50	17.00	3.00	1.00	15.5%	\$ 5,985,922	\$ 5,405,548	9.7%
HTH 560CF	A	2.00	-	-	-	0.0%	\$ 101,904	\$ 101,904	0.0%
HTH560CF	B	1.00	1.00	-	-	100.0%	\$ 22,788	\$ -	100.0%
HTH560CF	N	4.00	-	1.70	0.70	12.3%	\$ 272,998	\$ 225,132	17.5%
HTH560CK	A	1.00	-	-	-	0.0%	\$ 71,760	\$ 71,760	0.0%
HTH560CK	N	5.00	-	-	-	0.0%	\$ 214,452	\$ 214,452	0.0%
HTH560CT	A	1.00	-	-	-	0.0%	\$ 70,224	\$ 70,224	0.0%
HTH560CT	P	-	-	7.00	2.00	28.6%	\$ 418,416	\$ 261,816	37.4%
HTH560CW	A	2.00	-	-	-	0.0%	\$ 113,184	\$ 113,184	0.0%
HTH560CW	N	9.00	2.50	1.00	1.00	35.0%	\$ 548,730	\$ 376,800	31.3%
HTH560CW	P	2.50	-	2.00	1.00	22.2%	\$ 211,545	\$ 182,709	13.6%
HTH560CZ	P	-	-	5.30	3.30	62.3%	\$ 272,010	\$ 108,000	60.3%
HTH 560KC	A	15.00	1.00	-	-	6.7%	\$ 901,864	\$ 865,007	4.1%
HTH 560KC	B	5.00	1.00	2.00	-	14.3%	\$ 380,807	\$ 329,495	13.5%
HTH 560KC	N	5.50	1.00	-	-	18.2%	\$ 406,947	\$ 359,697	11.6%
HTH 560KC	P	4.00	-	5.50	-	0.0%	\$ 439,432	\$ 439,432	0.0%
HTH560CC	A	13.00	1.00	0.50	-	7.4%	\$ 809,234	\$ 783,566	3.2%
HTH560CC	B	8.00	-	1.00	-	0.0%	\$ 689,539	\$ 689,539	0.0%
HTH560CC	N	12.00	1.50	-	-	12.5%	\$ 1,102,602	\$ 905,136	17.9%
HTH560CC	P	-	-	1.00	1.00	100.0%	\$ 335,005	\$ 333,669	0.4%
HTH560CG	A	74.00	18.00	2.50	1.00	24.8%	\$ 3,495,604	\$ 2,594,966	25.8%
HTH560CG	N	24.00	7.00	4.50	2.00	31.6%	\$ 1,750,314	\$ 1,312,494	25.0%
HTH595KA	A	2.00	-	-	-	0.0%	\$ 146,251	\$ 146,251	0.0%
HTH590GJ	B	18.00	2.00			11.1%	\$ 856,044	\$ 747,024	12.7%
HTH590GJ	P			4.00	4.00	100.0%	\$ 226,040	\$ -	100.0%

Department of Health  
Vacancy Summary

Table 13

HTH590GP	B	1.00	1.00			100.0%	\$ 97,705	\$ -	100.0%
HTH590GP	P	3.00	1.00	8.00	4.00	45.5%	\$ 461,327	\$ 269,492	41.6%
HTH590GQ	P			7.00	3.00	42.9%	\$ 285,454	\$ 153,876	46.1%
HTH590GR	B	1.00	-			0.0%	\$ 79,352	\$ 79,352	0.0%
HTH590GR	P	6.00	-	2.00	2.00	25.0%	\$ 317,360	\$ 267,288	15.8%
HTH590KK	B	19.00	5.00	1.00	1.00	30.0%	\$ 1,097,984	\$ 843,410	23.2%
HTH590KK	U			7.00	6.00	85.7%	\$ 305,796	\$ 53,352	82.6%
HTH590KX	P	2.00	-	4.00	1.00	16.7%	\$ 295,112	\$ 241,100	18.3%
HTH610FL	A	2.00	-	-	-	0.0%	\$ 167,676	\$ 167,676	0.0%
HTH610FL	B	3.00	-	-	-	0.0%	\$ 162,204	\$ 162,204	0.0%
HTH610FN	A	16.00	4.00	-	-	25.0%	\$ 798,553	\$ 542,820	32.0%
HTH610FN	U	1.00	-	-	-	0.0%	\$ 34,164	\$ 34,164	0.0%
HTH610FP	A	14.00	-	-	-	0.0%	\$ 710,148	\$ 710,148	0.0%
HTH610FQ	A	50.00	3.00	-	-	6.0%	\$ 2,703,132	\$ 2,529,696	6.4%
HTH610FQ	B	8.00	-	-	-	0.0%	\$ 418,103	\$ 304,163	27.3%
HTH610FR	A	14.00	-	-	-	0.0%	\$ 749,652	\$ 749,652	0.0%
HTH610FR	B	2.00	-	-	-	0.0%	\$ 115,524	\$ 115,524	0.0%
HTH610FR	N	2.00	1.00	-	-	50.0%	\$ 82,188	\$ 53,352	35.1%
HTH610FR	P	4.00	-	-	-	0.0%	\$ 203,676	\$ 203,676	0.0%
HTH710MB	A	7.00	-	-	-	0.0%	\$ 422,586	\$ 422,586	0.0%
HTH710MG	A	19.00	1.00	-	-	5.3%	\$ 980,545	\$ 940,520	4.1%
HTH710MH	A	11.00	-	-	-	0.0%	\$ 583,272	\$ 583,272	0.0%
HTH710MI	A	8.00	3.00	-	-	37.5%	\$ 422,518	\$ 298,326	29.4%
HTH710MJ	A	14.00	1.00	-	-	7.1%	\$ 748,861	\$ 708,836	5.3%
HTH710MK	A	3.00	1.00	-	-	33.3%	\$ 115,185	\$ 62,460	45.8%
HTH710MK	P	-	-	4.00	1.00	25.0%	\$ 248,179	\$ 215,755	13.1%
HTH710ML	A	4.00	1.00	-	-	25.0%	\$ 217,441	\$ 160,418	26.2%
HTH710MM	A	3.00	-	-	-	0.0%	\$ 126,160	\$ 126,160	0.0%
HTH710MN	A	3.00	-	-	-	0.0%	\$ 162,628	\$ 162,628	0.0%
HTH720MP	A	19.60	3.00	-	-	15.3%	\$ 1,330,364	\$ 1,117,232	16.0%
HTH720MP	P	17.40	3.00	-	-	17.2%	\$ 1,096,317	\$ 1,014,345	7.5%
HTH730MQ	A	10.00	2.00	4.00	0.35	16.8%	\$ 711,654	\$ 517,654	27.3%
HTH730MQ	B	-	-	2.00	-	0.0%	\$ 217,504	\$ 217,504	0.0%
HTH730MQ	P	-	-	0.50	0.50	100.0%	\$ (33,455)	\$ -	100.0%



Department of Health  
Vacancy Summary

Table 13

HTH730MT	A	3.00	1.00	-	-	33.3%	\$ 168,948	\$ 123,907	26.7%
HTH730MT	P	3.00	-	3.00	-	0.0%	\$ 302,816	\$ 302,816	0.0%
HTH760MS	A	29.50	1.00	3.00	1.00	6.2%	\$ 1,201,987	\$ 1,147,951	4.5%
HTH760MS	B	1.00	-	3.00	-	0.0%	\$ 324,629	\$ 324,629	0.0%
HTH760MS	P	3.00	1.00	-	-	33.3%	\$ 156,986	\$ 114,854	26.8%
HTH840FE	A	2.00	-	-	-	0.0%	\$ 163,525	\$ 163,525	0.0%
HTH840FE	N	2.80	0.80	-	-	29.0%	\$ 111,898	\$ 111,898	0.0%
HTH840FE	W	1.20	0.20	-	-	16.0%	\$ 83,584	\$ 83,584	0.0%
HTH840FF	A	5.00	1.00	-	-	20.0%	\$ 342,157	\$ 342,157	0.0%
HTH840FF	B	44.00	9.00	2.00	-	20.0%	\$ 3,196,348	\$ 2,808,316	12.1%
HTH840FG	A	13.00	1.00	1.00	-	8.0%	\$ 846,027	\$ 846,027	0.0%
HTH840FG	N	18.00	5.00	-	-	27.8%	\$ 1,274,375	\$ 1,146,059	10.1%
HTH840FG	P	2.00	1.00	-	-	50.0%	\$ 145,254	\$ 93,942	35.3%
HTH840FG	U	2.00	-	-	-	0.0%	\$ 174,454	\$ 174,454	0.0%
HTH840FX	W	5.00	-	-	-	0.0%	\$ 234,447	\$ 234,447	0.0%
HTH840FH	A	6.00	-	-	-	0.0%	\$ 374,777	\$ 374,777	0.0%
HTH840FH	N	8.00	-	1.00	-	0.0%	\$ 480,528	\$ 480,528	0.0%
HTH840FH	W	19.00	2.00	-	-	10.5%	\$ 1,179,327	\$ 1,063,095	9.9%
HTH840FJ	A	2.00	-	-	-	0.0%	\$ 175,213	\$ 175,213	0.0%
HTH840FJ	B	20.00	3.00	3.00	1.00	17.4%	\$ 1,443,569	\$ 1,327,025	8.1%
HTH840FJ	N	6.00	3.00	3.00	3.00	66.7%	\$ 316,228	\$ 274,096	13.3%
HTH840FJ	P	6.00	-	3.00	-	0.0%	\$ 353,400	\$ 353,400	0.0%
HTH840FY	W	11.00	-	-	-	0.0%	\$ 725,603	\$ 725,603	0.0%
HTH840FK	A	8.00	-	-	-	0.0%	\$ 507,400	\$ 507,400	0.0%
HTH840FK	B	-	-	-	-	-	\$ 99	\$ 99	0.0%
HTH840FK	N	-	-	-	-	-	\$ 101	\$ 101	0.0%
HTH840FK	W	14.00	-	-	-	0.0%	\$ 983,824	\$ 983,824	0.0%
HTH840FO	N	1.00	-	-	-	0.0%	\$ 46,838	\$ 46,838	0.0%
HTH849FA	A	2.50	-	0.25	-	0.0%	\$ 220,136	\$ 220,136	0.0%
HTH849FA	B	0.50	-			0.0%	\$ 48,271	\$ 48,271	0.0%
HTH849FA	N			0.75	-	0.0%	\$ 45,621	\$ 45,621	0.0%
HTH849FB	A	2.50	-			0.0%	\$ 130,896	\$ 130,896	0.0%
HTH849FB	N	1.50	-			0.0%	\$ 82,812	\$ 82,812	0.0%
HTH849FB	W	11.00	2.00			18.2%	\$ 575,772	\$ 463,512	19.5%

Department of Health  
Vacancy Summary

Table 13

HTH849FC	A	1.00	-			0.0%	\$ 60,024	\$ 60,024	0.0%
HTH849FC	N	3.00	-			0.0%	\$ 169,776	\$ 169,776	0.0%
HTH849FD	A	4.00	-			0.0%	\$ 261,108	\$ 261,108	0.0%
HTH849FD	N	1.00	-			0.0%	\$ 49,332	\$ 49,332	0.0%
HTH849FD	P	9.00	1.00	3.00	1.00	16.7%	\$ 632,340	\$ 520,008	17.8%
HTH849FD	W	14.00	2.00	2.00	1.00	18.8%	\$ 830,571	\$ 731,148	12.0%
HTH850FS	A	5.00	1.00	-	-	20.0%	\$ 284,112	\$ 199,116	29.9%
HTH904AJ	N	8.26	0.65	2.35	-	6.1%	\$ 733,983	\$ 688,337	6.2%
HTH904AJ	A	5.74	0.35	1.00	-	5.2%	\$ 388,893	\$ 364,315	6.3%
HTH904AJ	P	-	-	5.00	-	0.0%	\$ 229,136	\$ 229,136	0.0%
HTH905AH	A	1.50	-	1.00	-	0.0%	\$ 126,834	\$ 126,834	0.0%
HTH905AH	N	6.50	1.50	-	-	23.1%	\$ 331,932	\$ 262,374	21.0%
HTH906AC	A	1.00	1.00	-	-	100.0%	\$ 452,151	\$ 402,151	11.1%
HTH907AA	A	6.00	-	-	-	0.0%	\$ 464,063	\$ 464,063	0.0%
HTH907AB	A	44.50	1.00	-	-	2.2%	\$ 2,082,083	\$ 2,052,047	1.4%
HTH907AD	A	21.00	1.00	-	-	4.8%	\$ 1,146,660	\$ 1,100,484	4.0%
HTH907AE	P	-	-	1.00	-	0.0%	\$ 76,000	\$ 76,000	0.0%
HTH907AF	A	1.00	-	-	-	0.0%	\$ 75,960	\$ 75,960	0.0%
HTH907AG	A	12.00	-	-	-	0.0%	\$ 74,295	\$ 74,295	0.0%
HTH907AL	A	10.00	1.00	-	-	10.0%	\$ 467,652	\$ 402,732	13.9%
HTH907AM	A	9.00	-	1.00	-	0.0%	\$ 504,552	\$ 504,552	0.0%
HTH907AN	A	8.00	1.00	1.00	-	11.1%	\$ 492,696	\$ 448,284	9.0%
HTH907AP	A	7.00	2.00	3.00	1.00	30.0%	\$ 445,788	\$ 369,852	17.0%
HTH907AP	P	-	-	1.00	-	0.0%	\$ 60,000	\$ 60,000	0.0%

Department of Health  
Vacant Positions as of November 30

Table 14

Prog ID	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Apts	Describe if Filled by other Means	Priority
HTH100	6/27/1905	1/2/2014	50169	Para-Medical Assistant II	N	HE04	10	T	1.00	P	\$ 32,736	\$ -	Y	N			1
HTH100	7/2/2005	2/1/2014	48015	Epidemiologist Specialist III	N	20	13	T	1.00	P	\$ 47,412	\$ -	Y	N			1
HTH100	12/31/2009	1/3/2014	3019	Registered Nurse IV	N	22	9	P	1.00	A	\$ 75,780	\$ 94,104	Y	N			1
HTH100	4/1/2010	1/3/2014	3075	Registered Nurse IV	N	22	9	P	1.00	A	\$ 75,780	\$ 95,484	Y	N			1
HTH100	8/9/2010	1/3/2014	3793	Registered Nurse IV	N	22	9	P	1.00	A	\$ 75,780	\$ 91,812	Y	N			1
HTH100	7/1/2011	1/2/2014	41800	PARA MEDICAL ASST. I	N	HE02	70	T	1.00	A	\$ 30,867	\$ 30,876	Y	N			1
HTH100	2/1/2012	1/6/2014	3074	Registered Nurse IV	N	22	9	P	1.00	A	\$ 75,780	\$ 91,812	Y	N			1
HTH100	3/15/2012	2/1/2014	3429	GEN. CONSTR & MTNCE SPV I	N	F110	2	P	1.00	A	\$ 50,520	\$ 50,520	Y	N			1
HTH100	3/16/2012	1/3/2014	25358	Office Assistant III	N	8	3	P	1.00	A	\$ 26,700	\$ 26,700	Y	N			1
HTH100	6/30/2012	1/2/2014	35204	STATISTICS CLERK I	N	10	3	P	1.00	A	\$ 28,836	\$ 30,804	Y	N			1
HTH100	9/4/2012	1/2/2014	23410	Epi Specialist III	N	20	13	T	1.00	P	\$ 42,132	\$ 42,132	Y	N			1
HTH100	9/24/2012	1/2/2014	34246	Epi Specialist III	N	20	13	T	1.00	P	\$ 42,132	\$ 42,132	Y	N			1
HTH100	11/13/2012	1/2/2014	40329	Epi Specialist III	N	20	13	T	1.00	P	\$ 42,132	\$ 42,132	Y	N			1
HTH100	12/31/2012	1/2/2014	37427	Office Assistant III	N	8	3	T	1.00	P	\$ 23,688	\$ 23,688	Y	Y	1		1
HTH100	2/1/2013	1/3/2014	23534	Registered Nurse IV	N	22	9	P	1.00	A	\$ 94,104	\$ 94,104	Y	N			1
HTH100	3/1/2013	1/3/2014	4138	Registered Nurse V	N	24	9	P	1.00	A	\$ 101,784	\$ 105,852	Y	N			1
HTH100	3/11/2013	1/3/2014	40487	Registered Nurse IV	N	22	9	P	1.00	A	\$ 75,780	\$ 87,384	Y	N			1
HTH100	3/15/2013	1/2/2014	39849	Public Health Ed. IV	N	22	13	T	1.00	P	\$ 45,576	\$ 45,576	Y	N			1
HTH100	3/15/2013	1/2/2014	29058	Epi Specialist III	N	20	13	T	1.00	P	\$ 42,132	\$ 42,132	Y	Y	1		1
HTH100	3/15/2013	1/3/2014	7775	Registered Nurse IV	N	22	9	P	1.00	A	\$ 87,384	\$ 87,384	Y	N			1
HTH100	3/15/2013	1/3/2014	7769	Registered Nurse IV	N	22	9	P	1.00	A	\$ 94,104	\$ 94,104	Y	N			1
HTH100	4/1/2013	1/3/2014	3071	Registered Nurse IV	N	22	9	P	1.00	A	\$ 94,104	\$ 101,784	Y	N			1
HTH100	4/1/2013	1/8/2014	4929	Registered Nurse IV	N	22	9	P	1.00	A	\$ 89,568	\$ 96,888	Y	N			1
HTH100	4/25/2013	1/2/2014	1002	LICENSED PRACTICAL NURSE II	N	HE08	10	P	1.00	A	\$ 37,248	\$ 38,436	Y	N			1
HTH100	4/26/2013	1/2/2014	52112	LICENSED PRACTICAL NURSE II	N	HE08	10	P	1.00	A	\$ 37,248	\$ 37,248	Y	N			1
HTH100	6/15/2013	1/2/2014	3432	CARPENTER I	N	BC09	1	P	1.00	A	\$ 44,544	\$ 44,544	Y	Y	2		1
HTH100	6/20/2013	1/3/2014	25387	Registered Nurse IV	N	22	9	P	1.00	A	\$ 81,972	\$ 81,972	Y	N			1
HTH100	7/1/2013	1/2/2014	3430	PAINTER I	N	BC09	1	P	1.00	A	\$ 43,824	\$ 44,544	Y	Y	2		1
HTH100	7/1/2013	1/2/2014	3440	GENERAL LABORER II	N	BC03	1	P	1.00	A	\$ 33,780	\$ 33,228	Y	N			1
HTH100	7/1/2013	1/2/2014	1016	OFFICE ASSISTANT IV	N	10	3	P	1.00	A	\$ 28,836	\$ 27,756	Y	Y	2		1
HTH100	7/1/2013	1/3/2014	3024	Registered Nurse IV	N	22	9	P	1.00	A	\$ 57,828	\$ 92,208	Y	N			1
HTH100	7/1/2013	1/3/2014	7779	Registered Nurse IV	N	22	9	P	1.00	A	\$ 85,248	\$ 94,512	Y	N			1
HTH100	7/2/2013	1/3/2014	3794	Registered Nurse V	N	24	9	P	1.00	A	\$ 101,784	\$ 110,088	Y	N			1
HTH100	7/19/2013	1/2/2014	36943	REGISTERED NURSE III	N	20	9	P	1.00	A	\$ 79,236	\$ 83,616	Y	N			1
HTH100	8/1/2013	1/3/2014	4924	Registered Nurse V	N	24	9	P	1.00	A	\$ 94,512	\$ 94,512	Y	N			1
HTH100	8/30/2013	1/2/2014	37134	Pharmacist I	N	22	13	P	1.00	A	\$ 55,500	\$ 75,960	Y	Y	2		1
HTH100	9/10/2013	1/3/2014	3053	Registered Nurse V	N	24	9	P	1.00	A	\$ 101,784	\$ 110,088	Y	N			1
HTH100	9/21/2013	1/2/2014	3438	GENERAL LABORER II	N	BC03	1	P	1.00	A	\$ 34,164	\$ 33,228	Y	N			1
HTH100	10/14/2013	1/2/2014	120441	LICENSED PRACTICAL NURSE II	N	HE08	10	T	1.00	A	\$ 37,248	\$ 38,436	Y	N			1
HTH100	New	2/1/2014	120470	Licensed Practical Nurse II	N	HE08	10	T	1.00	P	\$ 32,736	\$ -	Y	Y	1		1
HTH131	7/23/2009	1/2/2014	117637	OFFICE ASSISTANT III	N	8	3	T	1.00	N	\$ 26,675	\$ 25,668	Y	N			1
HTH131	11/13/2009	1/31/2014	110206	PHARMACIST II	N	24	13	P	1.00	N	\$ 51,312	\$ 51,312	Y	N			1
HTH131	3/26/2010	1/31/2014	112879	EPIDEMIOLOGICAL SPECIALIST V	N	24	13	P	1.00	N	\$ 55,500	\$ 54,156	Y	N			1
HTH131	6/1/2010	1/2/2014	94623H	BTP EPIDEMIOLOGIST SPECIALIST	Y	SRNA	13	T	1.00	N	\$ 53,376	\$ 64,932	Y	N			1
HTH131	2/1/2012	1/2/2014	117638	OFFICE ASSISTANT III	N	8	3	P	1.00	N	\$ 26,652	\$ 27,396	Y	N			1
HTH131	2/16/2012	2/1/2014	117670	ACCOUNT CLERK III	N	11	3	T	1.00	N	\$ 30,120	\$ 31,212	Y	N			1
HTH131	1/19/2013	1/31/2014	112936	EPIDEMIOLOGICAL SPECIALIST IV	N	22	13	P	1.00	N	\$ 40,524	\$ 49,332	Y	N			1
HTH131	2/23/2013	2/3/2014	3124	EPIDEMIOLOGICAL SPECIALIST IV	N	22	13	P	1.00	A	\$ 53,352	\$ 42,132	Y	N			1
HTH131	7/1/2013	1/20/2014	94612H	BTP PROJECT MANAGER	Y	SRNA	13	T	1.00	N	\$ 70,000	\$ 85,008	Y	N			1
HTH131	9/26/2013	1/2/2014	95618H	BTP PLANNER IV	Y	SRNA	13	T	1.00	N	\$ 52,655	\$ 61,056	Y	N			1

Department of Health  
Vacant Positions as of November 30

Table 14

Prog ID	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority
HTH131	9/26/2013	1/2/2014	118847	BTP ACCOUNTANT III	Y			T	1.00	N	\$ 48,000	\$ 48,000	Y	N			1
HTH131	11/26/2013	2/1/2014	94616H	BTP SENIOR PLANNER	Y	SRNA	13	T	1.00	N	\$ 63,000	\$ 62,712	Y	N			1
HTH131	NEW	1/31/2014	94650H	IMMUNIZATION REGISTRY COORDINATOR	N	24	13	P	1.00	N	\$ 38,952	\$ 39,156	Y	N			1
HTH131		1/31/2014	42255	EPIDEMIOLOGICAL SPECIALIST IV	N	22	13	P	1.00	A	\$ 62,424	\$ 62,424	Y	N			1
HTH420	8/16/2006	1/2/2014	48069	HSP/SW IV	N	22	13	P	1.00	A	\$ 50,684		Y	N			1
HTH420	12/5/2007	2/1/2014	116792	Clinical Psychologist VII	N	28	13	T	1.00	A	\$ 52,725	\$ 53,364	N	N			1
HTH420	4/21/2010	1/6/2014	40957	HSP/SW IV	N	22	13	T	1.00	A	\$ 45,041	\$ 47,412	N	Y	7		1
HTH420	7/1/2010	2/1/2014	22239	Registered Nurse IV	N	22	9	P	1.00	A	\$ 71,991	\$ 94,104	N	N			1
HTH420	2/23/2011	2/1/2014	120231	HSP/SW IV	N	22	13	T	1.00	A	\$ 40,037	N/A	N	N			1
HTH420	8/16/2011	2/1/2014	48101	HSP/SW IV	N	22	13	T	1.00	A	\$ 45,041	\$ 45,036	N	N			1
HTH420	10/14/2011	1/2/2014	7233	HSP/SW IV	N	22	13	P	1.00	A	\$ 43,297	\$ 43,298	Y	N			1
HTH420	1/25/2012	1/2/2014	48086	HSP/SW IV	N	22	13	P	1.00	A	\$ 50,684	\$ 50,688	Y	N			1
HTH420	4/13/2012	2/1/2014	14930	HSP/SW IV	N	22	13	P	1.00	A	\$ 43,297	\$ 37,044	N	N			1
HTH420	6/1/2012	1/2/2014	14510	HSP/SW IV	N	22	13	P	1.00	A	\$ 46,865	\$ 46,860	Y	N			1
HTH420	7/13/2012	2/1/2014	52099	HSP/SW IV	N	22	13	P	1.00	A	\$ 45,041	\$ 43,296	Y	N			1
HTH420	7/16/2012	1/2/2014	3862	HSP/SW IV	N	22	13	P	1.00	A	\$ 48,746	\$ 48,744	Y	N			1
HTH420	7/23/2012	2/1/2014	117730	Office Assistant III	N	8	3	P	1.00	A	\$ 21,044	\$ 25,668	N	N			1
HTH420	7/26/2012	1/2/2014	37475	HSP/SW IV	N	22	13	P	1.00	A	\$ 45,041	\$ 43,296	Y	N			1
HTH420	10/24/2012	2/1/2014	120228	HSP/SW IV	N	22	13	T	1.00	A	\$ 40,037	\$ 45,576	N	N			1
HTH420	10/26/2012	1/2/2014	52120	HSP/SW IV	N	22	13	P	1.00	A	\$ 21,649	\$ 21,648	Y	N			1
HTH420	11/30/2012	1/2/2014	48065	HSP/SW IV	N	22	13	P	1.00	A	\$ 48,746	\$ 45,576	Y	N			1
HTH420	1/15/2013	1/2/2014	25455	HSP/SW IV	N	22	13	P	1.00	A	\$ 43,297	\$ 67,488	Y	N			1
HTH420	2/22/2013	1/2/2014	15090	HSP/SW IV	N	22	13	P	1.00	A	\$ 45,041	\$ 47,412	Y	N			1
HTH420	2/28/2013	2/1/2014	116775	Office Assistant III	N	8	3	T	1.00	A	\$ 22,515	\$ 25,668	N	N			1
HTH420	5/4/2013	2/1/2014	120229	Human Svcs Prof IV	N	22	13	T	1.00	A	\$ 40,037	\$ 45,576	N	N			1
HTH420	8/5/2013	2/1/2014	28397	Clin Psychologist VI	N	26	13	P	1.00	A	\$ 61,674	\$ 64,920	N	N			1
HTH420	8/21/2013	2/1/2014	48107	HSP/SW IV	N	22	13	P	1.00	A	\$ 43,297	\$ 45,576	Y	N			1
HTH420	9/14/2013	2/1/2014	48077	HSP/SW IV	N	22	13	P	1.00	A	\$ 46,865	\$ 45,576	N	N			1
HTH430	5/19/2011	1/27/2014	15786	LPN - MENTAL HEALTH (FULL PERFORMANCE)	N	HE-08	10	P	1.00	A	\$ 42,853	\$ 42,648	Y	N			1
HTH430	8/16/2012	1/27/2014	7239	MEDICAL TECHNOLOGIST III	N	20	13	P	1.00	A	\$ 48,746	\$ 51,312	Y	N			1
HTH430	11/1/2012	1/27/2014	43668	OFFICE ASSISTANT III	N	8	3	T	1.00	A	\$ 27,394	\$ 25,668	Y	N			1
HTH430	11/24/2012	1/27/2014	105817	PSYCHIATRIST I	N	SRNA	13	T	1.00	A	\$ 112,893	\$ 181,572	Y	N			1
HTH430	12/28/2012	1/27/2014	2287	MEDICAL RECORD TECHNICIAN V	N	11	3	P	1.00	A	\$ 42,191	\$ 44,412	Y	N			1
HTH430	12/31/2012	1/27/2014	105900	PSYCHIATRIST I	N	SRNA	13	T	1.00	A	\$ 112,893	\$ 178,944	Y	N			1
HTH430	12/31/2012	1/27/2014	50714	OCCUPATIONAL SAFETY & HEALTH ADVISOR IV	N	22	13	P	1.00	A	\$ 50,684	\$ 53,352	Y	Y	3		1
HTH430	3/7/2013	1/27/2014	26124	REGISTERED NURSE III	N	20	9	P	1.00	A	\$ 65,299	\$ 77,304	Y	N			1
HTH430	3/15/2013	1/27/2014	5964	PMA - MENTAL HEALTH (FULL PERFORMANCE)	N	HE-04	10	P	1.00	A	\$ 31,099	\$ 33,780	Y	N			1
HTH430	3/25/2013	1/27/2014	112777	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	T	0.50	A	\$ 14,666	\$ 30,876	Y	N			1
HTH430	3/31/2013	1/27/2014	49043	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 38,156	\$ 41,448	Y	N			1
HTH430	4/19/2013	12/2/2013	45763	REGISTERED NURSE III	N	20	9	P	1.00	A	\$ 65,299	\$ 83,616	Y	N			1
HTH430	4/19/2013	1/27/2014	44247	OFFICE ASSISTANT II	N	6	3	T	1.00	A	\$ 24,385	\$ 23,688	Y	N			1
HTH430	4/22/2013	1/27/2014	117127	PMA-MENTAL HEALTH (FULL PERFORMANCE)	N	HE-04	10	P	1.00	A	\$ 29,902	\$ 33,780	Y	N			1
HTH430	5/13/2013	1/27/2014	46440	PLUMBER I	N	BC-10	1	P	1.00	A	\$ 43,924	\$ 46,236	Y	N			1

Department of Health  
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Table 14

Prog ID	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority
HTH430	5/27/2013	1/27/2014	52055	PMA-MENTAL HEALTH (FULL PERFORMANCE)	N	HE-04	10	P	1.00	A	\$ 29,332	\$ 38,436	Y	N			1
HTH430	5/31/2013	1/27/2014	45770	REGISTERED NURSE III	N	20	9	P	1.00	A	\$ 70,612	\$ 84,468	Y	N			1
HTH430	5/31/2013	1/27/2014	45828	OFFICE ASSISTANT II	N	6	3	P	1.00	A	\$ 34,690	\$ 23,688	Y	N			1
HTH430	6/9/2013	12/31/2013	120872	LICENSED PRACTICAL NURSE-MENTAL HEALTH (FULL PERFORMANCE)	N	HE-08	10	P	1.00	A	\$ 33,094	\$ 35,952	Y	N			1
HTH430	6/14/2013	1/27/2014	28770	MEDICAL RECORD TECHNICION VII	N	15	3	P	1.00	A	\$ 49,339	\$ 33,756	Y	N			1
HTH430	6/21/2013	1/27/2014	116566	PMA - MENTAL HEALTH (FULL PERFORMANCE)	N	HE-04	10	P	1.00	A	\$ 29,902	\$ 32,736	Y	N			1
HTH430	7/2/2013	1/27/2014	10967	OFFICE ASSISTANT III	N	8	3	P	1.00	A	\$ 25,365	\$ 27,756	Y	N			1
HTH430	8/12/2013	1/27/2014	49026	REGISTERED NURSE III	N	20	9	P	1.00	A	\$ 65,307	\$ 83,616	Y	N			1
HTH430	8/15/2013	1/27/2014	45900	GENERAL LABORER I	N	BC-02	1	P	1.00	A	\$ 31,567	\$ 33,228	Y	N			1
HTH460	12/29/2009	1/2/2014	110236	ITS III	C	20	13	P	1.00	A	\$ 42,132	\$ 42,132	Y	N			1
HTH460	5/31/2011	1/2/2014	25566	MHS I	C	24	23	P	1.00	A	\$ 67,488	\$ 73,044	Y	N			1
HTH460	9/1/2012	1/2/2014	90009H	CP VI	E	26	13	P	1.00	A	\$ 55,500	\$ 79,968	Y	N			1
HTH460	7/1/2013	1/2/2014	90346H	QA Specialist	E	22	13	T	1.00	B	\$ 38,628	\$ 47,412	Y	N			1
HTH460	9/5/2013	1/3/2014	52119	OA III	C	8	3	P	1.00	A	\$ 25,667	\$ 26,700	Y	N			1
HTH460	9/19/2013	1/2/2014	90238H	PHAO III	E	20	13	T	1.00	A	\$ 30,984	\$ 43,824	Y	N			1
HTH460	10/1/2013	1/2/2014	52072	Secretary II	C	14	63	P	1.00	A	\$ 46,176	\$ 46,176	Y	N			1
HTH460	10/8/2013	1/2/2014	117119	HSP IV	C	22	13	T	1.00	A	\$ 45,576	\$ 45,576	Y	N			1
HTH460	11/1/2013	1/2/2014	14586	CP VI	C	26	13	P	1.00	A	\$ 53,352	\$ 57,708	Y	N			1
HTH460	11/1/2013	1/2/2014	110238	ITS IV	C	22	13	P	1.00	A	\$ 45,576	\$ 45,576	Y	N			1
HTH495	10/4/2008	1/2/2014	95264H	HSP/Social Worker IV	N	22	13	T	1.00	A	\$ 37,141	\$ 35,400	Y	N			1
HTH495	9/1/2011	2/1/2014	120262	Information Technology Spclt IV	N	22	13	T	1.00	A	\$ 43,890	N/A	N	N			1
HTH495	9/1/2011	2/1/2014	120263	Information Technology Spclt IV	N	22	13	T	1.00	A	\$ 43,890	N/A	N	N			1
HTH495	8/17/2012	1/2/2014	91231H	Program Monitor	N	22	13	T	1.00	A	\$ 51,300	\$ 48,924	Y	N			1
HTH495	10/13/2012	2/1/2014	90263H	HSP/Social Worker V	N	22	13	P	1.00	A	\$ 48,746	\$ 80,148	N	N			1
HTH495	6/3/2013	1/2/2014	95212H	MH Care Coordinator	N	22	13	P	1.00	A	\$ 33,094	\$ 44,808	Y	N			1
HTH495	6/4/2013	2/1/2014	91253H	Registered Nurse IV	N	22	9	P	1.00	A	\$ 54,446		Y	N			1
HTH495	8/21/2013	2/1/2014	90271H	Registered Nurse V	N	22	9	P	1.00	A	\$ 77,873	\$ 78,000	Y	N			1
HTH501	5/23/2007	2/1/2014	26684	Clerk Steno II	N	9	3	P	1.00	A	\$ 25,365	\$ 31,212	Y	N			1
HTH501	1/1/2009	2/1/2014	98622H	Social Svc Asst IV	N	11	3	P	1.00	A	\$ 27,394	\$ 31,212	Y	N			1
HTH501	7/1/2009	2/1/2014	92472H	Individual Mentor	N	SRNA	3	T	1.00	A	\$ 19,000	\$ 9,786	Y	N			1
HTH501	1/1/2012	2/1/2014	117921	Info Tech Spec IV	N	22	13	T	1.00	A	\$ 43,297	\$ 43,296	Y	N			1
HTH501	3/2/2012	2/1/2014	97633H	SW/HSP III	N	20	13	P	1.00	A	\$ 37,004	\$ 45,576	Y	N			1
HTH501	4/10/2012	2/1/2014	94665H	CAMHD Transition Clerk/OA III	N	SRNA	3	T	1.00	A	\$ 18,981	\$ 25,668	Y	N			1
HTH501	12/24/2012	2/1/2014	112748	Office Assistant III	N	8	3	P	1.00	A	\$ 29,651	\$ 33,756	Y	Y	3		1
HTH501	12/28/2012	2/1/2014	12875	Secretary II/OA III	N	8	3	P	1.00	A	\$ 37,506	\$ 39,480	Y	N			1
HTH501	1/2/2013	2/1/2014	110230	Human Services Professional III	N	20	13	P	1.00	A	\$ 37,030	\$ 62,424	Y	Y	2		1
HTH501	1/16/2013	1/2/2014	116461	Office Assistant IV	N	10	3	P	1.00	A	\$ 26,368	\$ 30,036	Y	N			1
HTH501	5/19/2013	2/1/2014	117405	Office Assistant III	N	8	3	P	1.00	A	\$ 26,368	\$ 25,668	Y	N			1
HTH501	7/17/2013	2/1/2014	27474	Human Services Professional III	N	20	13	P	1.00	A	\$ 37,030	\$ 42,132	Y	N			1
HTH501	8/1/2013	1/2/2014	110248	Social Worker III	N	20	13	P	1.00	A	\$ 43,297	\$ 45,576	Y	N			1
HTH501	9/1/2013	2/1/2014	118050	HSP III	N	20	13	P	1.00	A	\$ 41,633	\$ 42,132	Y	N			1
HTH501	9/9/2013	2/1/2014	112989	Human Services Professional III	N	20	13	P	1.00	A	\$ 40,025	\$ 42,132	Y	N			1
HTH501	9/11/2013	2/1/2014	110228	Social Worker III	N	20	13	P	1.00	A	\$ 45,041	\$ 42,132	Y	N			1
HTH501	10/1/2013	1/3/2014	30088	SW IV	N	20	13	P	1.00	A	\$ 61,674	\$ 67,488	Y	N			1
HTH501	10/1/2013	2/1/2014	49800	MRCC V	N	24	13	P	1.00	A	\$ 72,162	\$ 75,960	Y	N			1
HTH501	10/1/2013	2/1/2014	24861	Social Worker III	N	20	13	P	1.00	A	\$ 40,025	\$ 42,132	Y	N			1
HTH501	10/1/13	2/1/2014	19281	Dentist VI	N	26	13	P	1.00	A	\$ 59,303	\$ 82,128	Y	N			1

Department of Health  
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Table 14

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HTH501	New	1/3/2014	120587	PS IV/Human Services Professional IV	N	22	13	P	1.00	B	\$ 44,533	-	Y	N			1
HTH501	New	2/1/2014	121023	SW/HSP IV/HSP VI	N	22	13	P	1.00	A	\$ 34,765	-	Y	N			1
HTH501	New	2/1/2014	121021	SW/HSP IV	N	22	13	P	1.00	A	\$ 37,369	-	Y	N			1
HTH501	New	2/1/2014	120932	Behavior Spclt-DD/MR/ RN V	N	24	9	T	1.00	A	\$ 99,750	-	Y	N			1
HTH501	New	2/1/2014	120591	PHAO V/Program Specialist IV	N	22	13	T	1.00	A	\$ 52,250	-	Y	N			1
HTH501	New	2/1/2014	121024	PHAO IV	N	22	13	P	1.00	A	\$ 37,699	-	Y	N			1
HTH501	New	2/1/2014	120588	PS IV/Human Services Professional IV	N	22	13	P	1.00	B	\$ 41,164	-	Y	N			1
HTH501	New	2/1/2014	50151/121060	SSA III/Office Assistant III	N	8	3	P	1.00	A	\$ 36,070	-	Y	N			1
HTH501	New	2/1/2014	120828	DD/MR Contract Spec/PS IV	N	22	13	T	1.00	A	\$ 36,100	-	Y	N			1
HTH501	New	2/1/2014	120592	PHAO III/Program Specialist III	N	20	13	T	1.00	A	\$ 42,750	-	Y	N			1
HTH520	10/22/2013	1/2/2014	102146	Facility Access Specialist	Y	NA	13	T	1.00	A	\$ 53,364	\$ 2,224	N	N			1
HTH560CF	N/A	2/1/2014	94625H	Program Specialist IV	N	22	13	P	1.00	B	\$ 22,788	N/A	N	N			1
HTH560CF	2/26/2013	2/1/2014	92807H	Research Analyst	Y	SRNA	13	T	1.00	N/P	\$ 76,000	\$ 78,840	N	N			1
HTH560CZ																	
HTH560CG	12/31/2012	12/3/2013	15125	Public Health Supervisor II	N	26	13	P	1.00	A	\$ 78,984	\$ 78,984	Y	N			1
HTH560CG	8/1/2013	1/27/2014	111084	Office Assistant III	N	8	3	P	1.00	A	\$ 31,212	\$ 31,212	Y	N			1
HTH560CT	8/15/2013	1/2/2014	93827H	Data Clerk	Y	SRNA	3	T	1.00	P	\$ 35,064	\$ 34,692	Y	N			1
HTH560CT	N/A	1/2/2014	93818H	Accountant	Y	SRNA	13	T	1.00	P	\$ 51,312	N/A	Y	N			1
HTH560CW	9/21/2010	2/1/2014	23189	Office Assistant III	N	8	3	T	1.00	N	\$ 27,756	\$ 27,756	Y	N			1
HTH560CW	8/31/2012	2/1/2014	116449	Office Assistant III	N	8	3	P	0.50	N	\$ 13,350	\$ 12,834	Y	N			1
HTH560CW	10/8/2012	2/1/2014	31787	Planner IV	N	22	13	P	1.00	N	\$ 45,576	\$ 62,424	N	N			1
HTH560CW	11/28/2012	2/1/2014	117656	Statistics Clerk I	N	10	3	T	1.00	P	\$ 28,836	\$ 28,836	Y	N			1
HTH560CZ	5/15/2012	2/1/2014	23936	Account Clerk III	N	11	3	T	1.00	P	\$ 28,836	\$ 28,836	Y	N			1
HTH560CZ	7/19/2013	2/1/2014	92810H	Data Coordinator	Y	SRNA	13	T	1.00	P	\$ 57,708	\$ 57,708	Y	N			1
HTH720	5/31/2011	2/1/2014	43565	Registered Nurse V	N	24	9	P	1.00	P	\$ -	-	Y	N			1
HTH720	4/1/2012	1/2/2014	119200	Information Technology Specialist IV	N	22	13	P	1.00	P	\$ -	\$ 43,296	Y	N			1
HTH730	11/1/2011	1/2/2014	45922	Planner IV	N	22	13	P	1.00	A	\$ 45,041	\$ 45,036	Y	N			1
HTH730	4/1/2013	1/2/2014	101599	Oahu EMS Physician	Y	SRNA	73	T	0.35	A	\$ 32,361	\$ 29,621	Y	N			1
HTH730	8/13/2013	1/2/2014	49793	Research Statistician III	N	20	13	P	1.00	A	\$ 48,746	\$ 51,312	Y	N			1
HTH760	3/1/2012	1/6/2014	110102	Research Statistician III	N	20	13	P	1.00	P	\$ 42,132	\$ 47,412	Y	N			1
HTH760	8/2/2013	1/6/2014	26346	Office Assistant III	N	8	3	P	1.00	A	\$ 29,651	\$ 32,424	Y	N			1
HTH760	n/a	2/1/2014	120384	Office Assistant III	N	8	3	T	1.00	A	\$ 24,385	12.34/hr	Y	N	8		1
HTH840FG	11/16/2011	1/2/2014	41177	Office Assistant III	N	8	03	P	1.00	N	\$ 31,212	\$ 24,876	Y	N			1
HTH840FJ	3/15/2012	1/2/2014	110525	Planner IV	N	22	13	P	1.00	N	\$ 45,576	\$ 45,576	Y	N			1
HTH840FJ	6/12/2013	1/21/2014	117146	Account Clerk II	N	8	03	P	1.00	B	\$ 28,836	\$ 25,668	Y	Y	2		1
HTH849	7/31/2012	1/3/2014	48056 (supp bud request to fully fund)	Environmental Health Specialist IV	N	22	13	P	1.00	W	\$ 36,999	\$ 57,708	Y	N			1
HTH850	11/2/2013	1/2/2014	101289	Director, (OEQC)	Y	SRNA	93	P	1.00	A	\$ 80,746	\$ 88,392	Y	N			1
HTH906AC	12/31/2009	1/2/2014	27966	Research Statistician III	N	20	13	P	1.00	A	\$ 50,000	\$ 75,960	Y	Y	3		1
HTH907AB	10/16/2013	1/7/2014	22686	Office Assistant III	N	8	3	P	1.00	A	\$ 30,036	\$ 31,212	Y	N			1
HTH907AP	New	1/15/2014	120785	Info Tech Specialist V	N	24	13	T	1.00	A	\$ 50,000	N/A	N	N			1
HTH100	6/30/2012	3/1/2014	36377	Registered Nurse IV	N	22	9	P	1.00	A	\$ 75,780	\$ 91,812	Y	Y	1		2
HTH100	7/1/2013	3/4/2014	121061	Epidemiologist II (Exempt)	Y	SRNA	13	P	1.00	A	\$ 79,236		Y	N			2
HTH100	10/31/2013	4/1/2014	921	Secretary II	N	14	3	P	1.00	A	\$ 44,412	\$ 2,222	N	Y	2		2
HTH131	3/25/2013		23797	EPIDEMIOLOGICAL SPECIALIST IV	N	22	13	P	1.00	A	\$ 38,952	\$ 45,476	Y	N			2
HTH131	3/29/2013		36463	EPIDEMIOLOGICAL SPECIALIST IV	N	22	13	P	1.00	A	\$ 45,576	\$ 42,132	Y	N			2
HTH131	NEW		120451	HIR INTEROPERABILITY COORDINATOR	N	SRNA	13	T	1.00	N	\$ 41,592	\$ 41,592	Y	N			2

Department of Health  
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HTH440	8/29/2013	3/1/2014	44246	Alcoholism Training Coordinator	N	22	13	P	1.00	A	\$ 47,412	\$ 47,412	Y	N			2
HTH440	9/12/2007	3/1/2014	45290	Accountant III	N	20	13	P	1.00	A	\$ 42,132	\$ 42,132	Y	N			2
HTH440	1/21/2009	3/1/2014	117897	Program Specialist Substance Abuse IV	N	22	13	P	1.00	A	\$ 45,576	\$ 45,576	Y	N			2
HTH440	6/3/2013	3/1/2014	99855H	ATR Project Director	N	SRNA	13	T	1.00	P	\$ 67,492	\$ 64,476	Y	N			2
HTH440	8/6/2013	3/1/2014	118211	Information Tech. Specialist IV	N	22	13	P	1.00	A	\$ 45,576	\$ 38,988	Y	N			2
HTH560CC	4/3/2013	3/1/2014	41048	Office Assistant III	N	8	3	P	0.50	N	\$ 13,350	\$ 13,350	N	N			2
HTH560CC	6/1/2013	3/1/2014	45339	Registered Nurse VI	N	26	9	P	1.00	N	\$ 104,784	\$ 104,784	N	N			2
HTH560CC	10/1/2013	3/1/2014	116912	Office Assistant III	N	8	3	P	1.00	A	\$ 25,668	\$ 25,668	N	N			2
HTH560CC	New	3/1/2014	118128	Office Assistant III	N	8	3	T	1.00	P	\$ 25,667	\$ 25,667	Y	Y	2		2
HTH560CF	5/28/2010	3/1/2014	50565	Public Health Educator IV	N	22	13	T	1.00	N/P	\$ 49,332	\$ 49,332	N	N			2
HTH560CZ																	
HTH560GI	7/2/2012	asap	30185	Office Assistant III	N	08	03	P	1.00	N	\$ 25,668	\$ 28,536	Y	N			2
HTH560GI	3/19/2013	asap	111814	WIC Nutrition Assistant	N	HE06	10	P	1.00	N	\$ 32,736	\$ 28,152	Y	Y	1		2
HTH560GI	4/24/2013	asap	38652	Office Assistant II	N	06	03	P	1.00	N	\$ 24,648	\$ 23,688	Y	N			2
HTH560GI	8/1/2013	asap	30097	WIC Nutrition Assistant	N	HE06	10	P	1.00	N	\$ 36,060	\$ 35,952	Y	Y	2		2
HTH560GI	8/1/2013	asap	38657	Office Assistant II	N	06	03	P	1.00	N	\$ 31,212	\$ 31,212	Y	Y	1		2
HTH560GI	8/1/2013	asap	42795	Office Assistant II	N	06	03	P	1.00	N	\$ 26,700	\$ 20,803	Y	N			2
HTH560GI	9/30/2013	asap	28675	Office Assistant III	N	08	03	P	1.00	N	\$ 37,968	\$ 37,968	Y	N			2
HTH560GI	11/4/2013	asap	36364	WIC Nutrition Aid	N	HE04	10	P	1.00	N	\$ 32,736	\$ 33,780	Y	N			2
HTH560GI	11/18/2013	asap	36546	Office Assistant II	N	06	03	P	1.00	N	\$ 25,668	\$ 23,688	Y	N			2
HTH560GI	12/2/2013	asap	24751	Office Assistant III	N	08	03	P	1.00	N	\$ 25,668	\$ 25,656	Y	N			2
HTH560GI	N/A	asap	120556	Breastfeeding Peer Counselor	Y	SRNA	13	T	1.00	N	\$ 30,876	n/a	Y	N			2
HTH560GI	5/6/2011	3/1/2014	39655	Public Health Nutritionist III	N	22	13	P	1.00	N	\$ 42,132	\$ 42,132	Y	N			2
HTH560GI	8/2/2011	3/1/2014	37600	Public Health Nutritionist III	N	22	13	P	1.00	N	\$ 43,824	\$ 43,824	Y	N			2
HTH560GI	12/13/2011	3/1/2014	38655	Office Assistant II	N	06	03	P	1.00	N	\$ 25,668	\$ 25,668	Y	Y	5		2
HTH560GI	N/A	3/1/2014	120497	Research Statistician IV	N	SRNA	13	P	1.00	N	\$ 42,132	n/a	Y	N			2
HTH560KC	8/1/2013	4/1/2014	3791	Public Health Administrative Officer	N	26	63	P	1.00	A	\$ 82,128	\$ 82,128	Y	N			2
HTH560KC	1/31/2012	3/1/2014	117400	Information Technology Specialist IV	N	22	13	P	1.00	B	\$ 51,312	\$ 48,744	N	N			2
HTH560KC	New	3/1/2014	120452	Office Assistant III	N	8	3	T	1.00	A	\$ 11,844	\$ -	N	N			2
HTH610	1/5/2013	asap	31303	Sanitarian IV	N	22	13	P	1.00	A	\$ 57,023	\$ 36,024	Y	N			2
HTH610	5/11/2013	asap	24526	Sanitarian V	N	24	13	P	1.00	A	\$ 72,162	\$ 36,024	Y	N			2
HTH610	5/18/2013	asap	12640	Sanitarian IV	N	22	13	P	1.00	A	\$ 35,579	\$ 37,452	Y	N			2
HTH610	9/16/2013	asap	40683	Office Assistant III	N	8	03	P	1.00	N	\$ 28,836	\$ 24,384	Y	N			2
HTH610	12/31/2009	asap	19583	Microbiologist V	N	24	13	P	1.00	A	\$ 30,870	\$ 75,960	Y	N			2
HTH610	6/26/2013	asap	04877	Vector Control Inspector IV	N	17	03	P	1.00	A	\$ 40,550	\$ 42,684	Y	N			2
HTH710MG	4/30/2013	TBD	21944	Chemist III	N	20	13	P	1.00	A	\$ 40,025	\$ 48,744	Y	N			2
HTH710MI	12/20/2011	TBD	41773	Microbiologist III	N	20	13	P	1.00	A	\$ 38,521	\$ 39,759	Y	Y	8		2
HTH720	6/28/2013	3/1/2014	19263	Registered Nurse V	N	24	9	P	1.00	P	\$ 81,972	\$ 94,512	Y	N			2
HTH720	7/22/2013	3/1/2014	37274	Office Assistant III	N	8	3	P	1.00	A	\$ 30,036	\$ 25,368	Y	N			2
HTH720	2/2/2011	3/1/2014	28430	Registered Nurse V	N	24	9	P	1.00	A	\$ 81,972	\$ 92,388	Y	N			2
HTH720	3/8/2012	3/1/2014	116433	Registered Nurse IV	N	22	9	P	1.00	A	\$ 75,780	\$ 85,248	Y	N			2
HTH730	7/1/2013	NA	108775	State Pediatric EMS Physician	Y	SRNA	73	T	0.50	P	\$ 43,571	\$ 21,461	N	N			2
HTH730	7/1/2005	NA	101598	Oahu EMS Physician	Y	SRNA	73	P	1.00	A	\$ 112,893	\$ -	N	N			2
HTH840FF	12/28/2012	FY14	21928	Environmental Health Spec IV	N	22	13	P	1.00	A	\$ 57,023	\$ 60,024	Y	N			2
HTH840FF	7/31/2013	FY14	50724	Engineer (Env) IV	N	24	13	P	1.00	B	\$ 62,424	\$ 73,656	Y	N			2
HTH840FF	8/22/2013	FY14	50725	Engineer (Env) IV	N	24	13	P	1.00	B	\$ 60,024	\$ 73,656	Y	N			2
HTH840FF	11/1/2013	FY14	50721	Engineer (Env) III	N	22	13	P	1.00	B	\$ 55,500	\$ 62,928	Y	N			2
HTH840FF	11/1/2013	FY14	50726	Office Assistant III	N	8	03	P	1.00	B	\$ 25,668	\$ 26,700	Y	N			2
HTH840FF	2/1/2012	FY14	39987	Engineer (Env) IV	N	24	13	P	1.00	B	\$ 60,024	\$ 60,064	Y	N			2
HTH840FF	11/20/2012	FY14	51094	Clerk Stenographer II	N	10	03	P	1.00	B	\$ 35,064	\$ 35,064	Y	N			2

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HTH840FG	1/5/2013	FY14	113233	Environmental Health Spec IV	N	22	13	P	1.00	N	\$ 53,352	\$ 51,312	Y	N			2
HTH840FG	8/1/2013	FY14	45959	Planner IV	N	22	13	P	1.00	N	\$ 49,332	\$ 49,332	Y	N			2
HTH840FG	8/1/2013	FY14	118227	Environmental Health Spec IV	N	22	13	P	1.00	N	\$ 42,141	\$ 67,488	Y	N			2
HTH840FG	8/1/2013	FY14	25579	Engineer V	N	26	13	P	1.00	N	\$ 78,984	\$ 78,984	Y	N			2
HTH840FG	8/20/2013	FY14	54732	Environmental Health Specialist IV	N	22	13	P	1.00	P	\$ 51,312	\$ 45,576	Y	N			2
HTH840FH	5/16/2013	FY14	27808	Geologist I	N	24	13	P	1.00	W	\$ 64,920	\$ 64,920	Y	N			2
HTH840FH	3/1/2010	2/28/2014	49560	Engineer (Env) IV	N	24	13	P	1.00	W	\$ 51,312	\$ 51,312	Y	N			2
HTH840FJ	4/10/2012	FY14	52319	Environmental Health Spec III	N	20	13	T	1.00	N	\$ -	\$ 42,132	Y	N			2
HTH840FJ	1/15/2013	FY14	51077	Engineer IV	N	24	13	P	1.00	W	\$ 51,312	\$ 45,576	Y	N			2
HTH840FJ	7/6/2013	FY14	117761	Planner IV	N	22	13	P	1.00	B	\$ 45,576	\$ 45,576	Y	N			2
HTH840FJ	new position	FY14	120505 (99117H)	Office Assistant III	N	8	03	T	1.00	B	\$ 19,441	new position	Y	N			2
HTH840FJ	7/12/2012	FY14	52321	Environmental Health Spec III	N	20	13	T	1.00	N	\$ 42,132	\$ 42,132	Y	N			2
HTH840FJ	8/16/2012	FY14	41362	Environmental Health Spec III	N	20	13	P	1.00	P	\$ 42,132	\$ 40,020	Y	N			2
HTH840FJ	9/19/2012	FY14	52320	Environmental Health Spec III	N	20	13	T	1.00	P	\$ 38,988	\$ 42,132	Y	N			2
HTH840FY	2/26/2013	FY14	45883	Environmental Health Spec III	N	22	13	P	1.00	W	\$ -	\$ 51,312	Y	N			2
HTH849	N/A		120938	Accountant IV	N	22	13	P	1.00	W	\$ 43,296	new position	Y	N			2
HTH849	N/A		120939	Accountant IV	N	22	13	P	1.00	W	\$ 43,296	new position	Y	N			2
HTH849	7/1/2008	6/30/2014	110930 (supp bud request to fully fund)	Ecological Risk Assessor	Y	SRNA	13	T	1.00	W	\$ -	\$ 75,948	Y	N			2
HTH849	6/2/2009	1/31/2014	106917	Voluntary Cleanup Program Specialist	Y	SRNA	13	T	1.00	P	\$ 64,920	\$ 64,920	Y	N			2
HTH849	6/29/2013		43628	Environmental Health Specialist III	N	20	13	P	1.00	P	\$ 47,412	\$ 38,988	Y	N			2
HTH904	8/23/2013	6/1/2014	12282	Program Specialist (Aging) VI	N	26	13	P	0.65	N	\$ 45,646	\$ 37,510	N	N			2
HTH904	8/23/2013	6/1/2014	12282	Program Specialist (Aging) VI	N	26	13	P	0.35	A	\$ 24,578	\$ 20,197	N	N			2
HTH907AL	11/30/2013	3/1/2014	3047	Public Health Admin Officer V	N	24	73	P	1.00	A	\$ 64,920	\$ 67,512	Y	N			2
HTH907AN	New	3/1/2014	120934	Info Tech Specialist IV	N	22	13	P	1.00	A	\$ 44,412	New	Y	N			2
HTH100	3/31/2010	6/30/2014	3859	TB Physician I	N	SC01	13	P	1.00	A	\$ 103,944	\$ 103,944	Y	N			2
HTH420	6/21/2005	3/1/2014	116845	LPN II	N	HE08	10	T	1.00	A	\$ 35,386	N/A	N	N			3
HTH420	1/3/2006	5/1/2014	45010	HSP/SW IV	N	22	13	T	1.00	A	\$ 40,025	\$ 37,632	N	N			3
HTH420	3/1/2007	5/1/2014	100361	Psychiatrist II	Y	SC02	13	T	1.00	A	\$ 69,392	\$ 125,148	N	N			3
HTH420	7/16/2007	5/1/2014	94340H	Adv. Prac. RN	N	26	9	T	1.00	A	\$ 66,500	\$ 79,200	N	N			3
HTH420	2/20/2008	5/1/2014	96208H	RN IV	N	22	9	T	1.00	A	\$ 25,365	\$ 81,576	N	N			3
HTH420	7/1/2008	5/1/2014	95278H	Peer Specialist	N	13	3	T	1.00	A	\$ 40,025	\$ 27,732	N	N			3
HTH420	8/20/2008	5/1/2014	95302H	Peer Specialist	N	13	3	T	1.00	A	\$ 40,025	\$ 15,006	N	N			3
HTH420	12/3/2008	5/1/2014	104216	Psychiatrist II	Y	SC02	13	T	1.00	A	\$ 112,893		N	N			3
HTH420	12/26/2008	5/1/2014	95288H	Peer Specialist	N	13	3	T	1.00	A	\$ 40,025	\$ 28,884	N	N			3
HTH420	12/31/2008	5/1/2014	95238H	HSP/SW IV	N	22	13	T	1.00	A	\$ 37,141		N	N			3
HTH420	3/2/2009	5/1/2014	94361H	MI/SA Coordinator	N	24	13	T	1.00	A	\$ 41,621	\$ 53,352	N	N			3
HTH420	7/11/2009	5/1/2014	100218	Psychiatrist II	Y	SC02	13	T	1.00	A	\$ 112,893	\$ 84,360	N	N			3
HTH420	10/20/2009	5/1/2014	98243H	MH Case Manager	N	22	13	T	1.00	A	\$ 40,037	\$ 76,680	N	N			3
HTH420	11/7/2009	5/1/2014	96209H	RN IV	N	22	9	T	1.00	A	\$ 25,365	\$ 78,963	N	N			3
HTH420	3/1/2010	5/1/2014	48099	HSP/SW IV	N	22	13	P	1.00	A	\$ 52,250	\$ 52,677	N	N			3
HTH420	3/11/2010	5/1/2014	95289H	Peer Specialist	N	13	3	T	1.00	A	\$ 40,025	\$ 27,732	N	N			3
HTH420	3/29/2010	5/1/2014	96210H	RN IV	N	22	9	T	1.00	A	\$ 25,365	\$ 74,814	N	N			3
HTH420	6/25/2010	5/1/2014	100475	Psychiatrist II	Y	SC02	13	T	1.00	A	\$ 95,640	\$ 100,674	N	N			3
HTH420	7/3/2010	5/1/2014	45319	Clerk Stenographer III	N	11	3	P	1.00	A	\$ 30,803	\$ 39,480	N	N			3
HTH420	7/22/2010	5/1/2014	98262H	Clinical Psychologist VI	N	26	13	T	1.00	A	\$ 48,746	\$ 162,240	N	N			3
HTH420	7/26/2010	5/1/2014	94387H	Jail Diversion Splct II	N	24	13	T	1.00	A	\$ 37,141	\$ 45,576	N	N			3



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Table 14

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HTH420	8/19/2010	5/1/2014	94333H	Clubhouse Specialist	N	22	13	T	1.00	A	\$ 37,141	\$ 48,744	N	N			3
HTH420	10/21/2010	5/1/2014	94344H	Qualif Mental Health Prof	N	26	13	T	1.00	A	\$ 44,449	\$ 67,488	N	N			3
HTH420	3/21/2011	5/1/2014	95274H	Peer Specialist	N	13	3	T	1.00	A	\$ 30,438	\$ 28,836	N	N			3
HTH420	10/29/2011	5/1/2014	113119	HSP/SW IV	N	22	13	T	1.00	A	\$ 46,865	\$ 49,332	N	N			3
HTH420	11/17/2011	5/1/2014	94337H	Forensic Coordinator	N	26	13	T	1.00	A	\$ 41,621	\$ 69,264	N	N			3
HTH420	12/9/2011	5/1/2014	95240H	HSP/SW IV	N	22	13	T	1.00	A	\$ 37,141	\$ 78,024	N	N			3
HTH420	12/31/2011	3/1/2014	7195	LPN II	N	HE08	10	P	1.00	A	\$ 42,853	\$ 45,108	N	N			3
HTH420	12/31/2011	5/1/2014	39746	HSP/SW IV	N	22	13	P	1.00	A	\$ 57,023	\$ 57,024	N	N			3
HTH420	1/31/2012	5/1/2014	94317H	Jail Diversion Specialist	N	22	13	T	1.00	A	\$ 38,627	\$ 48,744	N	N			3
HTH420	2/21/2012	5/1/2014	90266H	Social Service Asst V	N	13	3	T	1.00	A	\$ 29,651	\$ 77,640	N	N			3
HTH420	3/20/2012	5/1/2014	90254H	Mental Health Supervisor I	N	24	13	T	1.00	A	\$ 48,746	\$ 46,308	N	N			3
HTH420	3/28/2012	5/1/2014	94351H	Clubhouse Specialist	N	22	13	T	1.00	A	\$ 37,141	\$ 48,744	N	N			3
HTH420	5/15/2012	5/1/2014	28762	Office Assistant III	N	8	3	P	1.00	A	\$ 32,068	\$ 32,064	N	N			3
HTH420	5/30/2012	5/1/2014	48087	HSP/SW IV	N	22	13	P	1.00	A	\$ 43,297	\$ 43,296	N	N			3
HTH420	6/1/2012	5/1/2014	94352H	Clubhouse Specialist	N	22	13	T	1.00	A	\$ 37,141	\$ 48,744	N	N			3
HTH420	7/1/2012	5/1/2014	95291H	HSP/SW IV	N	22	13	T	1.00	A	\$ 43,297	\$ 43,296	N	N			3
HTH420	12/31/2012	5/1/2014	94331H	Clubhouse Specialist	N	22	13	T	1.00	A	\$ 37,141	\$ 68,160	N	N			3
HTH420	1/3/2013	5/1/2014	94305H	Clubhouse Specialist	N	22	13	T	1.00	A	\$ 37,141	\$ 45,576	N	N			3
HTH420	1/11/2013	5/1/2014	90251H	Clin Psychologist VI	N	26	13	T	1.00	A	\$ 52,725	\$ 73,884	N	N			3
HTH420	2/12/2013	5/1/2014	94304H	Clubhouse Specialist	N	22	13	T	1.00	A	\$ 37,141	\$ 45,576	N	N			3
HTH420	2/15/2013	5/1/2014	94353H	Clubhouse Specialist	N	22	13	T	1.00	A	\$ 37,141	\$ 45,576	N	N			3
HTH420	2/15/2013	5/1/2014	98265H	HSP/SW IV	N	22	13	T	1.00	A	\$ 40,037	\$ 45,576	N	N			3
HTH420	4/5/2013	5/1/2014	94336H	MI/SA Coordinator	N	24	13	T	1.00	A	\$ 41,261	\$ 51,312	N	N			3
HTH420	4/16/2013	5/1/2014	95262H	HSP/SW IV	N	22	13	T	1.00	A	\$ 37,141	\$ 45,576	N	N			3
HTH420	5/17/2013	5/1/2014	94306H	Clubhouse Specialist	N	22	13	T	1.00	A	\$ 37,141	\$ 72,996	N	N			3
HTH420	6/4/2013	5/1/2014	98276H	Jail Diversion Coord	N	24	13	T	1.00	A	\$ 45,076	\$ 55,500	N	N			3
HTH420	6/27/2013	5/1/2014	95251H	HSP/SW IV	N	22	13	T	1.00	A	\$ 37,141	\$ 43,296	N	N			3
HTH420	7/1/2013	5/1/2014	98293H	Psychiatrist II	N	SC02	13	T	1.00	A	\$ 113,909	\$ 189,288	N	N			3
HTH420	8/1/2013	4/1/2014	32888	Public Health Program Manager	N	EM05	35	P	1.00	A	\$ 91,154	\$ 99,120	N	N			3
HTH420	8/27/2013	5/1/2014	98233H	Forensic Coordinator	N	26	13	T	0.50	A	\$ 54,834	\$ 67,392	N	N			3
HTH420	9/14/2013	5/1/2014	94360H	Case Management Coordinator	N	26	13	T	1.00	A	\$ 41,621	\$ 63,492	N	N			3
HTH430	1/28/1997	3/17/2014	51145	PROG SPEC SUBSTANCE ABUSE	N	22	13	P	1.00	A	\$ 43,297	NA (not yet filled)	Y	N			3
HTH430	10/4/2004	3/17/2014	117139	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	0.50	A	\$ 16,547	NA (not yet filled)	Y	N			3
HTH430	10/4/2004	3/17/2014	117138	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 33,094	NA (not yet filled)	Y	N			3
HTH430	10/4/2004	3/17/2014	117137	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 33,094	NA (not yet filled)	Y	N			3
HTH430	10/4/2004	3/17/2014	117136	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 33,094	NA (not yet filled)	Y	N			3
HTH430	10/4/2004	3/17/2014	117135	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 33,094	NA (not yet filled)	Y	N			3
HTH430	10/4/2004	3/17/2014	117134	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 33,094	NA (not yet filled)	Y	N			3
HTH430	10/4/2004	3/17/2014	117133	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 33,094	NA (not yet filled)	Y	N			3
HTH430	10/4/2004	3/17/2014	117132	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 33,094	NA (not yet filled)	Y	N			3

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HTH430	10/4/2004	3/17/2014	117131	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 33,094	NA (not yet filled)	Y	N			3
HTH430	10/4/2004	3/17/2014	117130	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 33,094	NA (not yet filled)	Y	N			3
HTH430	7/8/2007	3/17/2014	2205	ELECTRICIAN I	N	BC-10	1	P	1.00	A	\$ 43,924	\$ 43,020	N	N			3
HTH430	7/21/2010	3/17/2014	116503	PMA - MENTAL HEALTH (FULL PERFORMANCE)	N	HE-04	10	P	1.00	A	\$ 29,902	\$ 32,736	Y	N			3
HTH430	12/31/2010	7/1/2014	116511	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 31,099	\$ 30,948	Y	N			3
HTH430	5/6/2011	3/17/2014	41789	OCCUPATIONAL THERAPIST III	N	20	13	P	1.00	A	\$ 45,041	\$ 47,412	Y	N			3
HTH430	7/20/2011	7/1/2014	51130	PMA - MENTAL HEALTH (FULL PERFORMANCE)	N	HE-04	10	T	1.00	A	\$ 31,099	\$ 34,840	Y	N			3
HTH430	10/17/2011	7/1/2014	51125	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	T	0.50	A	\$ 14,666	\$ 15,438	Y	N			3
HTH430	12/30/2011	3/17/2014	24922	NEUROTRAINING THERAPIST IV	N	22	13	P	1.00	A	\$ 61,674	\$ 55,500	Y	N			3
HTH430	1/23/2012	3/17/2014	120483	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 31,099	NA (not yet filled)	Y	N			3
HTH430	5/31/2012	7/1/2014	112776	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	T	0.50	A	\$ 14,666	\$ 30,876	Y	N			3
HTH430	6/3/2012	3/17/2014	12031	PMA - MENTAL HEALTH (FULL PERFORMANCE)	N	HE-04	10	P	1.00	A	\$ 33,094	\$ 34,836	Y	N			3
HTH430	7/25/2012	2/18/2014	51141	REGISTERED NURSE III	N	20	9	T	0.50	A	\$ 20,012	\$ 68,736	Y	N			3
HTH430	8/29/2012	7/1/2014	52047	REGISTERED NURSE III	N	20	9	P	1.00	A	\$ 70,612	\$ 68,736	Y	N			3
HTH430	9/30/2012	3/17/2014	116573	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 29,902	\$ 30,876	Y	N			3
HTH430	9/30/2012	3/17/2014	43669	OFFICE ASSISTANT III	N	8	3	T	1.00	A	\$ 24,385	\$ 25,668	Y	N			3
HTH430	11/30/2012	3/17/2014	44252	ACCOUNT CLERK II	N	8	3	P	1.00	A	\$ 24,385	\$ 25,668	Y	N			3
HTH430	12/5/2012	2/18/2014	33061	PMA-MENTAL HEALTH (FULL PERFORMANCE)	N	HE-04	10	P	1.00	A	\$ 33,094	\$ 34,836	Y	N			3
HTH430	12/27/2012	3/17/2014	44330	OFFICE ASSISTANT III	N	8	3	T	1.00	A	\$ 24,385	NA	Y	N			3
HTH430	12/28/2012	3/17/2014	29198	SECRETARY II	N	14	3	P	1.00	A	\$ 47,435	\$ 46,176	Y	N			3
HTH430	1/2/2013	3/17/2014	30838	ACCOUNT CLERK II	N	8	3	P	1.00	A	\$ 26,368	\$ 27,756	Y	N			3
HTH430	2/11/2013	3/17/2014	9614	ACCOUNT CLERK II	N	8	3	P	1.00	A	\$ 25,365	\$ 31,212	Y	N			3
HTH430	2/12/2013	2/18/2014	120477	REGISTERED NURSE III	N	20	9	P	1.00	A	\$ 62,791	\$ 68,736	Y	N			3
HTH430	2/28/2013	3/17/2014	103019	HSH ADMINISTRATOR	Y	SRNA	93	P	1.00	A	\$ 186,116	\$ 195,912	Y	N			3
HTH430	3/15/2013	7/1/2014	116516	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 29,902	\$ 30,876	Y	N			3
HTH430	3/18/2013	2/18/2014	52323	CARPENTER HELPER	N	BC-05	1	P	1.00	A	\$ 35,112	\$ 36,960	Y	N			3
HTH430	4/14/2013	7/1/2014	116568	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 29,902	\$ 30,876	Y	N			3
HTH430	5/17/2013	3/17/2014	116512	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 31,099	\$ 35,952	Y	N			3
HTH430	5/17/2013	3/17/2014	46308	OCCUPATIONAL THERAPIST III	N	20	13	P	1.00	A	\$ 52,725	\$ 55,500	Y	N			3
HTH430	5/31/2013	3/17/2014	52123	SOCIAL WORKER V	N	24	23	P	1.00	A	\$ 52,725	\$ 55,500	Y	N			3
HTH430	6/21/2013	3/17/2014	116505	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 29,902	\$ 30,876	Y	N			3
HTH430	6/28/2013	7/1/2014	116510	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 29,332	\$ 30,876	Y	N			3
HTH430	7/7/2013	2/18/2014	34783	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	0.50	A	\$ 19,078	\$ 34,836	Y	N			3
HTH430	7/15/2013	7/1/2014	116502	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 29,902	\$ 30,876	Y	N			3
HTH430	7/23/2013	3/17/2014	120480	PMA - MENTAL HEALTH (FULL PERFORMANCE)	N	HE-04	10	P	1.00	A	\$ 29,218	\$ 33,780	Y	N			3
HTH430	8/6/2013	7/1/2014	116506	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 29,902	\$ 32,736	Y	N			3
HTH430	8/15/2013	7/1/2014	116501	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 29,902	\$ 30,876	Y	N			3
HTH430	9/4/2013	3/17/2014	92625H	HSH PSYCHIATRY CHIEF	N	SRNA	23	T	1.00	A	\$ 165,625	\$ 177,840	Y	N			3
HTH430	9/5/2013	7/1/2014	116563	PMA - MENTAL HEALTH (ENTRY LEVEL)	N	HE-02	10	P	1.00	A	\$ 29,902	\$ 31,860	Y	N			3

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HTH430	9/6/2013	2/18/2014	33000	PARA-MEDICAL ASSISTANT (FULL PERFORMANCE)	N	HE-04	10	P	1.00	A	\$ 31,099	\$ 33,780	Y	N			3
HTH430	9/30/2013	2/18/2014	2226	LICENSED PRACTICAL NURSE-MENTAL HEALTH (FULL PERFORMANCE)	N	HE-08	10	P	1.00	A	\$ 42,853	\$ 46,548	Y	N			3
HTH430	9/30/2013	3/17/2014	118671	JANITOR II	N	BC-02	1	T	1.00	A	\$ 22,435	\$ 33,888	Y	N			3
HTH430	10/7/2013	3/17/2014	4453	TELEPHONE SWITCHBOARD OPERATOR II	N	7	3	P	1.00	A	\$ 27,394	\$ 28,836	Y	Y	1		3
HTH430	10/31/2013	3/17/2014	116498	PSYCHIATRIC TECHNICIAN (FULL PERFORMANCE)	N	HE-06	10	P	1.00	A	\$ 29,902	\$ 35,952	Y	N			3
HTH430	10/31/2013	7/1/2014	45785	REGISTERED NURSE III	N	20	9	P	1.00	A	\$ 70,612	\$ 85,704	Y	N			3
HTH460	1/2/2007	6/30/2014	91207H	MST Specialist	E	24	13	P	1.00	A	\$ 80,000	\$ 67,488	N	N			3
HTH460	6/20/2008	6/30/2014	91204H	Program Monitor	E	22	13	P	1.00	A	\$ 20,082	\$ 47,436	N	N			3
HTH460	7/8/2008	6/30/2014	97204H	Financial Specialist	E	24	13	P	1.00	A	\$ 48,876	\$ 57,720	N	N			3
HTH460	8/12/2008	6/30/2014	90005H	Resource Mgt. Chief	E	24	13	P	1.00	A	\$ 42,180	\$ 57,720	N	N			3
HTH460	1/22/2009	6/30/2014	110240	ITS IV	C	22	13	T	1.00	U	\$ 37,908	\$ 45,576	Y	N			3
HTH460	2/27/2009	6/30/2014	90021H	MHCC IV	C	22	13	P	1.00	A	\$ 45,576	\$ 45,576	N	N			3
HTH460	3/31/2009	6/30/2014	97692	Psychiatric Specialist	E	SRNA	13	T	1.00	A	\$ 175,000	\$ 208,212	N	N			3
HTH460	10/3/2009	6/30/2014	90351H	QA Nursing Supervisor	E	24	13	P	1.00	B	\$ 45,780	\$ 83,556	N	N			3
HTH460	10/3/2009	6/30/2014	45425	HSP IV	C	22	13	P	1.00	A	\$ 45,576	\$ 47,412	Y	Y	2		3
HTH460	12/3/2009	6/30/2014	40504	MHCC IV	C	22	13	P	1.00	A	\$ 37,464	\$ 45,576	Y	N			3
HTH460	8/17/2010	6/30/2014	117757	Hospital Billing Clerk I	C	9	3	P	1.00	B	\$ 26,700	\$ 27,756	N	N			3
HTH460	10/18/2010	6/30/2014	110152	OA III	C	8	3	T	1.00	A	\$ 26,700	\$ 26,700	N	N			3
HTH460	7/1/2011	6/30/2014	90357H	QA/UR Specialist	E	22	13	P	1.00	B	\$ 33,276	\$ 53,352	N	N			3
HTH460	7/15/2011	6/30/2014	110454	HSP IV	C	22	13	P	1.00	A	\$ 45,576	\$ 43,296	Y	N			3
HTH460	1/18/2012	6/30/2014	106427	Psychiatrist II	E	SRNA	13	T	0.50	A	\$ 44,556	\$ 184,212	N	N			3
HTH460	2/16/2012	6/30/2014	25611	SW IV	C	22	13	P	1.00	A	\$ 42,132	\$ 53,352	N	N			3
HTH460	3/5/2012	6/30/2014	41636	Secretary III	C	16	63	P	1.00	A	\$ 35,069	\$ 51,936	N	N			3
HTH460	6/29/2012	6/30/2014	118107	HSP IV	C	22	13	T	1.00	A	\$ 43,000	\$ 42,132	Y	Y	3		3
HTH460	7/2/2012	6/30/2014	41388	MHS I	C	24	23	P	1.00	A	\$ 67,488	\$ 67,488	N	N			3
HTH460	9/24/2012	6/30/2014	31048	CP VI	C	26	13	P	1.00	A	\$ 73,044	\$ 73,044	Y	Y	1		3
HTH460	9/24/2012	6/30/2014	90013H	Program Monitor Supervisor	E	28	13	P	1.00	A	\$ 62,424	\$ 57,708	N	N			3
HTH460	10/16/2012	6/30/2014	90017H	Psychiatric Specialist	E	SRNA	13	T	1.00	A	\$ 118,835	\$ 170,004	Y	N			3
HTH460	11/15/2012	6/30/2014	91211H	CAMHD SW (High Risk)	E	SRNA	13	P	1.00	A	\$ 40,164	\$ 45,576	N	N			3
HTH460	1/16/2013	6/30/2014	90220H	Best Practice Trainer	E	22	13	T	1.00	U	\$ 45,564	\$ 96,720	N	N			3
HTH460	4/1/2013	6/30/2014	94402H	Practice Development Specialist	E	22	13	P	1.00	B	\$ 45,000	\$ 53,352	N	N			3
HTH460	5/15/2013	6/30/2014	97203H	Program Monitor	E	22	13	P	1.00	A	\$ 40,164	\$ 49,332	N	N			3
HTH460	9/1/2013	6/30/2014	93006H	Practice Development Specialist	E	SRNA	13	T	1.00	P	\$ 56,650	\$ 53,004	Y	N			3
HTH460	10/1/2013	6/30/2014	90006H	Sentinel Events Specialist	E	22	13	P	1.00	A	\$ 37,464	\$ 47,412	N	N			3
HTH460	10/1/2013	6/30/2014	94403H	Practice Development Specialist	E	22	13	P	1.00	B	\$ 33,276	\$ 53,352	Y	N			3
HTH460	11/12/2013	6/30/2014	93008H	Intensive Support Worker	E	SRNA	13	T	1.00	P	\$ 46,350	\$ 45,000	Y	N			3
HTH560CG	7/17/2008		50742	Physical Therapist III	N	20	13	P	1.00	N	\$ 42,132	\$ 42,132	Y	N			3
HTH560CG	1/20/2010		23746	Social Worker IV	N	22	13	P	1.00	A	\$ 45,576	\$ 45,576	Y	N			3
HTH560CG	9/22/2010		49286	Social Services Asst V	N	13	3	P	1.00	N	\$ 33,756	\$ 33,756	Y	N			3
HTH560CG	4/1/2012		117856	Special Ed Teacher IV	N	22	13	P	1.00	A	\$ 45,576	\$ 57,708	Y	N			3

Department of Health  
Vacant Positions as of November 30

Table 14

Prog ID	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority
HTH560CG	5/22/2012		50498	Social Worker III	N	20	13	P	1.00	A	\$ 42,132	\$ 42,132	Y	N			3
HTH560CG	7/18/2012		111441	Social Worker IV	N	22	13	P	1.00	A	\$ 49,332	\$ 45,576	Y	N			3
HTH560CG	11/7/2012		50737	Social Worker III	N	20	13	P	1.00	N	\$ 45,576	\$ 45,576	Y	N			3
HTH560CG	11/16/2012		50497	Public Health Supervisor II	N	26	13	P	1.00	N	\$ 78,984	\$ 73,044	Y	N			3
HTH560CG	12/31/2012		33102	Occupational Therapist III	N	20	13	P	1.00	A	\$ 47,412	\$ 62,424	Y	N			3
HTH560CG	1/30/2013		117394	Human Services Prof III	N	20	13	P	1.00	A	\$ 43,824	\$ 43,824	Y	N			3
HTH560CG	2/20/2013		117854	C & Y Prog Specialist IV	N	22	13	P	1.00	A	\$ 45,576	\$ 45,576	Y	N			3
HTH560CG	4/1/2013		50739	Special Ed Teacher IV	N	22	13	P	1.00	N	\$ 55,500	\$ 55,500	Y	N			3
HTH560CG	4/3/2013		117917	Social Worker III	N	20	13	P	1.00	A	\$ 42,132	\$ 42,132	Y	N			3
HTH560CG	5/1/2013		113004	Human Services Prof III	N	20	13	P	1.00	A	\$ 42,132	\$ 45,576	Y	N			3
HTH560CG	6/11/2013		50741	Speech Path IV	N	22	13	P	1.00	N	\$ 47,412	\$ 45,576	Y	N			3
HTH560CG	6/25/2013		110218	Social Worker IV	N	22	13	P	1.00	A	\$ 53,352	\$ 45,576	Y	N			3
HTH560CG	9/14/2013		26201	Social Worker IV	N	22	13	P	1.00	A	\$ 45,576	\$ 45,576	Y	N			3
HTH560CG	10/23/2013		116796	Public Health Admin Ofcr III	N	20	13	P	1.00	N	\$ 43,824	\$ 42,132	Y	N			3
HTH560CG	10/31/2013		50143	Public Health Nutritionist IV	N	22	13	P	1.00	A	\$ 60,024	\$ 60,024	Y	N			3
HTH560CG	11/1/2013		24799	Public Health Supervisor I	N	24	13	P	1.00	A	\$ 51,312	\$ 51,312	Y	N			3
HTH560CG	New		119201	Speech Path IV	N	22	13	P	1.00	A	\$ 45,576	New	Y	N			3
HTH560CG	New		119203	Speech Path IV	N	22	13	P	1.00	A	\$ 43,202	New	Y	N			3
HTH560CG	New		119204	Speech Path IV	N	22	13	P	1.00	A	\$ 45,576	New	Y	N			3
HTH560CG	New		98844	C & Y Prog Specialist III	N	20	13	T	1.00	A	\$ 42,132	New	Y	N			3
HTH560CG	New		93823	Data Proc Users Supp Tech	N		13	T	1.00	N	\$ 33,756	New	Y	N			3
HTH560CG	New		120788	Office Assistant III	N	8	3	T	1.00	N	\$ 25,668	New	Y	N			3
HTH560CG	NEW Variance fr SSA V #98845H		120970	Social Services Asst V	N	13	3	T	1.00	N	\$ 31,212	New	Y	N			3
HTH495	6/9/2010	3/1/2014	91254H	Registered Nurse IV	N	22	9	P	1.00	A	\$ 54,446	\$ 53,484	N	N			3
HTH495	12/1/2010	4/1/2014	98204H	Assistant Medical Director	N		13	P	0.50	A	\$ 73,744	N/A	N	N			3
HTH495	12/31/2011	3/1/2014	91251H	Registered Nurse IV	N	22	9	P	1.00	A	\$ 54,446	\$ 87,384	N	N			3
HTH495	3/29/2012	3/1/2014	91272H	Secretary II	N	14	3	P	1.00	A	\$ 28,226	\$ 26,592	N	N			3
HTH495	6/3/2013	3/1/2014	91261H	HSP/Social Worker IV	N	22	13	P	1.00	A	\$ 36,195	\$ 45,576	Y	N			3
HTH495	7/3/2013	4/1/2014	91226H	Program Monitor	N	22	13	T	1.00	A	\$ 51,300	\$ 52,236	N	N			3
HTH100	12/28/2001	-	35357	PHYSICIAN I	N	31	73	P	1.00	P	\$ 70,221	\$ 67,740	Y	N			4
HTH100	7/1/2005	-	19360	HD PHYSICIAN	N	SC01	73	T	0.30	A	\$ 21,913	\$ -	Y	N			4
HTH100	12/1/2008	-	35883	PARA MEDICAL ASST. II	N	HE04	10	P	1.00	P	\$ 34,836	\$ 34,440	Y	N			4
HTH 495	N/A	N/A. transf. To DHS in 2015	91258H	Registered Nurse V	N	22	9	P	1.00	A	\$ 58,870	N/A	N	N			5
HTH 495	N/A	N/A. transf. To DHS in 2015	91270H	HSP/Social Worker IV	N	22	13	P	1.00	A	\$ 34,466	N/A	N	N			5

Department of Health  
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Table 14

Prog ID	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority
HTH495	3/27/2003	N/A. transf. to DHS in 2015	91257H	Registered Nurse IV	N	22	9	P	1.00	A	\$ 54,446	\$ 67,560	N	N			5
HTH495	12/9/2010	N/A. transf. To DHS in 2015	91269H	HSP/Social Worker IV	N	22	13	P	1.00	A	\$ 34,466	\$ 65,868	N	N			5
HTH100	3/23/2012	3/1/2014	30836	Office Assistant II	N	6	3	P	1.00	A	\$ 24,648	\$ 24,648	Y	Y	1		6
HTH590GJ	5/30/2009	TBD in FY14	21987	Public Health Educator IV	N	22	13	P	1.00	B	\$ 57,708	\$ 57,708	Y	N			6
HTH590GJ	10/30/2010	TBD in FY14	16031	Public Health Educator IV	N	22	13	P	1.00	B	\$ 51,312	\$ 51,312	Y	N			6
HTH590GJ		* new position, never filled	92830H	Planner V	Y	24	13	T	1.00	P	\$ 57,022	N/A	Y	N			6
HTH590GP	12/31/2009	TBD in FY14	03137	Registered Nurse V	N	24	9	P	1.00	B	\$ 97,705	\$ 97,705	Y	N			6
HTH590GP	11/13/2010	TBD in FY14	39236	Registered Nurse IV	N	22	9	P	1.00	P	\$ 61,479	\$ 61,479	Y	N			6
HTH590GP	9/16/2011	TBD in FY14	98824H	Public Health Educator IV (Asthma)	Y	SRNA	13	T	1.00	P	\$ 45,576	\$ 45,576	Y	N			6
HTH590GP	5/8/2013	TBD in FY14	119236	Ofc Asst III (Heart)	N	8	3	T	0.50	P	\$ 13,332	\$ 13,884	Y	N			6
HTH590GP	6/21/2013	TBD in FY14	90803H	Gen Prof IV (Heart)	Y	SRNA	13	T	1.00	P	\$ 47,448	\$ 47,448	Y	N			6
HTH590GP		* new position, never filled	93834H	Research Analyst (Diabetes)	Y	SRNA	13	T	0.50	P	\$ 24,000	N/A	Y	N			6
HTH590GQ	12/19/2011	TBD in FY14	52019	Public Health Adm Officer	N	20	13	T	1.00	p	\$ 42,132	\$ 42,132	Y	N			6
HTH590GQ	3/29/2012	TBD in FY14	96215H	Cancer Control Research Analyst	Y	SRNA	13	T	0.50	p	\$ 59,160	\$ 59,160	Y	N			6
HTH590GQ		position never filled	118014	RN Cancer Manager	N	SRNA	13	T	0.50	p	\$ 30,286	N/A	Y	N			6
HTH590GR	7/28/2011	TBD in FY14	96204H	Tobacco Prev & Ed RA	Y	SRNA	13	T	1.00	P	\$ 29,000	\$ 29,000	Y	N			6
HTH590GR	5/23/2013	TBD in FY14	117896	PH Edu IV (Quitline)	N	22	13	T	0.50	P	\$ 21,072	\$ 22,788	Y	N			6
HTH590KK	5/22/2010	TBD in FY14	98806H	FSNE Sch Prog Coord	Y	SRNA	13	T	1.00	U	\$ 51,312	\$ 51,312	Y	N			6
HTH590KK	3/16/2011	TBD in FY14	31571	Public Health Educator IV	N	22	13	P	1.00	B	\$ 45,576	\$ 45,576	Y	N			6
HTH590KK	4/22/2011	TBD in FY14	31569	Office Assistant III	N	8	3	P	1.00	B	\$ 27,756	\$ 27,756	Y	N			6
HTH590KK	5/17/2012	TBD in FY14	92061H	Children & Youth Specialist	Y	22	13	P	1.00	B	\$ 51,312	\$ 51,312	Y	N			6
HTH590KK	5/18/2012	TBD in FY14	93206H	Tobacco Settlement Comm Outreach Coordinator	Y	SRNA	13	P	1.00	B	\$ 55,500	\$ 55,500	Y	N			6
HTH590KK	10/15/2012	FY14	92221H	Tob Sales Ctrl Coord	Y	SRNA	93	T	1.00	B	\$ 28,854	\$ 28,854	Y	N			6
HTH590KK		* new position, never filled	92808H	PHAO IV	Y	22	13	P	1.00	B	\$ 45,576	N/A	Y	N			6
HTH590KX	7/1/2011	TBD in FY14	92805H	Evaluation & Surveillance Specialist	Y	SRNA	13	T	1.00	p	\$ 54,012	\$ 54,012	Y	N			6
HTH610	2/12/2010	asap	05409	Vector Control Inspector V	N	19	04	P	1.00	A	\$ 19,507	\$ 48,048	Y	N			6
HTH610	12/31/2010	asap	15216	Vector Control Inspector III	N	15	03	P	1.00	A	\$ 49,339	\$ 51,936	Y	N			6
HTH710MI	1/5/2012	TBD	3130	Laboratory Assistant III	N	10	3	P	1.00	A	\$ 26,368	\$ 35,628	Y	N			6
HTH710MI	9/17/2013	TBD	45349	Microbiologist IV	N	22	13	P	1.00	A	\$ 59,303	\$ 45,576	Y	N			6
HTH710MJ	6/18/2012	TBD	40744	Microbiologist III	N	20	13	P	1.00	A	\$ 40,025	\$ 40,020	Y	N			6
HTH710MK	1/31/2011	TBD	51122	Building Manager	N	22	23	P	1.00	A	\$ 52,725	\$ 55,500	Y	Y	9		6
HTH710ML	4/16/2013	TBD	19358	Microbiologist III	N	20	13	P	1.00	A	\$ 57,023	\$ 57,024	Y	N			6
HTH760	n/a	8/1/2014	97694H	Reinvention Coordinator (Form B TR-31)	N	SRNA	13	T	1.00	B	\$ 57,028	\$ 32,424	Y	N			6
HTH840FF	5/1/2009	FY14	21922	Environmental Health Spec III	N	20	13	P	1.00	B	\$ 47,412	\$ 47,412	Y	N			6
HTH840FF	8/1/2009	FY14	21344	Engineer (Env) IV	N	24	13	P	1.00	B	\$ 51,312	\$ 64,980	Y	N			6
HTH840FF	12/1/2009	FY14	50551	Office Assistant III	N	8	03	P	1.00	B	\$ 25,668	\$ 25,668	Y	N			6
HTH907AP	6/24/2008	6/1/2014	36358	Prog Specialist VI	N	26	13	P	1.00	A	\$ 18,500	\$ 64,896	N	N			6
HTH907AP	12/1/2011	6/1/2014	117233	Secretary I	N	12	3	P	1.00	A	\$ 7,436	\$ 32,064	N	N			6

Department of Health  
Vacant Positions as of November 30

Table 14

Prog ID	Date of Vacancy	Expected Fill Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	Perm Temp (P/T)	FTE	MOF	Budgeted Amount	Actual Salary Last Paid	Authority to Hire (Y/N)	Occupied by 89 Day Hire (Y/N)	# of 89 Hire Appts	Describe if Filled by other Means	Priority
HTH100	11/30/2009		4633	Office Assistant III	N	8	3	P	1.00	A	\$ 25,668	\$ 27,756	Y	N			7
HTH100	9/1/2012	4/1/2014	10731	Licensed Practical Nurse II	N	HE08	10	P	1.00	A	\$ 37,248	\$ 37,248	Y	N			7
HTH100	12/14/2012	01/03//14	22475	Registered Nurse IV	N	22	9	P	1.00	A	\$ 85,248	\$ 85,248	Y	N			7
HTH131	7/26/2010		15733	OFFICE ASSISTANT III	N	8	3	P	1.00	N	\$ 25,656	\$ 31,632	Y	N			7
HTH131	1/1/2013	7/1/2014	110959	REGISTERED NURSE IV	N	22	9	P	1.00	N	\$ 87,384	\$ 87,384	Y	N			7
HTH131	1/1/2010	7/1/2014	21372	ACCOUNT CLERK III	N	11	3	P	1.00	A	\$ 32,068	\$ 36,516	Y	N			7
HTH560CW	11/7/2013	N/A	22027	Registered Nurse IV	N	22	9	P	1.00	N	\$ 85,248	\$ 89,568	N	N			7
HTH560GI	4/1/2012	3/1/2014	44846	Public Health Nutritionist IV	N	24	13	P	1.00	N	\$ 45,576	\$ 45,576	Y	N			7
HTH560GI	N/A	N/A	90102H	Investigator III	N	SRNA	13		1.00	N	\$ 21,066	n/a	Y	N			7
HTH560GI	N/A	N/A	9010H	Secretary II	N	SRNA	13		1.00	N	\$ 30,036	n/a	Y	N			7
HTH560KC	New	N/A	120339 (EX92605H)	Epidemiologist II- NOT APPROVED FOR FILL	Y	SRNA	13	P	1.00	N	\$ 47,250	\$ -	N	N			7
HTH710MK	n/a	n/a	93018H	FSIS Lab. Asst. III	Y	10	3	T	1.00	P	\$ 32,424	\$ 32,424	Y	N			7
HTH840FE	12/31/2011	FY14	43496	Office Assistant III	N	8	03	P	0.80	N	\$ -	\$ 28,536	Y	N			7
HTH840FE	12/31/2011	FY14	43496	Office Assistant III	N	8	03	P	0.20	W	\$ -	\$ 28,536	Y	N			7
HTH840FJ	10/15/2010	FY14	117144	Environmental Health Spec III	N	20	13	P	1.00	B	\$ 42,132	\$ 47,412	Y	N			7
HTH849	2/1/2011	FY14	35976	Epidemiological Specialist IV	N	22	13	P	1.00	W	\$ 62,424	\$ 62,424	Y	N			7
HTH905AH	12/1/2007	10/1/2014	23434	Planner V	N	24	13	P	1.00	N	\$ 48,746	\$ 57,720	Y	N			7
HTH905AH	6/12/2008	10/1/2014	23433	Account Clerk III	N	11	3	P	0.50	N	\$ 17,334	\$ 14,442	Y	N			7
		<b>Legend:</b>	<b>1</b>	<b>Start date committed/to be filled</b>													
			<b>2</b>	<b>In recruitment</b>													
			<b>3</b>	<b>Mandated/court ordered</b>													
			<b>4</b>	<b>Kalaupapa and Hale Mohalu positions</b>													
			<b>5</b>	<b>Transfer to DHS</b>													
			<b>6</b>	<b>Reorg</b>													
			<b>7</b>	<b>Long Term Vacants (&gt; 2 years)</b>													

Department of Health  
Personnel Separations

Table 15

Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH100DD	12/30/2011	00013757	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	94,104	1.00	94,104
HTH100DD	8/31/2013	00037134	PHARMACIST II	N	SR24	13	P	A	1.00	78,996	1.00	78,996
HTH100DD	12/19/2012	00051071	LICENSED PRACTICAL NURSE II	N	HE08	10	T	P	1.00	37,248	1.00	37,248
HTH100DE	6/29/2012	00035204	STATISTICS CLERK I	N	SR10	03	P	A	1.00	28,836	1.00	30,804
HTH100DE	12/30/2011	00035897	REGISTERED NURSE IV	N	SR22	09	P	P	1.00	89,568	1.00	91,812
HTH100DF	4/25/2013	00052112	LICENSED PRACTICAL NURSE II	N	HE08	10	P	A	1.00	37,248	1.00	38,436
HTH100DG	12/31/2012	00000977	REGISTERED NURSE VI	N	SR26	29	P	A	1.00	95,892	1.00	95,892
HTH100DG	4/24/2013	00001002	LICENSED PRACTICAL NURSE II	N	HE08	10	P	A	1.00	37,248	1.00	38,436
HTH100DG	7/31/2013	00001006	REGISTERED NURSE III	N	SR20	09	P	A	1.00	81,216	1.00	92,280
HTH100DG	5/31/2013	00001010	REGISTERED NURSE IV	N	SR22	29	P	A	1.00	87,384	1.00	91,812
HTH100DG	6/30/2013	00001016	OFFICE ASSISTANT IV	N	SR10	03	P	A	1.00	28,836	1.00	27,756
HTH100DG	3/14/2012	00003429	GEN CONSTR & MTNCE SUPVR I	N	F110	02	P	A	1.00	50,520	1.00	50,520
HTH100DG	6/30/2013	00003430	PAINTER I	N	BC09	01	P	A	1.00	43,824	1.00	44,544
HTH100DG	5/2/2012	00003438	GENERAL LABORER II	N	BC03	01	P	A	1.00	34,164	1.00	33,228
HTH100DG	6/30/2013	00003440	GENERAL LABORER II	N	BC03	01	P	A	1.00	33,780	1.00	33,228
HTH100DG	10/31/2011	00004406	REGISTERED NURSE III	N	SR20	09	P	A	1.00	79,236	1.00	68,736
HTH100DG	7/22/2011	00006537	OFFICE ASSISTANT II	N	SR06	03	T	A	1.00	23,688	1.00	23,688
HTH100DG	6/30/2013	00006537	OFFICE ASSISTANT II	N	SR06	03	T	A	1.00	23,688	1.00	23,688
HTH100DG	10/30/2012	00006537	OFFICE ASSISTANT II	N	SR06	03	T	A	1.00	23,688	1.00	23,688
HTH100DH	8/24/2012	00029059	EPIDEMIOLOGICAL SPECIALIST III	N	SR20	13	T	P	1.00	45,576	1.00	45,576
HTH100DI	12/14/2011	00034246	EPIDEMIOLOGICAL SPECIALIST III	N	SR20	13	T	P	1.00	40,020	1.00	40,020
HTH100DI	4/12/2012	00039426	EPIDEMIOLOGICAL SPEC III (HDHO	N	SR20	13	T	N	1.00	36,024	1.00	36,024
HTH100DI	7/15/2011	00039712	OFFICE ASSISTANT III	N	SR08	03	T	P	1.00	24,384	1.00	24,384
HTH100DI	5/10/2013	00039849	PUBLIC HEALTH EDUCATOR IV	N	SR22	13	T	P	1.00	45,576	1.00	45,576
HTH100DI	12/23/2011	00040329	EPIDEMIOLOGICAL SPECIALIST III	N	SR20	13	T	P	1.00	42,132	1.00	42,132
HTH100DI	5/23/2012	00116376	HIV DRUG ASSISTANCE PRGM SPCLT	N	SR22	13	P	A	1.00	57,708	1.00	57,708
HTH100KE	1/31/2012	00000911	SECRETARY III	N	SR16	63	P	A	1.00	49,932	1.00	49,932
HTH100KE	6/28/2013	00000921	SECRETARY II	N	SR14	63	P	A	1.00	35,064	1.00	35,064
HTH100KE	12/30/2012	00041993	PUBLIC HTH ADM OFCR VI	N	SR26	73	P	A	1.00	70,224	1.00	70,224
HTH100KJ	10/31/2012	00003006	NURSING SVC MGR III	N	EM06	32	P	A	1.00	95,892	1.00	95,892
HTH100KJ	9/30/2012	00003008	REGISTERED NURSE VI	N	SR26	29	P	A	1.00	110,088	1.00	110,088
HTH100KJ	6/28/2013	00003024	REGISTERED NURSE IV (CUR II)	N	SR22	09	P	A	1.00	90,876	1.00	90,876
HTH100KJ	12/30/2012	00003048	REGISTERED NURSE VI	N	SR26	29	P	A	1.00	110,088	1.00	110,088
HTH100KJ	3/31/2013	00003071	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	101,784	1.00	101,784
HTH100KJ	7/31/2011	00003076	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	87,384	1.00	87,384
HTH100KJ	10/31/2012	00003805	REGISTERED NURSE VI	N	SR26	29	P	A	1.00	110,088	1.00	110,088
HTH100KJ	7/31/2013	00004924	REGISTERED NURSE V	N	SR24	09	P	A	1.00	94,512	1.00	94,512
HTH100KJ	3/31/2013	00004929	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	96,888	1.00	96,888
HTH100KJ	6/30/2013	00007779	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	94,512	1.00	94,512

Department of Health  
Personnel Separations

Table 15

Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH100KJ	8/31/2012	00010731	LIC PRACTICAL NURSE II	N	HE08	10	P	A	1.00	37,248	1.00	37,248
HTH100KJ	12/30/2011	00019256	REGISTERED NURSE VI	N	SR26	29	P	A	1.00	110,088	1.00	110,088
HTH100KJ	6/19/2013	00025387	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	81,972	1.00	81,972
HTH100KJ	6/30/2012	00026105	LIC PRACTICAL NURSE II	N	HE08	10	P	A	1.00	37,248	1.00	37,248
HTH100KJ	2/28/2013	00026191	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	97,872	1.00	97,872
HTH100KJ	9/28/2012	00031039	OFFICE ASST III	N	SR08	03	P	A	1.00	27,756	1.00	27,756
HTH100KJ	1/31/2013	00037448	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	97,872	1.00	97,872
HTH100KJ	5/31/2012	00037450	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	94,104	1.00	94,104
HTH100KJ	7/31/2011	00040490	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	94,104	1.00	94,104
HTH100KJ	8/31/2011	00043089	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	94,104	1.00	94,104
HTH131DB	7/1/2013	00112860	BTP PROJECT MANAGER	Y	SRNA	13	T	N	1.00	69,996	1.00	84,996
HTH131DB	11/27/2013	00110713	BTP SENIOR PLANNER	Y	SRNA	13	T	N	1.00	70,224	1.00	63,996
HTH131DB	9/26/2013	00116378	BTP PLANNER IV	Y	SRNA	13	T	N	1.00	58,008	1.00	61,056
HTH131DC	12/7/2011	00015732	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	25,368	1.00	25,368
HTH131DC	6/21/2013	00015732	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	25,668	1.00	25,668
HTH131DC	9/4/2008	00015732	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	27,756	1.00	27,756
HTH131DC	9/9/2011	00051120	REGISTERED NURSE III	N	SR20	09	P	N	1.00	68,736	1.00	68,736
HTH131DC	12/31/2012	00110959	REGISTERED NURSE IV	N	SR22	09	P	N	1.00	87,384	1.00	87,384
HTH131DC	12/28/2012	00118909	RPN	N	SR20	09	T	N	1.00	68,736	1.00	68,736
HTH131DJ	2/22/2013	00003124	EPIDEMIOLOGICAL SPECIALIST II	N	SR20	13	P	N	1.00	42,132	1.00	42,132
HTH131DJ	12/30/2011	00036463	EPIDEMIOLOGICAL SPECIALIST IV	N	SR22	13	P	N	1.00	60,024	1.00	60,024
HTH131DJ	3/29/2013	00036463	EPIDEMIOLOGICAL SPECIALIST IV	N	SR20	13	P	N	1.00	42,132	1.00	42,132
HTH131DJ	7/31/2013	00042255	EPIDEMIOLOGICAL SPECIALIST IV	N	SR22	13	P	N	1.00	62,424	1.00	62,424
HTH420HE	5/31/2013	00015553	CLINICAL PSYCHOLOGIST VII	N	SR28	13	P	A	1.00	82,128	1.00	82,128
HTH420HE	9/13/2013	00048077	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	49,332	1.00	45,576
HTH420HE	2/12/2013	116714	CLUBHOUSE SPECIALIST (94304H)	Y	SRNA	13	T	A	1.00	45,576	1.00	45,576
HTH420HE	1/30/2012	116790	JAIL DIVERSION SPECIALIST (94317H)	Y	SRNA	13	T	A	1.00	40,056	1.00	48,744
HTH420HE	12/9/2011	117650	HSP/SOCIAL WORKER IV (95240H)	Y	SRNA	23	T	A	1.00	39,096	1.00	82,128
HTH420HE	8/28/2013	118721	FORENSIC COORDINATOR (98233H)	Y	SRNA	13	T	A	1.00	57,720	0.50	33,696
HTH420HH	12/30/2011	00007195	LICENSED PRACTICAL NURSE II	N	HE08	10	P	A	1.00	45,108	1.00	45,108
HTH420HH	9/30/2013	00007611	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	57,708	1.00	57,708
HTH420HH	6/26/2013	117264	HSP/SOCIAL WORKER IV (95251H)	Y	SRNA	13	T	A	1.00	39,096	1.00	43,296
HTH420HH	1/11/2013	117652	CLINICAL PSYCHOLOGIST VI (90251H)	Y	SRNA	23	T	A	1.00	55,500	1.00	73,884
HTH420HH	5/3/2013	00120229	HUMAN SERVICES PROF IV	N	SR22	13	T	A	1.00	38,544	1.00	45,576
HTH420HI	11/30/2011	00002108	SECRETARY III	N	SR16	03	P	A	1.00	54,012	1.00	54,012
HTH420HI	10/14/2011	00007233	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	45,576	1.00	45,576
HTH420HI	12/30/2012	00011678	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	87,840	1.00	91,812
HTH420HI	12/30/2011	00039746	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	60,024	1.00	60,024
HTH420HI	11/30/2012	00048065	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	51,312	1.00	45,576
HTH420HI	3/20/2012	116752	MENTAL HEALTH SUPERVISOR I (90254H)	Y	SRNA	23	T	A	1.00	51,312	1.00	46,308
HTH420HK	11/17/2011	116732	FORENSIC COORDINATOR (94337H)	Y	SRNA	13	T	A	1.00	43,812	1.00	69,264



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Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH420HK	12/30/2012	116757	CLUBHOUSE SPECIALIST (94331H)	Y	SRNA	13	T	A	1.00	39,096	1.00	68,160
HTH420HK	4/30/2012	116761	CLUBHOUSE SPECIALIST (94333H)	Y	SRNA	13	T	A	1.00	39,096	1.00	48,744
HTH420HK	2/15/2013	118719	HSP/SOCIAL WORKER IV (98265H)	Y	SRNA	13	T	A	1.00	42,144	1.00	45,576
HTH420HL	12/30/2011	00048100	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	53,352	1.00	53,352
HTH420HL	2/28/2013	116749	CLUBHOUSE SPECIALIST (94353H)	Y	SRNA	13	T	A	1.00	39,096	1.00	45,576
HTH420HL	6/1/2012	116764	CLUBHOUSE SPECIALIST (94352H)	Y	SRNA	13	T	A	1.00	39,096	1.00	51,312
HTH420HL	7/25/2011	116765	CASE MANAGEMENT COORDINATOR (94360H)	Y	SRNA	23	T	A	1.00	43,812	1.00	55,500
HTH420HL	9/13/2013	116765	CASE MANAGEMENT COORDINATOR (94360H)	Y	SRNA	23	T	A	1.00	43,812	1.00	63,492
HTH420HL	9/30/2011	116769	CLUBHOUSE COORDINATOR (94334H)	Y	SRNA	23	T	A	1.00	42,180	1.00	58,392
HTH420HL	7/20/2012	00117730	OFC ASST III (PSE 96222H)	N	SR08	03	P	A	1.00	22,152	1.00	25,668
HTH420HL	6/3/2013	118705	JAIL DIVERSION COORDINATOR (98276H)	Y	SRNA	13	T	A	1.00	47,448	1.00	55,500
HTH420HL	6/30/2013	118747	PSYCHIATRIST II (98293H)	Y	SRNA	13	T	A	1.00	119,904	1.00	189,288
HTH420HM	7/13/2012	00003862	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	51,312	1.00	51,312
HTH420HM	7/13/2012	00049069	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	45,576	1.00	45,576
HTH420HM	10/26/2012	00052120	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	0.50	22,788	0.50	22,788
HTH420HN	2/22/2013	00015090	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	47,412	1.00	47,412
HTH420HN	7/31/2013	00032888	PUBLIC HEALTH PROGRAM MGR	N	EM05	35	P	A	1.00	59,952	1.00	99,120
HTH420HN	12/9/2011	00043141	REGISTERED NURSE IV	N	SR22	09	T	A	1.00	81,972	1.00	85,248
HTH420HN	9/30/2013	00048978	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	51,312	1.00	45,576
HTH420HN	2/29/2012	00052095	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	51,312	1.00	48,744
HTH420HN	9/30/2011	116826	QUALIFIED MENTAL HLTH PROF (94380H)	Y	SRNA	13	T	A	1.00	46,788	1.00	61,656
HTH420HO	5/31/2013	118699	SECRETARY II (91221H)	Y	SRNA	03	T	A	1.00	29,712	1.00	78,000
HTH430HQ	6/29/2013	00002131	MEDICAL TECHNOLOGIST IV	N	SR22	13	P	A	1.00	57,708	1.00	55,500
HTH430HQ	2/13/2012	00002155	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	34,836	1.00	34,836
HTH430HQ	3/31/2013	00002184	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	40,164	1.00	40,164
HTH430HQ	4/15/2013	00002203	PSYCHIATRIC TECHNICIAN (E)	N	HE04	10	P	A	1.00	32,736	1.00	32,736
HTH430HQ	10/1/2013	00002226	LPN - MENTAL HEALTH (FP)	N	HE08	10	P	A	1.00	45,108	1.00	46,548
HTH430HQ	5/31/2013	00002257	LAUNDRY WORKER II	N	WS03	01	P	A	1.00	36,576	1.00	36,576
HTH430HQ	12/28/2012	00002276	CARPENTER I	N	BC09	01	P	A	1.00	44,544	1.00	44,544
HTH430HQ	12/28/2012	00002287	MEDICAL RECORD TECH V	N	SR11	03	P	A	1.00	44,412	1.00	44,412
HTH430HQ	12/28/2012	00002313	COOK II	N	BC08	01	P	A	1.00	41,592	1.00	41,592
HTH430HQ	4/18/2013	00004453	TELE SWITCHBOARD OPTR II	N	SR07	03	P	A	1.00	28,836	1.00	28,836
HTH430HQ	3/15/2013	00005964	PMA - MENTAL HEALTH (FP)	N	HE04	10	P	A	1.00	32,736	1.00	32,736
HTH430HQ	7/31/2012	00006075	KITCHEN HELPER	N	BC02	01	P	A	1.00	33,228	1.00	33,228
HTH430HQ	1/15/2012	00007210	LPN - MENTAL HEALTH (FP)	N	HE08	10	P	A	1.00	37,248	1.00	37,248
HTH430HQ	2/11/2013	00009614	ACCOUNT CLERK II	N	SR08	03	P	A	1.00	26,700	1.00	31,212
HTH430HQ	7/2/2013	00010967	OFFICE ASSISTANT III	N	SR08	03	P	A	1.00	26,700	1.00	26,700
HTH430HQ	1/25/2012	00010987	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	40,164	1.00	40,164
HTH430HQ	5/31/2012	00012034	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	34,836	1.00	34,836
HTH430HQ	12/30/2011	00014512	RECREATIONAL THERAPIST I	N	SR20	13	P	A	1.00	36,024	1.00	42,132
HTH430HQ	1/31/2012	00019597	JANITOR II	N	BC02	01	P	A	1.00	33,228	1.00	33,228
HTH430HQ	12/30/2011	00024922	NEUROTRAINING THERAPIST IV	N	SR22	13	P	A	1.00	64,920	1.00	61,680

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Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH430HQ	8/31/2011	00026917	CLINICAL PSYCHOLOGIST VI	N	SR26	13	P	A	1.00	55,500	1.00	55,500
HTH430HQ	6/22/2012	00026917	CLINICAL PSYCHOLOGIST VI	N	SR26	13	P	A	1.00	55,500	1.00	55,500
HTH430HQ	8/24/2011	00028624	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	45,576	1.00	45,576
HTH430HQ	12/28/2012	00029198	SECRETARY II	N	SR14	03	P	A	1.00	49,932	1.00	46,176
HTH430HQ	9/28/2012	00031477	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	41,760	1.00	41,760
HTH430HQ	4/30/2013	00031538	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	41,760	1.00	41,760
HTH430HQ	12/28/2012	00032856	NURSE MANAGER	N	SR23	29	P	A	1.00	93,144	1.00	97,860
HTH430HQ	8/6/2013	00032884	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	34,836	1.00	34,836
HTH430HQ	4/19/2013	00033001	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	40,164	1.00	40,164
HTH430HQ	1/31/2012	00033020	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	40,164	1.00	40,164
HTH430HQ	12/30/2011	00033063	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	40,164	1.00	40,164
HTH430HQ	2/29/2012	00034783	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	0.50	20,088	0.50	34,836
HTH430HQ	7/7/2013	00034783	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	0.50	20,088	0.50	17,412
HTH430HQ	4/30/2013	00034784	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	0.50	20,088	0.50	20,076
HTH430HQ	8/25/2011	00036088	CLINICAL PSYCHOLOGIST VI	N	SR26	13	P	A	1.00	55,500	1.00	55,500
HTH430HQ	11/2/2013	00043737	OFFICE ASSISTANT III	N	SR08	03	T	A	1.00	27,756	1.00	25,668
HTH430HQ	12/7/2012	00045130	PERSONNEL CLERK IV	N	SR11	63	P	A	1.00	31,212	1.00	31,212
HTH430HQ	2/29/2012	00045735	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	40,164	1.00	40,164
HTH430HQ	1/7/2013	00045750	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	40,164	1.00	40,164
HTH430HQ	12/30/2012	00045751	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	75,780	1.00	89,568
HTH430HQ	5/2/2012	00045753	REGISTERED NURSE III	N	SR20	09	P	A	1.00	74,328	1.00	77,304
HTH430HQ	12/28/2012	00045754	REGISTERED NURSE III	N	SR20	09	P	A	1.00	79,236	1.00	83,244
HTH430HQ	9/30/2011	00045756	REGISTERED NURSE III	N	SR20	09	P	A	1.00	79,236	1.00	83,244
HTH430HQ	2/9/2013	00045758	REGISTERED NURSE III	N	SR20	09	P	A	1.00	77,304	1.00	81,456
HTH430HQ	7/31/2012	00045759	REGISTERED NURSE III	N	SR20	09	P	A	1.00	74,328	1.00	79,236
HTH430HQ	4/19/2013	00045763	REGISTERED NURSE III	N	SR20	09	P	A	1.00	68,736	1.00	68,736
HTH430HQ	5/31/2013	00045770	REGISTERED NURSE III	N	SR20	09	P	A	1.00	74,328	1.00	79,236
HTH430HQ	1/3/2012	00045789	JANITOR II	N	BC02	01	P	A	1.00	33,228	1.00	33,228
HTH430HQ	8/8/2011	00045817	GROUNDKEEPER I	N	BC02	01	P	A	1.00	33,228	1.00	33,228
HTH430HQ	10/31/2011	00045828	OFFICE ASSISTANT II	N	SR06	03	P	A	1.00	36,516	1.00	36,516
HTH430HQ	2/29/2012	00045828	OFFICE ASSISTANT II	N	SR06	03	P	A	1.00	36,516	1.00	32,064
HTH430HQ	5/31/2013	00045828	OFFICE ASSISTANT II	N	SR06	03	P	A	1.00	36,516	1.00	23,688
HTH430HQ	8/15/2013	00045900	GENERAL LABORER I	N	BC02	01	P	A	1.00	33,228	1.00	33,228
HTH430HQ	5/17/2013	00046308	OCCUPATIONAL THERAPIST III	N	SR20	13	P	A	1.00	55,500	1.00	55,500
HTH430HQ	11/30/2012	00046315	JANITOR II	N	BC02	01	P	A	1.00	33,228	1.00	33,228
HTH430HQ	2/14/2012	00046316	JANITOR II	N	BC02	01	P	A	1.00	33,228	1.00	33,228
HTH430HQ	5/13/2013	00046440	PLUMBER I	N	BC10	01	P	A	1.00	46,236	1.00	46,236
HTH430HQ	2/17/2012	00048020	REGISTERED NURSE V	N	SR24	29	P	A	1.00	94,512	1.00	99,300
HTH430HQ	11/30/2012	00048992	REGISTERED NURSE III	N	SR20	09	P	A	1.00	79,236	1.00	81,216
HTH430HQ	12/30/2011	00049024	HSP/SOCIAL WORKER IV	N	SR22	13	P	A	1.00	49,332	1.00	49,332
HTH430HQ	8/12/2013	00049026	REGISTERED NURSE III	N	SR20	09	P	A	1.00	68,748	1.00	77,304
HTH430HQ	3/31/2013	00049043	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	40,164	1.00	40,164

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Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH430HQ	12/15/2011	00049053	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	34,836	1.00	34,836
HTH430HQ	7/31/2013	00049057	PSYCHIATRIC TECHNICIAN (FP)	N	HE06	10	P	A	1.00	40,164	1.00	40,164
HTH430HQ	8/19/2013	00050710	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	85,248	1.00	87,384
HTH430HQ	12/28/2012	00050714	OCC SAF & HEALTH ADVISOR IV	N	SR22	13	P	A	1.00	53,352	1.00	53,352
HTH430HQ	10/18/2011	00051125	PMA - MENTAL HEALTH (E)	N	HE02	10	T	A	1.00	15,444	0.50	30,876
HTH430HQ	7/20/2011	00051130	PMA - MENTAL HEALTH (FP)	N	HE04	10	T	A	1.00	32,736	1.00	30,948
HTH430HQ	7/25/2012	00051141	REGISTERED NURSE III	N	SR20	79	T	A	0.50	21,072	1.00	68,736
HTH430HQ	8/29/2012	00052047	REGISTERED NURSE III	N	SR20	09	P	A	1.00	74,328	1.00	68,736
HTH430HQ	5/31/2013	00052123	HSP/SOCIAL WORKER V	N	SR24	23	P	A	1.00	55,500	1.00	55,500
HTH430HQ	12/30/2012	00103642	HSH ASSOC ADMR QUALITY MGMT	Y	SRNA	93	P	A	1.00	109,200	1.00	109,200
HTH430HQ	3/25/2013	51128	PMA-MENTAL HTH (E)	N	HE02	10	T	A	1.00	30,876	0.50	30,876
HTH430HQ	6/1/2012	113050	PSYCHIATRIST II (92602H)	Y	SRNA	13	T	A	1.00	91,992	1.00	174,996
HTH430HQ	11/23/2012	105817	PSYCHIATRIST II	Y	SRNA	13	T	A	1.00	118,836	1.00	181,572
HTH430HQ	12/31/2012	105900	PSYCHIATRIST I	Y	SRNA	13	T	A	1.00	118,836	1.00	178,944
HTH430HQ	10/31/2012	00116495	RPN III (PSE 94238H)	N	SR20	09	P	A	1.00	57,756	1.00	68,736
HTH430HQ	8/15/2013	00116501	PMA-MENTAL HTH (PSE 94245H)	N	HE02	10	P	A	1.00	31,476	1.00	30,876
HTH430HQ	6/29/2013	00116510	PMA-MENTAL HTH (PSE 94254H)	N	HE02	10	P	A	1.00	30,876	1.00	30,876
HTH430HQ	5/17/2013	00116512	PSYCH TECH (PSE 94256H)	N	HE06	10	P	A	1.00	32,736	1.00	35,952
HTH430HQ	4/9/2012	00116568	PMA-MENTAL HTH (PSE 94277H)	N	HE02	10	P	A	1.00	31,476	1.00	30,876
HTH430HQ	6/15/2012	116688	CLINICAL SAFETY PROGRAM COORD (95234H)	Y	SRNA	13	T	A	1.00	80,004	1.00	57,204
HTH430HQ	5/2/2013	00117121	PMA-MENTAL HTH (PSE 94284H)	N	HE04	10	P	A	1.00	31,476	1.00	32,736
HTH430HQ	4/22/2013	00117127	PMA-MENTAL HTH (PSE 94290H)	N	HE04	10	P	A	1.00	31,476	1.00	32,736
HTH430HQ	6/30/2012	118123	MENTAL HLTH/SUBST ABUSE SPCLT (98208H)	Y	SRNA	13	T	A	1.00	42,144	1.00	48,888
HTH430HQ	1/23/2012	120483	PSYCHIATRIC TECHNICIAN (FP)	N	HE04	10	P	A	1.00	32,736	1.00	30,876
HTH430HR	10/31/2011	120477	REGISTERED NURSE III	N	SR20	09	P	A	1.00	66,096	1.00	74,328
HTH430HR	3/12/2013	00120477	REG NURSE III ( 99226H)	N	SR20	09	P	A	1.00	66,096	1.00	68,736
HTH430HR	7/23/2013	00120480	PARA MED ASST F( 99206H)	N	HE04	10	P	A	1.00	30,756	1.00	34,836
HTH430HR	12/14/2012	37609	LPN-MENTAL HTH (FP)	N	HE08	10	P	A	1.00	34,836	1.00	35,952
HTH440HR	1/31/2012	00026644	PRGM SPCLT SUBSTANCE ABUSE IV	N	SR22	13	P	N	1.00	51,312	1.00	51,312
HTH440HR	8/31/2011	00027873	MENTAL HEALTH SUPVR III	N	EM05	35	P	A	1.00	78,984	1.00	78,792
HTH440HD	12/30/2012	00042407	PRGM SPCLT SUBSTANCE ABUSE IV	N	SR24	13	P	A	1.00	53,352	1.00	60,024
HTH440HR	8/6/2013	00044246	ALCOHOLISM TRAINING COORD	N	SR22	13	P	A	1.00	49,308	1.00	49,308
HTH460HF	9/30/2013	00052072	SECRETARY II	N	SR14	63	P	A	1.00	48,048	1.00	48,048
HTH460HF	8/31/2011	110474	PROVIDER RELATIONS LIAISON (91206H)	Y	SRNA	13	T	A	1.00	42,624	1.00	53,604
HTH460HF	7/8/2011	110481	PROG SPEC (MH) IV (90011H)	Y	SRNA	13	T	A	1.00	37,464	1.00	39,036
HTH460HF	9/30/2013	111660	SERVICE TESTER (92211H)	Y	SRNA	13	T	A	1.00	40,000	1.00	45,576
HTH460HF	12/30/2012	00112298	ACCOUNT CLERK III	N	SR11	03	P	A	1.00	32,424	1.00	30,804
HTH460HF	8/31/2011	112718	PSYCHIATRIST III (90016H)	Y	SRNA	93	T	A	1.00	88,000	1.00	227,748
HTH460HF	1/4/2013	00113233	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	N	1.00	51,312	1.00	51,312
HTH460HF	3/25/2013	116937	MENTOR (94402H)	Y	SRNA	13	T	B	1.00	45,000	1.00	50,688
HTH460HF	6/18/2012	119485	PRAC DEVELOPMENT MGR (94401H)	Y	SRNA	13	T	B	1.00	44,211	1.00	43,296
HTH460HF	6/21/2013	119507	CLINICAL SPECIALIST (93002H)	Y	SRNA	13	T	P	1.00	89,610	1.00	79,992

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Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH460HF	8/15/2012	120202	PRACTICE DVLPMT SPEC (93005H)	Y	SRNA	13	T	P	1.00	56,650	1.00	53,496
HTH460HF	8/30/2013	120203	PRACTICE DVLPMT SPEC (93006H)	Y	SRNA	13	T	P	1.00	56,650	1.00	53,004
HTH460HF	5/25/2012	00120342	CAMHD KEALAHOU CLERK	Y	SRNA	03	T	P	0.50	24,936	0.50	11,844
HTH460HF	6/28/2013	00120427	CAMHD SOC SYSTEM SPANNER	Y	SRNA	13	T	P	1.00	52,632	1.00	52,632
HTH460HF	9/18/2013	00120826	CAMHD SOC COLLABORATION FACILITATOR	Y	SRNA	13	T	P	1.00	62,400	1.00	60,000
HTH460HH	9/24/2012	00031048	CLINICAL PSYCHOLOGIST VI	N	SR26	13	P	A	0.50	55,500	0.50	26,364
HTH460HJ	12/4/2012	00045426	HSP IV	N	SR22	13	P	A	1.00	57,708	1.00	54,828
HTH460HJ	7/15/2011	00110454	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	43,296	1.00	41,364
HTH460HL	12/30/2011	108725	PHAO III (90012H)	Y	SRNA	13	T	A	1.00	42,132	1.00	52,728
HTH460HL	6/29/2012	108732	MHCC III (90020H)	Y	SRNA	13	T	A	1.00	42,132	1.00	45,036
HTH460HL	7/31/2012	108746	PHAO III (90238H)	Y	SRNA	13	T	A	1.00	30,084	1.00	43,296
HTH460HL	9/18/2013	108746	PHAO III (90238H)	Y	SRNA	13	T	A	1.00	30,084	1.00	43,824
HTH460HL	7/6/2012	111458	SW/HSP IV (90008H)	Y	SRNA	13	T	A	1.00	45,576	1.00	47,544
HTH460HL	8/26/2011	112830	PSYCHIATRIC SPCLT - EAST (97621H)	Y	SRNA	13	T	A	1.00	150,000	1.00	164,016
HTH460HL	10/31/2012	00116630	MENTAL HEALTH CARE COORD IV	N	SR22	13	P	A	1.00	49,332	1.00	46,860
HTH460HL	2/16/2012	00117659	OFFICE ASSISTANT IV	N	SR10	03	T	A	1.00	32,424	1.00	30,804
HTH460HM	6/30/2012	00041388	MENTAL HEALTH SUPERVISOR I	N	SR24	23	P	A	1.00	67,488	1.00	64,116
HTH460HM	7/24/2012	00110405	HUMAN SVCS PROF IV	N	SR22	13	P	A	1.00	45,576	1.00	43,296
HTH460HM	1/31/2013	00110405	HUMAN SVCS PROF IV	N	SR22	13	P	A	1.00	45,576	1.00	43,296
HTH460HM	10/16/2012	111906	PSYCHIATRIST II (90017H)	Y	SRNA	13	T	A	1.00	118,835	1.00	161,508
HTH460HN	12/9/2011	00025611	HUMAN SVCS PROF IV	N	SR20	13	P	A	1.00	42,132	1.00	40,020
HTH460HN	4/3/2012	00025612	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	47,412	1.00	45,036
HTH460HN	8/31/2012	111453	CLIN PSYCH VI (90009H)	Y	SRNA	13	T	A	1.00	55,500	1.00	75,036
HTH460HO	6/28/2013	110189	CAMHD FGC QA Spec (90346H)	Y	SRNA	13	T	B	1.00	38,628	1.00	45,036
HTH460HO	5/25/2012	110186	CAMHD FGC QA Spec (90343H)	Y	SRNA	13	T	B	1.00	41,722	1.00	43,296
HTH460HO	7/11/2012	110188	CAMHD FGC QA Spec (90345H)	Y	SRNA	13	T	B	1.00	45,180	1.00	42,924
HTH460HO	6/29/2012	110193	CAMHD FGC QA Spec (90350H)	Y	SRNA	13	T	B	1.00	48,876	1.00	50,688
HTH460HS	12/30/2011	00014420	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	45,576	1.00	41,976
HTH460HS	10/31/2013	00014586	CLINICAL PSYCHOLOGIST V	N	SR26	13	P	A	1.00	60,012	1.00	57,708
HTH460HS	12/9/2011	00025627	SECRETARY II	N	SR14	03	P	A	1.00	37,968	1.00	36,072
HTH460HS	11/14/2011	00117119	HUMAN SVCS PROF IV -90229	N	SR22	13	T	A	1.00	45,576	1.00	43,296
HTH460HS	6/29/2012	117957	FORENSIC PSYCH SPECLT (97693H)	Y	SRNA	13	T	A	1.00	175,000	1.00	161,496
HTH460HS	8/9/2013	118026	FCL QA SPCLT (97688H)	Y	SRNA	13	T	A	1.00	43,000	1.00	45,576
HTH460HS	3/21/2012	118098	MH/JJ PSYCH SPCLT (97691H)	Y	SRNA	13	T	A	1.00	80,000	1.00	71,256
HTH460HS	6/29/2012	00118107	SW/HSP IV -97690	N	SR22	13	T	A	1.00	45,576	1.00	43,296
HTH460HS	5/15/2013	00118433	SOCIAL WKER/HSP IV	N	SR22	13	P	A	1.00	45,576	1.00	43,296
HTH495HA	8/24/2012	119382	RESEARCH STATISTICIAN (92240H)	N	SRNA	13	T	A	1.00	45,576	1.00	69,996
HTH495HB	6/30/2012	00028985	PERSONNEL MGMT SPECIALIST IV	N	SR22	73	P	A	1.00	60,024	1.00	60,024
HTH495HB	1/20/2012	111688	PROGRAM MONITOR (91226H)	Y	SRNA	13	T	A	1.00	54,000	1.00	52,236
HTH495HB	7/2/2013	111688	PROGRAM MONITOR (91226H)	Y	SRNA	13	T	A	1.00	54,000	1.00	47,412
HTH495HB	3/16/2012	112064	REGISTERED PROF NURSE V (91259H)	Y	SRNA	13	T	A	1.00	61,968	1.00	90,864
HTH495HB	5/31/2013	112478	HSP/SOCIAL WORKER IV (91261H)	Y	SRNA	13	T	A	1.00	38,100	1.00	45,576

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Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH495HB	6/29/2012	112891	HSP/SOCIAL WORKER IV (91270H)	Y	SRNA	13	T	A	1.00	36,276	1.00	42,048
HTH495HB	2/22/2013	112927	AMHD FORENSIC SPECIALIST (97202H)	Y	SRNA	13	T	A	1.00	28,836	1.00	45,576
HTH495HB	11/30/2012	112928	DATABASE ADMINISTRATOR (91271H)	Y	SRNA	13	T	A	1.00	39,000	1.00	43,152
HTH495HB	8/16/2012	113231	PROGRAM MONITOR (91231H)	Y	SRNA	13	T	A	1.00	54,000	1.00	51,504
HTH495HB	8/30/2013	104221	PSYCHIATRIST I	Y	SRNA	13	T	A	1.00	118,836	1.00	173,700
HTH495HB	4/16/2012	00116957	OFC ASST III (PSE 91286H)	N	SR08	03	P	A	1.00	29,712	1.00	24,384
HTH495HB	12/30/2011	117162	REGISTERED PROF NURSE IV (91251H)	Y	SR22	09	T	A	1.00	57,312	1.00	87,384
HTH495HB	6/3/2013	117250	REGISTERED PROF NURSE IV (91253H)	Y	SRNA	09	T	A	1.00	57,312	1.00	42,768
HTH495HB	3/28/2012	117721	SECRETARY II (91272H)	Y	SRNA	13	T	A	1.00	29,712	1.00	53,052
HTH495HB	10/12/2012	117827	HSP/SW V (90263H)	Y	SRNA	13	T	A	1.00	51,312	1.00	84,360
HTH495HB	12/21/2012	118686	ADMINISTRATIVE ASSISTANT (98114H)	Y	SRNA	63	T	N	Abol in BJ eff FY 14		1.00	42,684
HTH495HB	12/29/2011	118688	ADMINISTRATIVE ASSISTANT (98297H)	Y	SRNA	03	T	N	Abol in BJ eff FY 14		1.00	40,908
HTH495HB	12/21/2012	118689	SENIOR OPERATIONS MANAGER (98215H)	Y	SRNA	13	T	N	Abol in BJ eff FY 14		1.00	184,992
HTH495HB	9/23/2011	118690	CHILD & ADOL CLINICAL SPCLT (98295H)	Y	SRNA	73	T	N	Abol in BJ eff FY 14		0.50	18 per hr
HTH495HB	8/31/2012	118690	CHILD & ADOL CLINICAL SPCLT (98295H)	Y	SRNA	73	T	N	Abol in BJ eff FY 14		0.50	17.1 per hr
HTH495HB	9/28/2012	118691	CONSUMER FAMILY CHANGE AGENT (98220H)	Y	SRNA	13	T	N	Abol in BJ eff FY 14		1.00	57,204
HTH495HB	2/29/2012	118692	FISCAL & PERSONNEL MANAGER (98223H)	Y	SRNA	13	T	N	Abol in BJ eff FY 14		1.00	49,344
HTH495HB	9/28/2012	118693	POLICY CHANGE AGENT (98221H)	Y	SRNA	13	T	N	Abol in BJ eff FY 14		1.00	62,400
HTH495HB	9/29/2011	118694	CLERK (98217H)	Y	SRNA	03	T	N	Abol in BJ eff FY 14		1.00	39,936
HTH495HB	1/20/2012	118695	CLERK (98218H)	Y	SRNA	03	T	N	Abol in BJ eff FY 14		0.75	40,332
HTH495HB	8/31/2012	118830	CJ CHANGE AGENT (98115H)	Y	SRNA	73	T	N	Abol in BJ eff FY 14		0.40	54.89 per hr
HTH495HB	8/24/2012	118934	CHILD & ADOL CLINICAL SPCLT (98295H)	Y	SRNA	73	T	N	Abol in BJ eff FY 14		0.50	30.47 per hr
HTH495HB	5/15/2013	120273	ASSOC EVALUATOR (92247H)	Y	SRNA	13	T	N	Abol in BJ eff FY 14		0.50	31,500
HTH495HC	11/30/2012	119381	RESEARCH STATISTICIAN (92241H)	Y	SRNA	13	T	A	1.00	45,576	1.00	84,996
HTH495HK	4/5/2013	116703	MI/SA COORDINATOR (94336H)	Y	SRNA	13	T	A	1.00	43,812	1.00	51,312
HTH501CQ	12/21/2011	41490	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	55,500	1.00	43,296
HTH501CQ	9/30/2013	00049800	MENTAL RETARD CASE COORD V	N	SR24	23	P	A	1.00	75,960	1.00	78,996
HTH501CQ	12/30/2012	00116336	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	45,576	1.00	67,488
HTH501CU	2/14/2012	00002325	SECRETARY III	N	SR16	63	P	A	1.00	46,176	1.00	46,176
HTH501CU	10/5/2012	00010539	ACCOUNT CLERK II	N	SR08	03	P	A	1.00	33,756	1.00	25,668
HTH501CU	6/28/2012	24991	ACCOUNTANT III	N	SR20	13	P	A	1.00	60,024	1.00	42,132
HTH501CU	1/15/2013	116461	OFFICE ASSISTANT IV	N	SR10	3	P	A	1.00	27,756	1.00	33,756
HTH501ED	10/17/2011	00015648	DENTAL ASSISTANT II	N	SR08	03	P	A	1.00	26,700	1.00	26,700
HTH501ED	5/31/2013	00015648	DENTAL ASSISTANT II	N	SR08	03	P	A	1.00	26,700	1.00	25,668
HTH501ED	12/30/2012	00019281	DENTIST VI	N	SR28	13	P	A	1.00	62,424	1.00	92,400
HTH501ED	9/30/2013	00019281	DENTIST VI	N	SR28	13	P	A	1.00	62,424	1.00	85,416
HTH501ED	1/31/2013	00026642	DENTAL HEALTH PROGRAM MGR	N	EM06	35	P	A	1.00	86,628	1.00	107,256
HTH501JA	7/23/2012	00004472	SECRETARY III	N	SR16	63	P	A	1.00	37,968	1.00	35,064
HTH501JA	8/12/2011	00011567	PUBLIC HEALTH PROGRAM MANAGER	N	EM05	35	P	A	1.00	71,760	1.00	71,760
HTH501JA	9/30/2013	00030088	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	64,920	1.00	70,188
HTH501JE	12/30/2012	00012875	SECRETARY II	N	SR14	03	P	A	1.00	39,480	1.00	39,480
HTH501JO	5/31/2012	00002377	SOCIAL SERVICE ASSISTANT IV	N	SR11	03	P	A	1.00	32,424	1.00	41,040

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Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH501JO	12/30/2012	00010296	REGISTERED NURSE III	N	SR20	09	P	A	1.00	81,216	1.00	81,216
HTH501JO	12/30/2012	00010777	SOCIAL WORKER III	N	SR20	13	P	A	1.00	49,332	1.00	49,332
HTH501JO	9/30/2013	00024861	SOCIAL WORKER II	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH501JO	7/16/2013	00027474	HUMAN SVCS PROF II	N	SR20	13	P	A	1.00	38,976	1.00	43,812
HTH501JO	12/3/2012	28135	HUMAN SVCS PROF V	N	SR24	13	P	A	1.00	51,312	1.00	57,708
HTH501JO	7/31/2012	39282	SOCIAL SERVICE ASSISTANT IV	N	SR11	3	P	A	1.00	37,968	1.00	28,836
HTH501JO	5/25/2012	00048028	HUMAN SVCS PROF III	N	SR20	13	P	A	1.00	42,132	1.00	42,132
HTH501JO	7/31/2012	00051123	SOCIAL WORKER III	N	SR20	13	P	A	1.00	43,824	1.00	43,824
HTH501JO	2/21/2013	00051123	SOCIAL WORKER III	N	SR20	13	P	A	1.00	43,824	1.00	42,132
HTH501JO	12/5/2011	110229	SOCIAL WORKER III	N	SR20	13	P	A	1.00	42,132	1.00	42,132
HTH501JO	4/30/2012	00112749	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	51,312	1.00	51,312
HTH501JO	6/1/2012	112977	SOCIAL WORKER III	N	SR20	13	P	A	1.00	43,824	1.00	43,824
HTH501JO	12/30/2011	00117921	INFORMATION TECHNOL SPCLT IV	N	SR22	13	T	A	1.00	45,576	1.00	45,576
HTH501JQ	2/5/2013	00015930	HUMAN SVCS PROF IV	N	SR22	13	P	A	1.00	49,332	1.00	49,332
HTH501JQ	9/30/2011	00030048	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	67,488	1.00	67,488
HTH501JQ	11/14/2012	00118048	HUMAN SVCS PROF III	N	SR20	13	P	A	1.00	42,132	1.00	42,132
HTH501JQ	8/30/2013	00118050	HUMAN SVCS PROF III	N	SR20	13	P	A	1.00	43,824	1.00	43,812
HTH501JR	9/30/2011	00012497	SOCIAL WORKER V	N	SR24	23	P	A	1.00	67,488	1.00	67,488
HTH501JR	7/31/2013	00110248	SOCIAL WORKER III	N	SR20	13	P	A	1.00	45,576	1.00	47,400
HTH501JS	11/4/2011	00027366	SOCIAL WORKER III	N	SR20	13	P	A	1.00	62,424	1.00	42,132
HTH501JS	12/30/2012	00110234	HUMAN SVCS PROF III	N	SR20	13	P	A	1.00	43,824	1.00	43,824
HTH501KB	5/22/2012	00027809	PERSONNEL CLERK III	N	SR11	63	P	A	1.00	26,700	1.00	28,836
HTH501KB	6/21/2013	00027809	PERSONNEL CLERK III	N	SR11	63	P	A	1.00	26,700	1.00	28,836
HTH501KB	1/31/2012	00038590	SECRETARY IV	N	SR18	63	P	A	1.00	44,412	1.00	44,412
HTH501KB	10/20/2011	111049	DD/MR FISCAL COORDINATOR (120591)	Y	SRNA	13	T	A	1.00	45,000	1.00	61,884
HTH501CV	4/9/2012	113021	DD/MR CILERK TYPIST II (94665H)	Y	SRNA	03	T	A	1.00	19,980	1.00	25,668
HTH501CU	2/6/2012	117762	SYSTEMS MGT SPEC (92464H)	Y	SRNA	13	T	A	1.00	48,000	0.50	40,320
HTH501KB	3/1/2012	118911	SW/HSP III (97633H)	Y	SRNA	13	P	A	1.00	38,952	1.00	45,576
HTH560CC	12/30/2011	00015938	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	67,488	1.00	67,488
HTH560CC	1/31/2012	00038232	REGISTERED NURSE IV	N	SR22	09	P	A	1.00	87,384	1.00	87,384
HTH560CC	4/2/2012	00041048	OFFICE ASSISTANT III	N	SR08	03	P	N	0.50	26,700	0.50	26,700
HTH560CC	5/31/2013	00045339	REGISTERED NURSE VI	N	SR26	29	P	N	1.00	119,076	1.00	119,076
HTH560CC	9/30/2013	00112823	CHILDREN & YOUTH PRGM SPCLT IV	N	SR22	13	P	N	1.00	62,424	1.00	62,424
HTH560CC	9/30/2013	00112823	CHILDREN & YOUTH PRGM SPCLT IV	N	SR22	13	P	N	1.00	62,424	1.00	62,424
HTH560CF	8/1/2013	00052064	CHILDREN & YOUTH PRGM SPCLT IV	N	SR22	13	P	N	1.00	47,400	1.00	47,400
HTH560CG	12/28/2012	00015125	PUBLIC HEALTH SUPERVISOR II	N	SR26	23	P	A	1.00	78,984	1.00	78,984
HTH560CG	9/13/2013	00026201	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	47,400	1.00	47,400
HTH560CG	12/28/2012	00033102	OCCUPATIONAL THERAPIST III	N	SR20	13	P	A	1.00	62,424	1.00	62,424
HTH560CG	7/31/2013	00043341	SOCIAL WORKER III	N	SR20	13	P	A	1.00	57,720	1.00	57,720
HTH560CG	11/18/2011	00049086	SOCIAL WORKER III	N	SR20	13	P	A	1.00	42,132	1.00	42,132
HTH560CG	7/11/2012	00049091	SOCIAL WORKER III	N	SR20	13	P	A	1.00	49,332	1.00	49,332
HTH560CG	10/31/2013	00050143	PUBLIC HEALTH NUTRITIONIST IV	N	SR22	13	P	A	1.00	62,424	1.00	62,424

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Table 15

Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH560CG	4/2/2012	00050146	PHYSICAL THERAPIST III	N	SR20	13	P	A	1.00	42,132	1.00	42,132
HTH560CG	5/31/2012	00050497	PUBLIC HEALTH SUPERVISOR II	N	SR26	23	P	N	1.00	78,984	1.00	78,984
HTH560CG	5/21/2012	00050498	SOCIAL WORKER II	N	SR20	13	P	A	1.00	42,132	1.00	42,132
HTH560CG	11/5/2012	00050737	SOCIAL WORKER III	N	SR20	13	P	N	1.00	45,576	1.00	45,576
HTH560CG	6/10/2013	00050741	SPEECH PATHOLOGIST IV	N	SR22	13	P	N	1.00	45,576	1.00	45,576
HTH560CG	12/28/2012	00110444	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	55,500	1.00	55,500
HTH560CG	2/8/2012	00110676	CHILDREN & YOUTH PRGM SPCLT V	N	SR24	13	P	N	1.00	53,364	1.00	53,364
HTH560CG	7/31/2013	00111084	OFFICE ASSISTANT III	N	SR08	03	P	A	1.00	31,212	1.00	31,212
HTH560CG	7/18/2012	00111441	SOCIAL WORKER IV	N	SR22	13	P	A	1.00	45,576	1.00	45,576
HTH560CG	8/31/2011	00112759	SOCIAL WORKER III	N	SR20	13	P	A	1.00	42,132	1.00	42,132
HTH560CG	5/31/2012	00113000	SOCIAL WORKER III	N	SR20	13	P	A	1.00	42,132	1.00	42,132
HTH560CG	4/30/2013	00113004	HUMAN SVCS PROF III	N	SR20	13	P	A	1.00	45,576	1.00	45,576
HTH560CG	6/29/2012	00116912	OFFICE ASSISTANT III	N	SR08	03	P	A	1.00	37,968	1.00	37,968
HTH560CG	8/10/2012	00117856	SPECIAL EDUCATION TEACHER IV	N	SR22	13	P	A	1.00	57,708	1.00	57,708
HTH560CG	8/18/2011	00118859	HUMAN SVCS PROF II	N	SR18	13	T	A	1.00	38,988	1.00	38,988
HTH560CG	3/5/2012	00118859	HUMAN SVCS PROF II	N	SR18	13	T	A	1.00	38,988	1.00	38,988
HTH560CW	6/29/2012	00015242	REGISTERED NURSE IV	N	SR22	09	P	N	1.00	75,780	1.00	75,780
HTH560CW	6/29/2012	00015242	REGISTERED NURSE IV	N	SR22	09	P	N	1.00	75,780	1.00	75,780
HTH560CW	8/31/2012	00116449	OFFICE ASSISTANT III	N	SR08	03	P	N	0.50	25,668	0.50	25,668
HTH560GI	11/29/2013	00024751	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	25,668	1.00	25,668
HTH560GI	7/31/2013	00028935	WIC NUTRITION AID	N	HE04	10	P	N	1.00	38,436	1.00	38,436
HTH560GI	8/6/2012	00030097	WIC NUTRITION AID	N	HE06	10	P	N	1.00	34,836	1.00	34,836
HTH560GI	7/31/2013	00030097	WIC NUTRITION AID	N	HE06	10	P	N	1.00	37,212	1.00	37,212
HTH560GI	6/29/2012	00030185	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	30,036	1.00	30,036
HTH560GI	11/23/2012	00035049	PUBLIC HEALTH NUTRITIONIST III	N	SR20	13	P	N	1.00	42,132	1.00	42,132
HTH560GI	8/5/2011	00035985	PUBLIC HEALTH NUTRITIONIST III	N	SR20	13	P	N	1.00	40,020	1.00	40,020
HTH560GI	1/22/2013	00036364	WIC NUTRITION AID	N	HE04	10	P	N	1.00	33,780	1.00	33,780
HTH560GI	11/1/2013	00036364	WIC NUTRITION AID	N	HE04	10	P	N	1.00	34,836	1.00	34,836
HTH560GI	11/15/2013	00036546	OFFICE ASSISTANT II	N	SR06	03	P	N	1.00	23,688	1.00	23,688
HTH560GI	8/12/2011	00037600	PUBLIC HEALTH NUTRITIONIST III	N	SR18	13	P	N	1.00	38,988	1.00	38,988
HTH560GI	1/1/2013	00038653	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	26,700	1.00	26,700
HTH560GI	12/30/2011	00038655	OFFICE ASSISTANT II	N	SR06	03	P	N	1.00	25,668	1.00	25,668
HTH560GI	7/31/2013	00042795	OFFICE ASSISTANT II	N	SR06	03	P	N	1.00	24,648	1.00	24,648
HTH560GI	7/31/2011	00043272	WIC NUTRITION AID	N	HE04	10	P	N	1.00	32,736	1.00	32,736
HTH560GI	7/22/2011	00044700	OFFICE ASSISTANT II	N	SR06	03	P	N	1.00	22,500	1.00	22,500
HTH560GI	3/7/2012	00044846	PUBLIC HEALTH NUTRITIONIST IV	N	SR22	13	P	N	1.00	45,576	1.00	45,576
HTH560GI	7/27/2012	00111814	WIC NUTRITION AID	N	HE06	10	P	N	1.00	34,836	1.00	34,836
HTH560GI	3/18/2013	00111814	WIC NUTRITION AID	N	HE06	10	P	N	1.00	35,952	1.00	35,952
HTH560KC	7/31/2013	00003791	PUBLIC HEALTH ADM OFFICER VI	N	SR26	73	P	A	1.00	82,128	1.00	82,128
HTH560KC	1/31/2012	00117400	INFORMATION TECHNOL SPCLT IV	N	SR22	13	P	B	1.00	51,312	1.00	51,312
HTH560CT	7/19/2013	00119291	Data Coordinator	Y	SRNA	13	T	P	1.00	60,012	1.00	60,012
HTH560CT	7/19/2013	00119291	Data Coordinator	Y	SRNA	13	T	P	1.00	60,012	1.00	60,012

Department of Health  
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Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH560CW	9/28/2012	00119306	Program Specialist V	N	SR24	13	P	A	1.00	70,224	1.00	70,224
HTH560CT	8/14/2013	00120580	Data Clerk	Y	SRNA	03	T	P	1.00	34,692	1.00	34,692
HTH610FL	3/1/2012	51109	PERSONNEL MGMT SPECIALIST IV	N	SR22	73	P	B	1.00	55,500	1.00	61,680
HTH610FN	6/26/2013	04877	VECTOR CONTROL INSPECTOR IV	N	SR17	03	P	A	1.00	40,550	1.00	42,684
HTH610FQ	12/1/2012	02981	SECRETARY II	N	SR14	03	P	A	1.00	47,435	1.00	49,932
HTH610FQ	9/21/2012	03196	REGISTERED SANITARIAN IV	N	SR22	13	P	A	1.00	64,114	1.00	67,488
HTH610FQ	3/10/2012	03211	REGISTERED SANITARIAN III	N	SR20	13	P	A	1.00	43,297	1.00	37,044
HTH610FQ	1/11/2012	03214	OFFICE ASSISTANT III	N	SR08	03	P	A	1.00	28,534	1.00	30,036
HTH610FQ	5/18/2013	12640	REGISTERED SANITARIAN IV	N	SR22	13	P	A	1.00	35,579	1.00	37,452
HTH610FQ	5/11/2013	24526	REGISTERED SANITARIAN V	N	SR24	23	P	A	1.00	72,162	1.00	36,024
HTH610FQ	1/5/2013	31303	REGISTERED SANITARIAN IV	N	SR22	13	P	A	1.00	57,023	1.00	36,024
HTH610FQ	11/4/2011	04624	SECRETARY II	N	SR14	03	P	A	1.00	47,435	1.00	46,176
HTH610FQ	12/1/2011	24008	DIST ENVRMNTL HLTH PRGM CHIEF	N	SR28	23	P	A	1.00	84,406	1.00	88,848
HTH610FQ	1/25/2012	03189	REGISTERED SANITARIAN V	N	SR24	23	P	A	1.00	72,162	1.00	72,168
HTH610FQ	3/16/2012	03192	REGISTERED SANITARIAN IV	N	SR22	13	P	A	1.00	48,746	1.00	48,744
HTH610FQ	11/16/2012	03181	REGISTERED SANITARIAN I	N	SR16	13	P	A	1.00	40,025	1.00	36,024
HTH610FR	9/17/2013	40683	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	28,836	1.00	26,700
HTH610FR	12/1/2011	03080	ENVIRONMENTAL HEALTH SPCLT V	N	SR24	13	P	A	1.00	64,114	1.00	67,488
HTH610FR	12/16/2011	03213	SECRETARY II	N	SR14	03	P	A	1.00	36,070	1.00	37,968
HTH610FR	1/4/2012	21939	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	A	1.00	41,633	1.00	47,412
HTH610FR	9/5/2012	26067	ENVIRONMENTAL HEALTH SPCLT V	N	SR24	23	P	A	1.00	66,713	1.00	70,224
HTH610FR	11/20/2012	03203	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	A	1.00	48,746	1.00	51,312
HTH610FR	11/27/2012	21938	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	A	1.00	57,023	1.00	60,024
HTH610FR	2/13/2013	42001	ENVIRONMENTAL HEALTH SPCLT III	N	SR20	13	P	A	1.00	40,025	1.00	45,576
HTH610FR	5/1/2013	24521	ENVIRONMENTAL HEALTH SPCLT III	N	SR20	13	P	A	1.00	54,823	1.00	57,708
HTH710MG	4/30/2013	00021944	CHEMIST III	N	SR20	13	P	A	1.00	40,025	1.00	51,312
HTH710MG	3/28/2013	00021945	CHEMIST IV	N	SR22	13	P	A	1.00	59,303	1.00	62,424
HTH710MG	4/30/2013	00040151	CHEMIST III	N	SR20	13	P	A	1.00	48,746	1.00	51,312
HTH710MI	9/30/2011	00045349	MICROBIOLOGIST IV	N	SR22	13	P	A	1.00	59,303	1.00	62,424
HTH710MI	9/17/2013	00045349	MICROBIOLOGIST IV	N	SR22	13	P	A	1.00	59,303	1.00	47,400
HTH710MK	9/30/2011	00010389	LABORATORY ASSISTANT III	N	SR10	03	P	A	1.00	27,394	1.00	35,064
HTH710ML	4/15/2013	00019358	MICROBIOLOGIST III	N	SR20	13	P	A	1.00	57,023	1.00	60,024
HTH710MN	10/31/2013	00024528	LABORATORY ASSISTANT III	N	SR10	03	P	A	1.00	29,651	1.00	32,424
HTH710MK	6/7/2013	120125	FERN MICROBIOLOGIST (93017H)	Y	SRNA	13	T	P	1.00	45,576	1.00	45,576
HTH720MP	8/31/2011	00008634	SECRETARY II	N	SR14	03	P	A	1.00	37,968	1.00	32,424
HTH720MP	12/30/2009	00013207	REGISTERED NURSE V	N	SR24	09	P	A	1.00	110,088	1.00	110,088
HTH720MP	11/30/2011	00015028	MEDICARE CERTIFICATION OFFICER	N	SR26	13	P	P	1.00	82,128	1.00	82,128
HTH720MP	6/30/2013	00019263	REGISTERED NURSE V	N	SR24	09	P	P	1.00	102,228	1.00	52,044
HTH720MP	5/31/2013	00043565	REGISTERED NURSE V	N	SR24	09	P	P	1.00	99,732	1.00	49,344
HTH720MP	7/31/2011	00043566	REGISTERED NURSE V	N	SR24	09	P	P	1.00	101,784	1.00	101,784
HTH720MP	12/30/2012	00048030	REGISTERED NURSE V	N	SR24	09	P	P	1.00	94,512	1.00	88,656
HTH720MP	3/30/2012	00119200	INFORMATION TECH SPCLT IV	N	SR22	13	P	P	1.00	45,576	1.00	51,300



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Table 15

Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH730MQ	3/31/2013	00101599	OAHU EMS PHSYCIAN	Y	SRNA	73	T	A	0.35	34,068	0.35	47.47 per hr
HTH730MQ	6/30/2013	00119134	STE TR PROG ACCT (E)	Y	SRNA	13	T	B	1.00	51,312	1.00	51,312
HTH730MQ	11/30/2011	00119163	STE TRAUM PRG COOR (E)-99004H	Y	SRNA	09	T	B	1.00	96,300	1.00	96,300
HTH730MT	11/16/2012	00117781	PUB HTH ED IV	N	SR22	13	T	P	1.00	47,412	1.00	47,412
HTH730MQ	4/30/2012	00113108	BTP Program Specialist IV	Y	SRNA	13	T	N	1.00	51,300	1.00	51,300
HTH730MQ	8/5/2011	00116653	All-Hazards Preparedness Coordinator	Y	SRNA	13	T	N	1.00	117,312	1.00	117,312
HTH730MQ	6/29/2012	00120200	ESAR-VHP Office Assistant	Y	SRNA	03	T	N	1.00	34,500	1.00	34,500
HTH760MS	12/30/2011	00010096	OFFICE ASSISTANT III	N	SR08	03	P	A	1.00	24,385	1.00	33,756
HTH760MS	12/30/2012	00026345	OFFICE ASSISTANT III	N	SR08	03	P	A	1.00	36,070	1.00	37,968
HTH760MS	8/2/2013	00026346	OFFICE ASSISTANT III	N	SR08	03	P	A	1.00	29,651	1.00	32,424
HTH760MS	4/30/2013	00040498	OFFICE ASSISTANT IV	N	SR10	03	P	A	1.00	29,651	1.00	31,212
HTH760MS	11/30/2012	00120381	OFFICE ASSISTANT IV	N	SR10	03	T	A	1.00	26,368	1.00	27,756
HTH760MS	11/5/2012	00120383	OFFICE ASSISTANT IV	N	SR10	03	T	A	1.00	26,368	1.00	27,756
HTH840FE	12/31/2011	43496	OFFICE ASSISTANT III	N	SR08	03	P	N	0.80	-	0.80	24,024
HTH840FE	12/31/2011	43496	OFFICE ASSISTANT III	N	SR08	03	P	W	0.20	-	0.20	6,012
HTH840FF	12/31/2011	03219	ENGINEERING PROGRAM MGR	N	EM07	35	P	A	1.00	102,851	1.00	104,508
HTH840FF	12/29/2012	21928	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	A	1.00	57,023	1.00	60,024
HTH840FF	10/31/2013	50721	ENGINEER (ENVIRONMENTAL) III	N	SR22	13	P	B	1.00	55,500	1.00	57,720
HTH840FF	11/16/2011	50729	ENVIRONMENTAL HEALTH SPCLT III	N	SR22	13	P	B	1.00	55,500	1.00	45,576
HTH840FF	2/1/2012	39987	ENGINEER (ENVIRONMENTAL) IV	N	SR24	13	P	B	1.00	60,024	1.00	57,024
HTH840FF	6/1/2012	40295	ENGINEER (ENVIRONMENTAL) III	N	SR22	13	P	B	1.00	62,424	1.00	62,424
HTH840FF	11/20/2012	51094	CLERK STENOGRAPHER II	N	SR09	03	P	B	1.00	35,064	1.00	35,064
HTH840FF	5/1/2013	40294	ENGINEER (ENVIRONMENTAL) V	N	SR26	13	P	B	1.00	73,044	1.00	73,044
HTH840FF	5/16/2013	12395	ENGINEER (ENVIRONMENTAL) V	N	SR26	13	P	B	1.00	88,848	1.00	88,848
HTH840FF	6/27/2013	120338	SECRETARY II	N	SR14	03	P	B	1.00	32,424	1.00	32,424
HTH840FF	8/1/2013	50724	ENGINEER (ENVIRONMENTAL) IV	N	SR24	13	P	B	1.00	62,424	1.00	62,424
HTH840FF	8/23/2013	50725	ENGINEER (ENVIRONMENTAL) IV	N	SR24	13	P	B	1.00	60,024	1.00	62,424
HTH840FF	11/1/2013	50726	OFFICE ASSISTANT III	N	SR08	03	P	B	1.00	25,668	1.00	26,700
HTH840FF	11/2/2013	106921	ENVIRONMENTAL OMBUDSMAN	Y	SRNA	13	P	B	1.00	64,896	1.00	64,896
HTH840FG	1/4/2013	113233	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	N	1.00	53,352	1.00	51,312
HTH840FG	11/1/2012	44616	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	A	1.00	64,114	1.00	67,488
HTH840FG	8/1/2013	45959	PLANNER IV	N	SR22	13	P	N	1.00	49,332	1.00	51,300
HTH840FG	1/4/2013	101101	PUBLIC PARTICIPATION COORD	Y	SRNA	13	P	N	1.00	51,312	1.00	51,312
HTH840FG	11/3/2011	112458	ENGINEER (ENVIRONMENTAL) V	N	SR26	13	P	N	1.00	55,500	1.00	60,024
HTH840FG	12/1/2011	26613	ENGINEER (ENVIRONMENTAL) III	N	SR22	13	P	A	1.00	57,023	1.00	60,024
HTH840FG	2/22/2012	111448	ENGINEER (ENVIRONMENTAL) IV	N	SR24	13	P	N	1.00	51,312	1.00	43,296
HTH840FG	11/16/2011	41177	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	31,212	1.00	31,212
HTH840FG	3/18/2013	10845	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	25,668	1.00	25,668
HTH840FG	8/1/2013	118227	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	N	1.00	42,141	1.00	67,488
HTH840FG	8/1/2013	25579	ENGINEER (ENVIRONMENTAL) V	N	SR26	13	P	N	1.00	78,984	1.00	78,984
HTH840FG	8/20/2013	54732	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	P	1.00	51,312	1.00	45,576
HTH840FH	12/31/2011	28100	SECRETARY II	N	SR14	03	P	N	1.00	49,932	1.00	47,436

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Prog ID/Org	Separation Date	Position Number	Position Title	Exempt (Y/N)	SR Level	BU Code	T/P	MOF	Budgeted FTE	Budgeted Salary	Actual FTE	Actual Salary
HTH840FH	4/1/2013	42864	GEOLOGIST II	N	SR28	13	P	W	1.00	85,428	1.00	85,428
HTH840FH	9/18/2011	119333	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	N	1.00	-	1.00	60,024
HTH840FH	7/16/2012	117292	INFORMATION TECHNOL SPCLT IV	N	SR22	13	P	W	1.00	45,576	1.00	47,412
HTH840FH	5/16/2013	27808	GEOLOGIST I	N	SR26	13	P	W	1.00	64,920	1.00	64,920
HTH840FJ	6/30/2012	43933	ENVIRONMENTAL HEALTH SPCLT III	N	SR20	13	P	P	1.00	43,824	1.00	43,824
HTH840FJ	1/17/2012	49021	OFFICE ASSISTANT III	N	SR08	03	P	N	1.00	12,324	1.00	25,368
HTH840FJ	11/16/2011	102455	SOLID WASTE MGMT COORD	Y	SRNA	73	P	B	1.00	62,424	1.00	60,024
HTH840FJ	7/6/2013	117761	PLANNER IV	N	SR22	13	P	B	1.00	45,576	1.00	47,400
HTH840FJ	8/16/2011	41362	ENVIRONMENTAL HEALTH SPCLT III	N	SR20	13	P	P	1.00	42,132	1.00	42,132
HTH840FJ	1/10/2012	117759	ENVIRONMENTAL HEALTH SPCLT II	N	SR18	13	P	B	1.00	38,988	1.00	40,020
HTH840FJ	3/16/2012	110525	PLANNER IV	N	SR22	13	P	N	1.00	45,576	1.00	43,296
HTH840FJ	4/11/2012	52319	ENVIRONMENTAL HEALTH SPCLT III	N	SR20	13	T	P	1.00	-	1.00	42,132
HTH840FJ	7/12/2012	52321	ENVIRONMENTAL HEALTH SPCLT III	N	SR20	13	T	P	1.00	42,132	1.00	42,132
HTH840FJ	9/19/2012	52320	ENVIRONMENTAL HEALTH SPCLT III	N	SR20	13	T	P	1.00	38,988	1.00	42,132
HTH840FJ	1/3/2013	117142	ENVIRONMENTAL HEALTH SPCLT II	N	SR18	13	P	B	1.00	38,988	1.00	49,332
HTH840FJ	1/16/2013	51077	ENGINEER (ENVIRONMENTAL) IV	N	SR24	13	P	W	1.00	51,312	1.00	45,576
HTH840FJ	6/13/2013	117146	ACCOUNT CLERK II	N	SR08	03	P	B	1.00	28,836	1.00	25,668
HTH840FK	12/31/2011	45889	ENGINEER (ENVIRONMENTAL) III	N	SR22	13	P	A	1.00	61,674	1.00	61,680
HTH840FK	3/1/2012	45716	OFFICE ASSISTANT III	N	SR08	03	P	A	1.00	30,803	1.00	30,804
HTH840FK	5/16/2013	34401	ENGINEER (ENVIRONMENTAL) VI	N	SR28	23	P	W	1.00	78,984	1.00	78,984
HTH849FB	8/20/2013	23962	SECRETARY II	N	SR14	63	P	A	1.00	33,311	1.00	32,424
HTH849FC	12/31/2011	24204	SECRETARY II	N	SR14	03	P	N	1.00	39,480	1.00	39,480
HTH849FC	9/21/2013	102493	PUBLIC PARTICIPATION COORD	Y	SRNA	13	P	N	1.00	51,312	1.00	51,312
HTH849FD	6/29/2013	43628	ENVIRONMENTAL HEALTH SPCLT III	N	SR20	13	P	P	1.00	47,412	1.00	42,132
HTH849FD	7/31/2012	48056	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	W	1.00	36,999	1.00	45,576
HTH849FD	4/21/2012	48059	ENVIRONMENTAL HEALTH SPCLT IV	N	SR22	13	P	W	1.00	42,132	1.00	45,576
HTH850FS	12/3/2012	00101289	DIRECTOR, (OEQC)	Y	SRNA	93	P	A	1.00	80,746	1.00	84,996
HTH850FS	11/2/2013	00101289	DIRECTOR, (OEQC)	Y	SRNA	93	P	A	1.00	80,746	1.00	88,392
HTH904AJ	8/22/2013	00012282	PROGRAM SPECIALIST (AGING) VI	N	SR26	13	P	A	1.00	60,012	0.35	60,012
HTH904AJ	8/22/2013	00012282	PROGRAM SPECIALIST (AGING) VI	N	SR26	13	P	N	1.00	60,012	0.65	60,012
HTH904AJ	11/23/2011	00027598	ACCOUNTANT IV	N	SR22	13	P	A	1.00	45,576	0.35	45,576
HTH904AJ	11/23/2011	00027598	ACCOUNTANT IV	N	SR22	13	P	N	1.00	45,576	0.65	45,576
HTH905AH	7/31/2012	00027827	SOCIAL WORKER V	N	SR24	13	P	N	1.00	60,024	1.00	60,024
HTH905AH	3/31/2013	00045718	PRGM SPCLT (DEVLPMTL DISAB) IV	N	SR22	13	P	G	1.00	60,024	1.00	60,024
HTH907AB	8/31/2011	120469	PURCHASING TECHN II ( 120469)	N	SR13	03	P	A	1.00	48,048	1.00	48,048
HTH907AB	9/14/2012	00015127	PRE AUDIT CLERK II	N	SR13	03	P	A	1.00	32,424	1.00	32,424
HTH907AB	10/16/2013	00022686	OFFICE ASSISTANT III	N	SR08	03	P	A	1.00	31,212	1.00	31,212
HTH907AB	12/30/2011	00024426	PROG EVAL ANALYST III (V)	N	SR24	13	P	A	1.00	75,960	1.00	75,960
HTH907AB	8/9/2013	00024426	PROG EVAL ANALYST III (V)	N	SR20	13	P	A	1.00	43,812	1.00	43,812
HTH907AB	11/20/2012	00035954	DRAFTING TECHNICIAN VI	N	SR17	03	P	A	1.00	37,968	1.00	37,968
HTH907AB	6/30/2013	00117271	MANAGEMENT ANALYST IV	N	SR22	73	P	A	1.00	60,024	1.00	60,024
HTH907AD	12/30/2012	00002978	PERSONNEL CLERK V	N	SR13	63	P	A	1.00	44,412	1.00	44,412

Department of Health  
Personnel Separations

Table 15

<u>Prog ID/Org</u>	<u>Separation Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
HTH907AD	12/30/2012	00006486	PERSONNEL MGMT SPEC V	N	SR24	73	P	A	1.00	51,312	1.00	51,312
HTH907AD	11/4/2013	00007037	SECRETARY III	N	SR16	63	P	A	1.00	36,516	1.00	36,516
HTH907AL	11/30/2013	00003047	PUBLIC HEALTH ADM OFCR V	N	SR24	73	P	A	1.00	67,488	1.00	67,512
HTH907AN	4/30/2012	00043951	PERSONNEL CLERK II (IV)	N	SR11	63	P	A	1.00	30,036	1.00	30,036
HTH907AN	10/31/2013	00043951	PERSONNEL CLERK II (IV)	N	SR09	63	P	A	1.00	41,040	1.00	41,040
HTH907AP	12/30/2011	00041994	SECRETARY II	N	SR14	03	P	A	1.00	44,412	1.00	44,412

Department of Health  
New Hires

Table 16

<u>Prog ID/Org</u>	<u>New Hire Effective Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
HTH100DD	6/19/2012	120498	TBESC-LTB Project Coordinator (97630H)	Y	SRNA	13	T	P	1.00	54,084	1.00	64,920
HTH100DD	9/24/2012	3933	X Ray Technician I	N	SR14	03	P	A	1.00	36,516	1.00	33,756
HTH100DD	1/30/2013	4944	Licensed Practical Nurse II	N	HE08	10	P	A	1.00	37,248	1.00	40,164
HTH100DD	12/10/2012	13757	Registered Nurse IV	N	SR22	09	P	A	1.00	89,568	1.00	101,784
HTH100DD	2/14/2012	15218	Registered Nurse IV	N	SR22	09	P	A	1.00	75,780	1.00	94,512
HTH100DD	5/28/2013	17660	Office Assistant III	N	SR08	03	P	A	1.00	27,756	1.00	26,700
HTH100DD	1/18/2012	22025	Tuberculosis Physician	N	SC01	13	P	A	1.00	96,108	1.00	103,944
HTH100DD	1/15/2013	48016	Para Medical Assistant II	N	HE04	10	T	P	1.00	32,736	1.00	34,826
HTH100DD	5/24/2013	120726	Licensed Practical Nurse II	N	HE08	10	T	P	1.00	37,248	1.00	39,960
HTH100DD	4/1/2013	120727	Licensed Practical Nurse II	N	HE08	10	T	P	1.00	37,248	1.00	39,960
HTH100DI	9/25/2012	120710	Enhanced HIV PS Field Spcct	Y	SRNA	13	T	P	-	-	1.00	47,400
HTH100DI	9/30/2013	120711	Enhanced HIV PS Field Spcct	Y	SRNA	13	T	P	-	-	1.00	47,400
HTH100DI	6/5/2013	120712	Enhanced PS Surveillance Spclt	Y	SRNA	13	T	P	-	-	0.50	23,700
HTH100DI	9/25/2012	120713	Enhanced HIV PS Coordinator	Y	SRNA	13	T	P	-	-	1.00	47,400
HTH100DH	5/22/2013	23795	Office Assistant III	N	SR08	03	P	P	1.00	25,668	1.00	25,668
HTH100DH	3/18/2013	23796	Epidemiological Specialist IV	N	SR22	13	P	P	1.00	57,720	1.00	57,720
HTH100DH	3/25/2013	23798	Epidemiological Specialist V	N	SR24	23	P	A	1.00	75,960	1.00	75,960
HTH100DH	10/22/2012	23803	Registered Nurse IV	N	SR22	09	P	A	1.00	89,568	1.00	89,568
HTH100DH	2/8/2013	29059	Epidemiological Specialist III	N	SR20	13	T	P	1.00	47,400	1.00	47,400
HTH100DI	12/21/2012	39712	Office Assistant III	N	SR08	03	T	P	1.00	25,668	1.00	25,668
HTH100DI	11/4/2011	39722	Epidemiological Specialist I	N	SR16	13	T	P	1.00	43,812	1.00	37,464
HTH100DI	4/16/2013	39724	Epidemiological Specialist I	N	SR16	13	T	P	1.00	43,812	1.00	37,464
HTH100DI	11/1/2011	39725	Epidemiological Specialist III	N	SR20	13	T	P	1.00	43,812	1.00	43,812
HTH100DI	9/5/2012	116376	Program Specialist IV	N	SR22	13	P	A	1.00	57,708	1.00	57,708
HTH100DG	5/28/2013	120440	Licensed Practical Nurse II	N	HE08	10	P	A	1.00	37,248	1.00	41,448
HTH100DE	1/4/2012	35897	Registered Nurse IV	N	SR22	09	P	N	1.00	89,568	1.00	94,512
HTH100DF	11/14/2013	22896	Office Assistant III	N	SR08	03	P	A	1.00	25,668	1.00	25,668
HTH100DF	5/1/2013	112845	Para Medical Assistant II	N	HE04	10	P	A	1.00	32,736	1.00	34,386
HTH100DG	3/12/2013	977	Registered Nurse VI	N	SR26	29	P	A	1.00	95,892	1.00	110,568
HTH100DG	10/28/2013	1006	Registered Nurse III	N	SR20	09	P	A	1.00	81,216	1.00	74,340
HTH100DG	7/1/2011	1008	Registered Nurse III	N	SR20	09	P	A	1.00	68,736	1.00	83,616
HTH100DG	7/19/2013	1010	Registered Nurse IV	N	SR22	29	P	A	1.00	87,384	1.00	92,208
HTH100DG	7/15/2013	1011	Registered Nurse III	N	SR20	09	P	A	1.00	74,328	1.00	74,340
HTH100DG	11/4/2013	1019	Kitchen Helper	N	BC02	01	P	A	1.00	33,228	1.00	33,888
HTH100DG	6/19/2013	4406	Registered Nurse III	N	SR20	09	P	A	1.00	79,236	1.00	74,340
HTH100DG	9/23/2013	6537	Office Assistant II	N	SR06	03	T	A	1.00	23,688	1.00	23,688
HTH100DG	7/16/2012	22300	Janitor II	N	BC02	01	P	A	1.00	33,228	1.00	33,888
HTH100KE	3/6/2012	911	Secretary III	N	SR16	63	P	A	1.00	49,932	1.00	54,012
HTH100KE	3/19/2013	41993	Public Health Adm Officer VI	N	SR26	73	P	A	1.00	70,224	1.00	60,024
HTH100KE	10/1/2012	52071	Personnel Mgmt Specialist IV	N	SR22	73	P	A	1.00	51,312	1.00	45,576
HTH100KJ	3/1/2013	3006	Nursing Service Manager III	N	EM06	32	P	A	1.00	95,892	1.00	126,600
HTH100KJ	3/15/2013	3008	Registered Nurse VI	N	SR26	29	P	A	1.00	110,088	1.00	113,328
HTH100KJ	2/12/2013	3015	Registered Nurse III	N	SR20	09	P	A	1.00	77,304	1.00	74,340

Department of Health  
New Hires

Table 16

<u>Prog ID/Org</u>	<u>New Hire Effective Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
HTH100KJ	7/15/2013	3031	Office Assistant IV	N	SR10	03	P	A	1.00	32,424	1.00	27,756
HTH100KJ	3/16/2012	3032	Office Assistant IV	N	SR10	03	P	A	1.00	27,756	1.00	30,036
HTH100KJ	11/15/2011	3033	Registered Nurse VI	N	SR26	29	P	A	1.00	88,656	1.00	119,076
HTH100KJ	10/17/2012	3036	Registered Nurse IV	N	SR22	09	P	A	1.00	75,780	1.00	92,208
HTH100KJ	9/10/2013	3048	Registered Nurse VI	N	SR26	29	P	A	1.00	110,088	1.00	119,076
HTH100KJ	2/28/2012	3054	Registered Nurse IV	N	SR22	09	P	A	1.00	75,780	1.00	101,784
HTH100KJ	4/3/2012	3057	Registered Nurse IV	N	SR22	09	P	A	1.00	94,104	1.00	94,512
HTH100KJ	3/16/2012	3061	Registered Nurse II	N	SR18	09	P	A	1.00	85,248	1.00	74,340
HTH100KJ	2/1/2012	3063	Registered Nurse IV	N	SR22	09	P	A	1.00	75,780	1.00	94,512
HTH100KJ	8/29/2012	3076	Registered Nurse II	N	SR18	09	P	A	1.00	87,384	1.00	83,616
HTH100KJ	2/1/2012	3153	Secretary II	N	SR14	03	P	A	1.00	28,836	1.00	48,048
HTH100KJ	2/19/2013	3798	Registered Nurse III	N	SR18	09	P	A	1.00	75,780	1.00	74,340
HTH100KJ	3/15/2013	3805	Registered Nurse VI	N	SR26	29	P	A	1.00	110,088	1.00	119,076
HTH100KJ	2/1/2013	4139	Registered Nurse II	N	SR18	09	P	A	1.00	75,780	1.00	74,340
HTH100KJ	4/3/2012	4625	Office Assistant IV	N	SR10	03	P	A	1.00	41,040	1.00	37,968
HTH100KJ	1/8/2013	4924	Registered Nurse V	N	SR24	09	P	A	1.00	94,512	1.00	99,732
HTH100KJ	9/25/2013	7770	Registered Nurse II	N	SR18	09	P	A	1.00	57,828	1.00	62,544
HTH100KJ	11/9/2011	7771	Registered Nurse V	N	SR24	29	P	A	1.00	81,972	1.00	102,228
HTH100KJ	10/15/2012	7912	Registered Nurse II	N	SR18	09	P	A	1.00	94,104	1.00	74,340
HTH100KJ	11/8/2012	10561	Licensed Practical Nurse II	N	HE08	10	P	A	1.00	37,248	1.00	38,436
HTH100KJ	6/17/2013	12160	Office Assistant IV	N	SR10	03	P	A	1.00	31,212	1.00	27,756
HTH100KJ	2/14/2013	15202	Registered Nurse III	N	SR20	09	P	A	1.00	75,780	1.00	74,340
HTH100KJ	7/16/2012	19256	Registered Nurse VI	N	SR26	29	P	A	1.00	110,088	1.00	119,076
HTH100KJ	2/1/2013	19256	Registered Nurse VI	N	SR26	29	P	A	1.00	110,088	1.00	119,076
HTH100KJ	7/2/2013	21847	Registered Nurse VI	N	SR26	09	P	A	1.00	110,088	1.00	110,088
HTH100KJ	2/13/2013	23481	Registered Nurse III	N	SR20	09	P	A	1.00	85,248	1.00	80,400
HTH100KJ	3/28/2013	23532	Registered Nurse II	N	SR18	09	P	A	1.00	75,780	1.00	62,544
HTH100KJ	7/8/2013	23533	Registered Nurse IV	N	SR22	09	P	A	1.00	85,248	1.00	81,972
HTH100KJ	3/20/2013	25390	Registered Nurse IV	N	SR22	09	P	A	1.00	89,568	1.00	99,300
HTH100KJ	2/1/2013	26105	Licensed Practical Nurse II	N	HE08	10	P	A	1.00	37,248	1.00	39,840
HTH100KJ	8/9/2012	26109	Registered Nurse IV	N	SR22	09	P	A	1.00	85,248	1.00	94,512
HTH100KJ	8/13/2012	26183	Registered Nurse III	N	SR20	09	P	A	1.00	87,384	1.00	107,616
HTH100KJ	9/18/2013	26191	Registered Nurse II	N	SR18	09	P	A	1.00	91,812	1.00	62,544
HTH100KJ	12/14/2011	26206	Office Assistant III	N	SR08	03	P	A	1.00	33,756	1.00	35,064
HTH100KJ	10/30/2012	28672	Registered Nurse IV	N	SR22	09	P	A	1.00	75,780	1.00	96,888
HTH100KJ	11/19/2012	31039	Office Assistant III	N	SR08	03	P	A	1.00	27,756	1.00	26,700
HTH100KJ	12/11/2012	31548	Office Assistant III	N	SR08	03	P	A	1.00	33,756	1.00	26,700
HTH100KJ	11/1/2012	34046	Registered Nurse IV	N	SR22	09	P	A	1.00	75,780	1.00	92,208
HTH100KJ	4/3/2013	35632	Registered Nurse II	N	SR18	09	P	A	1.00	87,384	1.00	62,544
HTH100KJ	7/16/2013	37448	Registered Nurse II	N	SR18	09	P	A	1.00	91,812	1.00	62,544
HTH100KJ	3/15/2013	37450	Registered Nurse IV	N	SR22	09	P	A	1.00	91,812	1.00	92,208
HTH100KJ	9/4/2012	40490	Registered Nurse II	N	SR18	09	P	A	1.00	94,104	1.00	77,316
HTH100KJ	9/4/2012	43089	Registered Nurse II	N	SR18	09	P	A	1.00	94,104	1.00	74,340
HTH100KJ	3/23/2012	110726	Office Assistant IV	N	SR10	03	P	A	1.00	27,756	1.00	28,836

Department of Health  
New Hires

Table 16

<u>Prog ID/Org</u>	<u>New Hire Effective Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
HTH131DB	10/19/2012	116537	BTP Planner IV (95619H)	Y	SRNA	13	T	N	1.00	92,655	1.00	70,188
HTH131DB	7/1/2013	116599	BTP Public Health Educator III (95625H)	Y	SRNA	13	T	N	1.00	43,860	1.00	47,412
HTH131DB	9/26/2013	112861	BTP Fiscal Specialist (94615H)	Y	SRNA	13	T	N	1.00	49,344	1.00	49,920
HTH131DB	11/14/2012	113013	BTP Planner IV (94617H)	Y	SRNA	13	T	N	1.00	52,653	1.00	60,324
HTH131DB	1/11/2013	116608	BTP Public Health Educator (95637H)	Y	SRNA	13	T	N	1.00	43,860	1.00	57,192
HTH131DB	11/15/2012	118877	BTP Med Surge Capacity Coordinator (93020H)	Y	SRNA	13	T	N	1.00	66,024	1.00	60,324
HTH131DB	10/15/2012	120199	ESAR-VHP Project Manager (93021H)	Y	SRNA	13	T	N	1.00	50,000	1.00	49,920
HTH131DJ	7/8/2013	110680	Influenza Surveillance Coordinator (94608H)	Y	SRNA	13	T	P	1.00	55,968	1.00	54,696
HTH131DJ	5/21/2012	110681	Foodborne Disease Surveillance and Response Coordinator (94609H)	Y	SRNA	13	T	P	1.00	67,488	1.00	52,656
HTH131DJ	1/11/2013	119405	HAI Collaborative Coordinator	Y	SRNA	13	T	P	-	-	1.00	59,244
HTH131DJ	6/28/2013	120125	FERN Microbiologist (93017H)	Y	SRNA	13	T	P	1.00	47,976		49,896
HTH131DJ	7/1/2011	120205	ELC Microbiologist III	Y	SRNA	13	T	P	-	-	1.00	47,400
HTH131DJ	11/1/2011	120220	Epidemiologist I	Y	SRNA	13	T	P	-	-	1.00	64,920
HTH131DJ	2/2/2012	120222	ELC Informatician	Y	SRNA	13	T	P	-	-	1.00	50,520
HTH131DJ	2/1/2013	120794	Information Technol Spclt V (99501H)	N	SR24	13	T	P	1.00	69,369	1.00	53,364
HTH131DA	9/16/2013	15142	Physician II	N	SC01	13	P	A	1.00	73,044	1.00	90,600
HTH131DB	12/10/2012	117548	Office Assistant III	N	SR08	3	T	N	1.00	26,675	1.00	25668
HTH131DB	9/10/2012	117549	Office Assistant III	N	SR08	3	T	N	1.00	26,675	1.00	25668
HTH131DB	5/6/2013	117550	Office Assistant III	N	SR08	3	T	N	1.00	26,675	1.00	25668
HTH131DC	10/1/2013	15732	Office Assistant III	N	SR08	3	P	N	1.00	28,836	1.00	28,836
HTH131DC	11/1/2012	51120	Registered Nurse III	N	SR20	9	P	N	1.00	77,316	1.00	77,316
HTH131DC	9/18/2013	116414	Data Processing User Supp Tech	N	SR15	3	T	N	1.00	33,756	1.00	33,756
HTH131DC	3/25/2013	118909	Registered Nurse III	N	SR20	9	T	N	1.00	77,316	1.00	77,316
HTH131DJ	8/8/2012	17488	Epidemiological Specialist IV	N	SR22	13	P	A	1.00	43,836	1.00	47400
HTH131DJ	8/3/2012	36342	Secretary II	N	SR14	3	P	A	1.00	33,756	1.00	32,424
HTH131DJ	1/16/2013	46586	Office Assistant III	N	SR08	3	P	A	1.00	27,768	1.00	26,700
HTH420HP	10/11/2011	116720	CMHC Clubhouse Specialist (94347H)	Y	SRNA	13	T	A	1.00	39,096	1.00	51,312
HTH420HI	4/23/2012	116730	CMHC Forensic Coordinator (94322H)	Y	SRNA	13	T	A	1.00	43,812	1.00	64,152
HTH420HI	10/4/2011	116751	CMHC Clubhouse_PSR Coord (94382H)	Y	SRNA	23	T	A	1.00	42,180	1.00	57,720
HTH420HI	3/28/2012	116769	CMHC Case Management Coord (94334H)	Y	SRNA	23	T	A	1.00	42,180	1.00	63,492
HTH420HI	1/26/2012	116825	CMHC Clinical Social Worker (94370H)	Y	SRNA	13	T	A	1.00	46,788	1.00	60,024
HTH420HE	1/17/2012	116826	CMHC Clinical Social Worker (94380H)	Y	SRNA	13	T	A	1.00	46,788	1.00	78,828
HTH420HE	5/16/2012	116830	CMHC Jail Diversion Spclt (94315H)	Y	SRNA	13	T	A	1.00	40,660	1.00	47,412
HTH420HH	6/6/2012	117255	CMHC Case Management Spclt (95252H)	Y	SRNA	13	T	A	1.00	39,096	1.00	49,308
HTH420HI	8/30/2012	117263	CMHC Case Mgmt Team Leader (95259H)	Y	SRNA	13	T	A	1.00	39,096	1.00	55,488
HTH420HE	10/3/2011	117674	Psychiatrist II (98230H)	Y	SC1Z	13	T	A	1.00	119,904	1.00	139,596
HTH420HK	9/26/2011	118717	CMHC Condit Rel Trans Prg Coord (98263H)	Y	SRNA	23	T	A	1.00	57,720	1.00	66,768
HTH420HL	9/9/2011	116428	CMHC Medical Director (96206H)	Y	SRNA	13	T	A	1.00	26,700	1.00	196,848
HTH420HL	10/31/2011	116705	CMHC MI/SA Coordinator (94362H)	Y	SRNA	13	T	A	1.00	42,180	1.00	53,364
HTH420HL	9/19/2011	116717	CMHC Clubhouse Specialist (98280H)	Y	SRNA	13	T	A	1.00	42,144	1.00	47,400
HTH420HL	6/12/2012	116762	CMHC Case Mgmt Team Leader (98216H)	Y	SRNA	13	T	A	1.00	45,576	1.00	53,364
HTH420HM	9/12/2012	117259	CMHC Case Management Spclt (95290H)	Y	SRNA	13	T	A	1.00	45,576	1.00	45,576
HTH420HN	2/22/2012	116820	CMHC Jail Diversion Coord (94386H)	Y	SRNA	13	T	A	1.00	39,096	1.00	81,120

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HTH420HE	12/20/2011	14588	Social Worker IV	N	SR22	13	P	A	1.00	57,708	1.00	51,312
HTH420HE	8/5/2013	15553	Clinical Psychologist VII	N	SR28	13	P	A	1.00	82,128	1.00	75,960
HTH420HE	5/7/2012	19562	Social Worker IV	N	SR22	13	P	A	1.00	45,576	1.00	47,400
HTH420HE	1/3/2012	21979	Licensed Practical Nurse II	N	HE08	10	P	A	1.00	45,108	1.00	39,840
HTH420HE	2/27/2012	48092	Human Svcs Prof IV	N	SR22	13	P	A	1.00	49,332	1.00	47,400
HTH420HG	6/4/2012	29830	Clinical Psychologist VII	N	SR28	23	P	A	0.50	44,424	0.50	32,460
HTH420HH	9/5/2013	4592	Secretary II	N	SR14	03	P	A	1.00	33,756	1.00	32,424
HTH420HI	5/16/2012	2108	Secretary III	N	SR16	03	P	A	1.00	54,012	1.00	42,684
HTH420HI	11/8/2013	11678	Registered Nurse IV	N	SR22	09	P	A	1.00	87,384	1.00	96,888
HTH420HI	9/26/2011	27014	Social Worker IV	N	SR22	13	P	A	1.00	45,576	1.00	45,576
HTH420HI	8/1/2012	52096	Social Worker IV	N	SR22	13	P	A	1.00	45,576	1.00	47,412
HTH420HL	11/29/2011	7240	Licensed Practical Nurse II	N	HE08	10	P	A	1.00	45,108	1.00	39,840
HTH420HL	10/28/2011	9931	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,576	1.00	49,332
HTH420HL	8/16/2011	48096	Human Svcs Prof IV	N	SR22	13	P	A	1.00	51,312	1.00	47,412
HTH420HL	8/16/2012	48100	Human Svcs Prof IV	N	SR22	13	P	A	1.00	53,352	1.00	47,400
HTH420HM	2/6/2012	24369	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,576	1.00	47,400
HTH420HM	9/5/2012	47638	Office Assistant III	N	SR08	03	T	A	1.00	25,667	1.00	25,668
HTH420HM	11/1/2012	48109	Human Svcs Prof III	N	SR20	13	T	A	1.00	42,132	1.00	43,812
HTH420HM	6/1/2012	48110	Human Svcs Prof III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH420HM	4/17/2012	48976	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,576	1.00	45,576
HTH420HM	4/1/2013	48983	Human Svcs Prof IV	N	SR22	13	P	A	1.00	49,332	1.00	45,576
HTH420HM	11/18/2013	49069	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,573	1.00	47,400
HTH420HM	5/17/2012	52328	Human Svcs Prof III	N	SR20	13	T	A	1.00	42,132	1.00	43,812
HTH420HN	9/6/2011	24371	Licensed Practical Nurse II	N	HE08	10	P	A	1.00	37,248	1.00	39,840
HTH420HN	9/2/2011	34354	Public Health Adm Officer IV	N	SR22	13	P	A	1.00	45,577	1.00	47,400
HTH420HN	4/16/2013	43141	Registered Nurse IV	N	SR22	09	T	A	1.00	81,972	1.00	81,972
HTH420HN	8/22/2013	48979	Social Worker IV	N	SR22	13	P	A	1.00	45,576	1.00	47,400
HTH420HN	7/26/2012	52095	Social Worker IV	N	SR22	13	P	A	1.00	51,312	1.00	45,576
HTH420HN	1/22/2013	117732	Office Assistant III	N	SR08	03	P	A	1.00	25,668	1.00	26,700
HTH430HQ	5/13/2013	113050	HSH Psychiatric Specialist (92602H)	Y	SRNA	13	T	A	1.00	91,992	1.00	187,200
HTH430HQ	9/20/2013	113304	HSH Psychiatric Specialist (104221)	Y	SRNA	13	T	A	1.00	118,835	1.00	179,000
HTH430HQ	10/10/2011	116687	HSH Forensic Coordinator (95232H)	Y	SRNA	13	T	A	1.00	80,000	1.00	74,736
HTH430HQ	11/1/2012	118123	HSH MI/SA Specialist (98208H)	Y	SRNA	13	T	A	1.00	42,144	1.00	51,228
HTH430HQ	11/1/2013	121066	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	23,616	1.00	34,836
HTH430HQ	9/7/2011	2113	Truck Driver	N	BC06	01	P	A	1.00	38,436	1.00	39,204
HTH430HQ	8/16/2012	2131	Medical Technologist IV	N	SR22	13	P	A	1.00	57,708	1.00	57,720
HTH430HQ	6/4/2012	2155	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	34,836	1.00	39,840
HTH430HQ	12/3/2012	2167	LPN - Hospital (FP)	N	HE08	10	P	A	1.00	37,248	1.00	39,840
HTH430HQ	6/21/2013	2184	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	40,164	1.00	37,212
HTH430HQ	10/3/2013	2203	Psychiatric Technician (E)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HQ	6/4/2013	2257	Laundry Worker II	N	WS03	01	P	A	1.00	36,576	1.00	37,308
HTH430HQ	9/7/2011	2260	Grounds & Gen Svcs Supvr II	N	F205	02	P	A	1.00	45,360	1.00	49,080
HTH430HQ	6/3/2013	2261	Institution Food Svcs Mgr III	N	F208	02	P	A	1.00	49,044	1.00	54,144
HTH430HQ	3/19/2013	2276	Carpenter I	N	BC09	01	P	A	1.00	44,544	1.00	45,432

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HTH430HQ	7/11/2011	2282	Heavy Truck Driver	N	BC07	01	P	A	1.00	39,972	1.00	40,776
HTH430HQ	1/14/2013	2283	Equipment Operator III	N	BC09	01	P	A	1.00	44,544	1.00	45,432
HTH430HQ	3/24/2012	2301	Dietary Aid	N	BC03	01	P	A	1.00	34,164	1.00	34,848
HTH430HQ	9/30/2011	2310	Secretary III	N	SR16	63	P	A	1.00	48,048	1.00	42,684
HTH430HQ	1/1/2012	2313	Cook II	N	BC08	01	P	A	1.00	41,592	1.00	42,420
HTH430HQ	6/3/2013	6012	Office Assistant IV	N	SR10	03	P	A	1.00	35,064	1.00	28,836
HTH430HQ	6/1/2012	6055	Secretary II	N	SR14	03	P	A	1.00	49,932	1.00	35,064
HTH430HQ	1/14/2013	6075	Kitchen Helper	N	BC02	01	P	A	1.00	33,228	1.00	33,228
HTH430HQ	11/1/2011	6087	Registered Nurse V	N	SR24	29	P	A	1.00	94,512	1.00	104,784
HTH430HQ	7/9/2012	7210	LPN - Mental Health (FP)	N	HE08	10	P	A	1.00	37,248	1.00	39,840
HTH430HQ	10/3/2012	7250	Kitchen Helper	N	BC02	01	P	A	1.00	33,228	1.00	33,888
HTH430HQ	1/13/2012	10966	LPN - Mental Health (FP)	N	HE08	10	P	A	1.00	45,108	1.00	39,840
HTH430HQ	12/23/2011	12016	Groundskeeper II	N	WS02	01	P	A	1.00	35,544	1.00	36,252
HTH430HQ	12/5/2012	12034	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	34,836	1.00	37,212
HTH430HQ	7/2/2012	12035	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HQ	1/1/2012	12085	Cook I	N	BC05	01	P	A	1.00	36,960	1.00	37,704
HTH430HQ	8/24/2013	12920	Registered Nurse III	N	SR20	09	P	A	1.00	77,304	1.00	74,340
HTH430HQ	8/16/2011	14328	Registered Nurse III	N	SR20	09	P	A	1.00	74,328	1.00	90,036
HTH430HQ	1/14/2013	14512	Recreational Therapist III	N	SR20	13	P	A	1.00	36,024	1.00	42,132
HTH430HQ	7/23/2013	19262	Laundry Worker I	N	BC03	01	P	A	1.00	34,164	1.00	34,848
HTH430HQ	2/1/2012	19597	Janitor II	N	BC02	01	P	A	1.00	33,228	1.00	33,228
HTH430HQ	12/6/2012	25874	LPN - Mental Health (E)	N	HE06	10	P	A	1.00	37,248	1.00	38,436
HTH430HQ	5/16/2012	26136	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	34,836	1.00	37,212
HTH430HQ	10/1/2012	26138	Psychiatric Technician (FP)	N	HE06	10	P	A	0.50	18,030	0.50	19,218
HTH430HQ	2/4/2013	26917	Clinical Psychologist VI	N	SR26	13	P	A	1.00	55,500	1.00	57,720
HTH430HQ	1/14/2013	28362	Human Svcs Prof IV	N	SR22	13	P	A	1.00	47,412	1.00	47,400
HTH430HQ	3/12/2012	28624	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,576	1.00	51,300
HTH430HQ	9/1/2011	28769	Medical Record Technician V	N	SR11	03	P	A	1.00	37,968	1.00	33,756
HTH430HQ	3/11/2013	31477	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	41,760	1.00	37,212
HTH430HQ	9/1/2013	31530	Psychiatric Technician (E)	N	HE04	10	P	A	1.00	33,756	1.00	34,836
HTH430HQ	6/21/2013	31538	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	41,760	1.00	37,212
HTH430HQ	5/3/2013	32856	Nurse Manager	N	SR23	29	P	A	1.00	93,144	1.00	98,292
HTH430HQ	11/1/2013	32884	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	34,836	1.00	37,212
HTH430HQ	9/6/2013	33001	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	40,164	1.00	37,212
HTH430HQ	7/16/2013	33019	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	30,876	1.00	34,836
HTH430HQ	3/11/2013	33020	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	40,164	1.00	37,212
HTH430HQ	8/23/2011	33060	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	34,836	1.00	37,212
HTH430HQ	12/31/2011	33063	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	40,164	1.00	37,212
HTH430HQ	11/18/2013	34698	Personnel Clerk III	N	SR09	63	P	A	1.00	30,036	1.00	26,700
HTH430HQ	11/1/2013	34784	Psychiatric Technician (FP)	N	HE06	10	P	A	0.50	20,082	0.50	18,606
HTH430HQ	10/10/2011	34916	Clinical Psychologist VI	N	SR26	13	P	A	1.00	62,424	1.00	57,720
HTH430HQ	12/5/2011	35522	Recreational Therapist III	N	SR20	13	P	A	1.00	55,500	1.00	43,812
HTH430HQ	5/14/2012	36088	Clinical Psychologist VI	N	SR26	13	P	A	1.00	55,500	1.00	57,720
HTH430HQ	10/10/2011	36089	Clinical Psychologist V	N	SR24	13	P	A	1.00	55,500	1.00	55,500



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HTH430HQ	11/13/2012	41247	Office Assistant III	N	SR08	03	P	A	1.00	30,036	1.00	33,756
HTH430HQ	1/14/2013	41798	Statistics Clerk I	N	SR10	03	P	A	1.00	30,036	1.00	28,836
HTH430HQ	12/5/2011	42460	Clinical Psychologist VI	N	SR26	13	P	A	1.00	57,708	1.00	57,720
HTH430HQ	5/8/2013	43667	Office Assistant III	N	SR08	03	T	A	1.00	27,756	1.00	25,668
HTH430HQ	11/4/2013	43737	Office Assistant III	N	SR08	03	T	A	1.00	27,756	1.00	25,668
HTH430HQ	2/1/2013	45130	Personnel Clerk IV	N	SR11	63	P	A	1.00	31,212	1.00	33,756
HTH430HQ	5/14/2012	45735	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	40,164	1.00	37,212
HTH430HQ	3/16/2013	45750	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	40,164	1.00	37,212
HTH430HQ	3/7/2013	45751	Registered Nurse IV	N	SR22	09	P	A	1.00	75,780	1.00	92,208
HTH430HQ	8/16/2012	45753	Registered Nurse II	N	SR18	09	P	A	1.00	74,328	1.00	74,340
HTH430HQ	5/28/2013	45754	Registered Nurse III	N	SR20	09	P	A	1.00	79,236	1.00	74,340
HTH430HQ	2/28/2012	45756	Registered Nurse III	N	SR20	09	P	A	1.00	79,236	1.00	83,616
HTH430HQ	5/15/2013	45758	Registered Nurse III	N	SR20	09	P	A	1.00	77,304	1.00	74,340
HTH430HQ	3/11/2013	45759	Registered Nurse III	N	SR20	09	P	A	1.00	74,328	1.00	74,340
HTH430HQ	10/1/2013	45789	Janitor II	N	BC02	01	P	A	1.00	33,228	1.00	33,888
HTH430HQ	11/14/2011	45817	Groundskeeper I	N	BC02	01	P	A	1.00	33,228	1.00	33,888
HTH430HQ	9/16/2012	45829	Office Assistant III	N	SR08	03	P	A	1.00	30,036	1.00	28,836
HTH430HQ	7/9/2012	46081	Janitor II	N	BC02	01	P	A	1.00	31,236	1.00	33,888
HTH430HQ	6/3/2013	46315	Janitor II	N	BC02	01	P	A	1.00	33,228	1.00	33,888
HTH430HQ	7/8/2013	46461	Steam Plant Operator-Repairer	N	BC07	01	P	A	1.00	39,972	1.00	40,776
HTH430HQ	2/6/2012	46525	Clinical Psychologist VI	N	SR26	13	P	A	1.00	55,500	1.00	57,720
HTH430HQ	3/21/2013	48020	Registered Nurse V	N	SR24	09	P	A	1.00	94,512	1.00	102,228
HTH430HQ	4/22/2013	48992	Registered Nurse III	N	SR20	09	P	A	1.00	79,236	1.00	74,340
HTH430HQ	11/16/2011	48994	Registered Nurse III	N	SR20	09	P	A	1.00	68,736	1.00	83,616
HTH430HQ	4/9/2012	49024	Social Worker IV	N	SR22	13	P	A	1.00	49,332	1.00	53,364
HTH430HQ	8/23/2013	49028	Registered Nurse III	N	SR20	09	P	A	1.00	74,328	1.00	74,340
HTH430HQ	9/10/2012	49050	LPN - Mental Health (FP)	N	HE08	10	P	A	1.00	45,108	1.00	39,840
HTH430HQ	1/13/2012	49053	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	34,836	1.00	37,212
HTH430HQ	7/16/2012	50506	Personnel Mgmt Specialist II	N	SR18	73	P	A	1.00	36,024	1.00	38,988
HTH430HQ	11/1/2013	50710	Registered Nurse IV	N	SR22	09	P	A	1.00	85,248	1.00	94,512
HTH430HQ	9/9/2013	50713	Office Assistant III	N	SR08	03	P	A	1.00	30,036	1.00	25,668
HTH430HQ	1/17/2012	51084	Secretary II	N	SR14	63	P	A	1.00	37,968	1.00	33,756
HTH430HQ	4/8/2013	51128	PMA - Mental Health (E)	N	HE02	10	T	A	1.00	30,876	0.50	16,392
HTH430HQ	1/3/2013	52104	Accountant III	N	SR20	13	P	A	1.00	42,132	1.00	42,132
HTH430HQ	8/20/2013	103642	HSH Assoc Admin Quality Mgt	Y	SRNA	93	P	A	1.00	109,200	1.00	100,000
HTH430HQ	2/1/2013	111813	HSH Assoc Admin Clin Svcs	Y	SRNA	93	P	A	1.00	213,709	1.00	265,212
HTH430HQ	4/8/2013	116495	Registered Nurse III	N	SR20	09	T	A	1.00	57,756	1.00	74,340
HTH430HR	12/16/2012	116500	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HQ	9/16/2011	116504	PMA - Mental Health (E)	N	HE02	10	P	A	1.00	31,476	1.00	32,784
HTH430HQ	10/1/2012	116507	Psychiatric Technician (FP)	N	HE06	10	T	A	1.00	34,836	1.00	37,212
HTH430HQ	8/6/2012	116555	PMA - Mental Health (FP)	N	HE04	10	T	A	1.00	31,476	1.00	34,836
HTH430HQ	10/1/2012	116561	PMA - Mental Health (E)	N	HE02	10	T	A	1.00	31,476	1.00	34,836
HTH430HQ	1/2/2013	116564	PMA - Mental Health (E)	N	HE02	10	T	A	1.00	31,476	1.00	32,784
HTH430HQ	4/15/2013	116567	Psychiatric Technician (FP)	N	HE06	10	T	A	1.00	31,476	1.00	38,436

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Table 16

<u>Prog ID/Org</u>	<u>New Hire Effective Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
HTH430HQ	7/16/2013	117121	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	31,476	1.00	34,836
HTH430HQ	5/13/2013	117126	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	31,476	1.00	34,836
HTH430HQ	7/9/2012	118673	Janitor II	N	BC02	01	T	A	1.00	23,616	1.00	33,888
HTH430HR	11/1/2013	120472	Registered Nurse III	N	SR20	09	P	A	1.00	66,096	1.00	80,400
HTH430HR	11/1/2013	120473	Registered Nurse III	N	SR20	09	P	A	1.00	66,096	1.00	83,616
HTH430HR	11/1/2013	120474	Registered Nurse III	N	SR20	09	P	A	1.00	66,096	1.00	83,616
HTH430HR	11/1/2013	120475	Registered Nurse III	N	SR20	09	P	A	1.00	66,096	1.00	83,616
HTH430HR	11/1/2013	120476	Registered Nurse III	N	SR20	09	P	A	1.00	66,096	1.00	83,616
HTH430HR	6/8/2012	120478	LPN - Mental Health (FP)	N	HE08	10	P	A	1.00	37,248	1.00	39,840
HTH430HR	6/8/2012	120479	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	30,756	1.00	37,212
HTH430HR	10/1/2012	120481	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HR	6/8/2012	120482	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HR	12/27/2012	120483	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HR	6/8/2012	120484	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	32,736	1.00	37,212
HTH430HR	6/8/2012	120485	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HR	6/8/2012	120486	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HR	6/8/2012	120487	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HR	6/8/2012	120488	PMA - Mental Health (FP)	N	HE04	10	P	A	1.00	32,736	1.00	34,836
HTH430HR	6/8/2012	120489	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	32,736	1.00	37,212
HTH430HR	6/8/2012	120490	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	32,736	1.00	37,212
HTH430HR	6/8/2012	120491	Psychiatric Technician (FP)	N	HE06	10	P	A	1.00	32,736	1.00	37,212
HTH430HR	6/8/2012	120492	Psychiatric Technician (FP)	N	HE06	10	P	A	0.50	16,368	0.50	18,606
HTH440HD	10/29/2012	120403	FDA Tobacco Backup Project Coord (93815H)	Y	SRNA	13	T	P	0.50	25,518	0.50	23,418
HTH440HD	10/16/2012	120408	FDA Tobacco Project Coord (93814H)	Y	SRNA	13	T	P	1.00	45,036	1.00	46,836
HTH440HD	1/9/2013	37190	Prgm Spclt Substance Abuse IV	N	SR22	13	P	A	1.00	53,352	1.00	51,300
HTH440HD	5/20/2013	41639	Public Health Adm Officer V	N	SR24	73	P	A	1.00	53,352	1.00	64,920
HTH440HD	9/3/2013	42407	Prgm Spclt Substance Abuse V	N	SR24	13	P	A	1.00	67,488	1.00	53,364
HTH440HD	1/10/2012	43342	Program Specialist VI	N	SR26	13	P	A	1.00	75,960	1.00	73,032
HTH440HD	6/6/2012	44401	Alcohol And Drug Abuse Admr	N	EM07	35	P	A	1.00	89,544	1.00	79,104
HTH440HD	1/7/2013	112471	Accountant III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH440HD	8/29/2013	116386	Accountant IV	N	SR22	13	P	A	1.00	55,500	1.00	45,576
HTH440HR	11/1/2013	26644	Prgm Spclt Substance Abuse IV	N	SR22	13	P	N	1.00	51,312	1.00	55,488
HTH440HR	2/16/2012	27873	Public Health Program Manager	N	EM05	35	P	A	1.00	78,984	1.00	71,760
HTH460HF	9/21/2012	103004	CAMHD Performance Manager (91202H)	Y	SRNA	23	T	A	1.00	50,000	1.00	64,896
HTH460HL	6/29/2012	108725	HFGC PHAO (51101)	Y	SRNA	13	P	A	1.00	42,132	1.00	47,400
HTH460HL	10/15/2012	108732	HFGC MHCC IV (90020H)	Y	SRNA	13	T	A	1.00	42,132	1.00	47,400
HTH460HF	5/22/2012	110162	CAMHD Program Specialist (90354H)	Y	SRNA	13	T	B	1.00	33,276	1.00	55,500
HTH460HF	5/1/2012	110163	CAMHD QUEST Plan Asst. (90241H)	Y	SRNA	03	T	B	1.00	40,512	1.00	33,720
HTH460HO	9/18/2012	110186	CAMHD FGC QA Specialist (90343H)	Y	SRNA	13	T	B	1.00	41,772	1.00	53,364
HTH460HO	12/3/2012	110188	CAMHD FGC QA Specialist (90345H)	Y	SRNA	13	T	B	1.00	45,180	1.00	47,400
HTH460HO	4/1/2013	110193	CAMHD FGC QA Specialist (90350H)	Y	SRNA	13	T	B	1.00	48,876	1.00	47,400
HTH460HF	6/3/2013	110361	CAMHD Program Monitor (91202H)	Y	SRNA	13	T	A	1.00	36,978	1.00	57,720
HTH460HF	1/17/2012	110474	CAMHD QUEST Provider Relations Spc (91206H)	Y	SRNA	13	T	A	1.00	42,624	1.00	60,204
HTH460HF	9/19/2011	110481	CAMHD Program Specialist (90011H)	Y	SRNA	13	T	A	1.00	45,576	1.00	57,192

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HTH460HF	1/17/2013	110950	CAMHD Transition Specialist (92216H)	Y	SRNA	13	T	A	1.00	105,000	1.00	130,008
HTH460HL	11/21/2012	111458	HFGC MHCC IV (90008H)	Y	SRNA	13	T	A	1.00	45,576	1.00	51,300
HTH460HF	11/14/2013	111660	CAMHD Program Monitor (92211H)	Y	SRNA	13	T	A	1.00	40,000	1.00	47,400
HTH460HH	1/18/2012	112272	DHFGC Psychiatric Specialist (106427)	Y	SRNA	13	T	A	1.00	118,835	1.00	184,212
HTH460HJ	9/10/2012	112652	LOFGC Psychiatric Specialist (97620H)	Y	SRNA	13	T	A	1.00	150,000	0.80	146,424
HTH460HF	3/19/2012	112718	CAMHD Medical Director (90016H)	Y	SRNA	93	T	A	1.00	88,000	1.00	260,556
HTH460HL	11/7/2011	112830	HFGC Psychiatric Specialist (97621H)	Y	SRNA	13	T	A	1.00	150,000	1.00	186,096
HTH460HF	8/30/2012	113297	CAMHD Statistics Clerk I (91213H)	Y	SRNA	03	T	A	1.00	21,708	1.00	33,312
HTH460HS	8/26/2013	117957	Forensic MH/JJ Psychiatric Specialist (97693H)	Y	SRNA	13	T	A	1.00	175,000	1.00	176,808
HTH460HS	10/1/2013	118026	CAMHD FCL QA Specialist (97688H)	Y	SRNA	13	T	A	1.00	43,000	1.00	47,400
HTH460HS	11/16/2012	118097	Forensic MH/JJ Psychiatric Specialist (14419)	Y	SRNA	13	T	A	1.00	55,500	1.00	72,792
HTH460HS	8/22/2012	118098	Forensic MH/JJ Psychiatric Specialist (97691H)	Y	SRNA	13	T	A	1.00	80,000	1.00	83,208
HTH460HF	9/25/2012	119485	Core Tele-health/Electric Health Records Analyst (94401H)	Y	SRNA	13	T	B	1.00	44,211	1.00	47,400
HTH460HF	9/10/2013	119507	CAMHD Kealahou Clinical Specialist (93002H)	Y	SRNA	13	T	P	1.00	89,610	1.00	82,704
HTH460HF	10/25/2011	119525	CAMHD Kealahou Assistant (93004H)	Y	SRNA	03	T	P	1.00	40,000	1.00	36,996
HTH460HF	6/26/2012	120191	CAMHD Kealahou Evaluator (93003H)	Y	SRNA	13	T	P	1.00	90,000	1.00	87,552
HTH460HF	11/13/2013	120202	CAMHD Kealahou Practice Dev Spec (93005H)	Y	SRNA	13	T	P	1.00	56,650	1.00	53,004
HTH460HF	8/15/2011	120207	CAMHD Kealahou Intensive Support Worker (93009H)	Y	SRNA	13	T	P	1.00	50,000	1.00	46,800
HTH460HF	8/15/2011	120210	CAMHD Kealahou Intensive Support Worker (93012H)	Y	SRNA	13	T	P	1.00	50,000	1.00	46,800
HTH460HF	8/15/2011	120211	CAMHD Kealahou Intensive Support Worker (93013H)	Y	SRNA	13	T	P	1.00	50,000	1.00	46,800
HTH460HF	7/26/2011	120271	CAMHD Kealahou Comm & Soc Mkt Spec (93007H)	Y	SRNA	13	T	P	0.50	32,000	1.00	31,200
HTH460HF	9/6/2011	120272	CAMHD Kealahou CLC Coord.	Y	SRNA	13	T	P	0.50	32,000	1.00	31,200
HTH460HF	9/27/2011	120312	CAMHD Kealahou Evaluator Coordinator	Y	SRNA	13	T	P	1.00	55,000	1.00	54,084
HTH460HF	8/13/2012	120342	CAMHD Kealahou Clerk (93014H)	Y	SRNA	03	T	P	1.00	30,000	1.00	30,000
HTH460HF	4/23/2012	120400	CAMHD Kealahou/Jud Intensive Support Worker	Y	SRNA	13	T	P	1.00	50,000	1.00	46,800
HTH460HF	2/17/2012	120428	CAMHD SOC Project Manager	Y	SRNA	13	T	P	1.00	90,000	1.00	87,588
HTH460HF	5/7/2012	120433	CAMHD SOC System Spanner	Y	SRNA	13	T	P	1.00	55,000	1.00	54,732
HTH460HF	5/14/2012	120436	CAMHD SOC Evaluation Assoc	Y	SRNA	13	T	P	1.00	65,000	1.00	62,400
HTH460HF	9/25/2013	120825	CAMHD SOC Social Marketing & Outreach	Y	SRNA	13	T	P	0.50	25,000	0.50	22,362
HTH460HF	9/25/2013	120873	CAMHD SOC Cultural Specialist	Y	SRNA	13	T	P	0.50	25,000	0.50	22,362
HTH460HE	6/13/2013	40505	Social Worker IV	N	SR22	13	P	A	1.00	49,332	1.00	49,308
HTH460HL	9/16/2013	51093	Office Assistant IV	N	SR10	03	T	A	1.00	31,212	1.00	27,756
HTH460HE	10/8/2013	110423	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,576	1.00	47,400
HTH460HF	5/8/2012	48061	Personnel Mgmt Specialist IV	N	SR22	73	P	A	1.00	45,576	1.00	47,400
HTH460HF	4/5/2012	48062	Accountant IV	N	SR22	13	P	A	1.00	53,352	1.00	49,308
HTH460HF	6/6/2012	48063	Accountant III	N	SR20	13	P	A	1.00	43,824	1.00	43,812
HTH460HF	7/16/2013	110112	Data Processing User Supp Tech	N	SR15	03	P	B	1.00	33,758	1.00	33,756
HTH460HF	12/3/2012	110491	Accountant III	N	SR20	13	P	B	1.00	40,548	1.00	43,812
HTH460HF	4/1/2013	112298	Account Clerk III	N	SR11	03	P	A	1.00	32,424	1.00	30,036
HTH460HF	1/24/2012	117090	Hospital Billing Clerk I	N	SR09	03	P	A	1.00	26,700	1.00	27,756
HTH460HH	1/22/2013	25630	Human Svcs Prof IV	N	SR22	13	P	A	1.00	42,140	1.00	47,400
HTH460HJ	11/13/2012	25414	Mental Health Supervisor II	N	SR26	23	P	A	1.00	78,984	1.00	57,720
HTH460HJ	7/2/2013	31047	Clinical Psychologist VI	N	SR26	13	P	A	1.00	55,500	1.00	70,188
HTH460HJ	7/29/2013	45426	Human Svcs Prof III	N	SR20	13	P	A	1.00	57,708	1.00	47,400

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HTH460HJ	12/3/2012	50514	Social Worker III	N	SR20	13	P	A	1.00	42,132	1.00	47,400
HTH460HJ	11/25/2013	110454	Social Worker III	N	SR20	13	P	A	1.00	45,576	1.00	43,812
HTH460HL	11/15/2012	40499	Human Svcs Prof IV	N	SR22	13	P	A	1.00	53,352	1.00	47,400
HTH460HL	12/4/2012	40547	Clinical Psychologist VI	N	SR26	13	P	A	1.00	55,500	1.00	57,720
HTH460HL	4/22/2013	42200	Human Svcs Prof IV	N	SR22	13	T	A	1.00	45,576	1.00	47,400
HTH460HL	5/1/2012	108761	Human Svcs Prof III	N	SR20	13	P	A	1.00	47,412	1.00	43,812
HTH460HL	3/18/2013	116630	Human Svcs Prof IV	N	SR22	13	P	A	1.00	49,332	1.00	47,400
HTH460HL	8/31/2012	117659	Office Assistant IV	N	SR10	03	T	A	1.00	32,424	1.00	28,836
HTH460HM	11/1/2011	41392	Clinical Psychologist VI	N	SR26	13	P	A	1.00	55,500	1.00	57,720
HTH460HM	7/16/2013	110405	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,576	1.00	47,400
HTH460HN	9/5/2012	25612	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,576	1.00	55,488
HTH460HS	9/20/2012	14420	Social Worker IV	N	SR22	13	P	A	1.00	62,424	1.00	47,400
HTH460HS	9/5/2012	25627	Secretary II	N	SR14	03	P	A	1.00	37,968	1.00	33,756
HTH460HS	7/16/2012	30116	Mental Health Supervisor II	N	SR26	23	P	A	1.00	55,500	1.00	57,720
HTH460HS	7/3/2013	51092	Office Assistant IV	N	SR10	03	T	A	1.00	28,836	1.00	27,756
HTH460HS	1/16/2013	118022	Public Health Adm Officer IV	N	SR22	13	P	A	1.00	45,576	1.00	47,400
HTH460HS	3/12/2012	118270	Social Worker IV	N	SR22	13	T	A	1.00	44,289	1.00	47,400
HTH460HS	10/8/2013	118433	Human Svcs Prof IV	N	SR22	13	P	A	1.00	37,464	1.00	47,400
HTH495HA	7/18/2011	108771	Deputy Director of Health	Y	SRNA	00	P	A	1.00	118,692	1.00	119,508
HTH495HB	5/17/2013	110685	AMHD PSR Service Coord (91242H)	Y	SRNA	13	T	A	1.00	42,000	1.00	78,000
HTH495HB	5/20/2013	112064	AMHD Spcl Pop Svcs Coord (91259H)	Y	SRNA	13	T	A	1.00	61,968	1.00	62,400
HTH495HB	3/1/2013	112077	Adult Mental Health Admr (103015)	Y	SRNA	93	T	A	1.00	75,960	1.00	250,008
HTH495HB	1/3/2012	112761	AMHD Fin Resource Spclt I (91252H)	Y	SRNA	13	T	A	1.00	57,312	1.00	64,920
HTH495HB	1/28/2013	112891	AMHD Access Screener (91270H)	Y	SRNA	13	T	A	1.00	36,280	1.00	42,372
HTH495HB	8/27/2012	112926	AMHD Access Screener (91287H)	Y	SRNA	13	T	A	1.00	23,496	1.00	44,064
HTH495HB	8/19/2013	112927	AMHD Access Screener (97202H)	Y	SRNA	13	T	A	1.00	28,836	1.00	42,300
HTH495HB	3/18/2013	112928	AMHD Access Screener (91271H)	Y	SRNA	13	T	A	1.00	39,000	1.00	45,324
HTH495HB	5/20/2013	113022	AMHD Housing Coordinator (90260H)	Y	SRNA	13	T	A	1.00	67,488	1.00	58,800
HTH495HB	9/5/2013	113080	AMHD Psychiatry Chief (104219)	Y	SRNA	13	T	A	1.00	118,835	1.00	245,808
HTH495HB	1/3/2012	116955	AMHD Fin Resource Spclt I (91263H)	Y	SRNA	13	T	A	1.00	38,100	1.00	49,296
HTH495HB	4/18/2012	116958	Office Assistant III	N	SR08	03	P	A	1.00	23,496	1.00	26,700
HTH495HB	2/14/2012	117221	AMHD Utilization Mgmt Spclt (94228H)	Y	SRNA	13	T	A	1.00	52,000	1.00	53,364
HTH495HB	2/27/2013	117295	AMHD Res Mgmt & Dev Spclt (91288H)	Y	SRNA	13	T	A	1.00	39,000	1.00	53,352
HTH495HB	10/9/2012	117403	AMHD Business Compl Spclt (91244H)	Y	SRNA	13	T	A	1.00	48,000	1.00	64,920
HTH495HB	4/1/2013	117597	AMHD Clerk Typist (91281H)	Y	SRNA	03	T	A	1.00	39,000	1.00	37,044
HTH495HB	10/28/2011	118168	AMHD RMD Office Assistant (94221H)	Y	SRNA	03	T	A	1.00	48,000	1.00	35,064
HTH495HB	9/15/2011	119433	CORE MIS App Inter-Context Mgt (92238H)	Y	SRNA	13	T	A	1.00	45,576	1.00	72,252
HTH495HB	10/10/2012	119435	CORE Research Evaluation Database Spclt (92232H)	Y	SRNA	13	T	A	1.00	42,132	1.00	43,812
HTH495HB	7/10/2013	120273	MHTG-ITISC Grant Eval Spclt (92247H)	Y	SRNA	13	T	P	1.00	43,000	1.00	60,000
HTH495HB	9/16/2011	120274	MHTG-ITISC Grant Eval Spclt (92246H)	Y	SRNA	13	T	P	1.00	62,035	1.00	65,004
HTH495HB	11/1/2012	28985	Personnel Mgmt Specialist IV	N	SR22	73	P	A	1.00	60,024	1.00	45,576
HTH495HB	10/14/2011	111429	Accountant III	N	SR20	13	P	A	1.00	47,412	1.00	62,424
HTH495HB	8/20/2013	111758	Accountant III	N	SR20	13	P	A	1.00	42,132	1.00	47,400
HTH495HB	5/1/2012	112059	Office Assistant III	N	SR08	03	P	A	1.00	25,668	1.00	26,700

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HTH495HB	11/28/2011	112664	Office Assistant III	N	SR08	03	P	A	1.00	25,668	1.00	28,836
HTH495HB	10/15/2012	116957	Office Assistant III	N	SR08	03	P	A	1.00	29,712	1.00	26,700
HTH495HC	5/8/2012	119371	CORE Monitoring Coordinator (90003H)	Y	SRNA	13	T	A	1.00	62,424	1.00	80,004
HTH495HC	6/3/2013	119381	CORE Research Statistician (92241H)	Y	SRNA	13	T	A	1.00	45,576	1.00	78,000
HTH495HC	2/27/2013	119382	CORE Research Statistician (92240H)	Y	SRNA	13	T	A	1.00	45,576	1.00	80,004
HTH501CQ	10/1/2013	120796	Program Specialist IV(SW IV)	N	SR22	13	P	A	1.00	47,448	1.00	51,300
HTH501JS	12/16/2011	118381	Social Worker III	N	SR20	13	T	A	0.50	21,066	0.50	43,812
HTH501KB	4/16/2012	120341	DDD Quality Assurance Officer (97638H)	Y	SRNA	13	P	A	1.00	65,000	0.50	65,712
HTH501CQ	8/14/2012	41490	Human Svcs Prof IV	N	SR22	13	P	A	1.00	55,500	1.00	53,364
HTH501CQ	3/20/2013	116336	Social Worker IV	N	SR22	13	P	A	1.00	45,576	1.00	49,308
HTH501CU	6/1/2012	2325	Secretary III	N	SR16	63	P	A	1.00	46,176	1.00	36,516
HTH501CU	9/30/2013	10539	Account Clerk II	N	SR08	03	P	A	1.00	33,756	1.00	25,668
HTH501CU	1/2/2013	24991	Accountant III	N	SR20	13	P	A	1.00	60,024	1.00	43,812
HTH501CV	9/28/2011	112748	Office Assistant III	N	SR08	3	P	A	1.00	31,212	1.00	33,756
HTH501ED	5/28/2013	15648	Dental Assistant II	N	SR08	3	P	A	1.00	26,700	1.00	25,668
HTH501ED	9/3/2013	19281	Dentist VI	N	SR26	13	P	A	1.00	62,424	1.00	82,128
HTH501ED	8/23/2013	26642	Dental Health Program Manager	N	EM06	35	P	A	1.00	86,628	1.00	103,200
HTH501JA	11/1/2013	4472	Secretary III	N	SR16	63	P	A	1.00	37,968	1.00	44,412
HTH501JA	11/17/2011	11567	Public Health Program Manager	N	EM05	35	P	A	1.00	71,760	1.00	90,360
HTH501JA	9/5/2012	120411	Human Svcs Prof IV (Progam Specialist IV)	N	SR22	13	P	A	1.00	45,064	1.00	53,364
HTH501JA	4/23/2012	120412	Social Worker IV (Program Specialist IV)	N	SR22	13	P	A	1.00	40,071	1.00	70,188
HTH501JE	1/16/2013	120652	Human Svcs Prof IV	N	SR22	13	P	A	1.00	50,707	1.00	70,188
HTH501JE	1/2/2013	120653	Human Svcs Prof IV	N	SR22	13	P	A	1.00	46,877	1.00	70,188
HTH501JN	11/1/2012	120586	Human Svcs Prof IV (Program Specialist IV)	N	SR22	13	P	B	1.00	57,046	1.00	70,188
HTH501JO	6/26/2012	2377	Social Service Assistant IV	N	SR11	03	P	A	1.00	32,424	1.00	42,684
HTH501JO	5/31/2013	10296	Registered Nurse III	N	SR20	09	P	A	1.00	81,216	1.00	90,036
HTH501JO	6/26/2013	10777	Social Worker III	N	SR20	13	P	A	1.00	49,332	1.00	43,812
HTH501JO	1/1/2013	25118	Registered Nurse III	N	SR20	09	P	A	1.00	68,736	1.00	83,616
HTH501JO	7/2/2013	27361	Social Worker IV	N	SR22	13	P	A	1.00	47,412	1.00	47,400
HTH501JO	10/2/2012	27474	Human Svcs Prof III	N	SR20	13	P	A	1.00	38,979	1.00	42,132
HTH501JO	1/27/2012	27475	Social Worker III	N	SR20	13	P	A	1.00	43,824	1.00	43,812
HTH501JO	10/7/2013	27494	Registered Nurse III	N	SR20	09	P	A	1.00	77,304	1.00	74,340
HTH501JO	7/11/2012	27504	Office Assistant IV	N	SR10	03	P	A	1.00	37,968	1.00	39,480
HTH501JO	3/19/2013	28135	Human Svcs Prof V	N	SR24	23	P	A	1.00	51,312	1.00	55,488
HTH501JO	12/26/2012	39282	Social Service Aid II	N	SR07	03	P	A	1.00	37,968	1.00	33,756
HTH501JO	10/14/2013	42138	Social Worker IV	N	SR22	13	P	A	1.00	47,412	1.00	47,400
HTH501JO	10/1/2012	48027	Social Worker III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH501JO	11/8/2012	48028	Human Svcs Prof III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH501JO	7/22/2013	51123	Human Svcs Prof III	N	SR20	13	P	A	1.00	43,824	1.00	43,812
HTH501JO	6/19/2013	110225	Human Svcs Prof I	N	SR16	13	P	A	1.00	42,132	1.00	37,464
HTH501JO	1/2/2013	110228	Social Worker III	N	SR20	13	P	A	1.00	47,412	1.00	42,132
HTH501JO	4/30/2012	110229	Social Worker III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH501JO	11/16/2012	111436	Human Svcs Prof V	N	SR24	23	P	A	1.00	67,488	1.00	70,188
HTH501JO	10/1/2012	112742	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,576	1.00	47,400

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HTH501JO	8/1/2012	112749	Social Worker IV	N	SR22	13	P	A	1.00	51,312	1.00	47,400
HTH501JO	2/1/2012	112938	Human Svcs Prof IV	N	SR22	13	P	A	1.00	49,332	1.00	47,400
HTH501JO	10/16/2012	112977	Social Worker III	N	SR20	13	P	A	1.00	43,824	1.00	45,576
HTH501JO	10/1/2012	117405	Office Assistant III	N	SR08	03	P	A	1.00	27,756	1.00	25,668
HTH501JO	10/16/2012	117406	Secretary II	N	SR14	03	P	A	1.00	32,424	1.00	37,968
HTH501JO	1/4/2012	118399	Human Svcs Prof V	N	SR24	23	P	A	1.00	55,500	1.00	53,364
HTH501JQ	9/9/2013	15930	Human Svcs Prof IV	N	SR22	13	P	A	1.00	49,332	1.00	47,400
HTH501JQ	2/16/2012	30048	Social Worker IV	N	SR22	13	P	A	1.00	67,488	1.00	47,400
HTH501JQ	9/6/2011	110246	Human Svcs Prof III	N	SR20	13	P	A	1.00	42,141	1.00	47,400
HTH501JQ	9/11/2013	112990	Human Svcs Prof III	N	SR20	13	P	A	1.00	53,352	1.00	43,812
HTH501JR	5/2/2012	12497	Human Svcs Prof V	N	SR24	23	P	A	1.00	67,488	1.00	67,512
HTH501JR	10/15/2012	21733	Human Svcs Prof IV	N	SR22	13	P	A	1.00	57,708	1.00	47,400
HTH501JR	2/22/2012	117840	Human Svcs Prof IV	N	SR22	13	P	A	1.00	24,246	1.00	47,400
HTH501JS	3/27/2012	27366	Human Svcs Prof III	N	SR20	13	P	A	1.00	62,424	1.00	43,812
HTH501JS	4/17/2012	43114	Social Worker IV	N	SR22	13	P	A	1.00	49,332	1.00	47,400
HTH501JS	5/28/2013	110234	Human Svcs Prof III	N	SR20	13	P	A	1.00	43,824	1.00	43,812
HTH501JS	12/11/2012	113191	Office Assistant III	N	SR08	03	P	A	1.00	28,836	1.00	26,700
HTH501KB	9/3/2013	27809	Personnel Clerk IV	N	SR11	63	P	A	1.00	26,700	1.00	28,836
HTH501KB	8/5/2013	35629	Research Statistician IV	N	SR22	13	P	A	1.00	45,576	1.00	57,720
HTH501KB	3/21/2012	38590	Secretary IV	N	SR18	63	P	A	1.00	44,412	1.00	58,440
HTH501KB	8/16/2012	44967	Secretary II	N	SR14	63	P	A	1.00	32,424	1.00	41,040
HTH501KB	8/7/2013	116351	Data Processing User Supp Tech	N	SR15	03	P	A	1.00	37,968	1.00	42,684
HTH501KB	11/16/2012	120215	Information Technol Spcct IV	N	SR22	13	P	A	1.00	38,952	1.00	47,400
HTH501KB	10/16/2012	120647	Planner V	N	SR24	13	P	A	1.00	55,500	1.00	53,364
HTH520AI	10/22/2013	101829	FACS Access Coordinator	Y	SRNA	13	T	A	1.00	60,024	1.00	62,424
HTH520AI	4/16/2012	120354	DCAB Program Support Technician	Y	SRNA	03	T	A	1.00	26,951	1.00	25,668
HTH560KC	1/3/2013	120549	Hospital Billing Clerk I	N	SR09	03	P	B	1.00	30,036	1.00	30,036
HTH560GI	8/1/2012	120416	Breastfeeding Peer Counselor Coordinator	Y	SRNA	13	T	N	1.00	42,132	1.00	42,132
HTH560GI	7/16/2012	120417	Breastfeeding Peer Counselor	Y	SRNA	10	T	N	1.00	30,876	1.00	31,860
HTH560CW	12/18/2012	119306	Program Specialist V	N	SR24	13	P	A	1.00	81,972	1.00	62,424
HTH560KC	10/9/2012	120285	RCHIT Rural Comm Hlth Coord (50176)	Y	SRNA	13	T	P	1.00	45,576	1.00	64,980
HTH560CF	11/26/2012	120555	Prep Project Coordinator	Y	SRNA	13	T	P	1.00	45,576	1.00	47,400
HTH560CT	3/28/2013	120575	MIECHV Research Analyst (93819H)	Y	SRNA	13	T	P	1.00	60,024	1.00	64,116
HTH560CT	12/17/2012	120576	MIECHV Contract Specialist	Y	SRNA	13	T	P	1.00	57,708	1.00	59,304
HTH560CT	1/2/2013	120577	MIECHV Contract Specialist	Y	SRNA	13	T	P	1.00	57,708	1.00	59,304
HTH560CT	11/29/2012	120579	MIECHV Statistics Clerk	Y	SRNA	03	T	P	1.00	35,064	1.00	34,692
HTH560CT	3/28/2013	120581	MIECHV Office Assistant	Y	SRNA	03	T	P	1.00	35,064	1.00	26,364
HTH560CC	3/22/2012	3227	Secretary III	N	SR16	63	P	N	1.00	27,006	1.00	46,176
HTH560CC	3/1/2013	3227	Secretary III	N	SR16	63	P	N	1.00	27,006	1.00	46,176
HTH560CC	12/20/2011	10263	Human Svcs Prof III	N	SR20	13	P	A	1.00	42,132	1.00	45,576
HTH560CC	2/14/2012	15938	Social Worker IV	N	SR22	13	P	A	1.00	67,488	1.00	45,576
HTH560CC	10/25/2011	37382	Registered Nurse V	N	SR24	09	P	B	1.00	96,876	1.00	110,088
HTH560CC	3/16/2012	38232	Registered Nurse IV	N	SR22	09	P	A	1.00	85,248	1.00	101,784
HTH560CC	4/3/2012	40907	Social Worker IV	N	SR22	13	P	A	1.00	45,576	1.00	53,364

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HTH560CC	9/17/2012	41997	Office Assistant III	N	SR08	03	T	A	0.50	14,418	0.50	13,350
HTH560CC	2/14/2012	42804	Office Assistant III	N	SR08	03	P	B	1.00	33,756	1.00	26,700
HTH560CC	2/20/2013	117966	Children & Yuth Prgm Spclt V	N	SR24	13	P	B	1.00	51,312	1.00	53,364
HTH560CC	2/1/2012	118547	Medical Record Technician V	N	SR11	03	P	B	1.00	31,212	1.00	30,036
HTH560CC	12/16/2011	118548	Medical Record Technician VI	N	SR13	03	P	B	1.00	31,212	1.00	35,064
HTH560CC	11/7/2012	118846	Registered Nurse IV	N	SR22	09	T	B	1.00	75,780	1.00	92,208
HTH560CC	7/16/2013	118948	Office Assistant III	N	SR08	03	P	A	0.50	12,834	0.50	12,834
HTH560CF	10/24/2013	52064	Children & Yuth Prgm Spclt IV	N	SR22	13	P	N	1.00	47,412	1.00	45,576
HTH560CG	1/19/2012	24854	Social Worker IV	N	SR22	13	P	A	1.00	62,424	1.00	47,400
HTH560CG	10/29/2012	49086	Social Worker III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH560CG	3/11/2013	49091	Social Worker III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH560CG	8/20/2012	49795	Secretary II	N	SR14	03	P	N	1.00	35,064	1.00	33,756
HTH560CG	12/1/2011	50140	Human Svcs Prof I	N	SR16	13	P	N	1.00	42,132	1.00	38,988
HTH560CG	6/12/2013	50146	Physical Therapist III	N	SR20	13	P	A	1.00	60,024	1.00	53,268
HTH560CG	4/1/2013	50150	Special Education Teacher III	N	SR20	13	P	A	1.00	42,132	1.00	51,312
HTH560CG	9/26/2011	50209	Social Worker III	N	SR20	13	P	A	1.00	45,576	1.00	43,812
HTH560CG	9/16/2013	50544	Social Worker IV	N	SR22	13	P	A	1.00	51,312	1.00	45,576
HTH560CG	1/23/2012	50559	Social Worker III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH560CG	4/3/2013	110298	Social Worker IV	N	SR22	13	P	A	1.00	45,576	1.00	47,400
HTH560CG	11/1/2013	110676	Children & Yuth Prgm Spclt V	N	SR24	13	P	N	1.00	51,314	1.00	53,364
HTH560CG	10/22/2013	112612	Children & Yuth Prgm Spclt IV	N	SR22	13	P	N	1.00	53,352	1.00	47,400
HTH560CG	4/10/2012	112759	Human Svcs Prof III	N	SR20	13	P	A	1.00	47,412	1.00	43,812
HTH560CG	3/27/2012	112999	Occupational Therapist III	N	SR20	13	P	A	1.00	49,332	1.00	49,908
HTH560CG	10/24/2012	113000	Human Svcs Prof III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH560CG	3/27/2012	113002	Human Svcs Prof III	N	SR20	13	P	A	1.00	45,576	1.00	43,812
HTH560CG	6/18/2012	113003	Social Worker III	N	SR20	13	P	A	1.00	42,132	1.00	43,812
HTH560CG	10/17/2011	113005	Social Worker III	N	SR20	13	P	A	1.00	42,132	1.00	57,708
HTH560CG	8/28/2012	118429	General Professional IV	N	SR22	13	P	N	1.00	47,412	1.00	47,400
HTH560CG	8/8/2012	118859	Social Worker II	N	SR18	13	T	A	1.00	38,988	1.00	38,988
HTH560CG	1/31/2013	119193	Human Svcs Prof IV	N	SR22	13	P	A	1.00	45,576	1.00	47,412
HTH560CK	5/30/2012	5087	Public Health Program Manager	N	EM05	35	P	A	1.00	71,760	1.00	71,760
HTH560CW	8/21/2012	15242	Registered Nurse IV	N	SR22	09	P	N	1.00	44,784	1.00	101,784
HTH560CW	9/28/2011	117164	Accountant III	N	SR20	13	P	N	1.00	45,576	1.00	43,812
HTH560GI	2/1/2012	24028	WIC Nutrition Aid	N	HE04	10	P	N	1.00	32,736	1.00	34,836
HTH560GI	2/1/2012	28047	WIC Nutrition Aid	N	HE04	10	P	N	1.00	32,736	1.00	34,836
HTH560GI	5/1/2013	35049	Public Health Nutritionist II	N	SR18	13	P	N	1.00	43,824	1.00	40,548
HTH560GI	1/3/2012	35985	Public Health Nutritionist III	N	SR20	13	P	N	1.00	43,824	1.00	42,732
HTH560GI	7/1/2011	36548	Public Health Nutritionist II	N	SR18	13	P	N	1.00	49,332	1.00	40,548
HTH560GI	3/16/2012	36914	WIC Nutrition Aid	N	HE04	10	P	N	1.00	38,604	1.00	34,836
HTH560GI	4/11/2013	38653	Office Assistant III	N	SR08	03	P	N	1.00	27,756	1.00	26,700
HTH560GI	5/3/2012	38654	Office Assistant III	N	SR08	03	P	N	1.00	31,212	1.00	27,756
HTH560GI	3/16/2012	39154	Public Health Nutritionist II	N	SR18	13	P	N	1.00	42,132	1.00	40,549
HTH560GI	11/14/2011	41368	Office Assistant II	N	SR06	03	P	N	1.00	30,036	1.00	24,648
HTH560GI	1/7/2013	41920	Office Assistant II	N	SR06	03	P	N	1.00	24,648	1.00	24,648

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HTH560GI	4/26/2012	43272	WIC Nutrition Assistant	N	HE06	10	P	N	1.00	32,736	1.00	37,212
HTH560GI	1/9/2012	44700	Office Assistant II	N	SR06	03	P	N	1.00	23,688	1.00	24,648
HTH560GI	2/13/2013	50503	Personnel Mgmt Specialist I	N	SR16	73	P	N	1.00	42,132	1.00	39,480
HTH560GI	10/2/2012	50504	Public Health Adm Officer V	N	SR24	13	P	N	1.00	57,708	1.00	53,364
HTH560GI	7/1/2013	50505	Secretary II	N	SR14	63	P	N	1.00	41,040	1.00	32,424
HTH560GI	4/24/2013	110728	Public Health Adm Officer III	N	SR20	13	P	N	1.00	43,824	1.00	43,812
HTH560KC	11/22/2011	2983	Secretary IV	N	SR18	63	P	A	1.00	48,048	1.00	60,744
HTH560KC	7/22/2013	28778	Office Assistant III	N	SR08	03	P	A	1.00	25,668	1.00	25,668
HTH560KC	6/29/2012	44164	Registered Nurse V	N	SR24	29	P	A	1.00	88,656	1.00	102,228
HTH560KC	8/16/2011	110210	Public Health Administrator	N	EM08	35	P	A	1.00	113,664	1.00	92,868
HTH560KC	10/22/2012	116632	Office Assistant II	N	SR06	03	T	N	0.50	12,324	0.50	12,324
HTH560KC	9/5/2012	117194	Hospital Billing Clerk I	N	SR09	03	T	B	1.00	26,707	1.00	26,700
HTH560KC	5/1/2013	117195	Hospital Billing Clerk I	N	SR09	63	T	B	1.00	28,836	1.00	26,700
HTH610FL	12/16/2011	42264	Secretary III	N	SR16	63	P	A	1.00	51,311	1.00	42,684
HTH610FL	5/1/2012	51109	Personnel Mgmt Specialist IV	N	SR22	73	P	B	1.00	55,500	1.00	53,352
HTH610FN	11/1/2012	05419	Vector Control Inspector II	N	SR13	03	P	A	1.00	42,191	1.00	31,212
HTH610FP	5/7/2012	36220	Office Assistant III	N	SR08	03	P	A	1.00	32,068	1.00	26,700
HTH610FP	10/1/2012	42249	Food & Drug Inspector III	N	SR20	13	P	A	1.00	41,633	1.00	42,132
HTH610FQ	2/20/2013	02981	Secretary II	N	SR14	03	P	A	1.00	47,435	1.00	36,516
HTH610FQ	9/17/2013	03181	Sanitarian III	N	SR20	13	P	A	1.00	40,025	1.00	42,132
HTH610FQ	2/6/2012	03182	Sanitarian II	N	SR18	13	P	A	1.00	38,521	1.00	38,988
HTH610FQ	3/16/2012	03189	Sanitarian V	N	SR24	23	P	A	1.00	72,162	1.00	57,708
HTH610FQ	5/1/2012	03192	Sanitarian IV	N	SR22	13	P	A	1.00	48,746	1.00	53,352
HTH610FQ	7/22/2013	03196	Sanitarian IV	N	SR22	13	P	A	1.00	64,114	1.00	45,576
HTH610FQ	11/26/2012	03210	Sanitarian I	N	SR16	13	P	A	1.00	50,684	1.00	36,024
HTH610FQ	11/16/2012	03211	Sanitarian II	N	SR18	13	P	A	1.00	43,297	1.00	38,988
HTH610FQ	3/2/2012	03214	Office Assistant III	N	SR08	03	P	A	1.00	28,534	1.00	31,212
HTH610FQ	2/1/2012	04624	Secretary II	N	SR14	03	P	A	1.00	47,435	1.00	42,684
HTH610FQ	6/1/2012	11341	Sanitarian II	N	SR18	13	P	A	1.00	61,674	1.00	38,988
HTH610FQ	1/25/2012	24008	Dist Envrmntl Hlth Prgm Chief	N	SR28	23	P	A	1.00	84,406	1.00	85,428
HTH610FQ	2/1/2012	24526	Sanitarian I	N	SR16	23	P	A	1.00	72,162	1.00	36,024
HTH610FQ	3/19/2012	31303	Sanitarian I	N	SR16	13	P	A	1.00	57,023	1.00	36,024
HTH610FQ	3/5/2012	111653	Office Assistant III	N	SR08	03	P	A	1.00	27,394	1.00	26,700
HTH610FQ	11/20/2012	120704	Sanitarian I	N	SR16	13	P	B	1.00	27,227	1.00	45,576
HTH610FQ	12/31/2012	120705	Sanitarian I	N	SR16	13	P	B	1.00	27,228	1.00	36,024
HTH610FQ	12/31/2012	120706	Sanitarian I	N	SR16	13	P	B	1.00	27,228	1.00	36,024
HTH610FQ	1/22/2013	120707	Sanitarian I	N	SR16	13	P	B	1.00	27,228	1.00	36,024
HTH610FQ	12/21/2012	120708	Sanitarian I	N	SR16	13	P	B	1.00	27,228	1.00	36,024
HTH610FQ	10/1/2013	120911	Sanitarian I	N	SR16	13	P	B	1.00	45,576	1.00	36,024
HTH610FR	9/5/2012	03080	Environmental Health Spclt V	N	SR24	13	P	A	1.00	64,114	1.00	70,224
HTH610FR	2/13/2013	03203	Environmental Health Spclt IV	N	SR22	13	P	A	1.00	48,746	1.00	49,332
HTH610FR	2/16/2012	03213	Secretary II	N	SR14	03	P	A	1.00	36,070	1.00	33,756
HTH610FR	12/1/2011	03218	Environmental Health Prgm Mgr	N	EM05	35	P	A	1.00	83,619	1.00	80,712
HTH610FR	2/13/2013	21938	Environmental Health Spclt IV	N	SR22	13	P	A	1.00	57,023	1.00	60,024



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HTH610FR	4/11/2012	21939	Environmental Health Spclt IV	N	SR22	13	P	A	1.00	41,633	1.00	45,576
HTH610FR	7/1/2013	24517	Environmental Health Spclt III	N	SR20	13	P	A	1.00	52,725	1.00	38,988
HTH610FR	8/26/2013	24521	Environmental Health Spclt III	N	SR20	13	P	A	1.00	54,823	1.00	38,988
HTH610FR	11/27/2012	26067	Environmental Health Spclt V	N	SR24	23	P	A	1.00	66,713	1.00	67,488
HTH610FR	5/1/2013	42001	Environmental Health Spclt III	N	SR20	13	P	A	1.00	40,025	1.00	57,708
HTH610FR	3/4/2013	40683	Office Assistant III	N	SR08	03	P	N	1.00	28,836	1.00	26,700
HTH710MB	12/20/2011	42293	Public Health Adm Officer V	N	SR24	73	P	A	1.00	69,392	1.00	48,744
HTH710MG	5/3/2013	21945	Chemist IV	N	SR22	13	P	A	1.00	59,303	1.00	62,424
HTH710MG	11/16/2011	40144	Laboratory Assistant III	N	SR10	03	P	A	1.00	40,550	1.00	30804
HTH710MG	8/1/2013	40151	Chemist III	N	SR20	13	P	A	1.00	48,746	1.00	43812
HTH710MG	10/8/2012	40152	Chemist III	N	SR20	13	P	A	1.00	43,297	1.00	42,132
HTH710MG	8/1/2013	47046	Chemist III	N	SR20	13	P	A	1.00	40,025	1.00	43,812
HTH710MI	12/20/2011	19646	Microbiologist IV	N	SR22	13	P	A	1.00	64,114	1.00	45,036
HTH710MJ	6/18/2012	03362	Microbiologist IV	N	SR22	13	P	A	1.00	64,114	1.00	45,576
HTH710MJ	3/19/2012	03722	Office Assistant III	N	SR08	03	P	A	1.00	30,803	1.00	25,668
HTH710MJ	1/17/2012	22131	Laboratory Assistant II	N	SR08	03	P	A	1.00	25,365	1.00	25,668
HTH710MK	9/17/2012	10389	Laboratory Assistant III	N	SR10	03	P	A	1.00	27,394	1.00	27,756
HTH710MM	8/1/2012	24088	Laboratory Assistant II	N	SR08	03	P	A	1.00	26,360	1.00	25,668
HTH720MP	8/3/2012	8628	Secretary III	N	SR16	03	P	A	1.00	44,412	1.00	41,040
HTH720MP	7/23/2013	8634	Secretary II	N	SR14	03	P	A	1.00	37,968	1.00	32,424
HTH720MP	11/1/2013	13207	Registered Nurse V	N	SR24	09	P	A	1.00	96,876	1.00	110,088
HTH720MP	10/23/2012	15030	Secretary II	N	SR14	03	P	N	1.00	-	1.00	36,516
HTH720MP	9/20/2013	15095	Office Assistant III	N	SR08	03	P	N	1.00	-	1.00	25,668
HTH720MP	11/26/2012	37265	Registered Nurse IV	N	SR22	09	P	A	1.00	94,104	1.00	92,208
HTH720MP	2/6/2012	37400	Registered Nurse IV	N	SR22	09	P	A	1.00	85,248	1.00	94,512
HTH720MP	3/9/2012	46846	Registered Nurse V	N	SR24	29	P	A	1.00	16,395	1.00	102,228
HTH720MP	9/9/2013	48030	Registered Nurse V	N	SR24	09	P	N	1.00	-	1.00	88,656
HTH720MP	12/13/2011	119133	Public Health Adm Officer IV	N	SR22	13	P	A	1.00	9,115	1.00	49,308
HTH720MP	7/29/2013	120459	Registered Nurse VI	N	SR26	29	P	P	1.00	-	1.00	95,892
HTH730MQ	10/16/2013	120994	Trauma System Public Heath Educator	Y	SRNA	13	T	B	-	-	1.00	47,412
HTH730MQ	10/16/2013	120995	Trauma System Office Assistant	Y	SRNA	03	T	B	-	-	1.00	33,756
HTH730MQ	10/16/2013	120996	Epidemiologist IV	Y	SRNA	13	T	B	-	-	1.00	82,128
HTH730MQ	10/16/2013	120997	Trauma System Public Heath Educator	Y	SRNA	13	T	B	-	-	1.00	49,332
HTH730MQ	7/15/2013	119134	State Trauma Program Accountant	Y	SRNA	13	T	B	1.00	51,312	1.00	45,576
HTH730MQ	6/4/2012	119163	State Trauma Program Coordinator	Y	SRNA	09	T	B	1.00	96,300	1.00	120,000
HTH730MT	11/1/2011	41807	Public Health Educator V	N	SR24	13	P	A	1.00	75,960	1.00	55,488
HTH730MT	5/20/2013	117781	Public Health Educator III	N	SR20	13	T	N	1.00	47,412	1.00	43,812
HTH760MS	8/31/2012	2993	Clerical Supervisor III	N	SR14	04	P	A	1.00	47,435	1.00	32424
HTH760MS	6/4/2012	8810	Clerical Supervisor II	N	SR12	04	P	A	1.00	36,070	1.00	33756
HTH760MS	7/3/2013	10096	Office Assistant III	N	SR08	03	P	A	1.00	24,385	1.00	25668
HTH760MS	1/2/2013	17469	Office Assistant IV	N	SR10	03	P	A	1.00	29,651	1.00	27756
HTH760MS	7/1/2013	26345	Office Assistant III	N	SR08	03	P	A	1.00	36,070	1.00	25668
HTH760MS	11/1/2011	38977	Office Assistant III	N	SR08	03	P	A	0.50	13,697	0.50	24384
HTH760MS	6/17/2013	40498	Office Assistant IV	N	SR10	03	P	A	1.00	29,651	1.00	32424

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HTH760MS	9/10/2013	120381	Office Assistant IV	N	SR10	03	T	A	1.00	26,368	1.00	27756
HTH760MS	8/7/2013	120383	Office Assistant IV	N	SR10	03	T	A	1.00	26,368	1.00	27756
HTH840FE	12/16/2011	03184	Secretary III	N	SR16	63	P	A	1.00	49,339	1.00	39,480
HTH840FE	8/1/2013	118604	Environmental Health Spclt IV	N	SR22	13	P	N	1.00	12,182	1.00	70,188
HTH840FF	5/16/2013	03219	Engineering Program Mgr	N	EM07	35	P	A	1.00	102,851	1.00	104,880
HTH840FF	11/20/2012	12042	Secretary II	N	SR14	03	P	A	1.00	47,435	1.00	41,040
HTH840FF	8/23/2013	12395	Engineer V	N	SR26	23	P	B	1.00	88,848	1.00	70,188
HTH840FF	6/5/2012	21926	Environmental Health Spclt III	N	SR20	13	P	B	1.00	67,488	1.00	47,400
HTH840FF	8/1/2013	40294	Engineer V	N	SR26	13	P	B	1.00	73,044	1.00	70,188
HTH840FF	11/16/2012	40295	Engineer III	N	SR22	13	P	B	1.00	62,424	1.00	47,400
HTH840FF	2/16/2012	50729	Environmental Health Spclt II	N	SR18	13	P	B	1.00	47,412	1.00	42,132
HTH840FF	11/4/2013	106921	Environmental Ombudsman	Y	SRNA	13	P	B	1.00	64,896	1.00	64,896
HTH840FF	10/1/2013	110666	Engineer III	N	SR22	13	P	B	1.00	45,576	1.00	47,400
HTH840FF	9/30/2013	120338	Secretary II	N	SR14	03	P	B	1.00	32,424	1.00	44,412
HTH840FG	6/27/2013	10845	Office Assistant III	N	SR08	03	P	N	1.00	25,668	1.00	25,668
HTH840FG	11/16/2011	19285	Secretary II	N	SR14	03	P	A	1.00	47,435	1.00	36,516
HTH840FG	11/3/2011	19645	Engineer VI	N	SR28	23	P	A	1.00	72,162	1.00	70,188
HTH840FG	2/22/2012	26613	Engineer III	N	SR22	13	P	A	1.00	57,023	1.00	45,576
HTH840FG	8/20/2013	44616	Environmental Health Spclt IV	N	SR22	13	P	A	1.00	64,114	1.00	47,400
HTH840FG	11/16/2011	44617	Environmental Health Spclt IV	N	SR22	13	P	A	1.00	64,114	1.00	51,300
HTH840FG	9/23/2013	101101	Public Participation Coordinator	Y	SRNA	13	P	N	1.00	51,312	1.00	51,312
HTH840FG	6/18/2012	110558	Environmental Health Spclt II	N	SR18	13	P	N	1.00	47,412	1.00	40,548
HTH840FG	6/1/2012	111448	Engineer IV	N	SR24	13	P	N	1.00	51,312	1.00	62,424
HTH840FG	2/1/2012	112458	Engineer V	N	SR26	13	P	N	1.00	55,500	1.00	67,512
HTH840FG	7/1/2013	120860	Engineer II	N	SR20	13	P	U	1.00	48,744	1.00	43,812
HTH840FG	10/15/2013	120861	Engineer III	N	SR22	13	P	U	1.00	48,744	1.00	47,400
HTH840FG	12/7/2011	111851	TMDL Coordinator	Y	SRNA	13	T	N	1.00	62,424	1.00	45,576
HTH840FH	4/16/2012	28100	Secretary II	N	SR14	03	P	N	1.00	49,932	1.00	42,684
HTH840FH	5/16/2013	42864	Geologist II	N	SR28	13	P	W	1.00	85,428	1.00	73,044
HTH840FH	9/28/2012	117292	Information Technol Spclt IV	N	SR22	13	P	W	1.00	45,576	1.00	49,308
HTH840FH	6/17/2013	119333	Environmental Health Spclt IV	N	SR22	13	P	N	1.00	-	1.00	45,576
HTH840FJ	9/27/2011	41363	Office Assistant III	N	SR08	03	P	P	1.00	23,688	1.00	26,700
HTH840FJ	7/12/2012	43933	Environmental Health Spclt III	N	SR20	13	P	P	1.00	43,824	1.00	43,812
HTH840FJ	12/6/2012	49021	Office Assistant III	N	SR08	03	P	N	1.00	12,324	1.00	26,700
HTH840FJ	1/3/2013	49808	Environmental Health Spclt IV	N	SR22	13	P	B	1.00	43,824	1.00	55,488
HTH840FJ	11/26/2012	52016	Office Assistant III	N	SR08	03	P	B	1.00	25,668	1.00	26,700
HTH840FJ	1/4/2012	102455	Solid Waste Management Coord	Y	SRNA	73	P	B	1.00	62,424	1.00	75,960
HTH840FJ	9/19/2012	102962	UST Public Participation Coord	Y	SRNA	13	P	P	1.00	45,000	1.00	55,488
HTH840FJ	3/16/2012	103001	Recycling Coordinator	Y	SRNA	13	T	B	1.00	53,172	1.00	55,296
HTH840FJ	7/1/2013	117142	Environmental Health Spclt II	N	SR18	13	P	B	1.00	38,988	1.00	40,548
HTH840FJ	5/13/2013	117146	Account Clerk II	N	SR08	03	P	B	1.00	28,836	1.00	25,668
HTH840FJ	5/6/2013	117758	Environmental Health Spclt III	N	SR20	13	P	B	1.00	42,132	1.00	43,812
HTH840FJ	5/30/2013	117759	Environmental Health Spclt II	N	SR18	13	P	B	1.00	38,988	1.00	40,548
HTH840FJ	8/16/2011	118596	Environmental Health Spclt IV	N	SR22	13	T	N	1.00	23,706	1.00	47,400

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HTH840FJ	1/4/2012	37489	Environmental Health Spclt IV	N	SR22	13	P	W	1.00	-	1.00	47,412
HTH840FJ	7/23/2012	117761	Planner IV	N	SR22	13	P	B	1.00	45,576	1.00	47,400
HTH840FK	5/16/2013	03212	Engineering Program Mgr	N	EM07	35	P	A	1.00	79,390	1.00	90,360
HTH840FK	12/1/2011	25580	Engineer V	N	SR26	13	P	W	1.00	73,044	1.00	64,920
HTH840FK	8/1/2013	34401	Engineer VI	N	SR28	23	P	W	1.00	78,984	1.00	92,400
HTH840FK	11/1/2012	45716	Office Assistant III	N	SR08	03	P	A	1.00	30,803	1.00	26,700
HTH840FK	9/17/2012	45889	Engineer III	N	SR22	13	P	A	1.00	61,674	1.00	47,400
HTH849FB	11/1/2013	23962	Secretary II	N	SR14	63	P	A	1.00	33,311	1.00	32,424
HTH849FB	7/25/2012	120213	Accountant IV	N	SR22	13	P	W	1.00	45,576	1.00	47,400
HTH849FC	1/23/2012	23812	Planner VI	N	SR26	13	P	N	1.00	78,984	1.00	57,720
HTH849FC	3/1/2012	24204	Secretary II	N	SR14	03	P	N	1.00	39,480	1.00	37,968
HTH849FC	11/4/2013	102493	Public Participation Coordinator	Y	SRNA	13	P	N	1.00	51,312	1.00	64,896
HTH849FD	1/4/2012	44834	Environmental Health Spclt IV	N	SR22	13	P	A	1.00	54,823	1.00	49,308
HTH849FD	12/4/2012	46057	Office Assistant III	N	SR08	03	P	P	1.00	53,352	1.00	26,700
HTH849FD	1/4/2012	48055	Environmental Health Spclt IV	N	SR22	13	P	P	1.00	45,576	1.00	47,400
HTH849FD	12/31/2012	48059	Environmental Health Spclt III	N	SR20	13	P	W	1.00	42,132	1.00	43,812
HTH849FD	3/1/2012	52076	Office Assistant III	N	SR08	03	P	W	1.00	31,212	1.00	26,700
HTH849FD	10/3/2013	118268	Office Assistant III	N	SR08	03	T	P	-	-	1.00	25,668
HTH849FD	1/10/2012	48056	Environmental Health Spclt III	N	SR20	13	P	W	1.00	36,999	1.00	45,576
HTH849FD	6/29/2012	43628	Environmental Health Spclt III	N	SR20	13	P	P	1.00	47,412	1.00	42,132
HTH850FS	11/10/2011	34588	Planner V	N	SR24	13	P	A	1.00	48,746	1.00	53,352
HTH850FS	10/9/2012	35898	Planner III	N	SR20	13	P	A	1.00	45,041	1.00	42,132
HTH850FS	6/21/2013	39881	Secretary II	N	SR14	03	P	A	1.00	40,550	1.00	33,756
HTH850FS	5/16/2013	101289	DIRECTOR, (OEQC)	Y	SRNA	93	P	A	1.00	80,746	1.00	88,392
HTH904AJ	11/28/2011	120259	LTC Community Living Prog Splt	Y	SRNA	13	T	N	1.00	50,004	1.00	50,004
HTH904AJ	10/15/2012	120407	Lifespan Respite Care Proj Coord	Y	SRNA	13	T	N	1.00	50,004	1.00	50,004
HTH904AJ	8/20/2013	9766	Secretary III	N	SR16	63	P	A	0.35	13,818	0.35	12,781
HTH904AJ	8/20/2013	9766	Secretary III	N	SR16	63	P	N	0.65	25,662	0.65	23,735
HTH904AJ	2/1/2012	27598	Accountant IV	N	SR22	13	P	A	0.35	17,266	0.35	17,955
HTH904AJ	2/1/2012	27598	Accountant IV	N	SR22	13	P	N	0.65	32,066	0.65	33,345
HTH904AJ	1/9/2013	36562	Office Assistant III	N	SR08	03	P	A	0.50	12,834	0.50	16,878
HTH904AJ	1/9/2013	36562	Office Assistant III	N	SR08	03	P	A	0.50	12,834	0.50	16,878
HTH904AJ	5/1/2013	41929	Program Specialist (Aging) IV	N	SR22	13	P	A	0.15	7,697	0.15	7,110
HTH904AJ	5/1/2013	41929	Program Specialist (Aging) IV	N	SR22	13	P	N	0.85	7,697	0.85	40,290
HTH904AJ	6/19/2013	110432	Program Specialist (Aging) III	N	SR20	13	P	A	0.50	28,854	0.50	21,066
HTH904AJ	6/19/2013	110432	Program Specialist (Aging) III	N	SR20	13	P	N	0.50	28,854	0.50	21,066
HTH904AJ	10/1/2013	110939	Program Specialist (Aging) IV	N	SR22	13	P	A	1.00	47,412	1.00	45,576
HTH904AJ	12/6/2011	117923	Program Specialist (Aging) IV	N	SR22	13	P	A	0.50	22,788	0.50	25,656
HTH904AJ	12/6/2011	117923	Program Specialist (Aging) IV	N	SR22	13	P	N	0.50	22,788	0.50	25,656
HTH904AJ	10/22/2012	120218	LTC Disability Program Specialist	Y	SRNA	13	T	N	1.00	50,000	1.00	50,004
HTH905AH	12/4/2012	27827	Social Worker V	N	SR24	13	P	N	1.00	60,024	1.00	60,012
HTH905AH	8/16/2012	35118	Prgm Spclt (Devlpmtl Disab) IV	N	SR22	13	P	N	0.50	25,656	0.50	23,700
HTH905AH	8/16/2012	45115	Prgm Spclt (Devlpmtl Disab) IV	N	SR22	13	P	A	0.50	24,666	0.50	23,700
HTH905AH	9/25/2013	45718	Prgm Spclt (Devlpmtl Disab) IV	N	SR22	13	P	A	1.00	60,024	1.00	47,400

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HTH905AH	10/15/2012	118735	Prgm Spclt (Devlpmtl Disab) IV	N	SR22	13	T	A	1.00	42,144	1.00	47,400
HTH907AG	11/1/2012	112996	BTP DPSA III	Y	SRNA	13	T	N	1.00	30,000	1.00	43,680
HTH907AG	12/20/2011	118810	Information Technol Spclt IV	N	SR22	13	P	A	1.00	40,508	1.00	64,920
HTH907AG	3/20/2013	120260	Data Processing User Supp Tech	N	SR15	03	T	A	1.00	46,200	1.00	33,756
HTH907AG	5/14/2013	120261	Data Processing User Supp Tech	N	SR15	03	T	A	1.00	46,200	1.00	33,756
HTH907AP	2/20/2013	120298	Core Performance Improvement Mgr (93250H)	Y	SRNA	13	T	P	1.00	60,000	1.00	75,000
HTH907AA	10/16/2012	41919	Office Assistant III	N	SR08	03	P	A	1.00	25,667	1.00	26,700
HTH907AB	9/27/2011	913	Account Clerk V	N	SR15	03	P	A	1.00	51,936	1.00	42,684
HTH907AB	11/7/2011	915	Secretary I	N	SR12	03	P	A	1.00	35,064	1.00	31,212
HTH907AB	10/22/2012	2178	Pre Audit Clerk I	N	SR11	03	P	A	1.00	31,212	1.00	30,036
HTH907AB	4/9/2013	2338	Pre Audit Clerk II	N	SR13	03	P	A	1.00	29,936	1.00	33,756
HTH907AB	6/21/2013	2976	Pre Audit Clerk I	N	SR11	03	P	A	1.00	30,036	1.00	30,036
HTH907AB	8/30/2012	3716	Pre Audit Clerk I	N	SR11	03	P	A	1.00	28,836	1.00	30,036
HTH907AB	12/3/2012	7506	Pre Audit Clerk I	N	SR11	03	P	A	1.00	30,036	1.00	30,036
HTH907AB	11/1/2012	15127	Pre Audit Clerk II	N	SR13	03	P	A	1.00	32,424	1.00	39,480
HTH907AB	2/2/2012	15527	Program Evaluation Analyst III	N	SR20	13	P	A	1.00	75,960	1.00	47,400
HTH907AB	6/25/2013	21756	Pre Audit Clerk I	N	SR11	03	P	A	1.00	27,387	1.00	30,036
HTH907AB	11/1/2011	22669	Accountant IV	N	SR22	13	P	A	1.00	49,332	1.00	49,308
HTH907AB	8/1/2011	22670	Program Budget Analyst VI	N	SR26	93	P	A	1.00	73,044	1.00	85,416
HTH907AB	10/25/2011	22671	Secretary I	N	SR12	03	P	A	1.00	42,684	1.00	32,424
HTH907AB	7/24/2012	23877	Program Evaluation Analyst V	N	SR24	13	P	A	1.00	67,488	1.00	60,012
HTH907AB	9/23/2013	24426	Program Evaluation Analyst III	N	SR20	13	P	A	1.00	75,960	1.00	43,812
HTH907AB	3/15/2013	24990	Pre Audit Clerk I	N	SR11	03	P	A	1.00	37,968	1.00	30,036
HTH907AB	5/20/2013	35954	Drafting Technician III	N	SR11	03	P	A	1.00	37,968	1.00	37,968
HTH907AB	12/3/2012	43276	Pre Audit Clerk I	N	SR11	03	P	A	1.00	35,064	1.00	30,036
HTH907AB	12/2/2011	44475	Pre Audit Clerk I	N	SR11	03	P	A	1.00	30,036	1.00	30,036
HTH907AB	5/14/2012	49074	Pre Audit Clerk I	N	SR11	03	P	A	1.00	36,516	1.00	30,036
HTH907AB	7/22/2013	117271	Management Analyst III	N	SR20	73	P	A	1.00	60,024	1.00	43,812
HTH907AB	3/1/2012	117616	Accountant IV	N	SR22	13	P	A	1.00	47,412	1.00	55,488
HTH907AB	8/1/2012	118334	Building Manager	N	SR22	13	P	A	1.00	47,412	1.00	47,400
HTH907AB	5/7/2012	120469	Procurement & Supply Spclt II	N	SR18	13	P	A	1.00	48,048	1.00	40,548
HTH907AB	2/21/2012	998	Office Assistant III	N	SR08	03	P	A	1.00	32,424	1.00	26,700
HTH907AD	11/16/2011	2624	Personnel Mgmt Specialist V	N	SR24	73	P	A	1.00	67,488	1.00	70,188
HTH907AD	3/1/2012	2977	Personnel Mgmt Specialist V	N	SR24	73	P	A	1.00	73,044	1.00	75,960
HTH907AD	6/28/2013	2978	Personnel Clerk III	N	SR09	63	P	A	1.00	44,412	1.00	70,188
HTH907AD	12/31/2012	6486	Personnel Mgmt Specialist V	N	SR24	73	P	A	1.00	67,488	1.00	27,756
HTH907AD	9/16/2011	22687	Personnel Mgmt Specialist VI	N	SR26	73	P	A	1.00	73,044	1.00	75,960
HTH907AD	2/2/2012	25936	Personnel Mgmt Specialist IV	N	SR22	73	P	A	1.00	60,024	1.00	51,300
HTH907AD	5/1/2012	42544	Personnel Mgmt Specialist IV	N	SR22	73	P	A	1.00	49,332	1.00	47,400
HTH907AD	2/7/2013	49076	Personnel Mgmt Specialist I	N	SR16	73	P	A	1.00	57,708	1.00	40,548
HTH907AD	3/1/2013	52036	Personnel Mgmt Specialist V	N	SR24	73	P	A	1.00	64,920	1.00	53,364
HTH907AG	12/1/2011	27928	Secretary III	N	SR16	63	P	A	1.00	54,012	1.00	39,480
HTH907AG	5/16/2012	28771	Office Assistant III	N	SR08	03	P	A	1.00	33,756	1.00	33,756
HTH907AL	4/20/2012	3119	Office Assistant III	N	SR08	03	P	A	1.00	30,036	1.00	31,212

Department of Health  
New Hires

Table 16

<u>Prog ID/Org</u>	<u>New Hire Effective Date</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>Budgeted FTE</u>	<u>Budgeted Salary</u>	<u>Actual FTE</u>	<u>Actual Salary</u>
HTH907AL	12/1/2011	34221	District Health Officer II	N	EM08	35	P	A	1.00	90,792	1.00	106,260
HTH907AM	11/1/2011	3055	Office Assistant IV	N	SR10	03	P	A	1.00	36,516	1.00	32,424
HTH907AM	2/21/2012	33989	Office Assistant III	N	SR08	03	P	A	1.00	28,836	1.00	26,700
HTH907AN	9/20/2012	6475	Office Assistant IV	N	SR10	03	P	A	1.00	36,516	1.00	27,756
HTH907AN	5/28/2013	22278	Office Assistant III	N	SR08	03	P	A	1.00	37,968	1.00	26,700
HTH907AP	2/17/2012	41994	Secretary II	N	SR14	03	P	A	1.00	35,064	1.00	36,516
HTH908AR	7/1/2013	120467	OLA Secretary (91317H)	Y	SRNA	03	P	A	1.00	37,896	1.00	37,896
HTH908AR	7/1/2013	120471	OLA Sr Legal Analyst (91316H)	Y	SRNA	13	P	A	1.00	60,000	1.00	60,000
HTH908AR	7/1/2013	118385	OLA Exec Director	Y	SRNA	93	P	A	1.00	81,120	1.00	81,120

Department of Health  
Unauthorized Positions

Table 17

<u>Prog ID/Org</u>	<u>Date Established</u>	<u>Legal Authority</u>	<u>Position Number</u>	<u>Position Title</u>	<u>Exempt (Y/N)</u>	<u>SR Level</u>	<u>BU Code</u>	<u>T/P</u>	<u>MOF</u>	<u>FTE</u>	<u>Annual Salary</u>	<u>Filled (Y/N)</u>	<u>Occupied by 89 Day Hire (Y/N)</u>
HTH730MT	9/3/2013	EM 13-02 (Gov) 8/15/13	120994	Trauma System Public Health Educator	Y	NA	13	T	B	1.00	\$ 47,412	Y	N
HTH730MT	9/3/2013	EM 13-02 (Gov) 8/15/13	120995	Trauma System Office Assistant	Y	NA	03	T	B	1.00	\$ 33,756	Y	N
HTH730MT	9/4/2013	EM 13-02 (Gov) 8/15/13	120996	Epidemiologist IV	Y	NA	13	T	B	1.00	\$ 82,128	Y	N
HTH730MT	9/3/2013	EM 13-02 (Gov) 8/15/13	120997	Trauma System Public Health Educator	Y	NA	13	T	B	1.00	\$ 49,332	Y	N

Department of Health  
Overtime Expenditures

Table 18

Prog ID	Program Title	MOF	FY12 (actual)			FY13 (actual)			FY14 (estimated)			FY15 (budgeted)		
			Base Salary \$\$\$\$	Overtime \$\$\$\$	Overtime Percent	Base Salary \$\$\$\$	Overtime \$\$\$\$	Overtime Percent	Base Salary \$\$\$\$	Overtime \$\$\$\$	Overtime Percent	Base Salary \$\$\$\$	Overtime \$\$\$\$	Overtime Percent
HTH100	HD Community Program	A				\$ 103,984	\$ 552	0.5%						
HTH100	Hale Mohalu	A	\$ 976,942	\$ 23,695	2.4%	\$ 943,748	\$ 21,543	2.3%	\$ 1,000,000	\$ 24,000	2.4%	\$ 1,007,868	\$ 29,000	2.9%
HTH100	Kalaupapa	A	\$ 1,497,853	\$ 91,372	6.1%	\$ 1,500,132	\$ 77,013	5.1%	\$ 1,700,000	\$ 80,000	4.7%	\$ 1,914,915	\$ 68,684	3.6%
HTH131	Disease Outbreak Control (DOCD)	A	\$ 60,024	\$ 433	0.7%	\$ 469,298	\$ 2,716	0.6%						
HTH131	DOCD	N	\$ 353,799	\$ 154	0.0%	\$ 576,924	\$ 635	0.1%						
HTH420	Adult Mental Health - Outpatient	A	\$ 13,503,208	\$ 3,069	0.0%				\$ 16,872,144	\$ 1,000	0.0%			
HTH430	Adult Mental Health - Inpatient	A	\$ 29,660,687	\$ 1,370,467	4.6%	\$ 29,192,692	\$ 2,096,614	7.2%	\$ 30,144,470	\$ 1,547,461	5.1%	\$ 31,511,868	\$ 951,495	3.0%
HTH495	Behavioral Health Administration	A	\$ 4,564,439	\$ 407	0.0%				\$ 5,145,430	\$ 500	0.0%			
HTH501	Developmental Disabilities (DD) Division	A				\$ 9,593,598	\$ 1,656	0.0%	\$ 10,796,581	\$ 1,700	0.0%	\$ 10,796,581	\$ 1,700	0.0%
HTH560GI	Women, Infants and Children	N							\$ 3,900,000	\$ 846	0.02%	\$ 4,000,000	\$ 900	0.02%
HTH560CF	Women, Infants and Children	N	\$ 208,555	\$ 2,588	1.2%									
HTH560CT	Women, Infants and Children	N				\$ 559,306	\$ 8,260	1.5%						
HTH520	Disability and Communication Access Board	A				\$ 789,497	\$ 5,691	0.7%	\$ 827,372	\$ 5,000	0.6%			
HTH590	Tobacco Settlements	V	\$ 69,187	\$ 1,716	2.5%	\$ 87,697	\$ 5,999	6.8%						
HTH590	Tobacco Settlements	B	\$ 2,875,103	\$ 5,662	0.2%	\$ 2,855,588	\$ 4,138	0.1%	\$ 2,964,865	\$ 10,000	0.3%	\$ 2,964,865	\$ 10,000	0.3%
HTH590	Tobacco Settlements	P							\$ 2,371,469	\$ 5,000	0.2%	\$ 2,371,469	\$ 5,000	0.2%
HTH610	Environmental Health Services	A	\$ 5,107,620	\$ 10,374	0.2%	\$ 4,820,071	\$ 8,417	0.2%	\$ 5,053,637	\$ 37,499	0.7%			
HTH610	Environmental Health Services	B	\$ 835,022	\$ 14,423	1.7%	\$ 807,740	\$ 5,012	0.6%	\$ 996,293	\$ 8,575	0.9%			
HTH710	State Laboratory Services	A	\$ 3,779,196	\$ 1,458	0.0%				\$ 3,779,196	\$ 367	0.0%			
HTH710	State Laboratory Services	N	\$ 259,308	\$ 3,694	1.4%				\$ -	\$ -	0.0%			
HTH730	Emergency Medical & Injury Prevention Services (EMSIPSB)	A	\$ 669,641	\$ 3,367	0.5%	\$ 663,915	\$ 740	0.1%	\$ 706,194	\$ -	0.0%			
HTH730	EMSIPSB	N	\$ 532,913	\$ 5,946	1.1%	\$ 384,940	\$ 19,650	5.1%	\$ -	\$ -	0.0%			
HTH730	EMSIPSB	P							\$ 142,250	\$ 1,480	1.0%			
HTH840	Environmental Management	A	\$ 2,409,099	\$ 521	0.0%	\$ 2,326,684	\$ 2,887	0.1%	\$ 2,409,099	\$ 597	0.0%			
HTH840	Environmental Management	B	\$ 4,467,502	\$ 130	0.0%	\$ 4,286,559	\$ 3,450	0.1%	\$ 4,640,016	\$ 2,471	0.1%			
HTH840	Environmental Management	N	\$ 2,848,592	\$ 5	0.0%				\$ 2,481,016	\$ -	0.0%			
HTH840	Environmental Management	W	\$ 3,472,643	\$ 41,991	1.2%	\$ 3,327,330	\$ 60,886	1.8%	\$ 3,206,815	\$ 28,711	0.9%			
HTH849	Environmental Health Administration	A	\$ 824,085	\$ 65	0.0%	\$ 801,986	\$ 1,783	0.2%	\$ 824,085	\$ 1,000	0.1%			
HTH849	Environmental Health Administration	W	\$ 1,164,885	\$ 1,295	0.1%	\$ 1,238,075	\$ 2,021	0.2%	\$ 1,978,291	\$ 24,866	1.3%			
HTH 904	Executive Office on Aging	A	\$ 380,505	\$ 2,947	0.8%	\$ 388,893	\$ 84	0.0%	\$ 388,893	\$ -	0.0%			

Department of Health  
Overtime Expenditures

Table 18

Prog ID	Program Title	MOF	FY12 (actual)			FY13 (actual)			FY14 (estimated)			FY15 (budgeted)		
			<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent	<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent	<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent	<u>Base Salary</u> \$\$\$\$	<u>Overtime</u> \$\$\$\$	<u>Overtime</u> Percent
HTH906	State Health Planning & Development	A				\$ 461,322	\$ 2,202	0.5%	\$ 452,151	\$ 9,886	2.2%	\$ 452,151	\$ 10,277	2.3%
HTH907	General Administration	A	\$ 6,345,209	\$ 90,728	1.4%	\$ 6,140,298	\$ 84,617	1.4%	\$ 6,466,877	\$ 100,000	1.5%	\$ 6,466,877	\$ 91,000	1.4%



**Department of Health  
Salary Overpayment for the Month Ending: November, 2013**

Employee	PROGRAM	Dates of Overpayment	Gross Amount Overpaid	Amount			Balance	CATEGORY				Amount Referred to the Attorney General-Current Mo	Referred to Attorney General
				Amount Recovered	Recovered Current Month	Balance		Still Employed and Occurred < 2 years	Still Employed and Occurred > 2 years	Not Employed and Occurred < 2 years	Not Employed and Occurred > 2 years		
	HSH	2012	771.76	501.92	73 90	269.84	269.84						
	FHSD	2012	180.55			180.55	180.55						
	AMHD/HS	2013	807.29	807.29	7 29	-	-						
	HSH	2013	715.92	715.92	115 92	-	-						
		2012	25.62	25.62	25 62								
	HSH	2008 & 2009	4,412.06	2,225.00		2,187.06		2,187.06					
	FHSD	2012/2013	543.97	543.97	69 91	-	-						
	AMHD	2012	7,104.48	-		7,104.48	7,104.48						
	DOCD	2012	71.13	71.13	71.13	-	-						
	HSH	11/7-30/12	761.25	761.25	647 90	-	-						
	AMHD	2012/2013	7,977.97	7,531.30	828.75	446.67	446.67						
	EHSD	2013	2,000.15	1,100.00	350 00	900.15	900.15						
	HSH	2013	470.80	320.80	320 80	150.00	150.00						
	HSH	2013	90.02			90.02	90.02						
	HSH	2004-2007	12,054.58	8,000.00	200 00	4,054.58		4,054.58					
	CDD	2012	936.37			936.37	936.37						
	HSH	2013	2,550.00	2,185.74	728 58	364.26	364.26						
	H/DHO	2012 & 2013	7,479.00	7,479.00	7,479 00	-	-	kiaha					
	FHSD/CSHN	2013	208.13			208.13	208.13						
	HSH	2009	5,123.02	1,276.21		3,846.81		3,846.81					
		W/C 1999 TO											
	HSH	2003	29,133.90	13,543.15	134 31	15,590.75		15,590.75					
	IMUNI. BR	2007	31,642.99	12,400.00	200 00	19,242.99		19,242.99					
		2013	493.96	493.96	493 96	-	-						
	HSH	2013	1,847.88	706.93	142 62	1,140.95	1,140.95						
	CD/PHN	2007-2009	4,304.72	2,196.24	697 65	2,108.48		2,108.48					
	HSH	2007/2008	9,481.25	2,767.97	200 00	6,713.28		6,713.28					
	CDD/HDB	2012	370.54	370.54	370 54	-	-						
	AMHD/HS	2013	1,103.89	250.00	250 00	853.89	853.89						
	HSH	2013	6,275.69	2,048.81		4,226.88	4,226.88						
	AMHD/HS	2013	1,195.11	-		1,195.11	1,195.11						
	PHN	2013	393.80			393.80	393.80						
	FHS	2012	486.95	486.95	196 95	-	-						
	AMHD/HS	2013	852.96	306.70		546.26	546.26						
	AMHD	2012	2,184.24	2,184.24	364 04	-	-						
	HSH	2013	595.31	595.31	195 31	-	-						
	HSH	2013	585.12	400.00		185.12	185.12						
<b>DOH SUBTOTAL</b>			<b>145,232.38</b>	<b>72,295.95</b>	<b>14,164.18</b>	<b>72,936.43</b>	<b>19,192.48</b>	<b>53,743.95</b>	<b>-</b>	<b>-</b>	<b>-</b>		

**The following accounts have been forwarded to AG's for Collection**

Employee	PROGRAM	Date(s) Overpaid	Gross Amount Overpaid	Amount Recovered	Amount Recovered Current Month	Balance	CATEGORY				Amount Referred to the Attorney General-Current Mo	Referred to Attorney General	
							Still Employed and Occurred < 2 years	Still Employed and Occurred > 2 years	Not Employed and Occurred < 2 years	Not Employed and Occurred > 2 years			
	DDD	2006-2010	26,659.55	4,500.00		22,159.55				22,159 55		X	
	DO	2003	246.23	-		246.23				246 23		X	
	HSH	2003	740.00	-		740.00				740 00		X	
	HSH	2004	669.19	-		669.19				669.19		X	
	HSH	2008/2009	1,074.02	318.05		755.97				755 97		X	
	CAMHD	2009	1,286.10	757.62		528.48				528.48		X	
		4/02, 5/02, 6/02											
	HANSENS	8/02 9/2002	421.54	407.08		14.46				14.46		X	
	PHNB	2002 to 2003	3,263.95	-		3,263.95				3,263 95		X	
		AUG TO DEC											
	HSH	2000	3,415.77	36.40		3,379.37				3,379 37		X	

**Department of Health  
Salary Overpayment for the Month Ending: November, 2013**

	WIC	3/1/03 TO 5/15/03	4,395.00	1,103.60		3,291.40			3,291.40		X
	MDO	2004	336.48	-		336.48			336.48		X
	HSH	1/12/06 to 4/28/06	3,772.96	572.00		3,200.96			3,200.96		X
	PHNB	W/C adj 12/2011- 6/2002	1,435.54	850.00		585.54			585.54		X
	DDD	2006-2009	1,627.44	326.21		1,301.23			1,301.23		X
	HSH	8/8-15/03	342.69	-		342.69			342.69		X
	AMHD	2007/2008	51,619.50	17,224.97	3,480.45	34,394.53			34,394.53		X AG received final order to garnish her pay.
	HSH	2012	86.79	-		86.79			86.79		X
	WIC	9/3/02 - 10/15/02	604.29	273.00		331.29			331.29		X
	CAMHD	2009	4,078.49	1,193.06		2,885.43			2,885.43		X
	DOCD	2008/2009	578.65	261.08		317.57			317.57		X
	CMIS	2009	178.07	24.56		153.51			153.51		X
	HSH	2009	2,340.64	-		2,340.64			2,340.64		X
	AMHD	2011	3,136.45	-		3,136.45	3,136.45				X
	CAMHD	2010	2,589.55	1,697.99		891.56			891.56		X
	HSH	2006/2007	337.30	25.00		312.30			312.30		X
	EMS	2008-2009	1,333.67	-		1,333.67			1,333.67		X
	HSH	01/2005-5/2005	5,304.13	-		5,304.13			5,304.13		X
	HSH	7/15/03 TO 8/26/03	2,988.87	-		2,988.87			2,988.87		X
	HSH	2011	178.08	78.97		99.11		99.11			X
	HSH	2008	1,277.88	442.75		835.13			835.13		X
	HAWAII DHO	2008	4,395.00	3,024.60		1,370.40			1,370.40		X
	AMHD	2010	2,078.52	568.38		1,510.14			1,510.14		X
	HSH	2003	4,587.31	35.00		4,552.31			4,552.31		X
<b>AG SUBTOTAL</b>			<b>137,379.65</b>	<b>33,720.32</b>	<b>3,480.45</b>	<b>103,659.33</b>	<b>3,136.45</b>	<b>-</b>	<b>99.11</b>	<b>100,423.77</b>	<b>-</b>
<b>GRAND TOTAL</b>			<b>282,612.03</b>	<b>106,016.27</b>	<b>17,644.63</b>	<b>176,595.76</b>	<b>22,328.93</b>	<b>53,743.95</b>	<b>99.11</b>	<b>100,423.77</b>	<b>0.00</b>

Department of Health  
Contract Costs

Table 20

Prog ID	MOF	Frequency		Max Value	Outstanding Balance	Term of Contract			Organization	Category E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
		Amount	(M/A/O)			Date Executed	From	To					
HTH100	A	\$ 100,000	M	N/A	\$ 52,184	7/1/2011	7/1/2011	6/30/2014	Diagnostic Laboratory Services Inc	S	Laboratory Services	Bill verified by checking client referred for test and date of test.	Y
HTH100	A	\$ 255,509	M	N/A	\$ 165,376	7/1/2011	7/1/2011	6/30/2014	Maui AIDS Foundation	S	Case management services for Maui county	Expenses checked against services provided.	Y
HTH100	A	\$ 436,928	M	N/A	\$ 278,628	8/1/2011	8/1/2011	7/31/2014	Gregory House programs	S	Housing assistance and rental subsidy	Expenses checked against services provided.	Y
HTH100	A	\$ 700,797	M	N/A	\$ 330,702	7/1/2011	7/1/2011	6/30/2014	Life Foundation	S	Case management services for Oahu	Expenses checked against services provided.	Y
HTH100	A	\$ 161,468	M	N/A	\$ 78,174	7/1/2011	7/1/2011	6/30/2014	Malama Pono Health Services	S	Case management services for Kauai county	Expenses checked against services provided.	Y
HTH100	A	\$ 366,269	M	N/A	\$ 233,494	7/1/2011	7/1/2011	6/30/2014	Hawaii Island HIV/AIDS Foundation	S	Case management services for Hawaii county	Expenses checked against services provided.	Y
HTH100	A	\$ 668,800	M	N/A	\$ 531,875	7/1/2013	7/1/2013	6/30/2015	Community Health Outreach Work Project	S	Outreach and syringe exchange program, drug treatment services	Expenses checked against services provided.	Y
HTH100	A	N/A, Based on Rate Schedule	M	N/A	N/A	6/28/2012	7/1/2012	6/30/2014	University, Clinical, Education and Research Associates	S	Medical Services for Kalaupapa Settlement and Hale Mohalu	Monthly review of patient status and outcomes by Governing Body. Invoices reviewed by facility supervisor for accuracy prior to payment.	Y
HTH100	A	N/A, Based on Rate Schedule	M	N/A	N/A	9/11/2013	7/1/2013	6/30/2015	Pharmacy Corporation of America dba PharMerica	G & S	Pharmacy services and pharmaceuticals for Kalaupapa Settlement and Hale Mohalu	Weekly review and reconciliation of patient medication orders. Invoices reviewed by facility supervisor for accuracy prior to payment.	Y
HTH100	A	N/A, Based on Rate Schedule	O - Weekly	N/A	N/A	8/26/2013	11/1/2013	10/31/2014	Kamaka Air, Inc.		Air Freight Services to/from Kalaupapa	Weekly air bills are reconciled against freight delivered.	N
HTH100	A	N/A, Based on Rate Schedule	A - One shipment per year	N/A	N/A	7/19/2013	10/1/2013	9/30/2014	Mid Pac Petroleum, L.L.C.	G & S	Gasoline for Kalaupapa (includes delivery)	Volume of gas delivered confirmed by Veeder Root reading (monitoring system) and manual stick reading.	N
HTH100	N	\$ 600,000	M	N/A	\$ 306,021	7/1/2011	7/1/2011	12/31/2013	CVS Procare Pharmacy	G & S	Drug dispensing, insurance co payments, controlled substance drugs	Bill verified by dispensing amounts, insurance co payments and drugs ordered.	Y
HTH100	N	\$ 475,000	M	N/A	\$ 475,000	7/1/2011	7/1/2011	6/30/2014	Amerisource Bergen Drug Corporation	G	Drug purchases	Expenses checked against services provided.	Y
HTH100	N	\$ 137,800	M	N/A	\$ 8,513	1/1/2011	1/1/2011	12/31/2013	Maui AIDS Foundation	S	HIV prevention services on Maui	Expenses checked against services provided.	Y
HTH100	N	\$ 30,000	M	N/A	\$ 30,000	4/1/2013	4/1/2013	12/31/2014	Malama Pono Health Services	S	HIV prevention service on Kauai	Expenses checked against services provided.	Y
HTH100	N	\$ 387,260	M	N/A	\$ 102,531	1/1/2011	1/1/2011	12/31/2014	Life Foundation	S	HIV prevention service on Kauai	Expenses checked against services provided.	Y
HTH100	N	\$ 50,000	M	N/A	\$ 24,841	4/1/2013	4/1/2013	12/31/2014	Hawaii Island HIV/AIDS Foundation	S	HIV prevention services on Hawaii	Expenses checked against services provided.	Y
HTH100	N	\$ 1,011,300	M	N/A	\$ 398,551	4/1/2011	4/1/2011	3/31/2014	AIDS Community Care Team	S	HIV care services statewide	Expenses checked against services provided.	Y

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HTH131	N	\$ 4,503	M	n/a	\$ 36,633	1/11/2006	1/11/2006	12/31/2014	Imi Kala, LLC	L	Lease of office space negotiated by DAGS for the Maui PHEP Program	not applicable since it's lease office space	N
HTH131	N	Varies depending on deliverables completed	O - as services are rendered	\$ 55,000	\$ 37,428	12/30/2010	12/31/2010	12/30/2013	PCF Virtual	S	To develop a statewide comprehensive, multi-disciplinary, culturally appropriate, public education campaign that increases immunization rates of the target audiences	regular discussions on progress and deliverables	Y
HTH131	N	Varies depending on deliverables completed	M	\$ 1,739,374	\$ 237,388	6/1/2011	6/1/2011	5/31/2014	HP enterprise Services	S	To maintain, enhance, and provide training to authorized users and State staff for the Hawaii Immunization Registry	monthly call and regular discussions on progress/deliverables	N
HTH131	N	Varies depending on deliverables completed	O - as services are rendered	\$ 1,619,750	\$ 30,000	6/30/2011	6/30/2011	12/31/2015	Consilience Software	S	To provide and implement a new commercial-off-the-shelf replacement for the current disease surveillance system	monthly call and regular discussions on progress/deliverables	N
HTH131	N	Varies depending on deliverables completed	O - as services are rendered	\$ 37,276	\$ 30,000	10/13/2009	10/13/2009	6/30/2014	Na Kahu Malama Nurses, Inc.	S	Provide school-based influenza immunization clinic services	regular calls and meetings to discuss progress/deliverables	Y
HTH131	N	Varies depending on deliverables completed	O - as services are rendered	\$ 7,583,199	\$ 1,360,810	3/3/2010	3/3/2010	6/30/2014	HHERF	S	Plan, develop, and maintain a statewide hospital/healthcare preparedness system	regular calls and meetings to discuss progress/deliverables	N
HTH131	N/T	Varies depending on deliverables completed	O - as services are rendered	\$ 1,970,491	\$ 471,721	10/2/2009	10/2/2009	6/30/2014	Altres Staffing	S	Provide school-based influenza immunization clinic services	regular calls and meetings to discuss progress/deliverables	Y
HTH420	A	\$ 40,756	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/26/12	1/1/13	10/31/13	Aloha Care Homes Corporation	S	Extended Care Adult Residential Care Home (E-ARCH)	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 235,902	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	3/25/13	4/1/13	3/31/14	Aloha House, Inc.	S	Community based case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ -	M	\$ 37,064	\$ 37,064	3/25/13	4/1/13	3/31/14	Aloha House, Inc.	S	Community based case management - peer specialist	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 102,762	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	6/24/13	5/1/13	4/30/14	Aloha House, Inc.	S	Specialized residential services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 688,848	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	8/6/13	6/1/13	5/31/14	Aloha House, Inc.	S	Crisis services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 32,551	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/11/12	1/1/13	10/31/13	APEX Case Management Serv.	S	Registered nurse case management services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 22,741	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/21/12	1/1/13	10/31/13	Bagain, Vicky C.	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y

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HTH420	A	\$ 21,080	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/26/12	1/1/13	10/31/13	Battulayan, Cion	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ -	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/21/12	1/1/13	10/31/13	Beltran, Milagros	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 212,625	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	5/21/13	6/1/13	11/30/13	Breaking Boundaries	S	Therapeutic living program services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 582,653	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	7/1/13, 10/29/13	7/1/13	12/31/13	Breaking Boundaries	S	24 hour, 8-16 hour group home	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 101,067	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	6/24/13	5/1/13	4/30/14	Breaking Boundaries	S	Specialized residential services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 57,084	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	4/1/13	4/1/13	3/31/14	Breaking Boundaries	S	Community based case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ -	M	\$ 16,834	\$ 16,834	4/1/13	4/1/13	3/31/14	Breaking Boundaries	S	Community based case management - peer specialist	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 33,812	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/20/12	1/1/13	10/31/13	Caballero, Felicitas	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 1,531,872	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	3/25/13	4/1/13	3/31/14	CARE Hawaii, Inc.	S	Community based case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ -	M	\$ 171,150	\$ 171,150	3/25/13	4/1/13	3/31/14	CARE Hawaii, Inc.	S	Community based case management - peer specialist	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 134,925	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	5/31/13	6/16/13	11/30/13	CARE Hawaii, Inc.	S	Therapeutic living program services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 193,948	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	7/1/13, 10/29/13	7/1/13	12/31/13	CARE Hawaii, Inc.	S	24 hour, 8-16 hour group home	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 256,797	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	6/24/13	5/1/13	4/30/14	CARE Hawaii, Inc.	S	Specialized residential services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 2,106,208	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	8/6/13	6/1/13	5/31/14	CARE Hawaii, Inc.	S	Crisis services	On site monitoring conducted, claims are matched with service authorizations.	Y

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HTH420	A	\$ 28,222	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/26/12	1/1/13	10/31/13	Casil, Carmelita	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 315,258	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	3/25/13	4/1/13	3/31/14	Community Empowerment Resources	S	Community based case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ -	M	\$ 36,129	\$ 36,129	3/25/13	4/1/13	3/31/14	Community Empowerment Resources	S	Community based case management - peer specialist	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 28,090	O	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	2/25/13	3/1/13	2/28/14	Community Ties of America, Inc.	S	Assessment services (paid as services are provided)	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 34,200	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/28/12	1/1/13	10/31/13	Comprehensive Health Care Systems, LLC	S	Registered nurse case management services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 13,431	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/28/12	1/1/13	10/31/14	Delia Launa Adult Residential Care Home, LLC	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 27,666	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/26/12	1/1/13	10/31/13	Dumlao, Rosana	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 19,956	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	6/3/13	1/1/13	10/31/13	Esta, Lina	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 41,744	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/28/12	1/1/13	10/31/13	Fajotina, Lilia	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 29,242	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/26/12	1/1/13	10/31/13	Felicitas, Jerry	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 17,918	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/21/12	1/1/13	10/31/13	Gabriel, Juliet S. dba Gabriel Care Home	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 1,391	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	5/15/13	4/1/13	3/31/14	Gateway Educational Services	S	Representative payee services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 246,096	O	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	6/24/13	7/1/13	6/30/14	Global Medical Staffing, Inc.	S	Psychiatric services (paid as services are provided)	On site monitoring conducted, medical charts are reviewed.	Y
HTH420	A	\$ 32,019	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	6/4/13	4/1/13	3/31/14	Hale Ipu Kukui Alakai	S	Representative payee services	On site monitoring conducted, claims are matched with service authorizations.	Y

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HTH420	A	\$ 89,162	O	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	9/3/13. 11/21/13, 11/29/13	7/1/13	1/31/14	Hawaii Health Systems Corp.	S	Acute psychiatric inpatient services (paid as services are provided)	Claims are matched with service authorizations.	Y
HTH420	A	\$ 181,331	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	5/15/13	4/1/13	3/31/14	Helping Hands Hawaii	S	Representative payee services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 24,824	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	5/15/13	5/1/13	4/30/14	Helping Hands Hawaii	S	Specialized residential services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 152,841	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	3/25/13	4/1/13	3/31/14	Helping Hands Hawaii	S	Community based case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 3,140	M	\$ 30,358	\$ 27,218	3/25/13	4/1/13	3/31/14	Helping Hands Hawaii	S	Community based case management - peer specialist	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 24,623	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	5/15/13	4/1/13	3/31/14	HOPE Services of Hawaii, Inc.	S	Representative payee services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 22,842	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	3/25/13	4/1/13	3/31/14	IHS, The Institute for Human Services	S	Community based case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ -	M	\$ 16,914	\$ 16,914	3/25/13	4/1/13	3/31/14	IHS, The Institute for Human Services	S	Community based case management - peer specialist	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 103,820	O	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	5/21/13	7/1/13	6/30/14	Jackson & Coker Locum Tenens, LLC	S	Psychiatric services (paid as services are provided)	On site monitoring conducted, medical charts are reviewed.	Y
HTH420	A	\$ 27,091	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/28/12	1/1/13	10/31/13	Jornacion, Romera A.	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 76,099	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	7/17/13	4/1/13	3/31/14	Kalihi-Palama Health Center	S	Community based case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ -	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	6/8/13	1/1/13	10/31/13	Lorenzo, Catherine	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 13,797	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	4/3/13	1/1/13	10/31/13	Lucas, Melanie	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 35,156	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	4/15/13	1/1/13	10/31/13	Mabini, Eden	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y

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HTH420	A	\$ 13,064	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/21/12	1/1/13	10/31/13	Manuel, Marina	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 311,325	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	5/29/13	6/16/13	11/30/13	Mental Health Kokua	S	Therapeutic living program services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 98,903	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	3/25/13	4/1/13	3/13/14	Mental Health Kokua	S	Community based case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 9,312	M	\$ 50,993	\$ 41,681	3/25/13	4/1/13	3/13/14	Mental Health Kokua	S	Community based case management - peer specialist	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 1,514,834	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	7/1/13, 10/25/13	7/1/13	12/31/13	Mental Health Kokua	S	24 hour, 8-16 hour group home	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 76,606	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	1/30/13	2/1/13	1/31/14	Mental Health Kokua	S	Peer Coaching	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 30,576	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/28/13	1/1/13	10/31/13	Monegas, Brenda	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 6,000	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/28/12	1/1/13	10/31/13	Mukai, Joyce	S	Registered nurse case management services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 860,729	O	\$ 984,212	\$ 123,483	3/30/12, 8/10/12, 6/27/13, 8/27/13	6/27/11	6/30/14	Netsmart Technologies, Inc.	G, S	Avatar information system upgrades, installation (paid as services are provided)	Individual invoices are audited for accuracy and completeness.	N
HTH420	A	\$ 1,630,368	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	3/21/13	4/1/13	3/31/14	North Shore Mental Health, Inc.	S	Community based case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 10,545	M	\$ 110,547	\$ 100,002	3/21/13	4/1/13	3/31/14	North Shore Mental Health, Inc.	S	Community based case management - peer specialist	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 140,628	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	7/1/13, 10/31/13	7/1/13	12/31/13	Po'ailani, Inc.	S	24 hour, 8-16 hour group home	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 535,136	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	7/25/13	5/1/13	4/30/14	Po'ailani, Inc.	S	Specialized residential services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 25,900	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/26/12	1/1/13	10/31/13	Prieto, Gloria	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y



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Prog ID	MOF	Amount	(M/A/O)	Max Value	Outstanding Balance	Date Executed	From	To	Organization	E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
HTH420	A	\$ 263,750	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	4/17/13	5/1/13	4/30/14	The Queen's Medical Center	S	Intensive outpatient hospital services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 46,301	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/26/12	1/1/13	10/31/13	Raguindin, Belma	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 53,560	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/22/12	1/1/13	10/31/13	Ramiro, Jean	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 11,152	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/26/12	1/1/13	10/31/13	Sagadraca, Aurora	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 31,374	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/28/12	1/1/13	10/31/13	Soria, Angelita A.	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 9,000	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/14/12	11/1/12	10/31/13	Special Education Center of Hawaii	S	Adult day program	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ -	M	budget not yet approved		8/29/13	7/1/13	12/31/13	Steadfast Housing Development Corp.	S	Supported Housing, Bridge Subsidy	On site monitoring conducted, expenditure reports are reviewed.	Y
HTH420	A	\$ -	M	budget not yet approved		8/29/13	7/1/13	10/31/13	Steadfast Housing Development Corp.	S	Semi-Independent housing	On site monitoring conducted, expenditure reports are reviewed.	Y
HTH420	A	\$ 240,500	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	5/15/13	4/1/13	3/31/14	Steadfast Housing Development Corp.	S	Supported employment	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 35,494	M	\$ 167,000	\$ 131,506	5/15/13	4/1/13	3/31/14	Steadfast Housing Development Corp.	S	Supported employment	On site monitoring conducted, expenditure reports are reviewed.	Y
HTH420	A	\$ 342,083	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	6/28/13, 10/29/13	7/1/13	12/31/13	Steadfast Housing Development Corp.	S	24 hour, 8-16 hour group home	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 358,966	M	\$ 717,932	\$ 358,966	12/14/12, 5/31/13	10/1/12	9/30/14	Susannah Wesley Community Center	S	Supported case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 14,851	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	12/26/12	1/1/13	10/31/13	Vargas, Levy	S	E-ARCH	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 627,448	M	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	Fee-for-service contracts include fee schedules for contracted services and no maximum values.	7/1/13, 10/24/13	7/1/13	12/31/13	Waianae Coast Community Mental Health Center, Inc.	S	24 hour, 8-16 hour group home	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	A	\$ 443,971	M	\$ 623,435	\$ 179,464	2/2/09	4/1/09	3/31/16	Schuyler E. Cole	L	Clinic, clubhouse lease	Individual invoices are audited for accuracy and completeness.	N

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HTH420	A	\$ 189,685	M	\$ 360,761	\$ 171,076	6/15/12	11/1/11	9/30/15	Wilcox Seed Building	L	Clubhouse lease	Individual invoices are audited for accuracy and completeness.	N
HTH420	A	\$ 83,631	M	\$ 140,269	\$ 56,638	5/17/11	1/1/11	11/30/15	Pahoa Village Center	L	Clinic lease	Individual invoices are audited for accuracy and completeness.	N
HTH420	A	\$ 13,107	M	\$ 21,084	\$ 7,977	11/9/11	1/1/12	12/31/14	J. Walter Cameron Center	L	Office lease	Individual invoices are audited for accuracy and completeness.	N
HTH420	A	\$ 12,677	M	\$ 20,340	\$ 7,663	11/9/11	1/1/12	12/31/14	J. Walter Cameron Center	L	Office lease	Individual invoices are audited for accuracy and completeness.	N
HTH420	B	\$ -	O	\$ 20,400	\$ 20,400	9/4/13	5/1/13	4/30/14	InfoArmor, Inc.	S	Privacy monitoring services (paid as services are provided)	Invoices are matched with service requests.	N
HTH420	B	\$ 44,109	O	\$ 44,109	\$ -	3/30/12, 8/10/12, 6/27/13, 8/27/13	6/27/11	6/30/14	Netsmart Technologies, Inc.	G, S	Avatar information system upgrades, installation (paid as services are provided)	Individual invoices are audited for accuracy and completeness.	N
HTH420	N	\$ -	M	\$ 75,000	\$ 100,000	3/25/13, 9/4/13, 11/1/13	4/1/13	12/31/13	HOPE Services of Hawaii, Inc.	S	Homeless outreach, interim case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	N	\$ 33,332	M	\$ 50,000	\$ 16,668	5/29/13, 9/27/13	4/1/13	9/30/13	Kalihi-Palama Health Center	S	Homeless outreach, interim case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	N	\$ 31,667	M	\$ 71,250	\$ 39,583	6/17/13, 9/3/13, 11/21/13	4/1/13	12/31/13	Mental Health Kokua	S	Homeless outreach, interim case management	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH420	N	\$ -	M	\$ 145,812	\$ 145,812	7/2/12	7/3/13	6/30/14	City & County of Honolulu	S	Nursing services, Honolulu Police Department	Individual invoices are audited for accuracy and completeness.	Y
HTH420	N	\$ 175,000	M	\$ 350,000	\$ 175,000	5/31/13	7/1/13	9/30/14	City & County of Honolulu	S	Emergency Psychological services \$ Jail Diversion Program	Individual invoices are audited for accuracy and completeness.	Y
HTH420		\$ 10,512	M			5/29/13	4/1/13	3/31/14	Family Life Center, Inc.	S	Representative payee services	On site monitoring conducted, claims are matched with service authorizations.	Y
HTH430	A	\$ 88,209	M			11/6/2013	6/1/2013	5/31/2014	Altres Staffing Inc dba Altres Medical	S	Agency nursing services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 71,671	M			12/4/2013	6/1/2013	5/31/2014	Diagnostic Laboratory Services, Inc.	S	Laboratory services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 54,366	M			2/28/2013	3/1/2013	2/28/2014	Geo Care, Inc	S	Mental health/medical services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 29,200	M			6/24/2013	7/1/2013	6/30/2014	Global Medical Staffing	S	Psychiatric services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y

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HTH430	A	\$ 54,771	M	Fee-for-service contracts include fee schedules and no maximum value.	Fee-for-service contracts include fee schedules and no maximum value.	8/6/2013	6/1/2013	5/31/2014	Hawaii Nursing, LLC dba HiNursing	S	Agency nursing services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 76,001	M	\$ 76,001	\$ -	10/4/2012	11/1/2012	10/31/2013	Hawaiian Telcom, Inc.	S	Telephone maintenance	Contracts are monitored by auditing individual invoices for accuracy and completeness.	N
HTH430	A	\$ 53,649	M	\$ 89,654	\$ 36,005	5/24/2013	6/1/2013	5/31/2014	Honeywell International Inc	S	Inspect, maintain, and repair air conditioning equipment	Contracts are monitored by auditing individual invoices for accuracy and completeness.	N
HTH430	A	\$ 240,000	M	Fee-for-service contracts include fee schedules and no maximum value.	Fee-for-service contracts include fee schedules and no maximum value.	5/31/2013	7/1/2013	6/30/2014	Jackson & Coker Locum Tenen, LLC	S	Psychiatric services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 140,194	M	Contract includes a price list of goods that can be purchased as needed.	Contract includes a price list of goods that can be purchased as needed.	5/9/2013	5/1/2013	4/30/2014	Kerr Pacific Corp	G	Non perishable frozen foods	Contracts are monitored by auditing individual invoices for accuracy and completeness.	N
HTH430	A	\$ -	M	Fee-for-service contracts include fee schedules and no maximum value.	Fee-for-service contracts include fee schedules and no maximum value.	8/6/2013	6/1/2013	5/31/2014	Na Kahu Malama Nurses, Inc.	S	Agency nursing services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 48,181	M	\$ 144,543	\$ 96,362	6/24/2013	7/1/2013	6/30/2014	Pacific Health Ministry	S	Chaplain services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 848,109	M	Fee-for-service contracts include fee schedules and no maximum value.	Fee-for-service contracts include fee schedules and no maximum value.	3/21/2013	4/1/2013	3/31/2014	Pharmacy Corporation of America dba Pharmerica/Kaneohe	S	Pharmacy services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 27,320	M	Fee-for-service contracts include fee schedules and no maximum value.	Fee-for-service contracts include fee schedules and no maximum value.	2/28/2013	4/1/2013	3/31/2014	Queen's Medical Center	S	Medical services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 288,004	M	Fee-for-service contracts include fee schedules and no maximum value.	Fee-for-service contracts include fee schedules and no maximum value.	8/6/2013	6/1/2013	5/31/2014	RCM Technologies (USA), Inc.	S	Agency nursing services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 18,850	M	\$ 45,184	\$ 26,334	8/26/2013	6/1/2013	5/31/2014	Rolloffs Hawaii LLC	S	Refuse collection services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	N
HTH430	A	\$ 3,475	M	\$ 6,951	\$ 3,476	4/30/2013	5/1/2013	4/1/2014	Schindler Elevator Corporation	S	Elevator maintenance	Contracts are monitored by auditing individual invoices for accuracy and completeness.	N
HTH430	A	\$ 2,983,725	M	Fee-for-service contracts include fee schedules and no maximum value.	Fee-for-service contracts include fee schedules and no maximum value.	9/21/13, 10/21/13, 12/4/13	7/1/2013	1/31/2014	Sutter Health Pacific	S	Psychiatric inpatient services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	Y
HTH430	A	\$ 303,357	M	\$ 724,734	\$ 421,377	6/7/2013	8/1/2013	7/31/2014	Victory Protective Services	S	Security services	Contracts are monitored by auditing individual invoices for accuracy and completeness.	N

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HTH440	A	\$ 19,967.91	M	\$ 125,000.00	\$ 105,032.09	9/11/2012	7/1/2013	6/30/2014	Parents And Children Together	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ -	M	\$ 415,000.00	\$ 415,000.00	8/29/2012	7/1/2013	6/30/2014	Boys & Girls Club of Hawaii	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ 17,171.21	M	\$ 100,000.00	\$ 82,828.79	9/12/2012	7/1/2013	6/30/2014	Family Education Center of Hawaii	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ 15,822.40	M	\$ 75,000.00	\$ 59,177.60	9/25/2012	7/1/2013	6/30/2014	Maui Economic Opportunity, Inc.	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ 81,851.82	M	\$ 215,000.00	\$ 133,148.18	7/25/2012	7/1/2013	6/30/2014	The Alcoholic Rehabilitation Services of Hawaii, Inc. dba Hina Mauka	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ -	M	\$ 150,000.00	\$ 150,000.00	8/14/2012	7/1/2013	6/30/2014	City & County of Honolulu, Dept. of Housing & Human Concerns	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ -	M	\$ 143,022.00	\$ 143,022.00	9/9/2013	7/1/2013	6/30/2014	Women In Need (WIN)	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$ 70,000.00	\$ 70,000.00	10/25/2013	7/1/2013	6/30/2014	Wai'anae Coast Community Mental Health Center, Inc. dba Hale Na'au Pono	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$ 485,000.00	\$ 485,000.00	10/21/2013	7/1/2013	6/30/2014	The Alcoholic Rehabilitation Services of Hawaii, Inc. dba Hina Mauka	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 451,871.00	M	\$ 1,890,000.00	\$ 1,438,129.00	9/9/2013	7/1/2013	6/30/2014	The Alcoholic Rehabilitation Services of Hawaii, Inc. dba Hina Mauka	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 228,420.00	M	\$ 2,055,000.00	\$ 1,826,580.00	8/29/2013	7/1/2013	6/30/2014	YMCA	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 17,795.00	M	\$ 80,000.00	\$ 62,205.00	10/16/2013	7/1/2013	6/30/2014	Ohana Makamae, Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 25,631.14	M	\$ 90,000.00	\$ 64,368.86	10/16/2013	7/1/2013	6/30/2014	Hale Ho'okupa'a	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$ 500.00	\$ 500.00	6/30/2009	7/1/2013	6/30/2014	Coalition for a Drug Free Hawaii	S	Resource Center & Training	desk review & yearly site visit	Y
HTH440	A	\$ 100,000.00	M	\$ 100,000	\$ -	11/12/2009	1/1/2013	11/30/2013	Hoomau Ke Ola	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 44,383.03	M	\$ 210,000	\$ 165,617	8/28/2012	7/1/2013	6/30/2014	CFS-The Institute for Family Enrichment	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ 28,774.85	M	\$ 213,000	\$ 184,225	8/29/2012	7/1/2013	6/30/2014	Hawaii Speed and Quickness	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ 38,391.43	M	\$ 210,000	\$ 171,609	9/26/2012	7/1/2013	6/30/2014	Salvation Army FIS	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ -	M	\$ 307,034	\$ 307,034	10/22/2013	7/1/2013	6/30/2014	Big Island Substance Abuse Council	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$ 56,392	\$ 56,392	10/17/2013	7/1/2013	6/30/2014	Bridge House, Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$ 82,000	\$ 82,000	10/16/2013	7/1/2013	6/30/2014	Hoomau Ke Ola	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 486,520.00	M	\$ 1,559,000	\$ 1,072,480	8/14/2013	7/1/2013	6/30/2014	Big Island Substance Abuse Council	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$ 380,000	\$ 380,000	10/23/2013	7/1/2013	6/30/2014	The Institute for Family Enrichment, LLC	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 6,402.00	M	\$ 180,000	\$ 173,598	9/9/2013	7/1/2013	6/30/2014	Coalition for a Drug Free Hawaii	S	Substance Abuse Treatment Services	desk review	Y

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HTH440	A	\$ -	M	\$ 83,000	\$ 83,000	11/13/2013	7/1/2013	6/30/2014	Care Hawaii, Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 45,007.00	M	\$ 238,423	\$ 193,416	8/14/2013	7/1/2013	6/30/2014	Big Island Substance Abuse Council	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$ 1,510,861	\$ 1,510,861	10/11/2013	8/1/2013	6/30/2014	Salvation Army FTS	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$ 100,000	\$ 100,000	10/16/2013	7/1/2013	6/30/2014	The Institute for Human Services, Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$ 361,660	\$ 361,660	10/24/2013	7/1/2013	6/30/2014	Salvation Army ATS	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 67,966.95	M	\$210,000.00	\$142,033.05	8/8/2012	7/1/2013	6/30/2014	Boys & Girls Club of the Big Island	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	A	\$ 8,937.36	M	\$98,604.00	\$89,666.64	8/22/2013	7/1/2013	6/30/2014	Ka Hale Pomaikai Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$34,071.00	\$34,071.00	9/5/2013	7/1/2013	6/30/2014	Ku Aloha Ola Mau	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 19,904.00	M	\$190,000.00	\$170,096.00	8/7/2013	7/1/2013	6/30/2014	Action With Aloha, LLC	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$378,829.00	\$378,829.00	10/14/2013	7/1/2013	6/30/2014	Waikiki Health Center	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$240,781.00	\$240,781.00	10/9/2013	7/1/2013	6/30/2014	Aloha House, Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$900,000.00	\$900,000.00	9/5/2013	7/1/2013	6/30/2014	Maui Youth & Family Services	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 42,661.00	M	\$48,000.00	\$5,339.00	8/12/2013	7/1/2013	6/30/2014	Po'ailani	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ 121,018.00	M	\$361,000.00	\$239,982.00	9/16/2013	7/1/2013	6/30/2014	Ku Aloha Ola Mau	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$50,628.00	\$50,628.00	7/29/2013	7/1/2013	6/30/2014	Ka Hale Pomaikai Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$63,141.00	\$63,141.00	8/5/2013	7/1/2013	6/30/2014	Child and Family Services	S	Substance Abuse Treatment Services	desk review	Y
HTH440	A	\$ -	M	\$212,628.00	\$212,628.00	9/10/2013	7/1/2013	6/30/2014	Malama Na Makua Agency	S	Substance Abuse Treatment Services	desk review	Y
HTH440	B	\$ -	M	\$ 265,000	\$ 265,000	10/24/2013	7/1/2013	6/30/2014	Salvation Army ATS	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 15,990.76	M	\$ 115,000.00	\$ 99,009.24	8/10/2012	7/1/2013	6/30/2014	Waimanalo Health Center	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	N	\$ 32,354.94	M	\$ 100,000.00	\$ 67,645.06	7/25/2012	7/1/2013	6/30/2014	The Alcoholic Rehabilitation Services of Hawaii, Inc. dba Hina Mauka	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	N	\$ 27,502.00	M	\$ 187,003.00	\$ 159,501.00	9/9/2013	7/1/2013	6/30/2014	Women in Need (WIN)	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ -	M	\$ 210,000.00	\$ 210,000.00	10/21/2013	7/1/2013	6/30/2014	The Alcoholic Rehabilitation Services of Hawaii, Inc. dba Hina Mauka	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 39,686.68	M	\$ 160,000	\$ 120,313	6/30/2009	7/1/2013	6/30/2014	Coalition for a Drug Free Hawaii	S	Resource Center & Training	desk review & yearly site visit	Y
HTH440	N	\$ 40,735.00	M	\$ 75,000	\$ 34,265	11/12/2009	1/1/2013	11/30/2013	Hoomau Ke Ola	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 49,576.93	M	\$ 150,000	\$ 100,423	8/13/2012	7/1/2013	6/30/2014	Coalition for a Drug Free Hawaii	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	N	\$ 30,710.08	M	\$ 150,000	\$ 119,290	8/13/2012	7/1/2013	6/30/2014	Coalition for a Drug Free Hawaii	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	N	\$ -	M	\$ 180,000	\$ 180,000	10/22/2013	7/1/2013	6/30/2014	Big Island Substance Abuse Council	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ -	M	\$ 143,608	\$ 143,608	10/17/2013	7/1/2013	6/30/2014	Bridge House, Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ -	M	\$ 100,000	\$ 100,000	10/16/2013	7/1/2013	6/30/2014	Hoomau Ke Ola	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 30,000.00	M	\$ 30,000	\$ -	8/14/2013	7/1/2013	6/30/2014	Big Island Substance Abuse Council	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ -	M	\$ 456,698	\$ 456,698	10/11/2013	8/1/2013	6/30/2014	Salvation Army FTS	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 5,857.50	M	\$ 76,000	\$ 70,143	8/1/2012	8/1/2013	7/31/2014	University of Hawaii	S	Tobacco Initiative -SYNAR	desk review	Y
HTH440	N	\$ 18,724.35	M	\$199,656.00	\$180,931.65	9/26/2011	8/1/2013	7/31/2014	University of Hawaii	S	Data Collection and Analysis of Substance Abuse Prevention Services -HISSAP	desk review	N
HTH440	N	\$ 44,258.60	M	\$230,000.00	\$185,741.40	6/8/2012	7/1/2013	6/30/2014	University of Hawaii - Center on the Family	S	Hawaii Web-based Infrastructure for Treatment Service System	desk review	Y

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Prog ID	MOF	Amount	(M/A/O)	Max Value	Outstanding Balance	Date Executed	From	To	Organization	E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
HTH440	N	\$ 23,798.69	M	\$115,000.00	\$91,201.31	8/30/2012	7/1/2013	6/30/2014	University of Hawaii - Lanakila Learning Center	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	N	\$ 21,013.00	M	\$70,000.00	\$48,987.00	7/17/2012	7/1/2013	6/30/2014	Aloha House, Inc.	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	N	\$ 9,377.00	M	\$70,000.00	\$60,623.00	7/17/2012	7/1/2013	6/30/2014	Maui Youth & Family Services	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	N	\$ 17,384.32	M	\$82,416.06	\$65,031.74	7/6/2012	7/1/2013	6/30/2014	Catholic Charities of Hawaii	S	Elderly Medication Management	desk review & yearly site visit	Y
HTH440	N	\$ 147,563.84	M	\$353,233.00	\$205,669.16	7/17/2012	7/1/2013	6/30/2014	Alu Like, Inc.	S	Substance Abuse Prevention Services	desk review & yearly site visit	Y
HTH440	N	\$ 37,401.00	M	\$37,401.00	\$0.00	8/22/2013	7/1/2013	6/30/2014	Ka Hale Pomaikai Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 125,522.00	M	\$200,000.00	\$74,478.00	9/5/2013	7/1/2013	6/30/2014	Ku Aloha Ola Mau	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ -	M	\$83,389.00	\$83,389.00	10/9/2013	7/1/2013	6/30/2014	Aloha House, Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 20,000.00	M	\$20,000.00	\$0.00	8/12/2013	7/1/2013	6/30/2014	Po'ailani	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 98,122.00	M	\$98,122.00	\$0.00	9/16/2013	7/1/2013	6/30/2014	Ku Aloha Ola Mau	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 33,196.70	M	\$50,000.00	\$16,803.30	7/29/2013	7/1/2013	6/30/2014	Ka Hale Pomaikai Inc.	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ 38,072.01	M	\$40,000.00	\$1,927.99	8/5/2013	7/1/2013	6/30/2014	Child and Family Serv	S	Substance Abuse Treatment Services	desk review	Y
HTH440	N	\$ -	M	\$50,000.00	\$50,000.00	9/10/2013	7/1/2013	6/30/2014	Malama Na Makua A K	S	Substance Abuse Treatment Services	desk review	Y
HTH440	P	\$ 58,215.56	M	\$ 177,000.00	\$ 118,784.44	9/9/2013	5/1/2013	4/30/2014	University of Hawaii	S	Enforcing Underage Drinking Laws	desk review	Y
HTH440	P	\$ 5,867.48	M	\$ 32,000.00	\$ 26,132.52	7/22/2013	5/1/2013	4/30/2014	City and County of Honolulu, HPD	S	Enforcing Underage Drinking Laws	desk review	Y
HTH440	P	\$ 3,780.68	M	\$ 49,000.00	\$ 45,219.32	9/9/2013	6/1/2013	5/31/2014	State of Hawaii Department of Attorney General	S	Enforcing Underage Drinking Laws	desk review	Y
HTH440	P	\$ -	M	\$ 146,800	\$ 146,800	7/28/2011	8/1/2013	7/31/2014	University of Hawaii	S	Tobacco Initiative -KATS	desk review	Y
HTH440	P	\$ 4,319.83	M	\$ 45,200	\$ 40,880	10/31/2012	8/1/2013	7/31/2014	C&C of HNL, Honolulu Police Dept.	S	Tobacco Enforcement	desk review	Y
HTH440	P	\$ -	M	\$144,229.56	\$144,229.56	9/12/2012	9/1/2013	8/31/2014	University of Hawaii	S	Tobacco Inspection for the FDA	desk review	Y
HTH460	A	\$ -	M	\$ 401,975		1/1/10	7/1/13	6/30/14	UNIVERSITY OF HAWAII	S	09-005 Psychiatry Child Residency	Annual	N
HTH460	A	\$ 217,364	M	\$ 706,203		9/1/09	7/1/13	6/30/14	PARENT AND CHILDREN TOGETHER	S	09-012 MST	Annual	Y
HTH460	A	\$ 200,748	M	\$ 649,161		9/1/09	7/1/13	6/30/14	PARENT AND CHILDREN TOGETHER	S	09-013 MST	Annual	Y
HTH460	A	\$ 128,681	M	\$ 392,115		9/1/09	7/1/13	6/30/14	PARENT AND CHILDREN TOGETHER	S	09-014 MST	Annual	Y
HTH460	A	\$ 219,860	M	\$ 734,655		9/1/09	7/1/13	6/30/14	PARENT AND CHILDREN TOGETHER	S	09-015 MST	Annual	Y
HTH460	A	\$ -	M	\$ 445,359	\$ 154,892	9/1/09	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	09-016 MST	Annual	Y
HTH460	A	\$ -	M	\$ 303,084	\$ 110,772	9/1/09	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	09-017 MST	Annual	Y
HTH460	A	\$ 139,071	M	\$ 412,806		9/1/09	7/1/13	6/30/14	CHILD AND FAMILY SERVICE	S	09-018 CMO	Annual	Y

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Prog ID	MOF	Amount	(M/A/O)	Max Value	Outstanding Balance	Date Executed	From	To	Organization	E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
HTH460	A	\$ -	M	\$ 467,573		1/1/10	7/1/13	6/30/14	UNIVERSITY OF HAWAII	S	09-022 Psychiatry Clinical and Admin	Annual	N
HTH460	A	\$ 533	M	\$ 6,400		10/1/10	10/1/13	9/30/14	CW MAINTENANCE_HILO	S	11-005 Janitorial Service	Annual	N
HTH460	A	\$ 600	M	\$ 7,800		10/1/10	10/1/13	9/30/14	CW MAINTENANCE_KONA	S	11-006 Janitorial Service	Annual	N
HTH460	A	\$ -	M	\$ 4,199		10/1/10	10/1/13	9/30/14	CW MAINTENANCE_WAIMEA	S	11-007 Janitorial Service	Annual	N
HTH460	A	\$ -	M	\$ 12,000		10/1/10	10/1/13	9/30/14	PACIFIC OHANA_LIHUE	S	11-008 Janitorial Service	Annual	N
HTH460	A	\$ 546	M	\$ 6,552		10/1/10	10/1/13	9/30/14	EMPICO_MAUI	S	11-009 Janitorial Service	Annual	N
HTH460	A	\$ 48,668	M			3/30/11	3/30/11	OPEN	TURNING POINT FAMILY CARE, INC	S	11-015 Resid.Treatment Center (RTC)	Annual	Y
HTH460	A	\$ 7,657	M			4/21/11	4/21/11	OPEN	HERITAGE YOUTH SERVICES -BIRDSEYE RTC	S	11-016 RTC	Annual	Y
HTH460	A	\$ 3,242	M	\$ 9,802		NTP 8/15/11	7/1/13	6/30/14	ESTIBAN S VILLARINO DBA ISD SERVICES-FCLB	S	12-002 Janitorial Service	Annual	N
HTH460	A	\$ 41,994	M	\$ 179,746		7/1/11	7/1/13	6/30/14	PARENT AND CHILDREN TOGETHER	S	12-003 MST System Supervisor	Annual	Y
HTH460	A	\$ 954	M	\$ 2,863		10/1/11	7/1/13	6/30/14	FILEMINDERS OF HAWAII	S	12-006 Document Storage	Annual	N
HTH460	A	\$ 2,997	M			6/20/12	6/20/12	OPEN	BENCHMARK UT	S	12-012 RTC	Annual	Y
HTH460	A	\$ 20,646	M			6/27/12	6/27/12	OPEN	BENCHMARK UT	S	12-013 RTC	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	ALAKAI NA KEIKI, INC	S	13-001 IILS	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	ALAKAI NA KEIKI, INC	S	13-002 IILS	Annual	Y
HTH460	A	\$ 42,486	O			7/1/12	7/1/13	6/30/14	ALAKAI NA KEIKI, INC	S	13-003 IIHT	Annual	Y
HTH460	A	\$ 26,350	O			7/1/12	7/1/13	6/30/14	ALAKAI NA KEIKI, INC	S	13-004 IIHT	Annual	Y
HTH460	A	\$ 52,036	O			7/1/12	7/1/13	6/30/14	ALAKAI NA KEIKI, INC	S	13-005 IIHT	Annual	Y
HTH460	A	\$ 38,156	O			7/1/12	7/1/13	6/30/14	ALAKAI NA KEIKI, INC	S	13-006 IIHT	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	ALAKAI NA KEIKI, INC	S	13-007 IIHT	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	ALAKAI NA KEIKI, INC	S	13-008 IIHT	Annual	Y
HTH460	A	\$ 39,506	M	\$ 176,333		7/1/12	7/1/13	6/30/14	ALOHA HOUSE, INC.	S	13-009 CMO	Annual	Y
HTH460	A	\$ 15,107	O			7/1/12	7/1/13	6/30/14	ALOHA HOUSE, INC.	S	13-010 EVAL	Annual	Y
HTH460	A	\$ 46,007	O			7/1/12	7/1/13	6/30/14	ALOHA HOUSE, INC.	S	13-011 IIHT	Annual	Y
HTH460	A	\$ 667,893	M	\$ 2,119,810		7/1/12	7/1/13	6/30/14	BENCHMARK BEHAVIORAL HEALTH, INC	S	13-012 CBR 1	Annual	Y

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Prog ID	MOF	Amount	(M/A/O)	Max Value	Outstanding Balance	Date Executed	From	To	Organization	E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
HTH460	A	\$ -	O		\$ 3,141	7/1/12	7/1/13	6/30/14	BENCHMARK BEHAVIORAL HEALTH, INC	S	13-013 PS	Annual	Y
HTH460	A	\$ 33,094	M	\$ 162,375		7/1/12	7/1/13	6/30/14	CARE HAWAII, INC.	S	13-015 CMO	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-017 IILS	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-018 IILS	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-019 IILS	Annual	Y
HTH460	A	\$ 43,467	O			7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-020 IIHT	Annual	Y
HTH460	A	\$ 51,462	O			7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-021 IIHT	Annual	Y
HTH460	A	\$ 22,914	O			7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-022 IIHT	Annual	Y
HTH460	A	\$ 57,641	O		\$ (572)	7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-023 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 376,145	O			7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-024 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 123,409	M	\$ 414,985		7/1/12	7/1/13	6/30/14	CHILD AND FAMILY SERVICE	S	13-026 CMO	Annual	Y
HTH460	A	\$ 61,997	M	\$ 228,463		7/1/12	7/1/13	6/30/14	CHILD AND FAMILY SERVICE	S	13-027 TCH	Annual	Y
HTH460	A	\$ 75,846	M	\$ 229,866		7/1/12	7/1/13	6/30/14	CHILD AND FAMILY SERVICE	S	13-028 TCH	Annual	Y
HTH460	A	\$ 224,373	M	\$ 550,000		7/1/12	7/1/13	6/30/14	CHILD AND FAMILY SERVICE	S	13-030 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 27,289	O			7/1/12	7/1/13	6/30/14	HALE KIPA, INC.	S	13-031 IIHT	Annual	Y
HTH460	A	\$ 27,241	O			7/1/12	7/1/13	6/30/14	HALE KIPA, INC.	S	13-032 IIHT	Annual	Y
HTH460	A	\$ 15,233	O			7/1/12	7/1/13	6/30/14	HALE KIPA, INC.	S	13-033 IIHT	Annual	Y
HTH460	A	\$ 19,283	O			7/1/12	7/1/13	6/30/14	HALE KIPA, INC.	S	13-034 IIHT	Annual	Y
HTH460	A	\$ 180,973	O			7/1/12	7/1/13	6/30/14	HALE KIPA, INC.	S	13-035 IIHT	Annual	Y
HTH460	A	\$ 32,718	O			7/1/12	7/1/13	6/30/14	HALE KIPA, INC.	S	13-036 IIHT	Annual	Y
HTH460	A	\$ 208,064	O			7/1/12	7/1/13	6/30/14	HALE KIPA, INC.	S	13-037 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 119,284	O			7/1/12	7/1/13	6/30/14	HALE KIPA, INC.	S	13-038 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 17,703	O			7/1/12	7/1/13	6/30/14	HALE OPIO KAUAI, INC.	S	13-039 TCH	Annual	Y



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HTH460	A	\$ 46,875	O			7/1/12	7/1/13	6/30/14	HALE OPIO KAUAI, INC.	S	13-040 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 15,450	O			7/1/12	7/1/13	6/30/14	HALE OPIO KAUAI, INC.	S	13-041 IILS	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-042 IILS	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-043 IILS	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-044 IILS	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-045 IILS	Annual	Y
HTH460	A	\$ 2,726	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-046 IIHT	Annual	Y
HTH460	A	\$ 12,252	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-047 IIHT	Annual	Y
HTH460	A	\$ 37,617	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-048 IIHT	Annual	Y
HTH460	A	\$ 4,646	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-049 IIHT	Annual	Y
HTH460	A	\$ 7,001	O		\$ (1,437)	7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-050 IIHT	Annual	Y
HTH460	A	\$ 31,990	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-051 IIHT	Annual	Y
HTH460	A	\$ 1,350	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-052 IIHT	Annual	Y
HTH460	A	\$ 47,594	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-053 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-054 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 75,839	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-055 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 430,833	O			7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-056 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 452,608	O			7/1/12	7/1/13	6/30/14	SUTTER HEALTH PACIFIC dba KAHI MOHALA	S	13-057 HBR	Annual	Y
HTH460	A	\$ 34,580	O			7/1/12	7/1/13	6/30/14	SUTTER HEALTH PACIFIC dba KAHI MOHALA	S	13-058 PH	Annual	Y

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HTH460	A	\$ 5,729	O			7/1/12	7/1/13	6/30/14	MAUI YOUTH AND FAMILY SERVICES, INC.	S	13-060 IILS	Annual	Y
HTH460	A	\$ 34,973	M	\$ 125,144		7/1/12	7/1/13	6/30/14	MAUI YOUTH AND FAMILY SERVICES, INC.	S	13-061 TCH	Annual	Y
HTH460	A	\$ 32,775	O			7/1/12	7/1/13	6/30/14	MAUI YOUTH AND FAMILY SERVICES, INC.	S	13-062 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ 87,025	M	\$ 304,734		7/1/12	7/1/13	6/30/14	PARENT AND CHILDREN TOGETHER	S	13-063 FFT	Annual	Y
HTH460	A	\$ 70,878	M	\$ 238,763		7/1/12	7/1/13	6/30/14	PARENT AND CHILDREN TOGETHER	S	13-064 FFT	Annual	Y
HTH460	A	\$ -	M	\$ 299,777	\$ 104,028	7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-065 FFT	Annual	Y
HTH460	A	\$ 2,808	O			7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-066 EVAL	Annual	Y
HTH460	A	\$ 21,778	O			7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-067 EVAL	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-068 IILS	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-069 IILS	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-070 IILS	Annual	Y
HTH460	A	\$ 61,546	O		\$ (12,546)	7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-071 IIHT	Annual	Y
HTH460	A	\$ 133,191	O			7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-072 IIHT	Annual	Y
HTH460	A	\$ 132,212	O			7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-073 IIHT	Annual	Y
HTH460	A	\$ 309,973	O			7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-074 IIHT	Annual	Y

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Prog ID	MOF	Amount	(M/A/O)	Max Value	Outstanding Balance	Date Executed	From	To	Organization	E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
HTH460	A	\$ 23,663	O			7/1/12	7/1/13	6/30/14	THE INSTITUTE OF FAMILY ENRICHMENT, LLC	S	13-075 IIHT	Annual	Y
HTH460	A	\$ 7,280	O			7/1/12	7/1/13	6/30/14	THE QUEEN'S MEDICAL CENTER	S	13-077 PH	Annual	Y
HTH460	A	\$ 49,924	O			7/1/12	7/1/13	6/30/14	WAIANAEO COAST COMMUNITY MENTAL HEALTH CENTER, INC.	S	13-078 TFH/RH/ ANC	Annual	Y
HTH460	A	\$ -	O		\$ 152,592	7/1/12	7/1/13	6/30/14	HAWAII BEHAVIORAL HEALTH, LLC	S	13-079 MTFC	Annual	Y
HTH460	A	\$ 1,152	O			STP 9/26/2012	7/1/13	6/30/14	SHRED-IT DOCUMENT DESTRUCTION	S	13-082 Document Destruction	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	BENCHMARK BEHAVIORAL HEALTH, INC	S	13-085 Ancillary Services	Annual	Y
HTH460	A	\$ -	O			7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-086 Ancillary Services	Annual	Y
HTH460	A	\$ 23,644	M			10/7/12	10/7/12	OPEN	TURNING POINT FAMILY CARE, INC	S	13-087 RTC	Annual	N
HTH460	A	\$ -	O			STP 11/1/12	11/1/12	1/31/14	CATHOLIC CHARITIES HAWAII	S	13-088 Circle of Families Test	Annual	N
HTH460	A	\$ 798	M	\$ 5,000		4/22/13	7/1/13	6/30/14	FILEMINDERS OF HAWAII - MAUI	G	13-092 Document Storage	Annual	N
HTH460	A	\$ 356	M	\$ 5,000		4/22/13	7/1/13	6/30/14	FILEMINDERS OF HAWAII - HAWAII	G	13-093 Document Storage	Annual	N
HTH460	A	\$ -	A	\$ 13,332		4/1/13	4/1/13	3/31/14	WESTERN INTERSTATE COMMISSION FOR HIGHER EDUCATION DBA WICHE	S	13-094 Establish Post Grad Program	Annual	N
HTH460	A	\$ -	M			5/30/13	5/30/13	OPEN	DISCOVERY RANCH	S	13-098 RTC	Annual	N
HTH460	A	\$ 20,905	M			5/28/13	5/28/13	OPEN	YOUTH HEALTH ASSOCIATES	S	13-099 RTC	Annual	N
HTH460	A	\$ -	M	\$ 58,080		9/13/13	11/18/13	OPEN	COTTONWOOD TREATMENT CENTER	S	14-003 RTC	Annual	N
HTH460	A	\$ -	M	\$ 78,400		10/27/13	11/6/13	OPEN	BENCHMARK UT	S	14-006 RTC	Annual	N
HTH460	A	\$ 3,990	M	\$ 97,820		10/11/13	11/25/13	OPEN	FALCON RIDGE RANCH	S	14-007 RTC	Annual	N
HTH460	A	\$ 48,356	O	\$ 50,000		9/1/2013	9/1/13	8/31/14	Health Care Coding Consultants of Hawaii, LLC	S	ASO 14-103 Medicial Billing audit	Annual	N
HTH460	A	\$ 21,000	O	\$ 84,000		7/1/2013	7/1/13	6/30/14	WESTERN INTERSTATE COMMISSION FOR HIGHER EDUCATION DBA WICHE	S	ASO 14-104 Post Doc Intern Support	Annual	N

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HTH460	A/B	\$ 952,677	O			7/1/12	7/1/13	6/30/14	BOBBY BENSON CENTER	S	13-014 CBR 3	Annual	Y
HTH460	A/B	\$ 343,394	O			7/1/12	7/1/13	6/30/14	CATHOLIC CHARITIES HAWAII	S	13-016 CBR 2	Annual	Y
HTH460	A/B	\$ 356,048	O		\$ (430)	7/1/12	7/1/13	6/30/14	CHILD AND FAMILY SERVICE	S	13-025 CBR 3	Annual	Y
HTH460	A/B	\$ 745,709	O			7/1/12	7/1/13	6/30/14	MARIMED FOUNDATION FOR ISLAND HEALTH CARE TRAINING	S	13-059 CBR 3	Annual	Y
HTH460	A/B	\$ 513,344	O			7/1/12	7/1/13	6/30/14	THE QUEEN'S MEDICAL CENTER	S	13-076 HBR	Annual	Y
HTH460	A/N	\$ -	M	\$ 613,060		7/1/10	7/1/13	6/30/14	UNIVERSITY OF HAWAII	S	11-001 Psychology RET	Annual	N
HTH460	A/N	\$ 183,837	M	\$ 781,971		8/1/10	8/1/13	7/31/14	HAWAII FAMILIES AS ALLIES	S	11-003 FGC Support	Annual	Y
HTH460	A/P	\$ -	M	\$ 207,379		7/1/2013	7/1/2013	6/30/14	UNIVERSITY OF HAWAII	S	ASO 14-113 School of Social Work	Annual	N
HTH460	N	\$ 25,075	M	\$ 32,000		12/1/06	9/1/12	8/31/13	1st CIRCUIT COURT	S	07-050 Provide MH Assess.	Annual	N
HTH460	N	\$ 2,480	M	\$ 10,000		4/1/07	9/1/12	8/31/13	1st CIRCUIT-GIRLS COURT	S	07-068 MH assessment	Annual	N
HTH460	N	\$ 10,280	M	\$ 12,000		4/1/07	8/1/12	7/31/13	1st CIRCUIT-JUVENILE DRUG COURT	S	07-069 MH assessment	Annual	N
HTH460	N	\$ -	O	\$ 20,000		10/1/07	9/1/13	8/31/14	DOH: EMS-IPS	S	08-012 MOA Youth Suicide	Annual	N
HTH460	N	\$ 12,470	M	\$ 90,000		1/1/09	9/1/13	8/31/14	HALE KIPA, INC.	S	09-002 Homeless Outreach	Annual	Y
HTH460	N	\$ 11,371	O	\$ 90,000		12/1/08	8/1/13	7/31/14	CATHOLIC CHARITIES HAWAII	S	09-003 Homeless Support	Annual	Y
HTH460	N	\$ 20,616	M	\$ 80,000		8/21/2012	7/1/13	6/30/14	SNTP PRIMARY CARE INTEGRATION	S	13-080 Consultant	Annual	Y
HTH460	N	\$ -	M	\$ 100,000		STP	8/1/13	7/31/14	UNIVERSITY OF HAWAII	S	13-089 Primary CARE Consultant	Annual	N
HTH460	N	\$ 2,500	M	\$ 32,000		9/1/2013	9/1/2013	8/31/14	1st Circuit Court	S	ASO 14-118 MH Assessments	Annual	N
HTH460	NONE	\$ -	NONE			9/1/13	9/1/13	OPEN	ARGOSY UNIVERSITY	S	14-002 Student Training Agreement	Annual	N
HTH460	P	\$ 55,318	M	\$ 308,816		8/1/11	8/1/13	7/31/14	HAWAII FAMILIES AS ALLIES	S	12-004 Proj Kealahou Support	Annual	Y
HTH460	P	\$ -	O	\$ 44,325		7/29/13	7/29/13	10/15/14	WILSON-SIGNET	S	14-001 PK Training	Annual	N
HTH460	P	\$ 8,775	O	\$ 8,775		8/21/13	8/21/13	8/28/13	JEFFREY POIRIER	S	14-004 PK Training	Annual	N
HTH460	P	\$ -	O	\$ 9,422		10/14/13	10/14/13	2/28/14	MELTON HILL MEDIA	S	14-005 PK Training	Annual	N
HTH495	A	\$ 101,272	M	\$ 180,000	\$ 78,728	1/3/2012	1/1/2012	1/1/2014	Roeca Luria Hiraoka LLP	C	Special deputy attorney general services	Deputy attorneys general oversees services and review monthly invoices.	N
HTH495	A	\$ 76,101	M	\$ 99,500	\$ 23,399	6/4/2010	6/30/2010	none	Shklov & Wong LLP/Jason G.F. Wong, Attorney at Law, LLC	C	Special deputy attorney general services	Deputy attorneys general oversees services and review monthly invoices.	N
HTH501	A	\$ 400,000	A	\$ 400,000	\$ 200,000	8/30/2013	7/1/2013	6/30/2015	Queen's Medical Center	S	Dental Services, ASO Log No. 14-042	Reports, Quarterly	Y
HTH501	A	\$ 1,954,416	M	\$ 2,641,050	\$ 686,634	10/27/2011	7/1/2011	6/30/2014	Care Hawaii, Inc.	S	Crisis Network Services ASO Log No. 12-027	Bi-weekly meeting with contractor	Y
HTH501	A	\$ 114,701	M	\$ 128,744	\$ 14,043	4/11/2012	6/1/2012	12/31/2013	Victory Patrol Services, Inc.	S	Security Patrol Services ASO Log No. 12-105	Activity logs	Y

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HTH501	A	\$ 1,030,426	M	\$ 4,946,625	\$ 3,916,199	10/29/2012	7/1/2012	6/30/2017	Goodwill Industries of Hawaii, Inc.	S	Long-Term Adult Supports and Resources ASO Log No. 13-043	Program and fiscal monitoring	Y
HTH501	A	\$ 160,206	O	\$477,905.00	\$ 317,699	10/29/2012	10/29/2012	2/28/2014	American Association on Intellectual and Developmental Disabilities	S	Supports Intensity Scale ASO Log No. 13-046	Satisfaction of deliverables	Y
HTH501	A	\$0	M	\$ 600,000	\$600,000	pending retro-active memo	9/1/2013	8/31/2014	University of Hawaii	S	Center for Disability Studies Services ASO Log No. 14-102	Satisfaction of deliverables	Y
HTH501	A	\$0	O	\$ 132,640	\$132,640	pending retro-active memo	12/1/2013	11/30/2017	Beuret, Terry Sue	S	Psychological Evaluation Services ASO Log No. 14-151	Review of reports	Y
HTH501	A	\$0	O	\$ 44,184	\$44,184	pending retro-active memo	12/1/2013	11/30/2017	Bratton, Joseph C.	S	Psychological Evaluation Services ASO Log No. 14-152	Review of reports	Y
HTH501	A	\$0	O	\$ 200,768	\$200,768	pending retro-active memo	12/1/2013	11/30/2017	Choy, Steven J.	S	Psychological Evaluation Services ASO Log No. 14-153	Review of reports	Y
HTH501	A	\$0	O	\$ 101,184	\$101,184	pending retro-active memo	12/1/2013	11/30/2017	Living Well, Inc.	S	Psychological Evaluation Services ASO Log No. 14-154	Review of reports	Y
HTH501	A	\$0	O	\$ 207,296	\$207,296	pending retro-active memo	12/1/2013	11/30/2017	Wingert, John L.	S	Psychological Evaluation Services ASO Log No. 14-155	Review of reports	Y
HTH501	A	\$0	O	\$ 210,976	\$210,976	pending retro-active memo	12/1/2013	11/30/2017	Wong, Brenda J.	S	Psychological Evaluation Services ASO Log No. 14-156	Review of reports	Y
HTH501	B	\$ 246,943	A	\$ 246,943	\$ 179,905	3/21/2013	3/21/2013	2/28/2014	UH Manoa	S	NT Registry	monthly reports	Y
HTH501	B	\$ 441,708	A	\$ 441,708	\$ 259,792	7/12/2011	3/1/2011	2/28/2014	QMC	S	Statewide Stroke Network	monthly reports	Y
HTH501	B	\$ 443,380	A	\$ 1,610,700	\$ 644,501	8/4/2010	8/2/2010	8/1/2014	UH Manoa	S	Concussion Management Project	monthly reports	Y
HTH520	A	\$ 86,100	O (quarterly)	\$ 86,100	\$ 86,100	7/1/2013	7/1/2013	6/30/2014	City and County of Honolulu	S	Reimbursement for issuance of placards	Quarterly Data Analyses	N
HTH520	A	\$ 5,250	O (quarterly)	\$ 5,250	\$ 4,132	7/1/2013	7/1/2013	6/30/2014	County of Kauai	S	Reimbursement for issuance of placards	Quarterly Data Analyses	N
HTH520	A	\$ 12,600	O (quarterly)	\$ 12,600	\$ 9,048	7/1/2013	7/1/2013	6/30/2014	County of Maui	S	Reimbursement for issuance of placards	Quarterly Data Analyses	N
HTH520	A	\$ 18,900	O (quarterly)	\$ 18,900	\$ 14,388	7/1/2013	7/1/2013	6/30/2014	County of Hawaii	S	Reimbursement for issuance of placards	Quarterly Data Analyses	N
HTH560	A	\$ 305,478.32	M	\$ 417,537.00	\$ 112,058.68	7/1/2011	7/1/2011	6/30/2014	Healthy Mothers, Healthy Babies Coalition of Hawaii	S	Perinatal Support Services/System of Care	Annual, Program and Fiscal	Y
HTH560	A	\$ 26,066.17	M	\$ 60,000.00	\$ 33,933.83	7/1/2011	7/1/2011	6/30/2014	Child and Family Service	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560	A	\$ 242,700.00	M	\$ 313,600.00	\$ 70,900.00	7/1/2011	7/1/2011	6/30/2014	Community Clinic of Maui	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560	A	\$ 240,200.00	M	\$ 297,900.00	\$ 57,700.00	7/1/2011	7/1/2011	6/30/2014	Kalihi Palama Health Center	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560	A	\$ 169,758.76	M	\$ 249,200.00	\$ 79,441.24	7/1/2011	7/1/2011	6/30/2014	Kokua Kalihi Valley	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560	A	\$ 21,750.00	M	\$ 64,500.00	\$ 42,750.00	7/1/2011	7/1/2011	6/30/2014	Koolauloa Health and Wellness Center	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560	A	\$ 108,212.00	M	\$ 132,000.00	\$ 23,788.00	7/1/2011	7/1/2011	6/30/2014	Molokai General Hospital	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560	A	\$ 221,017.07	M	\$ 301,990.07	\$ 80,973.00	7/1/2011	7/1/2011	6/30/2014	Waianae Coast District Comprehensive	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560	A	\$ 23,832.00	M	\$ 119,000.00	\$ 95,168.00	1/1/2013	1/1/2013	6/29/2014	Bay Clinic, Inc.	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ 19,404.00	M	\$ 58,212.00	\$ 38,808.00	1/1/2013	1/1/2013	6/29/2014	Community Clinic of Maui	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y

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HTH560	A	\$ -	M	\$ 35,000.00	\$ 35,000.00	1/1/2013	1/1/2013	6/29/2014	Hamakua Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ 29,000.00	M	\$ 77,000.00	\$ 48,000.00	1/1/2013	1/1/2013	6/29/2014	Kalihi Palama Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ 26,500.00	M	\$ 69,500.00	\$ 43,000.00	1/1/2013	1/1/2013	6/29/2014	Kokua Kalihi Valley	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ 15,000.00	M	\$ 35,000.00	\$ 20,000.00	1/1/2013	1/1/2013	6/29/2014	Koolauloa Health and Wellness Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ 14,999.00	M	\$ 38,000.00	\$ 23,001.00	1/1/2013	1/1/2013	6/29/2014	Molokai General Hospital	S	Family Planning/Family Planning and Health Education	Program and Fiscal	Y
HTH560	A	\$ 104,902.00	M	\$ 331,207.00	\$ 226,305.00	1/1/2013	1/1/2013	6/29/2014	Planned Parenthood of Hawaii	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ 99,508.00	M	\$ 288,524.00	\$ 189,016.00	1/1/2013	1/1/2013	6/29/2014	Waianae Coast District Comprehensive	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ -	M	\$ 42,000.00	\$ 42,000.00	1/1/2013	1/1/2013	6/29/2014	Waikiki Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ 12,250.00	M	\$ 32,250.00	\$ 20,000.00	1/1/2013	1/1/2013	6/29/2014	Waimanalo Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ -	M	\$ 32,900.00	\$ 32,900.00	1/1/2013	1/1/2013	6/29/2014	West Hawaii Community Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ 6,000.00	M	\$ 18,000.00	\$ 12,000.00	1/1/2013	1/1/2013	6/29/2014	Lanai Women's Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	A	\$ 2,047,763.04	M	\$ 3,535,000.00	\$ 1,487,236.96	2/19/2010	2/19/2010	6/30/2015	Child and Family Service	S	Parenting Support Program/Parent Line-H	Annual, Program and Fiscal	Y
HTH560	A	\$ 962,371.16	M	\$ 1,143,521.00	\$ 181,149.84	2/2/2010	2/2/2010	6/30/2014	The Institute for Family Enrichment	S	Parenting Support Program/Mobile Outre	Annual, Program and Fiscal	Y
HTH560	A	\$ 558,732.87	M	Rate schedule	\$ 201,267.13	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Kailua/Waimanalo)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 587,152.70	M	Rate schedule	\$ 205,847.30	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Honolulu Central)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 560,393.84	M	Rate schedule	\$ 200,606.16	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Honolulu East)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 413,894.38	M	Rate schedule	\$ 175,105.62	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Kauai)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 480,389.06	M	Rate schedule	\$ 147,610.94	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Hilo/Puna)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 720,972.49	M	Rate schedule	\$ 266,027.51	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Kapolei)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 518,228.45	M	Rate schedule	\$ 97,864.55	1/29/2013	1/1/2013	12/31/2013	Kapiolani Medical Center for Women and Children (Central Oahu)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 347,780.06	M	Rate schedule	\$ 346,219.94	2/15/2013	1/1/2013	12/31/2013	Waianae Coast Early Childhood Services, Inc. (Waianae)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 400,129.28	M	Rate schedule	\$ 371,870.72	2/15/2013	1/1/2013	12/31/2013	Waianae Coast Early Childhood Services, Inc. (Wahiawa)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y

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HTH560	A	\$ 325,685.90	M	Rate schedule	\$ 406,095.10	3/4/2013	1/1/2013	12/31/2013	Waianae Coast Early Childhood Services, Inc. (Waipahu)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 537,274.93	M	Rate schedule	\$ 111,725.07	3/4/2013	1/1/2013	12/31/2013	United Cerebral Palsy Association of Hawaii	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 1,482,048.92	M	Rate schedule	\$ 308,951.08	2/12/2013	1/1/2013	12/31/2013	Imua Family Services (Maui)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 52,580.07	M	Rate schedule	\$ 8,419.93	2/12/2013	1/1/2013	12/31/2013	Imua Family Services (Lanai)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 28,578.65	M	Rate schedule	\$ 62,421.35	3/5/2013	1/1/2013	12/31/2013	Molokai Ohana Health Care, Inc. dba Molokai Community Health Center	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 146,317.56	M	Rate schedule	\$ 21,006.44	3/1/2013	1/1/2013	12/31/2013	Family Support Services of West Hawaii (Kohala)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 347,395.02	M	Rate schedule	\$ 15,520.98	2/15/2013	1/1/2013	12/31/2013	Family Support Services of West Hawaii (Kona/Kau)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 474,861.99	M	Rate schedule	\$ 161,024.01	1/29/2013	1/1/2013	12/31/2013	Kapiolani Medical Center for Women and Children (Oahu complex medical)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 504,264.99	M	Rate Schedule	\$ 165,264.99	7/30/2010	7/30/2010	6/30/2014	Comprehensive Autism Services & Education, Inc. dba C.A.S.E., Inc.	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 900.00	M	Rate Schedule	\$ 1,000.00	9/13/2010	9/13/2010	6/30/2014	Dr. Brenda Lovette dba Lokahi Consulting Group, Inc.	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 506,544.73	M	Rate Schedule	\$ 162,455.27	7/8/2010	7/8/2010	6/30/2014	Imua Family Services	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 421,611.64	M	Rate Schedule	\$ 103,409.94	12/30/2010	12/30/2010	6/30/2014	B.C.P., Inc. dba Bayada Home Health Care	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 17,176.04	M	Rate Schedule	\$ 9,907.71	1/11/2011	1/11/2011	6/30/2014	Mary Marasovich dba Oahu Speech Language Pathology Consultants	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 442,175.96	M	Rate Schedule	\$ 83,471.98	7/8/2010	7/8/2010	6/30/2014	The Institute for Family Enrichment, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 312.38	M	Rate Schedule	\$ 1,000.00	7/8/2010	7/8/2010	6/30/2014	Easter Seals Hawaii	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 1,739.60	M	Rate Schedule	\$ 260.40	7/1/2010	7/1/2010	6/30/2014	Deborah T. Tom dba Deborah T. Tom, MS, PT	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y

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HTH560	A	\$ 44,008.98	M	Rate Schedule	\$ 3,891.02	9/9/2010	9/9/2010	6/30/2014	ACES	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 4,894.81	M	Rate Schedule	\$ 4,557.60	10/11/2010	10/11/2010	6/30/2014	Jiheer Kim Nguyen	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 17,711.02	M	Rate Schedule	\$ 8,131.59	9/7/2010	9/7/2010	6/30/2014	Kapiolani Medical Center for Women and Children	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 1,867.50	M	Rate Schedule	\$ 500.00	8/26/2010	8/26/2010	6/30/2014	Helping Hands Hawaii	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 11,462.00	M	Rate Schedule	\$ 5,580.00	8/31/2010	8/31/2010	6/30/2014	Pacific Gateway Center	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 28,774.65	M	Rate Schedule	\$ 9,264.79	2/22/2011	2/22/2011	6/30/2014	June Uyehara Isono, Inc. dba Audiology Consultant and Services	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 272,398.05	M	Rate Schedule	\$ 90,030.00	12/1/2011	12/1/2011	6/30/2014	Hawaii Behavioral Health, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 32,130.65	M	Rate Schedule	\$ 3,375.35	8/10/2012	8/10/2012	6/30/2014	CBEM, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 381,334.08	M	Rate Schedule	\$ 224,165.92	4/13/2012	4/13/2012	6/30/2014	Alakai Na Keiki, Inc.	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 54,522.15	M	Rate Schedule	\$ 53,477.85	4/10/2012	4/10/2012	6/30/2014	CARE Hawaii, Inc.	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 454,424.35	M	Rate Schedule	\$ 265,575.65	4/30/2012	4/30/2012	6/30/2014	Quality Behavioral Outcomes, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560	A	\$ 2,933.00	M	Rate Schedule	\$ 4,066.00	8/30/2013	7/1/2013	6/30/2014	Sayuri's Nutritional Consultation, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	N
HTH560	A	\$ 1,931.28	M	Rate Schedule	\$ 1,568.72	8/30/2013	7/1/2013	6/30/2014	Joni Ishihara	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	N
HTH560	A	\$ 1,930.00	M	Rate Schedule	\$ 4,070.00	1/16/2013	1/29/2013	6/30/2014	Therapeutic Connections, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	N
HTH560	A	\$ 447,346.42	M	Lease varies due to CAM charges	\$ 67,367.40	4/27/2012	4/1/2012	2/28/2017	FPA 1350 King Associates, LLC	L	Lease of office space for Early Intervention Section	DAGS Leasing Branch administers contract	N
HTH560	A	\$ 42,465.00	M	\$ 258,344	\$ 215,879	3/11/2013	7/1/2013	6/30/2017	Country Doctor Outreach	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	A	\$ 54,625.00	M	\$ 281,580	\$ 226,955	4/23/2013	7/1/2013	6/30/2017	The Queen's Medical Center	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	A	\$ 4,560.00	M	\$ 51,992	\$ 47,432	4/23/2013	7/1/2013	6/30/2017	Wahiawa General Hospital	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	A	\$ 3,079,206.00	M	\$ 7,272,780	\$ 4,193,574	5/16/2012	7/1/2012	6/30/2016	Molokai General Hospital	S	Inpatient, out-patient, emergency svcs.	On-site, biennial	Y
HTH560	A	\$ 295,159.00	M	\$ 3,541,884	\$ 3,246,725	2/15/2013	7/1/2013	6/30/2017	Wahiawa General Hospital	S	Inpatient, out-patient, emergency svcs.	On-site, biennial	Y



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HTH560	B	\$ 2,213,202.35	M	\$ 2,676,667.00	\$ 463,464.65	7/1/2008	7/1/2008	6/30/2014	Child and Family Service	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	B	\$ 1,865,163.93	M	\$ 2,336,668.00	\$ 471,504.07	7/1/2008	7/1/2008	6/30/2014	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	B	\$ 908,974.22	M	\$ 1,675,351.00	\$ 766,376.78	7/1/2011	7/1/2011	12/31/2013	Catholic Charities of Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	B	\$ 153,160.45	M	\$ 166,726.00	\$ 13,565.55	7/1/2011	7/1/2011	12/31/2013	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	B	\$ 100,576.74	M	\$ 123,870.02	\$ 23,293.28	10/1/2011	10/1/2011	12/31/2013	Child and Family Service Kauai	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	B	\$ 236,476.50	M	\$ 276,736.00	\$ 40,259.50	10/1/2011	10/1/2011	12/31/2013	Family Support Services of West Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	B	\$ 394,000.00	M	\$ 577,305.00	\$ 183,305.00	10/1/2011	10/1/2011	12/31/2013	Maui Family Support Services	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	B	\$ 800,000.00	M	\$ 999,998.00	\$ 199,998.00	10/1/2011	10/1/2011	12/31/2013	Maui Family Support Services	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	B	\$ 881,050.00	M	\$ 4,231,398	\$ 3,350,348	4/3/2013	7/1/2013	6/30/2019	Bay Clinic, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 558,970.00	M	\$ 3,668,400	\$ 3,109,430	4/15/2013	7/1/2013	6/30/2019	Community Clinic of Maui, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 42,465.00	M	\$ 925,554	\$ 883,089	5/21/2013	7/1/2013	6/30/2019	Hamakua Health Center, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 240,475.00	M	\$ 1,282,608	\$ 1,042,133	4/23/2013	7/1/2013	6/30/2019	Ho'ola Lahui Hawaii	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 528,555.00	M	\$ 4,500,000	\$ 3,971,445	4/19/2013	7/1/2013	6/30/2019	Kalihi-Palama Health Center	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 443,800.00	M	\$ 2,280,900	\$ 1,837,100	4/4/2013	7/1/2013	6/30/2019	Kokua Kalihi Valley	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 248,615.00	M	\$ 1,240,890	\$ 992,275	4/9/2013	7/1/2013	6/30/2019	Ko'olauloa Community Health and Wellness Center, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 53,105.00	M	\$ 234,000	\$ 180,895	4/11/2013	7/1/2013	6/30/2019	Lanai Community Health Center	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 59,470.00	M	\$ 450,000	\$ 390,530	4/25/2013	7/1/2013	6/30/2019	Molokai Ohana Health Care, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 275,310.00	M	\$ 2,100,000	\$ 1,824,690	5/15/2013	7/1/2013	6/30/2019	Waianae District Comprehensive Health and Hospital Board, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 283,835.00	M	\$ 2,623,074	\$ 2,339,239	4/12/2013	7/1/2013	6/30/2019	Waikiki Health Center	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 433,770.00	M	\$ 2,231,238	\$ 1,797,468	4/9/2013	7/1/2013	6/30/2019	Waimanalo Health Center	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 226,575.00	M	\$ 1,221,459	\$ 994,884	4/5/2013	7/1/2013	6/30/2019	West Hawaii Community Health Center, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560	B	\$ 1,506,664.00	M	\$ 4,520,000	\$ 3,013,336	6/15/2012	7/1/2012	6/30/2016	Hana Health	S	Urgent and primary care services	On-site, biennial	Y
HTH560	B	\$ 1,468,000.00	M	\$ 5,872,000	\$ 4,404,000	5/18/2012	7/1/2012	6/30/2016	Waianae District Comprehensive Health and Hospital Board, Inc.	S	Emergency room services	On-site, biennial	Y
HTH560	B	\$ 55,578.00	M	\$ 450,000	\$ 394,422	8/28/2013	9/1/2013	8/31/2014	DHS Oregon Health	S	Comprehensive metabolic screening	Desk rev., annual	Y
HTH560	N	Varies	M	\$ 970,410	\$ 543,090	10/1/2011	10/1/2011	9/30/2015	Bay Clinic, Inc.	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y

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HTH560	N	Varies	M	\$ 1,233,691	\$ 661,571	10/1/2011	10/1/2011	9/30/2015	Community Clinic of Maui, Inc. dba Malama I Ke Ola Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560	N	Varies	M	\$ 2,149,544	\$ 1,080,450	10/1/2011	10/1/2011	9/30/2015	Kalihi-Palama Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560	N	Varies	M	\$ 1,235,164	\$ 661,214	10/1/2011	10/1/2011	9/30/2015	Kapiolani Medical Center for Women and Children	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560	N	Varies	M	\$ 1,108,345	\$ 584,266	10/1/2011	10/1/2011	9/30/2015	Kokua Kalihi Valley	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560	N	Varies	M	\$ 316,446	\$ 184,535	10/1/2011	10/1/2011	9/30/2015	Molokai Ohana Health Care, Inc. dba Molokai Community Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560	N	Varies	M	\$ 2,865,870	\$ 1,436,430	10/1/2011	10/1/2011	9/30/2015	Waianae District Comprehensive Health and Hospital Board, Inc. dba Waianae Coast Comprehensive Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560	N	Varies	M	\$ 590,640	\$ 295,320	10/1/2011	10/1/2011	9/30/2015	Waimanalo Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560	N	Varies	M	\$ 78,750	\$ 31,500	4/1/2012	4/1/2012	9/30/2014	Maui Family Support Services	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560	N	Varies	M	\$ 80,000	\$ 40,000	6/1/2012	6/1/2012	5/30/2014	Family Support Services of West Hawaii dba Family Support Hawaii	S	Breastfeeding Peer Counselor	Review invoices, annually	N
HTH560	N	Varies	M	rate schedule	rate schedule	10/1/2008	10/1/2008	9/30/2014	Solutran	G	Banking Services	Review invoices, annually	N
HTH560	N	Varies	M	rate schedule	rate schedule	2/1/2009	2/1/2009	9/30/2014	Clinical Laboratories, Inc.	G	Anemia Screening Services	Review invoices, annually	N
HTH560	N	Varies	M	rate schedule	rate schedule	9/1/2009	9/1/2009	9/30/2014	Pharmacare, Inc.	G	Special Infant Formula Distribution	Review invoices, annually	N
HTH560	N	Varies	A	\$ 244,800	\$ 174,624	10/1/2012	10/1/2012	9/30/2015	HoiKe Networks, Inc. dba Framework 21	G	Programming Support for the WIC Information System	Review invoices, annually	N
HTH560	N	\$ 827,569	O	\$ 827,569	\$ 592,166	2/20/2013	11/1/2012	10/31/2015	Maximus Health Services Inc.	G	Project Manager - WIC Management; Information System Core Application	Review invoices, annually	N
HTH560	N	\$ 2,186	M	\$ 26,232	\$ 33,549	2/23/2009	4/1/2007	03/31/2012 and a five (5) year extension	Marcus & Associates	L	Kealakekua Business Plaza 81-980 Halekii St. Kealakekua, HI 96750	Review invoices, annually	N
HTH560	N	\$ 3,243	M	\$ 38,916	\$ 38,915	10/14/2004	11/1/2004	09/30/2009 and a four (4) years eleven (11) month extension	KCOM Corp.	L	3122 Kuhio Highway, Suite A-16, A-17, & A-18 Lihue, Hawaii 96766	Review invoices, annually	N
HTH560	N	\$ 4,041	M	\$ 48,492	\$ 48,492	11/12/2009	12/1/2009	10/30/2014	Peake & Levoy	L	781 Kolu Street, Suite A & A2 Wailuku, Hawaii 96793	Review invoices, annually	N
HTH560	N	\$ 5,774	M	\$ 69,288	\$ 66,632	2/26/2010	7/1/2009	5/31/2014	WKSP Limited Partnership	L	Waiakea Kai Shopping Plaza 88 Kanoelehua Avenue, Suite 201 Hilo, HI 96720	Review invoices, annually	N

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HTH560	N	\$ 118,103.00	M	\$ 118,103.00	\$ -	7/1/2011	7/1/2011	6/30/2014	Healthy Mothers, Healthy Babies Coalition of Hawaii	S	Perinatal Support Services/System of Care	Annual, Program and Fiscal	Y
HTH560	N	\$ 63,117.00	M	\$ 208,950.00	\$ 145,833.00	1/1/2013	1/1/2013	6/29/2014	Bay Clinic, Inc.	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 48,796.00	M	\$ 119,988.00	\$ 71,192.00	1/1/2013	1/1/2013	6/29/2014	Community Clinic of Maui	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 18,384.92	M	\$ 131,450.00	\$ 113,065.08	1/1/2013	1/1/2013	6/29/2014	Hamakua Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 73,616.00	M	\$ 180,116.00	\$ 106,500.00	1/1/2013	1/1/2013	6/29/2014	Kalihi Palama Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 66,950.00	M	\$ 168,450.00	\$ 101,500.00	1/1/2013	1/1/2013	6/29/2014	Kokua Kalihi Valley	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 45,450.00	M	\$ 119,950.00	\$ 74,500.00	1/1/2013	1/1/2013	6/29/2014	Koolauloa Health and Wellness Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 37,979.00	M	\$ 110,750.00	\$ 72,771.00	1/1/2013	1/1/2013	6/29/2014	Molokai General Hospital	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 220,598.00	M	\$ 627,293.00	\$ 406,695.00	1/1/2013	1/1/2013	6/29/2014	Planned Parenthood of Hawaii	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 45,933.49	M	\$ 129,833.00	\$ 83,899.51	1/1/2013	1/1/2013	6/29/2014	University of Hawaii Hilo	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 14,159.87	M	\$ 81,833.00	\$ 67,673.13	1/1/2013	1/1/2013	6/29/2014	University of Hawaii Kauai	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 127,859.27	M	\$ 369,426.00	\$ 241,566.73	1/1/2013	1/1/2013	6/29/2014	Waianae Coast District Comprehensive	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 54,895.57	M	\$ 132,616.00	\$ 77,720.43	1/1/2013	1/1/2013	6/29/2014	Waikiki Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 50,642.86	M	\$ 130,200.00	\$ 79,557.14	1/1/2013	1/1/2013	6/29/2014	Waimanalo Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 19,798.20	M	\$ 96,800.00	\$ 77,001.80	1/1/2013	1/1/2013	6/29/2014	West Hawaii Community Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 19,104.00	M	\$ 67,354.00	\$ 48,250.00	1/1/2013	1/1/2013	6/29/2014	Lanai Women's Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 185,000.00	M	\$ 633,333.00	\$ 448,333.00	7/1/2008	7/1/2008	6/30/2014	Child and Family Service	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 185,000.00	M	\$ 588,332.00	\$ 403,332.00	7/1/2008	7/1/2008	6/30/2014	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 598,653.76	M	\$ 939,897.00	\$ 341,243.24	11/17/2011	11/17/2011	6/30/2014	The Institute for Family Enrichment	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 292,500.00	M	\$ 292,500.00	\$ -	7/1/2011	7/1/2011	12/31/2013	Catholic Charities of Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 50,000.00	M	\$ 150,000.00	\$ 100,000.00	7/1/2011	7/1/2011	12/31/2013	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 85,000.98	M	\$ 85,000.98	\$ -	10/1/2011	10/1/2011	12/31/2013	Child and Family Service Kauai	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 18,000.00	M	\$ 18,000.00	\$ -	10/1/2011	10/1/2011	12/31/2013	Family Support Services of West Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 50,000.00	M	\$ 50,000.00	\$ -	10/1/2011	10/1/2011	12/31/2013	Maui Family Support Services	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 66,286.26	M	\$ 195,600.00	\$ 129,313.74	2/6/2013	2/6/2013	2/28/2014	Maui Family Support Services	S	Healthy Start	Annual, Program and Fiscal	Y

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HTH560	N	\$ 126,852.00	M	\$ 202,500.00	\$ 75,648.00	2/6/2013	2/6/2013	2/28/2014	Family Support Services of West Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ -	M	\$ 220,020.00	\$ 220,020.00	1/22/2013	1/22/2013	2/28/2014	Parents and Children Together	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 152,671.84	M	\$ 267,671.84	\$ 115,000.00	8/29/2012	8/29/2012	9/30/2014	Boys and Girls Club of Hawaii	S	Abstinence Education	Annual, Program and Fiscal	Y
HTH560	N	\$ 32,500.00	M	\$ 38,500.00	\$ 6,000.00	8/31/2012	8/31/2012	9/30/2015	Wyman Center Inc.	S	PREP	Annual, Program and Fiscal	Y
HTH560	N	\$ 248,000.00	M	\$ 548,000.00	\$ 300,000.00	6/1/2012	6/1/2012	9/30/2015	County of Hawaii Office of the Prosecuting Attorney	S	PREP	Annual, Program and Fiscal	Y
HTH560	N	\$ 837,508.33	M	\$ 956,618.00	\$ 119,109.67	6/28/2010	6/28/2010	9/29/2015	John Hopkins University	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	N	\$ 432,446.87	M	\$ 491,670.80	\$ 59,223.93	8/6/2009	8/6/2009	5/31/2014	Advancement Services for Native Non-Profits	S	Big Island Disparities Consortia Coordination	Annual, Program and Fiscal	Y
HTH560	P	\$ 2,591,980.00	M	\$ 2,844,410	\$ 252,430	8/3/2007	8/16/2007	5/31/2014	RCUH	S	Heritable Disorders	Desk rev., annual	Y
HTH560	U	\$ 650,000.00	M	\$ 650,000.00	\$ -	7/1/2008	7/1/2008	6/30/2014	Child and Family Service	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560	U	\$ 670,000.00	M	\$ 670,000.00	\$ -	7/1/2008	7/1/2008	6/30/2014	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CC	B	\$ 55,578.00	M	\$ 450,000	\$ 394,422	8/28/2013	9/1/2013	8/31/2014	DHS Oregon Health	S	Comprehensive metabolic screening	Desk rev., annual	Y
HTH560CC	P	\$ 2,591,980.00	M	\$ 2,844,410	\$ 252,430	8/3/2007	8/16/2007	5/31/2014	RCUH	S	Heritable Disorders	Desk rev., annual	Y
HTH560CF	A	\$ 2,047,763.04	M	\$ 3,535,000.00	\$ 1,487,236.96	2/19/2010	2/19/2010	6/30/2015	Child and Family Service	S	Parenting Support Program/Parent Line-Home Reach	Annual, Program and Fiscal	Y
HTH560CF	A	\$ 962,371.16	M	\$ 1,143,521.00	\$ 181,149.84	2/2/2010	2/2/2010	6/30/2014	The Institute for Family Enrichment	S	Parenting Support Program/Mobile Outreach Services	Annual, Program and Fiscal	Y
HTH560CF	N	\$ 152,671.84	M	\$ 267,671.84	\$ 115,000.00	8/29/2012	8/29/2012	9/30/2014	Boys and Girls Club of Hawaii	S	Abstinence Education	Annual, Program and Fiscal	Y
HTH560CF	N	\$ 32,500.00	M	\$ 38,500.00	\$ 6,000.00	8/31/2012	8/31/2012	9/30/2015	Wyman Center Inc.	S	PREP	Annual, Program and Fiscal	Y
HTH560CF	N	\$ 248,000.00	M	\$ 548,000.00	\$ 300,000.00	6/1/2012	6/1/2012	9/30/2015	County of Hawaii Office of the Prosecuting Attorney	S	PREP	Annual, Program and Fiscal	Y
HTH560CF	N	\$ 837,508.33	M	\$ 956,618.00	\$ 119,109.67	6/28/2010	6/28/2010	9/29/2015	John Hopkins University	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CG	A	\$ 558,732.87	M	Rate schedule	\$ 201,267.13	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Kailua/Waimanalo)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 587,152.70	M	Rate schedule	\$ 205,847.30	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Honolulu Central)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 560,393.84	M	Rate schedule	\$ 200,606.16	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Honolulu East)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 413,894.38	M	Rate schedule	\$ 175,105.62	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Kauai)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 480,389.06	M	Rate schedule	\$ 147,610.94	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Hilo/Puna)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 720,972.49	M	Rate schedule	\$ 266,027.51	3/1/2013	1/1/2013	12/31/2013	Easter Seals Hawaii (Kapolei)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y

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HTH560CG	A	\$ 518,228.45	M	Rate schedule	\$ 97,864.55	1/29/2013	1/1/2013	12/31/2013	Kapiolani Medical Center for Women and Children (Central Oahu)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 347,780.06	M	Rate schedule	\$ 346,219.94	2/15/2013	1/1/2013	12/31/2013	Waianae Coast Early Childhood Services, Inc. (Waianae)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 400,129.28	M	Rate schedule	\$ 371,870.72	2/15/2013	1/1/2013	12/31/2013	Waianae Coast Early Childhood Services, Inc. (Wahiawa)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 325,685.90	M	Rate schedule	\$ 406,095.10	3/4/2013	1/1/2013	12/31/2013	Waianae Coast Early Childhood Services, Inc. (Waipahu)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 537,274.93	M	Rate schedule	\$ 111,725.07	3/4/2013	1/1/2013	12/31/2013	United Cerebral Palsy Association of Hawaii	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 1,482,048.92	M	Rate schedule	\$ 308,951.08	2/12/2013	1/1/2013	12/31/2013	Imua Family Services (Maui)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 52,580.07	M	Rate schedule	\$ 8,419.93	2/12/2013	1/1/2013	12/31/2013	Imua Family Services (Lanai)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 28,578.65	M	Rate schedule	\$ 62,421.35	3/5/2013	1/1/2013	12/31/2013	Molokai Ohana Health Care, Inc. dba Molokai Community Health Center	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 146,317.56	M	Rate schedule	\$ 21,006.44	3/1/2013	1/1/2013	12/31/2013	Family Support Services of West Hawaii (Kohala)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 347,395.02	M	Rate schedule	\$ 15,520.98	2/15/2013	1/1/2013	12/31/2013	Family Support Services of West Hawaii (Kona/Kau)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 474,861.99	M	Rate schedule	\$ 161,024.01	1/29/2013	1/1/2013	12/31/2013	Kapiolani Medical Center for Women and Children (Oahu complex medical)	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 504,264.99	M	Rate Schedule	\$ 165,264.99	7/30/2010	7/30/2010	6/30/2014	Comprehensive Autism Services & Education, Inc. dba C.A.S.E., Inc.	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 900.00	M	Rate Schedule	\$ 1,000.00	9/13/2010	9/13/2010	6/30/2014	Dr. Brenda Lovette dba Lokahi Consulting Group, Inc.	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 506,544.73	M	Rate Schedule	\$ 162,455.27	7/8/2010	7/8/2010	6/30/2014	Imua Family Services	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 421,611.64	M	Rate Schedule	\$ 103,409.94	12/30/2010	12/30/2010	6/30/2014	B.C.P., Inc. dba Bayada Home Health Care	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 17,176.04	M	Rate Schedule	\$ 9,907.71	1/11/2011	1/11/2011	6/30/2014	Mary Marasovich dba Oahu Speech Language Pathology Consultants	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y

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HTH560CG	A	\$ 442,175.96	M	Rate Schedule	\$ 83,471.98	7/8/2010	7/8/2010	6/30/2014	The Institute for Family Enrichment, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 312.38	M	Rate Schedule	\$ 1,000.00	7/8/2010	7/8/2010	6/30/2014	Easter Seals Hawaii	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 1,739.60	M	Rate Schedule	\$ 260.40	7/1/2010	7/1/2010	6/30/2014	Deborah T. Tom dba Deborah T. Tom, MS, PT	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 44,008.98	M	Rate Schedule	\$ 3,891.02	9/9/2010	9/9/2010	6/30/2014	ACES	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 4,894.81	M	Rate Schedule	\$ 4,557.60	10/11/2010	10/11/2010	6/30/2014	Jihee Kim Nguyen	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 17,711.02	M	Rate Schedule	\$ 8,131.59	9/7/2010	9/7/2010	6/30/2014	Kapiolani Medical Center for Women and Children	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 1,867.50	M	Rate Schedule	\$ 500.00	8/26/2010	8/26/2010	6/30/2014	Helping Hands Hawaii	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 11,462.00	M	Rate Schedule	\$ 5,580.00	8/31/2010	8/31/2010	6/30/2014	Pacific Gateway Center	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 28,774.65	M	Rate Schedule	\$ 9,264.79	2/22/2011	2/22/2011	6/30/2014	June Uyehara Isono, Inc. dba Audiology Consultant and Services	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 272,398.05	M	Rate Schedule	\$ 90,030.00	12/1/2011	12/1/2011	6/30/2014	Hawaii Behavioral Health, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 32,130.65	M	Rate Schedule	\$ 3,375.35	8/10/2012	8/10/2012	6/30/2014	CBEM, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 381,334.08	M	Rate Schedule	\$ 224,165.92	4/13/2012	4/13/2012	6/30/2014	Alakai Na Keiki, Inc.	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 54,522.15	M	Rate Schedule	\$ 53,477.85	4/10/2012	4/10/2012	6/30/2014	CARE Hawaii, Inc.	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 454,424.35	M	Rate Schedule	\$ 265,575.65	4/30/2012	4/30/2012	6/30/2014	Quality Behavioral Outcomes, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	Y
HTH560CG	A	\$ 2,933.00	M	Rate Schedule	\$ 4,066.00	8/30/2013	7/1/2013	6/30/2014	Sayuri's Nutritional Consultation, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	N
HTH560CG	A	\$ 1,931.28	M	Rate Schedule	\$ 1,568.72	8/30/2013	7/1/2013	6/30/2014	Joni Ishihara	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	N
HTH560CG	A	\$ 1,930.00	M	Rate Schedule	\$ 4,070.00	1/16/2013	1/29/2013	6/30/2014	Therapeutic Connections, LLC	S	Early intervention services for infants and toddlers with special needs under the age of 3	Annual, fiscal and program staff monitoring	N
HTH560CG	A	\$ 447,346.42	M	Lease varies due to CAM charges	\$ 67,367.40	4/27/2012	4/1/2012	2/28/2017	FPA 1350 King Associates, LLC	L	Lease of office space for Early Intervention Section	DAGS Leasing Branch administers contract	N

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HTH560CT	B	\$ 2,213,202.35	M	\$ 2,676,667.00	\$ 463,464.65	7/1/2008	7/1/2008	6/30/2014	Child and Family Service	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	B	\$ 1,865,163.93	M	\$ 2,336,668.00	\$ 471,504.07	7/1/2008	7/1/2008	6/30/2014	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	B	\$ 908,974.22	M	\$ 1,675,351.00	\$ 766,376.78	7/1/2011	7/1/2011	12/31/2013	Catholic Charities of Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	B	\$ 153,160.45	M	\$ 166,726.00	\$ 13,565.55	7/1/2011	7/1/2011	12/31/2013	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	B	\$ 100,576.74	M	\$ 123,870.02	\$ 23,293.28	10/1/2011	10/1/2011	12/31/2013	Child and Family Service Kauai	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	B	\$ 236,476.50	M	\$ 276,736.00	\$ 40,259.50	10/1/2011	10/1/2011	12/31/2013	Family Support Services of West Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	B	\$ 394,000.00	M	\$ 577,305.00	\$ 183,305.00	10/1/2011	10/1/2011	12/31/2013	Maui Family Support Services	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	B	\$ 800,000.00	M	\$ 999,998.00	\$ 199,998.00	10/1/2011	10/1/2011	12/31/2013	Maui Family Support Services	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 185,000.00	M	\$ 633,333.00	\$ 448,333.00	7/1/2008	7/1/2008	6/30/2014	Child and Family Service	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 185,000.00	M	\$ 588,332.00	\$ 403,332.00	7/1/2008	7/1/2008	6/30/2014	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 598,653.76	M	\$ 939,897.00	\$ 341,243.24	11/17/2011	11/17/2011	6/30/2014	The Institute for Family Enrichment	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 292,500.00	M	\$ 292,500.00	\$ -	7/1/2011	7/1/2011	12/31/2013	Catholic Charities of Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 50,000.00	M	\$ 150,000.00	\$ 100,000.00	7/1/2011	7/1/2011	12/31/2013	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 85,000.98	M	\$ 85,000.98	\$ -	10/1/2011	10/1/2011	12/31/2013	Child and Family Service Kauai	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 18,000.00	M	\$ 18,000.00	\$ -	10/1/2011	10/1/2011	12/31/2013	Family Support Services of West Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 50,000.00	M	\$ 50,000.00	\$ -	10/1/2011	10/1/2011	12/31/2013	Maui Family Support Services	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 66,286.26	M	\$ 195,600.00	\$ 129,313.74	2/6/2013	2/6/2013	2/28/2014	Maui Family Support Services	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ 126,852.00	M	\$ 202,500.00	\$ 75,648.00	2/6/2013	2/6/2013	2/28/2014	Family Support Services of West Hawaii	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	N	\$ -	M	\$ 220,020.00	\$ 220,020.00	1/22/2013	1/22/2013	2/28/2014	Parents and Children Together	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	U	\$ 650,000.00	M	\$ 650,000.00	\$ -	7/1/2008	7/1/2008	6/30/2014	Child and Family Service	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CT	U	\$ 670,000.00	M	\$ 670,000.00	\$ -	7/1/2008	7/1/2008	6/30/2014	YWCA of Hawaii Island	S	Healthy Start	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 305,478.32	M	\$ 417,537.00	\$ 112,058.68	7/1/2011	7/1/2011	6/30/2014	Healthy Mothers, Healthy Babies Coalition of Hawaii	S	Perinatal Support Services/System of Care	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 26,066.17	M	\$ 60,000.00	\$ 33,933.83	7/1/2011	7/1/2011	6/30/2014	Child and Family Service	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 242,700.00	M	\$ 313,600.00	\$ 70,900.00	7/1/2011	7/1/2011	6/30/2014	Community Clinic of Maui	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 240,200.00	M	\$ 297,900.00	\$ 57,700.00	7/1/2011	7/1/2011	6/30/2014	Kalihi Palama Health Center	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 169,758.76	M	\$ 249,200.00	\$ 79,441.24	7/1/2011	7/1/2011	6/30/2014	Kokua Kalihi Valley	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y

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HTH560CW	A	\$ 21,750.00	M	\$ 64,500.00	\$ 42,750.00	7/1/2011	7/1/2011	6/30/2014	Koolauloa Health and Wellness Center	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 108,212.00	M	\$ 132,000.00	\$ 23,788.00	7/1/2011	7/1/2011	6/30/2014	Molokai General Hospital	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 221,017.07	M	\$ 301,990.07	\$ 80,973.00	7/1/2011	7/1/2011	6/30/2014	Waianae Coast District Comprehensive	S	Perinatal Support Services/High-Risk Pregnant Women	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 23,832.00	M	\$ 119,000.00	\$ 95,168.00	1/1/2013	1/1/2013	6/29/2014	Bay Clinic, Inc.	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 19,404.00	M	\$ 58,212.00	\$ 38,808.00	1/1/2013	1/1/2013	6/29/2014	Community Clinic of Maui	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ -	M	\$ 35,000.00	\$ 35,000.00	1/1/2013	1/1/2013	6/29/2014	Hamakua Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 29,000.00	M	\$ 77,000.00	\$ 48,000.00	1/1/2013	1/1/2013	6/29/2014	Kalihi Palama Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 26,500.00	M	\$ 69,500.00	\$ 43,000.00	1/1/2013	1/1/2013	6/29/2014	Kokua Kalihi Valley	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 15,000.00	M	\$ 35,000.00	\$ 20,000.00	1/1/2013	1/1/2013	6/29/2014	Koolauloa Health and Wellness Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 14,999.00	M	\$ 38,000.00	\$ 23,001.00	1/1/2013	1/1/2013	6/29/2014	Molokai General Hospital	S	Family Planning/Family Planning and Health Education	Program and Fiscal	Y
HTH560CW	A	\$ 104,902.00	M	\$ 331,207.00	\$ 226,305.00	1/1/2013	1/1/2013	6/29/2014	Planned Parenthood of Hawaii	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 99,508.00	M	\$ 288,524.00	\$ 189,016.00	1/1/2013	1/1/2013	6/29/2014	Waianae Coast District Comprehensive	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ -	M	\$ 42,000.00	\$ 42,000.00	1/1/2013	1/1/2013	6/29/2014	Waikiki Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 12,250.00	M	\$ 32,250.00	\$ 20,000.00	1/1/2013	1/1/2013	6/29/2014	Waimanalo Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ -	M	\$ 32,900.00	\$ 32,900.00	1/1/2013	1/1/2013	6/29/2014	West Hawaii Community Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	A	\$ 6,000.00	M	\$ 18,000.00	\$ 12,000.00	1/1/2013	1/1/2013	6/29/2014	Lanai Women's Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 118,103.00	M	\$ 118,103.00	\$ -	7/1/2011	7/1/2011	6/30/2014	Healthy Mothers, Healthy Babies Coalition of Hawaii	S	Perinatal Support Services/System of Care	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 63,117.00	M	\$ 208,950.00	\$ 145,833.00	1/1/2013	1/1/2013	6/29/2014	Bay Clinic, Inc.	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 48,796.00	M	\$ 119,988.00	\$ 71,192.00	1/1/2013	1/1/2013	6/29/2014	Community Clinic of Maui	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 18,384.92	M	\$ 131,450.00	\$ 113,065.08	1/1/2013	1/1/2013	6/29/2014	Hamakua Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 73,616.00	M	\$ 180,116.00	\$ 106,500.00	1/1/2013	1/1/2013	6/29/2014	Kalihi Palama Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 66,950.00	M	\$ 168,450.00	\$ 101,500.00	1/1/2013	1/1/2013	6/29/2014	Kokua Kalihi Valley	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 45,450.00	M	\$ 119,950.00	\$ 74,500.00	1/1/2013	1/1/2013	6/29/2014	Koolauloa Health and Wellness Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 37,979.00	M	\$ 110,750.00	\$ 72,771.00	1/1/2013	1/1/2013	6/29/2014	Molokai General Hospital	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 220,598.00	M	\$ 627,293.00	\$ 406,695.00	1/1/2013	1/1/2013	6/29/2014	Planned Parenthood of Hawaii	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 45,933.49	M	\$ 129,833.00	\$ 83,899.51	1/1/2013	1/1/2013	6/29/2014	University of Hawaii Hilo	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y



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HTH560CW	N	\$ 14,159.87	M	\$ 81,833.00	\$ 67,673.13	1/1/2013	1/1/2013	6/29/2014	University of Hawaii Kauai	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 127,859.27	M	\$ 369,426.00	\$ 241,566.73	1/1/2013	1/1/2013	6/29/2014	Waianae Coast District Comprehensive	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 54,895.57	M	\$ 132,616.00	\$ 77,720.43	1/1/2013	1/1/2013	6/29/2014	Waikiki Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 50,642.86	M	\$ 130,200.00	\$ 79,557.14	1/1/2013	1/1/2013	6/29/2014	Waimanalo Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 19,798.20	M	\$ 96,800.00	\$ 77,001.80	1/1/2013	1/1/2013	6/29/2014	West Hawaii Community Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 19,104.00	M	\$ 67,354.00	\$ 48,250.00	1/1/2013	1/1/2013	6/29/2014	Lanai Women's Health Center	S	Family Planning/Family Planning and Health Education	Annual, Program and Fiscal	Y
HTH560CW	N	\$ 432,446.87	M	\$ 491,670.80	\$ 59,223.93	8/6/2009	8/6/2009	5/31/2014	Advancement Services for Native Non-Profits	S	Big Island Disparities Consortia Coordination	Annual, Program and Fiscal	Y
HTH560GI	N	Varies	M	\$ 970,410	\$ 543,090	10/1/2011	10/1/2011	9/30/2015	Bay Clinic, Inc.	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560GI	N	Varies	M	\$ 1,233,691	\$ 661,571	10/1/2011	10/1/2011	9/30/2015	Community Clinic of Maui, Inc. dba Malama I Ke Ola Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560GI	N	Varies	M	\$ 2,149,544	\$ 1,080,450	10/1/2011	10/1/2011	9/30/2015	Kalihi-Palama Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560GI	N	Varies	M	\$ 1,235,164	\$ 661,214	10/1/2011	10/1/2011	9/30/2015	Kapiolani Medical Center for Women and Children	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560GI	N	Varies	M	\$ 1,108,345	\$ 584,266	10/1/2011	10/1/2011	9/30/2015	Kokua Kalihi Valley	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560GI	N	Varies	M	\$ 316,446	\$ 184,535	10/1/2011	10/1/2011	9/30/2015	Molokai Ohana Health Care, Inc. dba Molokai Community Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560GI	N	Varies	M	\$ 2,865,870	\$ 1,436,430	10/1/2011	10/1/2011	9/30/2015	Waianae District Comprehensive Health and Hospital Board, Inc. dba Waianae Coast Comprehensive Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560GI	N	Varies	M	\$ 590,640	\$ 295,320	10/1/2011	10/1/2011	9/30/2015	Waimanalo Health Center	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560GI	N	Varies	M	\$ 78,750	\$ 31,500	4/1/2012	4/1/2012	9/30/2014	Maui Family Support Services	S	Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	Annual Fiscal or Program Monitoring	Y
HTH560GI	N	Varies	M	\$ 80,000	\$ 40,000	6/1/2012	6/1/2012	5/30/2014	Family Support Services of West Hawaii dba Family Support Hawaii	S	Breastfeeding Peer Counselor	Review invoices, annually	N
HTH560GI	N	Varies	M	rate schedule	rate schedule	10/1/2008	10/1/2008	9/30/2014	Solutran	G	Banking Services	Review invoices, annually	N
HTH560GI	N	Varies	M	rate schedule	rate schedule	2/1/2009	2/1/2009	9/30/2014	Clinical Laboratories, Inc.	G	Anemia Screening Services	Review invoices, annually	N

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HTH560GI	N	Varies	M	rate schedule	rate schedule	9/1/2009	9/1/2009	9/30/2014	Pharmicare, Inc.	G	Special Infant Formula Distribution	Review invoices, annually	N
HTH560GI	N	Varies	A	\$ 244,800	\$ 174,624	10/1/2012	10/1/2012	9/30/2015	HoiKe Networks, Inc. dba Framework 21	G	Programming Support for the WIC Information System	Review invoices, annually	N
HTH560GI	N	\$ 827,569	O	\$ 827,569	\$ 592,166	2/20/2013	11/1/2012	10/31/2015	Maximus Health Services Inc.	G	Project Manager - WIC Management; Information System Core Application	Review invoices, annually	N
HTH560GI	N	\$ 2,186	M	\$ 26,232	\$ 33,549	2/23/2009	4/1/2007	03/31/2012 and a five (5) year extension	Marcus & Associates	L	Kealakekua Business Plaza 81-980 Halekii St. Kealakekua, HI 96750	Review invoices, annually	N
HTH560GI	N	\$ 3,243	M	\$ 38,916	\$ 38,915	10/14/2004	11/1/2004	09/30/2009 and a four (4) years eleven (11) month extension	KCOM Corp.	L	3122 Kuhio Highway, Suite A-16, A- 17, & A-18 Lihue, Hawaii 96766	Review invoices, annually	N
HTH560GI	N	\$ 4,041	M	\$ 48,492	\$ 48,492	11/12/2009	12/1/2009	10/30/2014	Peake & Levoy	L	781 Kolu Street, Suite A & A2 Wailuku, Hawaii 96793	Review invoices, annually	N
HTH560GI	N	\$ 5,774	M	\$ 69,288	\$ 66,632	2/26/2010	7/1/2009	5/31/2014	WKSP Limited Partnership	L	Waialea Kai Shopping Plaza 88 Kanoelehua Avenue, Suite 201 Hilo, HI 96720	Review invoices, annually	N
HTH560KC	A	\$ 42,465.00	M	\$ 258,344	\$ 215,879	3/11/2013	7/1/2013	6/30/2017	Country Doctor Outreach	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	A	\$ 54,625.00	M	\$ 281,580	\$ 226,955	4/23/2013	7/1/2013	6/30/2017	The Queen's Medical Center	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	A	\$ 4,560.00	M	\$ 51,992	\$ 47,432	4/23/2013	7/1/2013	6/30/2017	Wahiawa General Hospital	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	A	\$ 3,079,206.00	M	\$ 7,272,780	\$ 4,193,574	5/16/2012	7/1/2012	6/30/2016	Molokai General Hospital	S	Inpatient, out-patient, emergency svcs.	On-site, biennial	Y
HTH560KC	A	\$ 295,159.00	M	\$ 3,541,884	\$ 3,246,725	2/15/2013	7/1/2013	6/30/2017	Wahiawa General Hospital	S	Inpatient, out-patient, emergency svcs.	On-site, biennial	Y
HTH560KC	B	\$ 881,050.00	M	\$ 4,231,398	\$ 3,350,348	4/3/2013	7/1/2013	6/30/2019	Bay Clinic, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 558,970.00	M	\$ 3,668,400	\$ 3,109,430	4/15/2013	7/1/2013	6/30/2019	Community Clinic of Maui, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 42,465.00	M	\$ 925,554	\$ 883,089	5/21/2013	7/1/2013	6/30/2019	Hamakua Health Center, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 240,475.00	M	\$ 1,282,608	\$ 1,042,133	4/23/2013	7/1/2013	6/30/2019	Ho'ola Lahui Hawaii	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 528,555.00	M	\$ 4,500,000	\$ 3,971,445	4/19/2013	7/1/2013	6/30/2019	Kalihi-Palama Health Center	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 443,800.00	M	\$ 2,280,900	\$ 1,837,100	4/4/2013	7/1/2013	6/30/2019	Kokua Kalihi Valley	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 248,615.00	M	\$ 1,240,890	\$ 992,275	4/9/2013	7/1/2013	6/30/2019	Ko'olaupua Community Health and Wellness Center, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 53,105.00	M	\$ 234,000	\$ 180,895	4/11/2013	7/1/2013	6/30/2019	Lanai Community Health Center	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 59,470.00	M	\$ 450,000	\$ 390,530	4/25/2013	7/1/2013	6/30/2019	Molokai Ohana Health Care, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 275,310.00	M	\$ 2,100,000	\$ 1,824,690	5/15/2013	7/1/2013	6/30/2019	Waianae District Comprehensive Health and Hospital Board, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 283,835.00	M	\$ 2,623,074	\$ 2,339,239	4/12/2013	7/1/2013	6/30/2019	Waikiki Health Center	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 433,770.00	M	\$ 2,231,238	\$ 1,797,468	4/9/2013	7/1/2013	6/30/2019	Waimanalo Health Center	S	Primary care services for the uninsured	On-site, biennial	Y

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HTH560KC	B	\$ 226,575.00	M	\$ 1,221,459	\$ 994,884	4/5/2013	7/1/2013	6/30/2019	West Hawaii Community Health Center, Inc.	S	Primary care services for the uninsured	On-site, biennial	Y
HTH560KC	B	\$ 1,506,664.00	M	\$ 4,520,000	\$ 3,013,336	6/15/2012	7/1/2012	6/30/2016	Hana Health	S	Urgent and primary care services	On-site, biennial	Y
HTH560KC	B	\$ 1,468,000.00	M	\$ 5,872,000	\$ 4,404,000	5/18/2012	7/1/2012	6/30/2016	Waianae District Comprehensive Health and Hospital Board, Inc.	S	Emergency room services	On-site, biennial	Y
HTH590	A	1,489,497	O - Invoiced	1,500,000	10,503	6/14/2012	7/1/2012	6/30/2013	QUEEN'S MEDICAL CENTER, THE	S	Establish organ transplant center- grant in aid	Deliverables	Y
HTH590	A	200,000	O - Invoiced	300,000	100,000	6/22/2012	2/4/2012	6/30/2014	NATIONAL KIDNEY FOUNDATION	S	Establish kidney disease registry- grant in aid	Deliverables	Y
HTH590	A	0	O - Invoiced	500,000	500,000	8/4/2012	8/4/2012	6/30/2013	KAPIOLANI MEDICAL CENTER FOR	S	Establish stem cell collection prog - grant in aid	Deliverables	Y
HTH590	B	6,706,902	O - Invoiced	7,238,896	531,994	6/28/2010	7/1/2010	6/30/2011	UNIVERSITY OF HAWAII	S	Hawaii Health Data Warehouse	Deliverables	Y
HTH590	B	134,189	O - Invoiced	138,120	3,931	6/20/2011	8/1/2011	7/31/2014	CITY & COUNTY OF HONOLULU	S	Enforcement of tobacco age limits	Deliverables	Y
HTH590	B	3,722,368	O - Invoiced	3,735,681	13,313	9/30/2008	9/30/2008	10/1/2013	HEWLETT-PACKARD COMPANY	S	Dev Hi Health Emer Surv Sys (HHES)	Deliverables	Y
HTH590	B	399,477	O - Invoiced	616,645	217,168	4/20/2010	4/20/2010	9/30/2013	UNIVERSITY OF HAWAII	S	Nutritional educ for SNAP-ED program	Deliverables	Y
HTH590	B	39,765	O - Invoiced	70,181	30,416	7/30/2010	7/13/2010	7/30/2012	UNIVERSITY OF HAWAII	S	SNAP-Ed to nutrition education network	Deliverables	Y
HTH590	B	164,617	O - Invoiced	173,129	8,512	7/30/2010	7/13/2010	5/31/2012	UNIVERSITY OF HAWAII	S	Dev & imp school based initiatives	Deliverables	Y
HTH590	B	4,984	O - Invoiced	249,497	244,513	6/8/2011	6/8/2011	5/31/2014	DEPARTMENT OF EDUCATION	S	School food services worker training	Deliverables	Y
HTH590	B	1,494,972	O - Invoiced	2,685,449	1,190,477	8/9/2011	8/9/2011	6/30/2013	UNIVERSITY OF HAWAII	S	Hawaii Health Data Warehouse	Deliverables	Y
HTH590	B	266,901	O - Invoiced	430,800	163,899	8/22/2011	8/1/2011	7/31/2013	UNIVERSITY OF HAWAII	S	Support for police enforcement	Deliverables	Y
HTH590	B	938,260	O - Invoiced	1,620,546	682,286	12/15/2011	4/1/2011	6/30/2014	UNIVERSITY OF HAWAII	S	Nutrition & Phy Activity Coalitions	Deliverables	Y
HTH590	B	84,469	O - Invoiced	244,900	160,431	6/29/2012	1/1/2012	12/31/2013	UNIVERSITY OF HAWAII	S	School surveys (HSHS) tobacco usage	Deliverables	Y
HTH590	B	842,322	O - Invoiced	1,960,000	1,117,678	8/3/2012	8/1/2012	7/31/2014	DEPARTMENT OF EDUCATION	S	Standards-based PE and Health Ed	Deliverables	Y
HTH590	B	45,320	O - Invoiced	86,200	40,880	11/14/2012	8/1/2012	7/31/2013	CITY & COUNTY OF HONOLULU	S	Enforcement of tobacco age limits	Deliverables	Y
HTH590	P	1,289,419	O - Invoiced	1,313,913	24,494	8/6/2012	8/1/2012	1/2/2014	SMS RESEARCH AND MARKETING	S	Surveillance surveys (BRFSS)	Deliverables	Y
HTH590	P	14,699	O - Invoiced	250,000	235,301	4/24/2013	4/24/2013	3/28/2014	HEALTHY COMMUNITIES HAWAII	S	Manage community based tobacco intervention	Deliverables	Y
HTH590	P	19,489.20	O - Invoiced	122,000.00	102,510.80	9/13/2012	6/30/2013	6/29/2014	BAY CLINIC, INC.	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	12,303.08	O - Invoiced	58,000.00	45,696.92	9/13/2012	6/30/2013	6/29/2014	HAMAKUA HEALTH CENTER, INC.	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	0.00	O - Invoiced	50,000.00	50,000.00	8/27/2013	6/30/2013	6/29/2014	HOOLA LAHUI HAWAII	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	32,556.03	O - Invoiced	77,000.00	44,443.97	9/13/2012	6/30/2013	6/29/2014	HUI NO KE OLA PONO, INC.	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	123,426.59	O - Invoiced	225,733.00	102,306.41	9/13/2012	6/30/2013	6/29/2014	KALIHI-PALAMA HEALTH CENTER	S	Breast & Cervical Cancer Screening services	Deliverables	Y

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HTH590	P	164,535.14	O - Invoiced	230,000.00	65,464.86	9/13/2012	6/30/2013	6/29/2014	KAPIOLANI MEDICAL CENTER FOR	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	49,747.64	O - Invoiced	63,074.11	13,326.47	9/13/2012	6/30/2013	6/29/2014	KOKUA KALIHI VALLEY	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	2,661.13	O - Invoiced	22,000.00	19,338.87	9/13/2012	6/30/2013	6/29/2014	KOOLAULOA COMMUNITY HEALTH	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	67,073.72	O - Invoiced	120,000.00	52,926.28	9/13/2012	6/30/2013	6/29/2014	QUEEN'S MEDICAL CENTER, THE	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	18,104.17	O - Invoiced	20,000.00	1,895.83	8/29/2013	6/30/2013	6/29/2014	QUEEN'S MEDICAL CENTER, THE	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	38,670.15	O - Invoiced	84,000.00	45,329.85	9/13/2012	6/30/2013	6/29/2014	WAIANAE DISTRICT COMPREHENSIVE	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	17,142.47	O - Invoiced	20,000.00	2,857.53	8/29/2013	6/30/2013	6/29/2014	WAIMANALO HEALTH CENTER	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	0.00	O - Invoiced	66,500.00	66,500.00	9/13/2012	6/30/2013	6/29/2014	WEST HAWAII COMMUNITY HEALTH	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	P	10,132.11	O - Invoiced	79,267.00	69,134.89	2/4/2013	6/30/2013	6/29/2014	KALIHI-PALAMA HEALTH CENTER	S	Breast & Cervical Cancer Screening services	Deliverables	Y
HTH590	U	0	O - Invoiced	65,550	65,550	5/1/2013	5/1/2013	9/30/2014	KOHALA CENTER INC., THE	S	Nutritional educ for SNAP-ED on the Big Island	Deliverables	Y
HTH590	U	0.00	O - Invoiced	43,838.90	43,838.90	11/26/2012	11/26/2012	9/30/2014	BAY CLINIC, INC.	S	Nutritional educ for SNAP-ED	Deliverables	Y
HTH590	U	45,179.56	O - Invoiced	95,795.80	50,616.24	10/3/2012	10/3/2012	9/30/2014	KALIHI-PALAMA HEALTH CENTER	S	Nutritional educ for SNAP-ED	Deliverables	Y
HTH590	U	16,430.20	O - Invoiced	51,334.03	34,903.83	10/15/2013	10/15/2013	9/30/2014	KOKUA KALIHI VALLEY	S	Nutritional educ for SNAP-ED	Deliverables	Y
HTH590	U	98,033.95	O - Invoiced	341,403.75	243,369.80	3/14/2013	3/14/2013	9/30/2014	YOUNG MEN'S CHRISTIAN	S	Nutritional educ for SNAP-ED	Deliverables	Y
HTH610	B	various	O-upon deliverables	\$ 41,861	\$ -	1/8/2013	1/8/2013	1/7/2014	PARAGON BERMUDA (CANADA) LTD.	S	TO HOST & MAINTAIN A WEB-BASED FOOD INSPECTION & PERMITTING SYSTEM, AND TO DEVELOP & INSTALL ADDITIONAL MODULES, ASO LOG 13-063	CONTRACT ADMINISTRATOR RECEIVES & EVALUATES PERIODIC DELIVERABLES	N
HTH710MK	A	\$ 250,781	M	\$ 250,781	\$ 167,189	6/1/2013	7/1/2013	6/30/2014	Honeywell International, Inc.	S	Maintenance of the air conditioning and ventilating equipment, and compressed air and vacuum equipment, thermostats, and chemical water treatment of the air conditioning water system located at the State Laboratories facility at 2725 Waimano Home Road, Pearl City, Hawaii 96782.	The contract is monitored on a daily basis as its aim is to keep the facility functioning properly.	N

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HTH720	P	\$ 3,500	M	\$ 53,040	\$ 48,755	3/19/2012	10/1/2011	9/30/2012	John M. Piper dba Life Safety Services	S	Conduct life safety surveys and inspections in accordance with established federal regulations and standards and also on-site fire safety inspections of facilities maintained by service providers who participate in the Medicare/Medicaid program. NOTE: <b>This was a retro contract; Annual amount 53,040; option to extend for 12 consecutive months up to 5 years</b>	Annually	Y
HTH730	A	\$ 737,148	M	NA	NA	12/20/2012	1/1/2013	12/31/2014	Advanced Data Processing, Inc. dba Intermedix Corp.	S	ASO LOG NO. 13-085-M1. Rate Schedule "Unit Rate" contract for Billing and collection services for emergency medical services. Possible extensions to: 12/31/18.	Review of monthly billing activity and collection reports.	N
HTH730	A	\$ 423,627	M	\$ 585,764	\$ 162,137	6/10/2010	1/1/2010	6/30/2014	County of Kauai (Police Department)	S	ASO LOG NO. 10-099-M4. To operate an emergency medical services dispatch communication center. Possible extensions to: 06/30/2015.	Review of monthly expenditure reports.	Y
HTH730	A	\$ 1,219,974	M	\$ 1,570,633	\$ 350,660	6/10/2010	1/1/2010	6/30/2014	County of Maui (Police Department)	S	ASO LOG NO. 10-100-M4. To operate an emergency medical services dispatch communication center. Possible extensions to: 06/30/2015.	Review of monthly expenditure reports.	Y
HTH730	A	\$ 663,590	M	\$ 851,140	\$ 187,550	5/13/2010	1/1/2010	6/30/2014	Denver Health and Hospital Authority, Rocky Mountain Poison and Drug Center	S	ASO LOG NO. 10-101-M7. Telephone case management for all calls originating in Hawaii on the national toll-free hotline. Provide poison information services to the public and health professionals 24-hours per day seven days per week. Possible extensions to: 06/30/2015.	Review of monthly activity and quarterly summary reports.	Y
HTH730	A	\$ 1,289,998	M	\$ 1,629,531	\$ 339,533	12/16/2010	7/1/2010	6/30/2014	Med Media, Inc.	G/S	ASO LOG NO. 11-028-M5 (Contract No. 59879). Provision of materials, parts, labor, and training necessary to maintain the uninterrupted operational availability of the Statewide Hawaii Emergency Medical Services Information System ("HEMSIS"). Possible extensions to: 06/30/2016.	Review of monthly expenditure reports.	N
HTH730	A	\$ 1,240,793	O (as work activity is completed)	\$ 1,245,000	\$ 4,207	3/15/2011	3/15/2011	3/14/2015	Pacific Wireless Communications, LLC	G/S	ASO LOG NO. 11-064-M2 (Contract No. 60043). To upgrade and integrate the existing County of Kauai 9-1-1 emergency medical services ("EMS") medical communication ("MEDICOM") land-mobile radio system from analog to Project 25 digital. Possible extensions to: 03/14/2017.	Review of expenditure reports.	N

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HTH730	A	\$ 917,419	O (as work activity is completed)	\$ 1,105,530	\$ 188,111	3/16/2011	3/15/2011	3/14/2014	Pacific Wireless Communications, LLC	G/S	ASO LOG NO. 11-092 (Contract No. 60044). To upgrade and integrate the existing Oahu 9-1-1 emergency medical services ("EMS") medical communication ("MEDICOM") land-mobile radio system from analog to Project 25 digital. Possible extensions to: 03/14/2017.	Review of expenditure reports.	N
HTH730	A	\$ 20,151,074	M	\$ 34,336,568	\$ 14,185,494	9/26/2011	7/1/2011	6/30/2015	International Life Support, Inc. dba American Medical Response	S	ASO LOG NO. 12-001-M2. To provide continuous 911 advanced life support emergency ground ambulance service on the islands of Maui, Molokai and Lanai and to provide helicopter ambulance services to respond to 911 calls and transfer requests. Possible extensions to: 06/30/2017.	Review of monthly expenditure reports. Review of provider internal and external audits, monitoring reports and corrective action plans. Review of HEMISIS reports. Review of quarterly quality improvement reports.	Y
HTH730	A	\$ 9,187,642	M	\$ 15,830,092	\$ 6,642,450	9/26/2011	7/1/2011	6/30/2015	International Life Support, Inc. dba American Medical Response	S	ASO LOG NO. 12-002. To provide continuous 911 advanced life support emergency ground ambulance service on the island of Kauai. Possible extensions to: 06/30/2017.	Review of monthly expenditure reports. Review of provider internal and external audits, monitoring reports and corrective action plans. Review of HEMISIS reports. Review of quarterly quality improvement reports.	Y
HTH730	A	\$ 23,424,912	M	\$ 35,137,368	\$ 11,712,456	11/17/2011	7/1/2011	6/30/2014	County of Hawaii	S	ASO LOG NO. 12-003-M2. To provide continuous 911 advanced life support emergency ground ambulance service on the island of Hawaii; and to provide helicopter ambulance services to respond to 911 call and transfer requests. Possible extension to: 06/30/2017.	Review of monthly expenditure reports. Review of provider internal and external audits, monitoring reports and corrective action plans. Review of HEMISIS reports. Review of quarterly quality improvement reports.	Y
HTH730	A	\$ 54,535,847	M	\$ 80,793,219	\$ 27,257,372	12/1/2011	7/1/2011	6/30/2014	City and County of Honolulu	S	ASO LOG NO. 12-005-M5. To provide continuous 911 advanced life support emergency ground ambulance service on the island of Oahu. Possible extension to: 06/30/2017.	Review of monthly expenditure reports. Review of provider internal and external audits, monitoring reports and corrective action plans. Review of HEMISIS reports. Review of quarterly quality improvement reports.	Y
HTH730	A	\$ 692,275	M	\$ 876,067	\$ 183,793	8/23/2011	7/1/2011	6/30/2014	Pacific Wireless Communications, LLC	G/S	ASO LOG NO. 12-006-M3 (Contract No. 60403). To provide all materials, parts, and labor necessary to maintain the operational availability of all required equipment for the State's Medical Communications System on the Islands of Oahu, Kauai, Maui, Lanai, Molokai and Hawaii. Possible extensions to: 06/30/2017.	Review of monthly, quarterly and annual service reports.	N

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HTH730	A	\$ 270,085	O (as work activity is completed)	\$ 694,975	\$ 424,890	5/29/2013	5/29/2013	5/28/2014	Pacific Wireless Communications, LLC	G/S	ASO LOG NO. 13-117 (Contract No. 62057). To upgrade and integrate the existing Hawaii County 9-1-1 emergency medical services ("EMS") medical communication ("MEDICOM") land-mobile radio system from analog to Project 25 digital. Possible extensions to: 05/28/2019.	Review of expenditure reports.	N
HTH730	B	\$ 165,039	M	\$ 165,565	\$ 526	12/16/2010	7/1/2010	6/30/2014	Med Media, Inc.	G/S	ASO LOG NO. 11-028-M5 (Contract No. 59879). Provision of materials, parts, labor, and training necessary to maintain the uninterrupted operational availability of the Statewide Hawaii Emergency Medical Services Information System ("HEMSIS"). Possible extensions to: 06/30/2016.	Review of monthly expenditure reports.	N
HTH730	B	\$ 254,974	M	\$ 417,498	\$ 162,524	8/11/2010	8/11/2010	6/30/2014	University of Hawaii (ORS - KCC)	S	ASO LOG NO. 11-031-M4 (Contract No. 59510). To provide EMS education and training through training centers located on the island of Maui, Kauai, and Hawaii. Possible extensions to: 06/30/2016.	Review of monthly expenditure reports.	N
HTH730	B	\$ 6,673,208	M	\$ 12,579,820	\$ 5,906,612	9/26/2011	7/1/2011	6/30/2015	International Life Support, Inc. dba American Medical Response	S	ASO LOG NO. 12-001-M2. To provide continuous 911 advanced life support emergency ground ambulance service on the islands of Maui, Molokai and Lanai and to provide helicopter ambulance services to respond to 911 calls and transfer requests. Possible extensions to: 06/30/2017.	Review of monthly expenditure reports. Review of provider internal and external audits, monitoring reports and corrective action plans. Review of HEMSIS reports. Review of quarterly quality improvement reports.	Y
HTH730	B	\$ 2,265,720	M	\$ 4,531,440	\$ 2,265,720	9/26/2011	7/1/2011	6/30/2015	International Life Support, Inc. dba American Medical Response	S	ASO LOG NO. 12-002. To provide continuous 911 advanced life support emergency ground ambulance service on the island of Kauai. Possible extensions to: 06/30/2017.	Review of monthly expenditure reports. Review of provider internal and external audits, monitoring reports and corrective action plans. Review of HEMSIS reports. Review of quarterly quality improvement reports.	Y
HTH730	B	\$ 5,048,672	M	\$ 7,938,408	\$ 2,889,736	11/17/2011	7/1/2011	6/30/2014	County of Hawaii	S	ASO LOG NO. 12-003-M2. To provide continuous 911 advanced life support emergency ground ambulance service on the island of Hawaii; and to provide helicopter ambulance services to respond to 911 call and transfer requests. Possible extension to: 06/30/2017.	Review of monthly expenditure reports. Review of provider internal and external audits, monitoring reports and corrective action plans. Review of HEMSIS reports. Review of quarterly quality improvement reports.	Y

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HTH730	B	\$ 6,727,602	M	\$ 15,139,514	\$ 8,411,912	12/1/2011	7/1/2011	6/30/2014	City and County of Honolulu	S	ASO LOG NO. 12-005-M5. To provide continuous 911 advanced life support emergency ground ambulance service on the island of Oahu. Possible extension to: 06/30/2017.	Review of monthly expenditure reports. Review of provider internal and external audits, monitoring reports and corrective action plans. Review of HEMISIS reports. Review of quarterly quality improvement reports.	Y
HTH730	B	\$ 100,000	M	\$ 105,000	\$ 5,000	8/23/2011	7/1/2011	6/30/2014	Pacific Wireless Communications, LLC	G/S	ASO LOG NO. 12-006-M3 (Contract No. 60403). To provide all materials, parts, and labor necessary to maintain the operational availability of all required equipment for the State's Medical Communications System on the Islands of Oahu, Kauai, Maui, Lanai, Molokai and Hawaii. Possible extensions to: 06/30/2017.	Review of monthly, quarterly and annual service reports.	N
HTH730	B	\$ -	M	\$ 360,000	\$ 360,000	11/19/2013	1/1/2014	6/30/2015	University of Hawaii (ORS - KCC)	S	Memorandum of Agreement (MOA). To provide a stipend program to remedy the shortage of paramedics and mobile intensive care technicians in Hawaii. Possible extensions to: None. A new MOA is prepared each fiscal year or class cycle as for FY 14-15.	Review of monthly expenditure reports.	N
HTH730	B	\$ 642,353	O (monthly/ quarterly)	\$ 1,400,000	\$ 757,647	7/1/2010	7/1/2010	6/30/2014	Hilo Medical Center	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of monthly/quarterly expenditure reports.	N
HTH730	B	\$ 280,172	O (monthly/ quarterly)	\$ 300,000	\$ 19,828	12/15/2011	12/15/2011	12/14/2013	Hilo Medical Center	S	Memorandum of Agreement (MOA) M1. To provide a rural residency experience that will train family medicine physicians in injury prevention, initial assessment and stabilization of injured patients and post injury evaluation and rehabilitation in a multi-disciplinary team approach. Possible extensions to: none.	Review of monthly/quarterly expenditure reports.	N
HTH730	B	\$ 1,365,250	O (quarterly)	\$ 1,675,000	\$ 309,750	7/21/2010	7/1/2010	6/30/2014	Maui Memorial Medical Center	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 1,100,866	O (monthly/ quarterly)	\$ 1,400,000	\$ 299,134	7/21/2010	7/1/2010	6/30/2014	North Hawaii Community Hospital	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of monthly/quarterly expenditure reports.	N



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HTH730	B	\$ 1,056,083	O (monthly/ quarterly)	\$ 1,400,000	\$ 343,917	7/21/2010	7/1/2010	6/30/2014	Wilcox Memorial Hospital	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of monthly/quarterly expenditure reports.	N
HTH730	B	\$ 1,137,500	O (monthly/ quarterly)	\$ 1,400,000	\$ 262,500	7/21/2010	7/1/2010	6/30/2014	Kona Community Hospital	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of monthly/quarterly expenditure reports.	N
HTH730	B	\$ 114,456	O (quarterly)	\$ 141,500	\$ 27,044	9/27/2010	9/27/2010	6/30/2014	Ka'u Hospital	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 96,986	O (quarterly)	\$ 137,500	\$ 40,514	9/27/2010	9/27/2010	6/30/2014	Kula Hospital	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 3,010,319	O (quarterly)	\$ 4,500,000	\$ 1,489,681	6/29/2010	7/1/2010	6/30/2014	The Queen's Medical Center	S	Memorandum of Agreement (MOA) M4. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 70,286	O (no timeframe)	\$ 250,000	\$ 179,714	2/5/2013	2/5/2013	12/31/2013	The Queen's Medical Center	S	Memorandum of Agreement (MOA). To provide funding for hospitals to purchase equipment to be used to provide trauma care for injured patients within the statewide trauma system. Possible extensions to: none.	Review of expenditure reports.	N
HTH730	B	\$ 109,589	O (quarterly)	\$ 166,500	\$ 56,911	3/2/2011	3/2/2011	6/30/2014	Molokai General Hospital	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive trauma system. Possible extensions to: 6/30/16.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 125,841	O (quarterly)	\$ 166,500	\$ 40,659	2/28/2011	2/28/2011	6/30/2014	Lanai Community Hospital	S	Memorandum of Agreement (MOA); M3. To develop, maintain services, and participate in the Hawaii comprehensive trauma system. Possible extensions to: 6/30/16.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 1,023,320	O (monthly/ quarterly)	\$ 1,328,000	\$ 304,680	5/20/2010	5/20/2010	6/30/2014	Kapiolani Medical Center	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: none.	Review of monthly/quarterly expenditure reports.	N

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HTH730	B	\$ 617,000	M	\$ 740,000	\$ 123,000	6/22/2010	6/15/2010	6/30/2014	Kapiolani Specialists	S	Memorandum of Agreement (MOA) M3. To provide funding for pediatric surgeons to be available to STATE designated facilities to provide assistance in the care of injured children, and, to provide guidance in developing protocols, educational programs and quality assurance activities that address the unique needs of injured children within the comprehensive state trauma system. Possible extensions to: 6/30/16.	Review of monthly expenditure reports.	N
HTH730	B	\$ 141,769	O (monthly/ quarterly)	\$ 181,250	\$ 39,481	11/17/2010	11/17/2010	6/30/2016	Hale Ho'ola Hamakua	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive trauma system. Possible extensions to: 6/30/16.	Review of monthly/quarterly expenditure reports.	N
HTH730	B	\$ 131,000	O (quarterly)	\$ 131,000	\$ -	11/17/10	11/17/2011	6/30/2014	West Kauai Medical	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 78,713	O (quarterly)	\$ 131,000	\$ 52,287	11/17/2011	7/1/2012	6/30/2013	Mahelona Medical Center/SMMH	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extensions to: 6/30/16.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 104,938	O (quarterly)	\$ 116,500	\$ 11,562	2/28/2011	2/28/2012	6/30/2014	Kahuku Medical Center	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extension to: 02/27/2017.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 31,122	O (quarterly)	\$ 116,500	\$ 85,378	3/2/2011	3/2/2011	6/30/2014	Kohala Hospital	S	Memorandum of Agreement (MOA) M3. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extension to: 06/30/2016.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 111,111	O (quarterly)	\$ 164,500	\$ 53,389	3/16/2011	3/16/2011	6/30/2014	Waianae Coast CHC	S	Memorandum of Agreement (MOA) M3. To develop capabilities for providing initial resuscitation and timely transfer of seriously injured patients. Possible extension to: 6/30/2016.	Review of quarterly expenditure reports.	N
HTH730	B	\$ 566,600	O (monthly/ quarterly)	\$ 700,000	\$ 133,400	12/15/2011	12/15/2011	6/30/2014	Alii Health Care	S	Memorandum of Agreement (MOA) M2. To develop, maintain services, and participate in the Hawaii comprehensive statewide trauma system. Possible extension to: 06/30/2015.	Review of monthly and quarterly expenditure reports and quarterly project reports.	N

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HTH730	B	\$ 30,825	A	\$ 30,825	\$ -	7/1/2013	7/1/2013	6/30/2014	Digital Innovation, INC.	S	PO 00059165. Annual fee for maintenance and support for the DI Collector Trauma Registry Web-based Data Entry - 18 individual facility licenses and maintenance support.	Review of continuous Trauma Registry access, maintenance and support.	N
HTH730	B	\$ 58,331	O (monthly/ quarterly)	\$ 100,000	\$ 41,669	6/7/2012	6/7/2012	6/30/2014	Pacific Education and Training Center, Inc.	S	Memorandum of Agreement (MOA) M1. To provide expert assistance in assessment, implementation, and evaluation of SBI program at State designated trauma centers. Possible extension to: None.	Review of monthly and quarterly expenditure reports and quarterly progress reports.	N
HTH730	B	\$ 243,267	O (monthly/ quarterly)	\$ 300,000	\$ 56,733	2/27/2012	2/27/2012	2/26/2014	University Clinical Education & Research Associates	S	Memorandum of Agreement (MOA) M1. To develop a comprehensive trauma curriculum and residency experience that will train family medicine physicians in injury prevention, initial assessment and stabilization o injured patients, and post injury evaluation and rehabilitation in a multi-disciplinary team approach. Possible extensions to: 6/30/17.	Review of monthly and quarterly expenditure reports.	N
HTH760	A	\$ 124,960	M	\$ 124,960	\$ -	6/30/2011	6/30/2011	4/1/2012	Rematics, LLC	S	DOH Vital Records enhancement project	Weekly ongoing assessment and review of project	N
HTH760	P	\$ 80,000	M	\$ 80,000	\$ -	10/31/2012	10/31/2012	12/31/2013	Hawaii Pacific Health	S	Project to electronically transferr birth and immunization data to DOH	Weekly ongoing assessment and review of project	N
HTH760	P	167,883.88 + 85,000.00	M	\$ 252,884	\$ -	6/1/2012	6/1/2012	12/31/2013	Rematics, LLC	S	Diactrical marks project for DOH vital record data	Weekly ongoing assessment and review of project	N
HTH760	P	\$ 100,000	M	\$ 100,000	\$ -	10/31/2012	10/31/2012	1/31/2013	Pacxa	S	Hawaii Electronic Birth Registration Project	Weekly ongoing assessment and review of project	N
HTH760	P	\$ 50,000	M	\$ 50,000	\$ -	6/1/2011	6/1/2011	3/31/2012	Rematics, LLC	S	DOH Vital Records Server virtualization project	Weekly ongoing assessment and review of project	N
HTH760	P	\$ 120,541	M	\$ 120,541	\$ -	7/29/2011	8/1/2011	2/28/2013	Hawaii Information Consortium (Ehawaii.gov)	S	DOH Vital Records Electronic Death Registraion System enhancme	Weekly ongoing assessment and review of project	N
HTH840	B	various	O-upon deliverables	\$ 201,200	\$ 172,200	7/22/2010	7/1/2013	6/30/2014	COUNTY OF KAUAI	S	TO OPERATE GLASS RECOVERY RECYCLING PROGRAMS, EMD-SHWB.ASO LOG #11-006M3	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 477,100	\$ 451,339	7/22/2010	7/1/2013	6/30/2014	COUNTY OF MAUI	S	TO OPERATE GLASS RECOVERY RECYCLING PROGRAMS, EMD-SHWB, ASO LOG #11-005M3	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 481,900	\$ 391,744	8/17/2010	7/1/2013	6/30/2013	COUNTY OF HAWAII	S	TO OPERATE GLASS RECOVERY RECYCLING PROGRAMS, EMD-SHWB, ASO LOG #11-004M3	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 100,000	\$ 100,000	7/2/2012	7/1/2013	6/30/2014	COUNTY OF MAUI	S	PROVIDE COMMUNITY COLLECTION SVCS TO OBTAIN COVERED ELECTRONIC DEVICES (CEDS) & COVERED TELEVISIONS (CTV) UNDER THE ELECTRONIC WASTE AND TELEVISION RECYCLING & RECOVERY ACT, ASO LOG #12-125	QUARTERLY REPORT IS REQUIRED	N

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HTH840	B	various	O-upon deliverables	\$ 100,000	\$ 100,000	9/4/2012	7/1/2013	6/30/2014	COUNTY OF KAUAI	S	PROVIDE COMMUNITY COLLECTION SVCS TO OBTAIN COVERED ELECTRONIC DEVICES (CEDs) & COVERED TELEVISIONS (CTV) UNDER THE ELECTRONIC WASTE AND TELEVISION RECYCLING & RECOVERY ACT, ASO LOG #12-126	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 100,000	\$ 100,000	9/21/2012	7/1/2013	6/30/2014	COUNTY OF HAWAII	S	PROVIDE COMMUNITY COLLECTION SVCS TO OBTAIN COVERED ELECTRONIC DEVICES (CEDs) & COVERED TELEVISIONS (CTV) UNDER THE ELECTRONIC WASTE AND TELEVISION RECYCLING & RECOVERY ACT, ASO LOG #12-124	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 256,799	\$ 256,799	9/26/2013	7/1/2013	6/30/2014	COUNTY OF KAUAI	S	ASSIST THE STATE TO DETERMINE IF CERTIFIED REDEMPTION CENTERS ARE NEEDED IN THE COUNTY OF KAUAI TO PROVIDE DEPOSIT REFUND SVCS UNDER THE DEPOSIT BEVERAGE CONTAINER PROGRAM, ASO LOG #14-047	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 483,933	\$ 483,933	10/3/2013	7/1/2013	6/30/2014	COUNTY OF HAWAII	S	ASSIST THE STATE TO DETERMINE IF CERTIFIED REDEMPTION CENTERS ARE NEEDED IN THE COUNTY OF HAWAII TO PROVIDE DEPOSIT REFUND SVCS UNDER THE DEPOSIT BEVERAGE CONTAINER PROGRAM, ASO LOG #14-048	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 960,800	\$ 340,400	10/12/2012	7/1/2013	6/30/2014	CITY & COUNTY OF HONOLULU	S	TO OPERATE GLASS RECOVERY PROGRAMS, EMD-SHWB, ASO LOG #13-006M1	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 38,400	\$ 38,400	5/10/2013	7/1/2013	12/1/2013	MAUI DISPOSAL COMPANY, INC.	S	REIMBURSE OPERATION EXPENSES FOR OPERATING A CERTIFIED REDEMPTION CENTER ON LANAI, HEPS DOC. # DO2013000709	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	Various	O-upon deliverables	\$ 505,121	\$ 158,547	4/17/2009	4/17/2009	12/31/2013	Hawaii Association of Conservation Districts	S	Conservation Specialists Project	Program Review	N
HTH840	B	various	O-upon deliverables	\$ 172,200	\$ 86,228	7/22/2010	7/1/2010	6/30/2013	COUNTY OF KAUAI	S	TO OPERATE GLASS RECOVERY RECYCLING PROGRAMS, EMD-SHWB, ASO LOG #11-006	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 409,400	\$ 122,800	7/22/2010	7/1/2010	6/30/2013	COUNTY OF MAUI	S	TO OPERATE GLASS RECOVERY RECYCLING PROGRAMS, EMD-SHWB, ASO LOG #11-005	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 411,900	\$ 261,900	8/17/2010	7/1/2011	6/30/2013	COUNTY OF HAWAII	S	TO OPERATE GLASS RECOVERY RECYCLING PROGRAMS, EMD-SHWB, ASO LOG #11-004	QUARTERLY REPORT IS REQUIRED	N

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HTH840	B	various	O-upon deliverables	\$ 100,000	\$ 100,000	7/2/2012	7/1/2012	6/30/2013	COUNTY OF MAUI	S	PROVIDE COMMUNITY COLLECTION SVCS TO OBTAIN COVERED ELECTRONIC DEVICES (CEDs) & COVERED TELEVISIONS (CTV) UNDER THE ELECTRONIC WASTE AND TELEVISION RECYCLING & RECOVERY ACT, ASO LOG #12-125	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 100,000	\$ 100,000	9/4/2012	7/1/2012	6/30/2013	COUNTY OF KAUAI	S	PROVIDE COMMUNITY COLLECTION SVCS TO OBTAIN COVERED ELECTRONIC DEVICES (CEDs) & COVERED TELEVISIONS (CTV) UNDER THE ELECTRONIC WASTE AND TELEVISION RECYCLING & RECOVERY ACT, ASO LOG #12-126	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 100,000	\$ 100,000	9/21/2012	7/1/2012	6/30/2013	COUNTY OF HAWAII	S	PROVIDE COMMUNITY COLLECTION SVCS TO OBTAIN COVERED ELECTRONIC DEVICES (CEDs) & COVERED TELEVISIONS (CTV) UNDER THE ELECTRONIC WASTE AND TELEVISION RECYCLING & RECOVERY ACT, ASO LOG #12-124	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 256,799	\$ 256,799	9/26/2013	7/1/2013	6/30/2014	COUNTY OF KAUAI	S	ASSIST THE STATE TO DETERMINE IF CERTIFIED REDEMPTION CENTERS ARE NEEDED IN THE COUNTY OF KAUAI TO PROVIDE DEPOSIT REFUND SVCS UNDER THE DEPOSIT BEVERAGE CONTAINER PROGRAM, ASO LOG #14-007	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 483,933	\$ 483,933	10/3/2013	7/1/2013	6/30/2014	COUNTY OF HAWAII	S	ASSIST THE STATE TO DETERMINE IF CERTIFIED REDEMPTION CENTERS ARE NEEDED IN THE COUNTY OF HAWAII TO PROVIDE DEPOSIT REFUND SVCS UNDER THE DEPOSIT BEVERAGE CONTAINER PROGRAM, ASO LOG #14-048	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 620,400	\$ 620,400	11/1/2012	7/1/2012	6/30/2013	CITY & COUNTY OF HONOLULU	S	TO OPERATE GLASS RECOVERY PROGRAMS, EMD-SHWB, ASO LOG #13-006M1	QUARTERLY REPORT IS REQUIRED	N
HTH840	B	various	O-upon deliverables	\$ 38,400	\$ 38,400	5/10/2013	7/1/2013	12/31/2013	RRR RECYCLING SERVICES HAWAII	S	REIMBURSE OPERATION EXPENSES FOR OPERATING A CERTIFIED REDEMPTION CENTER ON LANAI, HEPS DOC. # DO2013000709	QUARTERLY REPORT IS REQUIRED	N
HTH840	N	Various	O-upon deliverables	\$ 470,612	\$ -	4/17/2009	4/17/2009	12/31/2013	Hawaii Association of Conservation Districts	S	Conservation Specialists Project	Program Review	N

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Prog ID	MOF	Amount	(M/A/O)	Max Value	Outstanding Balance	Date Executed	From	To	Organization	E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
HTH840	N	Various	O-upon deliverables	\$ 194,392	\$ 36	10/13/2009	10/13/2009	4/15/2013	Central Maui Soil & Water Conservation District	S	Develop a Watershed-Based Plan for the Southwest Maui Watershed	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 25,040	\$ 18,508	6/29/2012	6/29/2012	6/29/2014	Healthy Hawaii Coalition	S	Hawaii Watershed Experience: A Hands-On Elementary Education Program	Program Review	N
HTH840	N	various	O-upon deliverables	\$ 298,212	\$ 298,212	pending NTP date	TBD	TBD	Ala Wai Watershed Association	S	Manoa Watershed Improvement	Program Review	N
HTH840	N	various	O-upon deliverables	\$ 22,825	\$ 22,825	9/16/2013	9/23/2013	9/30/2014	California State University Long Beach, Research Foundation	S	National Coastal Condition Assessment - Lab Services, Sediment Organics & Metals	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 89,040	\$ 167	6/29/2009	6/29/2009	6/28/2013	Hui o Ko'olaupoko	S	Ka'elepulu Stormwater Retrofit	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 215,526	\$ 52,772	5/7/2012	5/7/2012	5/7/2014	Hui o Ko'olaupoko	S	He'eia Stream Riparian Restoration & Water Quality Improvement Phase II	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 107,064	\$ 41,699	3/1/2011	3/1/2011	8/31/2015	Hui o Ko'olaupoko	S	Hawaii Homeowners Raingarden Manual & Implementation Project	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 222,217	\$ 222,217	6/21/2013	6/21/2013	6/20/2015	Hui o Ko'olaupoko	S	Windward Mall Low Impact Retrofit	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 747,026	\$ 747,026	6/20/2013	6/20/2013	6/19/2016	Hui o Ko'olaupoko	S	He'eia Watershed Restoration & Education	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 204,188	\$ 153,968	4/1/2013	4/1/2013	4/1/2015	Kahoolawe Island Reserve Commission	S	Reducing Sediment in the Hakioawa Watershed	Program Review	N
HTH840	N	various	O-upon deliverables	\$ 76,420	\$ 76,420	pending NTP date	TBD	TBD	The Kohala Center	S	Pelekane Bay Watershed Restoration Project Phase 3	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 49,400	\$ 49,400	12/14/2012	12/18/2012	12/17/2013	Monica Dunse, dba Microbiology Consulting Services	S	Sampling & Sample Preparation Services	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 155,975	\$ 128,726	4/30/2013	4/30/2013	4/29/2015	Oahu Resource Conservation & Development Council	S	Waimanalo Stream Restoration Phase II	Program Review	N
HTH840	N	various	O-upon deliverables	\$ 49,290	\$ 49,290	pending NTP date	TBD	TBD	Oceanit Laboratories, Inc.	S	July 2000 Implementation Plan Update	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 20,914	\$ 8,032	11/23/2011	11/28/2011	6/30/2014	Stanford University	S	Fecal Source Tracking Study	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 49,200	\$ 49,200	12/21/2012	12/24/2012	12/23/2013	Surfrider Foundation	S	Sampling & Sample Preparation Services	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 131,877	\$ 36,008	6/16/2011	6/16/2011	9/30/2014	Sustainable Resources Group International, Inc.	S	Demonstration of Management Practices at Wailupe Beach Park	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 376,143	\$ 376,143	pending NTP date	TBD	TBD	Sustainable Resources Group International, Inc.	S	Ag District Erosion Control in Wahikuli & Honokowai	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 237,549	\$ 237,549	pending NTP date	TBD	TBD	Sustainable Resources Group International, Inc.	S	Curb Basket Installations in Wahikuli & Honokowai	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 24,750	\$ 24,750	8/29/2013	9/2/2013	9/30/2014	Tetra Tech	S	National Coastal Condition Assessment - Lab Services, Sediment Organics & Metals	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 250,000	\$ 18,677	4/20/2010	4/20/2010	6/30/2014	University of Hawaii	S	Develop a Watershed Monitoring Plan and Ungulate Fence Installation	Program Review	N
HTH840	N	Various	O-upon deliverables	\$ 682,498	\$ 336,458	7/2/2013	7/2/2013	7/12/2014	University of Hawaii	S	National Coastal Condition Assessment	Program Review	N

Department of Health  
Contract Costs

Table 20

Prog ID	MOF	Amount	(M/A/O)	Max Value	Outstanding Balance	Date Executed	From	To	Organization	E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
HTH840	N	various	O-upon deliverables	\$ 522,557	\$ 6,482	5/13/2010	5/13/2010	6/28/2013	Oahu Resource Conservation & Development Council	S	Conservation of Ag Lands in the Honouliuli Watershed	Program Review	N
HTH840	T	Various	O-upon deliverables	\$ 246,600	\$ 155,723	1/24/2013	1/24/2013	7/31/2014	Townscape, Inc.	S	Develop a Watershed Management Plan for the Lualualei Watershed	Program Review	N
HTH840	W	various	O-upon deliverables	\$ 159,470	9473.52 -> \$0 Per DataMart, no balance as of 3/28/13	4/2/2012	3/19/2012	6/18/2013	OCEANIT LABORATORIES, INC.	S	TO PERFORM SANITARY SURVEYS OF THE NORTH KONA (SYST NO 131) & SOUTH KONA (SYST NO 132) WATER SYSTEMS, EMD-SDWB, ASO LOG 12-094	CONTRACT ADMINISTRATOR RECEIVES PERIODIC DELIVERABLES	N
HTH840	W	various	O-upon deliverables	\$ 75,000	198.82 -> \$0 Per DataMart, no balance as of 8/13/13	5/17/2011	5/17/2011	4/15/2013	UNIVERSITY OF HAWAII	S	TO PROVIDE SERVICES TO CONDUCT A TRACER STUDY TO DETERMINE THE IMPACTS OF INJECTION WELLS ON THE NEAR SHORE WATERS OF WEST MAUI, ASO LOG 11-047	CONTRACT ADMINISTRATOR RECEIVES PERIODIC DELIVERABLES	N
HTH840	W	various	O-upon deliverables	\$ 1,500,000	\$ 1,476,973	12/31/2012	12/18/2012	6/30/2014	MAUI DEPARTMENT OF WATER SUPPLY	S	FOR THE IMPLEMENTATION OF A WELLHEAD PROTECTION PROGRAM FOR MULTIPLE WATER SYSTEMS IN THE COUNTY OF MAUI and WATERSHED PROTECTION PROJECTS and HWWA CONFERENCE, ASO LOG 12-117 & M1	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 250,000	\$ 250,000	9/24/2013	9/24/2013	6/1/2014	LANAI INSTITUTE FOR THE ENVIRONMENT	S	TO DEVELOP & INITIATE IMPLEMENTATION OF A WELLHEAD PROTECTION PROGRAM FOR LANAI WATER SYSTEMS, ASO LOG 13-037	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 200,000	\$ 200,000	12/22/2011	12/1/2011	6/30/2014	COUNTY OF KAUAI DEPARTMENT OF WATER	S	TO DEVELOP & INITIATE IMPLEMENTATION OF A WELLHEAD PROTECTION PROGRAM FOR COUNTY OF KAUAI, EMD-SDWB, ASO LOG 12-025	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 250,000	\$ 66,079	6/28/2012	4/1/2012	9/30/2014	COUNTY OF HAWAII DEPARTMENT OF FINANCE	S	REPLACE THE LARGE CAPACITY CESSPOOLS WITH SEWER LINES IN THE TOWN OF HONOKAA, EMD-SDWB, ASO LOG 12-044	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 230,000	\$ 230,000	12/18/2012	12/18/2012	6/30/2015	COUNTY OF KAUAI DEPARTMENT OF WATER	S	TO DEVELOP AND IMPLEMENT A PROGRAM OF WATER EDUCATION FOR TEACHERS ON KAUAI, ASO LOG 13-038	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 175,000	\$ 123,764	6/28/2012	6/13/2012	4/30/2014	WEST MAUI LAND COMPANY, INC.	S	DEVELOP & INITIATE IMPLEMENTATION OF A WELLHEAD PROTECTION FOR THE OLOWALU & MAHANALUA-NUI SUBDIVISION-LAUNIUPOKO WATER SYSTEMS ON MAUI, ASO LOG 12-026	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 200,000	\$ 188,165	8/30/2012	8/14/2012	TION TO EXTE	COUNTY OF HAWAII DEPARTMENT OF WATER SUPPLY	S	DEVELOP & INITIATE IMPLEMENTATION OF A WELLHEAD PROTECTION PROGRAM FOR COUNTY OF HAWAII, ASO LOG 12-116	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 644,771	\$ 250,000	10/13/2009	10/1/2009	2014, MAY EX	RURAL COMMUNITY ASSISTANCE CORPORATION	S	TO PROVIDE HANDS-ON TECHNICAL ASSISTANCE TO IMPROVE TECHNICAL KNOWLEDGE & PERFORMANCE OF SMALL PUBLIC WATER SYSTEMS, ASO LOG 10-116	CONTRACT ADMINISTRATOR RECEIVES MONTHLY PROGRESS REPORTS	N
HTH840	W	various	O-upon deliverables	\$ 600,415	\$ 371,999	10/2/2012	8/29/2012	8/28/2015	HAWAI'I RURAL WATER ASSOCIATION	S	DEVELOP AND IMPLEMENT A CONTINUING EDUCATION TRAINING PROGRAM FOR PUBLIC WATER SYSTEM OPERATORS, ASO LOG 13-013	CONTRACT ADMINISTRATOR RECEIVES MONTHLY PROGRESS REPORTS	N

Department of Health  
Contract Costs

Table 20

Prog ID	MOF	Amount	(M/A/O)	Max Value	Outstanding Balance	Date Executed	From	To	Organization	E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
HTH840	W	various	O-upon deliverables	\$ 130,000	\$ 130,000	ending NTP date		12/31/2014	KAWELA PLANTATION	S	TO PLAN AND INITIATE DEVELOPMENT OF A WELLHEAD PROTECTION PROGRAM FOR THE KAWELA PLANTATION WATER SYSTEM, ASO LOG 13-47	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 57,500	\$ 57,500	1/29/2013	12/28/2012	12/31/2014	Hawaiian Beaches	S	DEVELOP AND INITIATE IMPLEMENTATION OF A WELLHEAD PROTECTION PROGRAM FOR THE HAWAIIAN BEACHES SYSTEM, ASO LOG 12-033	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 100,000	\$ 97,375	1/29/2013	1/15/2013	12/31/2014	Hawaiian Shores	S	DEVELOP AND INITIATE IMPLEMENTATION OF A WELLHEAD PROTECTION PROGRAM FOR THE HAWAIIAN SHORES SYSTEM, ASO LOG 12-034	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH840	W	various	O-upon deliverables	\$ 100,000	\$ 97,375	1/29/2013	1/15/2013	12/31/2014	Hawaiian Shores	S	DEVELOP AND INITIATE IMPLEMENTATION OF A WELLHEAD PROTECTION PROGRAM FOR THE HAWAIIAN SHORES SYSTEM, ASO LOG 12-034	CONTRACT ADMINISTRATOR MAKES QUARTERLY VISITS	N
HTH849	A/N/ P	various	O-upon deliverables	Based on rate schedule	-	4/1/2009	4/1/2009	3/31/2014	WINDSOR SOLUTIONS, INC.	S	Services involving planning, designing, and implementing information management systems for EHA programs	Project Officer/IT Team review and approval	N
HTH849	N	\$9,100.00	M	\$722,492.35	\$186,198.88	6/8/2007	6/8/2007	9/30/2014	RESEARCH CORPORATION OF THE UNIVERSITY OF HAWAII	S	Provide administrative services and employ staff to coordinate and support the DOH's water quality assessment project	periodic program review	N
HTH849	N/P/ W	various	O-upon deliverables	Based on rate schedule	-	6/13/2011	6/13/2011	6/12/2014	AECOM Technical Services, Inc.	S	Provide non-emergency response actions and reviews in support of the HEER Office Site Discovery, Assessment, and Remediation Section, ASO Log No. 11-101	HEER contract management and project oversight	N
HTH849	N/P/ W	various	O-upon deliverables	Based on Rate Schedule	\$ -	5/16/2011	5/16/2011	5/15/2014	Tetra Tech, Inc.	S	Provide non-emergency response actions and reviews in support of the HEER Office Site Discovery, Assessment, and Remediation Section, ASO Log No. 11-100	HEER contract management and project oversight	N
HTH849	N/W	various	O-upon deliverables	537,976.00	124,635.93	6/5/2008	6/5/2008	4/30/2014	UNIVERSITY OF HAWAII	S	Provide analytical services, lab consultation, & analytical methodologies assistance for Hazard Evaluation & Emergency Response Office, ASO Log No. 08-212	HEER contract management and project oversight	N
HTH849	W	various	O-upon deliverables	126,666.00	94,606.92	7/1/2012	7/1/2012	6/30/2014	COUNTY OF KAUAI	S	Maintain the used-oil collection program in the County of Kauai for the Solid & Hazardous Waste Branch, ASO Log No. 13-011	QUARTERLY REPORT IS REQUIRED	N
HTH849	W	various	O-upon deliverables	146,666.00	109,517.29	7/1/2012	7/1/2012	6/30/2014	COUNTY OF MAUI	S	Maintain the used-oil collection program in the County of Maui for the Solid & Hazardous Waste Branch, ASO Log No. 13-009	QUARTERLY REPORT IS REQUIRED	N
HTH849	W	various	O-upon deliverables	126,666.00	82,771.24	7/1/2012	7/1/2012	6/30/2014	COUNTY OF HAWAII	S	Maintain the used-oil collection program in the County of Hawaii for the Solid & Hazardous Waste Branch, ASO Log No. 13-010	QUARTERLY REPORT IS REQUIRED	N



Department of Health  
Contract Costs

Table 20

Prog ID	MOF	Amount	(M/A/O)	Max Value	Outstanding Balance	Date Executed	From	To	Organization	E/L/P/C/ G/S	Description	Method and Frequency of Monitoring	POS Y/N
HTH849	W	various	O-upon deliverables	Based on rate schedule	\$ -	6/7/2012	6/7/2012	6/6/2014	Pacific Environmental Corp.	S	Provide time-critical emergency response actions in support of the HEER Office Emergency Preparedness and Response Section, ASO Log No. 12-127	HEER contract management and project oversight	N
HTH904	A	varies	M	2,969,998.00	344,546.40	7/1/2013	7/1/2013	6/30/2014	City and County of Honolulu	S	Kupuna Care	Yearly Site Visit	Y
HTH904	A	varies	M	952,499.00	80,185.48	7/1/2013	7/1/2013	6/30/2014	County of Hawaii	S	Kupuna Care	Yearly Site Visit	Y
HTH904	A	varies	M	530,816.00	91.00	7/1/2013	7/1/2013	6/30/2014	County of Kauai	S	Kupuna Care	Yearly Site Visit	Y
HTH904	A	varies	M	705,271.00	189.22	7/1/2013	7/1/2013	6/30/2014	County of Maui	S	Kupuna Care	Yearly Site Visit	Y
HTH904	N	varies	M	1,582,076.00	1,272,198.00	7/1/2013	7/1/2013	6/30/2014	City and County of Honolulu	S	Title III Older Americans Act	Yearly Site Visit	Y
HTH904	N	varies	M	440,016.00	335,627.36	7/1/2013	7/1/2013	6/30/2014	County of Hawaii	S	Title III Older Americans Act	Yearly Site Visit	Y
HTH904	N	varies	M	197,562.00	183,149.00	7/1/2013	7/1/2013	6/30/2014	County of Kauai	S	Title III Older Americans Act	Yearly Site Visit	Y
HTH904	N	varies	M	373,497.00	253,049.00	7/1/2013	7/1/2013	6/30/2014	County of Maui	S	Title III Older Americans Act	Yearly Site Visit	Y
HTH905	A	\$ 24,342	O	\$ 24,342	\$ -	pending	7/1/2013	6/30/2014	National Foundation of Dentistry for the Handicapped	S	Donated dental services program to provide comprehensive dental services for individuals who are elderly, with a disability or who are medically compromised.	Quarterly written	Y
HTH906	B	\$ 12,000	O (one time)	\$ 12,000	\$ 12,000	6/20/2013	6/20/2013	12/15/2013	UH ORS	S	Facility-Based Hlth Care Utilization Info/Analysis and Dissemination	Upon Delivery of Report	N
HTH 907	A	\$ 52,554	Receipt of deliverables	\$ 77,685	\$ 25,131	5/7/2013	5/15/2013	3/31/2014	Business Solution Technologies	G&S	To develop HIPAA Security Policies & Procedures	Milestones Met	N

Department of Health  
Capital Improvements Program Requests

Table 21

Prog ID	Prog ID Priority	Dept- Wide Priority	Project Title	MOF	FY14 \$\$\$	FY15 \$\$\$	
HTH907	1	1	WAIMANO RIDGE, IMPROVEMENTS TO BUILDINGS AND SITE, OAHU	C	\$ 10,028,000	\$ 2,410,000	
HTH907	2	2	DEPARTMENT OF HEALTH, HEALTH AND SAFETY, STATEWIDE	C	\$ 5,000,000	\$ 2,481,000	
HTH907	3	3	DEPARTMENT OF HEALTH, HEALTH AND SAFETY, STATEWIDE (Act 134, SLH 2013)	C	\$ -	\$ (3,472,000)	
HTH907	3	3	DEPARTMENT OF HEALTH, HEALTH AND SAFETY, STATEWIDE (Act 134, SLH 2013)	A	\$ -	\$ 3,472,000	
HTH907	4	4	DEPARTMENT OF HEALTH, ENERGY EFFICIENCY IMPROVEMENTS, STATEWIDE	C	\$ 4,665,000	\$ 5,000,000	
HTH907	5	5	DEPARTMENT OF HEALTH, ENERGY EFFICIENCY IMPROVEMENTS, STATEWIDE (Act 134, SLH 2013)	C	\$ -	\$ (625,000)	
HTH907	5	5	DEPARTMENT OF HEALTH, ENERGY EFFICIENCY IMPROVEMENTS, STATEWIDE (Act 134, SLH 2013)	A	\$ -	\$ 625,000	
HTH100	1	6	KALAUPAPA SETTLEMENT IMPROVEMENTS, MOLOKAI	C	\$ -	\$ 521,000	
HTH430	1	7	HAWAII STATE HOSPITAL, REPAIRS AND IMPROVEMENTS, OAHU	C	\$ 1,250,000	\$ 784,000	
HTH 430	2	7	HAWAII STATE HOSPITAL, NEW PATIENT FACILITY AT GODDARD BUILDING	C	\$ -	\$ 2,501,000	
						\$13,697,000	Total

SENATE DISTRICT	PRIORITY NUMBER	ISLAND	REP DISTRICT	PROJECT SCOPE	ITEM NUMBER	EXPENDING AGENCY
17	1	1 - OAHU	035	1 - RENOVATION PROJECT		HTH

PROJECT TITLE:

WAIMANO RIDGE, IMPROVEMENTS TO BUILDINGS AND SITE, OAHU

PROJECT DESCRIPTION:

DESIGN AND CONSTRUCTION FOR IMPROVEMENTS TO WAIMANO RIDGE BUILDINGS AND SITE FOR PROGRAMS RELOCATING FROM AAFES BUILDING.

TOTAL ESTIMATED PROJECT COST (\$1,000'S):

PRIOR APPROPRIATIONS:

SLH YR	ACT	ITEM	TOTALS	PLANS	LAND ACQUISITION	DESIGN	CONSTRUCTION	EQUIPMENT
12	106	E-12.01	2,218	0	0	218	2,000	0
13	134	E-12.00	10,028	0	0	1	10,027	0
TOTAL			12,246	0	0	219	12,027	0

APPROPRIATIONS:

PART I: BY ELEMENTS	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST
					FY 2013-14	FY 2014-15		
PLANS	*	0	0	0	0	0	0	0
LAND ACQUISITION	*	0	0	0	0	0	0	0
DESIGN	*	0	0	218	1	253	0	472
CONSTRUCTION	*	0	0	2,000	10,027	2,157	0	14,184
EQUIPMENT	*	0	0	0	0	0	0	0
TOTAL COST		0	0	2,218	10,028	2,410	0	14,656

PART II: BY MEANS OF FINANCE	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST
					FY 2013-14	FY 2014-15		
G.O. BONDS	C	0	0	2,218	10,028	2,410	0	14,656
TOTAL COST		0	0	2,218	10,028	2,410	0	14,656

A. TOTAL SCOPE OF PROJECT:

Convert buildings at Waimano Ridge into offices to accommodate approximately 260 Environmental Management Division staff that are vacating the AAFES Building. Improvements include but are not limited to: reroofing, installation of new electrical wiring, lights, and fire alarm systems; plumbing retrofits, installation of new doors and windows, installation of air conditioning; reroofing; minor structural improvements, ADA improvements; reconstructing roads; adding parking; upgrading sewers and water system; installing fencing; providing utility connections; clearing and grubbing; and overall improvements to the Ridge.

B. IDENTIFICATION OF NEED AND EVALUATION OF EXISTING SOLUTION:

The AAFES Building was transferred to OHA thru an Executive Order. OHA is honoring the current lease with DOH until June 2016. DOH is planning to relocate to Department owned buildings before that date.

C. ALTERNATIVES CONSIDERED AND IMPACT IF PROJECT IS DEFERRED:

Lease commercial space. If this request is deferred, staff may have to relocate temporarily until the renovations are funded and completed, which will cost the state more money.

D. DISCUSS WHAT IMPROVEMENTS WILL TAKE PLACE, WHEN PROJECT COMPLETED (INCLUDING BENEFITS TO BE DERIVED AND/OR DEFICIENCIES THIS PROJECT INTENDS TO CORRECT):

The DOH will be utilizing its own facilities to house its staff which will be a cost savings. Buildings that are now vacant will be utilized.

E. IMPACT UPON FUTURE OPERATING REQUIREMENTS (SHOW INITIAL AND ONGOING FUNDING REQUIREMENTS BY COST ELEMENT, INCLUDING POSITION COUNT, MEANS OF FINANCING, FISCAL YEAR):

Recurring costs will be less and monthly rent charges will be nonexistent.

F. ADDITIONAL INFORMATION:

SENATE DISTRICT	PRIORITY NUMBER	ISLAND	REP DISTRICT	PROJECT SCOPE	ITEM NUMBER	EXPENDING AGENCY
00	2	0 - STATEWIDE	000	I - RENOVATION PROJECT		AGS

PROJECT TITLE:

DEPARTMENT OF HEALTH, HEALTH AND SAFETY, STATEWIDE

PROJECT DESCRIPTION:

DESIGN AND CONSTRUCTION FOR IMPROVEMENTS TO HEALTH FACILITIES STATEWIDE. PROJECTS ARE NECESSARY TO MAINTAIN HEALTH AND SAFETY FOR CLIENTS AND STAFF.

TOTAL ESTIMATED PROJECT COST (\$1,000'S):

PRIOR APPROPRIATIONS:

SLH	YR	ACT	ITEM	TOTALS	PLANS	LAND ACQUISITION	DESIGN	CONSTRUCTION	EQUIPMENT
	11	164	E-10	4,128	0	0	495	3,633	0
	12	106	E-10	10,128	0	0	350	9,778	0
	13	134	E-10	5,000	0	0	500	4,500	0
	TOTAL			19,256	0	0	1,345	17,911	0

APPROPRIATIONS:

PART I: BY ELEMENTS	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST	
					FY 2013-14	FY 2014-15			
PLANS	*	0	0	0	0	0	0	0	
LAND ACQUISITION	*	0	0	0	0	0	0	0	
DESIGN	*	0	495	350	500	193	0	1,538	
CONSTRUCTION	*	0	3,633	9,778	4,500	5,760	0	23,671	
EQUIPMENT	*	0	0	0	0	0	0	0	
TOTAL COST			0	4,128	10,128	5,000	5,953	0	25,209

PART II: BY MEANS OF FINANCE	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST	
					FY 2013-14	FY 2014-15			
GENERAL FUND	A	0	4,128	10,128	5,000	3,472	0	22,728	
G.O. BONDS	C	0	0	0	0	2,481	0	2,481	
TOTAL COST			0	4,128	10,128	5,000	5,953	0	25,209

A. TOTAL SCOPE OF PROJECT:

Projects are as follows, but not limited to: security improvements; reroofing; spalling repairs; termite and weather damage repairs; interior repairs and renovations; asbestos removal; mechanical improvements; electrical improvements; and other repairs.

B. IDENTIFICATION OF NEED AND EVALUATION OF EXISTING SOLUTION:

Facilities are in major need of repairs and maintenance to maintain the health and safety of occupants. Roofs are leaking, which causes mold and mildew to the interiors. Concrete exteriors are spalling and rusted steel reinforcement bars are exposed. Wooden structures have siding that is rotten. Interior spaces have asbestos and must be retrofitted. Mechanical systems and electrical systems are past due their life cycles and require replacement or improvements.

C. ALTERNATIVES CONSIDERED AND IMPACT IF PROJECT IS DEFERRED:

None.

D. DISCUSS WHAT IMPROVEMENTS WILL TAKE PLACE, WHEN PROJECT COMPLETED (INCLUDING BENEFITS TO BE DERIVED AND/OR DEFICIENCIES THIS PROJECT INTENDS TO CORRECT):

Facilities will be safe for clients and staff.

E. IMPACT UPON FUTURE OPERATING REQUIREMENTS (SHOW INITIAL AND ONGOING FUNDING REQUIREMENTS BY COST ELEMENT, INCLUDING POSITION COUNT, MEANS OF FINANCING, FISCAL YEAR):

None.

F. ADDITIONAL INFORMATION:

No CIP funds were appropriated to the Department of Health in FY11. This has caused a backlog of repairs and maintenance to all Department buildings resulting in health and safety issues.

SENATE DISTRICT	PRIORITY NUMBER	ISLAND	REP DISTRICT	PROJECT SCOPE	ITEM NUMBER	EXPENDING AGENCY
00	4	0 - STATEWIDE	000	I - RENOVATION PROJECT		AGS

PROJECT TITLE:

DEPARTMENT OF HEALTH, ENERGY EFFICIENCY IMPROVEMENTS, STATEWIDE

PROJECT DESCRIPTION:

DESIGN AND CONSTRUCTION FOR IMPROVEMENTS TO HEALTH FACILITIES STATEWIDE TO PROVIDE FOR ENERGY SAVINGS.

TOTAL ESTIMATED PROJECT COST (\$1,000'S):

PRIOR APPROPRIATIONS:

SLH YR	ACT	ITEM	TOTALS	PLANS	LAND ACQUISITION	DESIGN	CONSTRUCTION	EQUIPMENT
09	162	E-11	3,088	0	0	331	2,757	0
11	164	E-11	2,217	0	0	466	1,751	0
13	134	E-11	4,665	0	0	1,000	3,665	0
TOTAL			9,970	0	0	1,797	8,173	0

APPROPRIATIONS:

PART I: BY ELEMENTS	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST	
					FY 2013-14	FY 2014-15			
PLANS	*	0	0	0	0	0	0	0	
LAND ACQUISITION	*	0	0	0	0	0	0	0	
DESIGN	*	331	466	0	1,000	625	0	2,422	
CONSTRUCTION	*	2,757	1,751	0	3,665	5,000	0	13,173	
EQUIPMENT	*	0	0	0	0	0	0	0	
TOTAL COST			3,088	2,217	0	4,665	5,625	0	15,595

PART II: BY MEANS OF FINANCE	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST	
					FY 2013-14	FY 2014-15			
GENERAL FUND	A	0	0	0	0	625	0	625	
G.O. BONDS	C	3,088	2,217	0	4,665	5,000	0	14,970	
TOTAL COST			3,088	2,217	0	4,665	5,625	0	15,595

A. TOTAL SCOPE OF PROJECT:

Mechanical, electrical and other improvements to provide a cost savings in the utility bills at Health Facilities statewide. Installation of photo-voltaic panels. Replacement of jalousie windows with energy efficient windows in buildings with central air conditioning. Energy saving measures at the State Lab per a comprehensive mechanical systems assessment completed in March 2013.

B. IDENTIFICATION OF NEED AND EVALUATION OF EXISTING SOLUTION:

The present mechanical and electrical systems at the Health Facilities are inefficient and old. They consume too much energy. Retrofits will lower energy usage and save the Department money.

C. ALTERNATIVES CONSIDERED AND IMPACT IF PROJECT IS DEFERRED:

None. The systems are essential and must be in operation.

D. DISCUSS WHAT IMPROVEMENTS WILL TAKE PLACE, WHEN PROJECT COMPLETED (INCLUDING BENEFITS TO BE DERIVED AND/OR DEFICIENCIES THIS PROJECT INTENDS TO CORRECT):

The improvements will help the Department to save on energy costs.

E. IMPACT UPON FUTURE OPERATING REQUIREMENTS (SHOW INITIAL AND ONGOING FUNDING REQUIREMENTS BY COST ELEMENT, INCLUDING POSITION COUNT, MEANS OF FINANCING, FISCAL YEAR):

None.

F. ADDITIONAL INFORMATION:



SENATE DISTRICT	PRIORITY NUMBER	ISLAND	REP DISTRICT	PROJECT SCOPE	ITEM NUMBER	EXPENDING AGENCY
06	6	5 - MOLOKAI	013	I - RENOVATION PROJECT		AGS

PROJECT TITLE:  
 KALAUPAPA SETTLEMENT IMPROVEMENTS, MOLOKAI

PROJECT DESCRIPTION:  
 DESIGN AND CONSTRUCTION TO CLOSE LANDFILLS AND OTHER IMPROVEMENTS

TOTAL ESTIMATED PROJECT COST (\$1,000'S):

PRIOR APPROPRIATIONS:

SLH YR ACT	ITEM	TOTALS	PLANS	LAND ACQUISITION	DESIGN	CONSTRUCTION	EQUIPMENT
12 106	E-0.01	930	0	0	1	929	0
TOTAL		930	0	0	1	929	0

APPROPRIATIONS:

PART I: BY ELEMENTS	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST
					FY 2013-14	FY 2014-15		
PLANS	*	0	0	0	0	0	0	0
LAND ACQUISITION	*	0	0	0	0	0	0	0
DESIGN	*	0	0	1	0	1	0	2
CONSTRUCTION	*	0	0	929	0	520	0	1,449
EQUIPMENT	*	0	0	0	0	0	0	0
TOTAL COST		0	0	930	0	521	0	1,451

PART II: BY MEANS OF FINANCE	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST
					FY 2013-14	FY 2014-15		
G.O. BONDS	C	0	0	930	0	521	0	1,451
TOTAL COST		0	0	930	0	521	0	1,451

A. TOTAL SCOPE OF PROJECT:

The Municipal Solid Waste Landfill (MSW) and the Construction and Debris (C&D) Landfill at the Settlement must be closed, as mandated by the Department of Health's Solid and Hazardous Waste Branch. Landfills must be covered with soil or a permeable barrier and monitored regularly. The Design for the closure of both landfills is progressing. The construction funds to close the MSW Landfill are in place. Construction funds to close the C&D Landfill are needed.

The consultant must spend time at the site to explore and document the conditions of both landfills. There are no accurate records of what was disposed of, nor are the records showing the extent of the landfill boundaries. The actual construction work will be a challenge due to the fact that heavy equipment and materials can only come to the Settlement on the barge once a year.

B. IDENTIFICATION OF NEED AND EVALUATION OF EXISTING SOLUTION:

Landfills must be closed or the Department will be fined.

C. ALTERNATIVES CONSIDERED AND IMPACT IF PROJECT IS DEFERRED:

None.

D. DISCUSS WHAT IMPROVEMENTS WILL TAKE PLACE, WHEN PROJECT COMPLETED (INCLUDING BENEFITS TO BE DERIVED AND/OR DEFICIENCIES THIS PROJECT INTENDS TO CORRECT):

The Department will be compliant with its own regulations. The landfills will no longer constitute a possible hazard to groundwater at the Settlement.

E. IMPACT UPON FUTURE OPERATING REQUIREMENTS (SHOW INITIAL AND ONGOING FUNDING REQUIREMENTS BY COST ELEMENT, INCLUDING POSITION COUNT, MEANS OF FINANCING, FISCAL YEAR):

F. ADDITIONAL INFORMATION:

SENATE DISTRICT	PRIORITY NUMBER	ISLAND	REP DISTRICT	PROJECT SCOPE	ITEM NUMBER	EXPENDING AGENCY
24	7	1 - OAHU	047	I - RENOVATION PROJECT		AGS

PROJECT TITLE:

HAWAII STATE HOSPITAL, REPAIRS AND IMPROVEMENTS, OAHU

PROJECT DESCRIPTION:

DESIGN AND CONSTRUCTION FOR VARIOUS REPAIRS AND IMPROVEMENTS.

TOTAL ESTIMATED PROJECT COST (\$1,000'S):

PRIOR APPROPRIATIONS:

SLH		ITEM	TOTALS	PLANS	LAND ACQUISITION	DESIGN	CONSTRUCTION	EQUIPMENT
YR	ACT							
05	178	E-12	55	0	0	54	1	0
06	160	E-12	410	0	0	1	409	0
06	160	E-12.02	1,169	0	0	175	994	0
07	217	E-15	3,000	0	0	1	2,999	0
08	158	E-15	300	0	0	1	299	0
09	162	E-9	2,071	0	0	258	1,813	0
10	180		0	0	0	0	0	0
11	164	E-9	11,614	0	0	1,430	10,184	0
12	106	E-9	2,800	0	0	300	2,500	0
13	134	E-8	1,250	0	300	950	0	0
TOTAL			22,669	0	300	3,170	19,199	0

APPROPRIATIONS:

PART I: BY ELEMENTS	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST
					FY 2013-14	FY 2014-15		
PLANS	*	0	0	0	0	0	0	0
LAND ACQUISITION	*	0	0	0	0	0	0	0
DESIGN	*	0	1,430	300	300	1	0	2,031
CONSTRUCTION	*	0	10,184	2,500	950	783	0	14,417
EQUIPMENT	*	0	0	0	0	0	0	0
TOTAL COST		0	11,614	2,800	1,250	784	0	16,448

PART II: BY MEANS OF FINANCE	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST
					FY 2013-14	FY 2014-15		
G.O. BONDS	C	0	11,614	2,800	1,250	784	0	16,448
TOTAL COST		0	11,614	2,800	1,250	784	0	16,448

A. TOTAL SCOPE OF PROJECT:

Projects are as follows, but not limited to: water system improvements; reroofing, air conditioning improvements, electrical improvements; replacing doors/frames and windows/frames, electrical improvements; retrofitting kitchens; new walkways; resurfacing roads and parking lots, updating the master plan; design for a new facility on the site of Goddard Bldg.

B. IDENTIFICATION OF NEED AND EVALUATION OF EXISTING SOLUTION:

The roofs at the lower campus were last reroofed over twenty years ago and are due for replacement. The roadways have potholes and the paving has deteriorated. Electrical improvements are need in order to maintain a safe environment. Doors and windows are rusting due to the climate. Air conditioning systems are old and must be replaced. The water system is old and must be replaced.

C. ALTERNATIVES CONSIDERED AND IMPACT IF PROJECT IS DEFERRED:

None. These improvements are necessary to maintain the upkeep of the State Hospital facilities.

D. DISCUSS WHAT IMPROVEMENTS WILL TAKE PLACE, WHEN PROJECT COMPLETED (INCLUDING BENEFITS TO BE DERIVED AND/OR DEFICIENCIES THIS PROJECT INTENDS TO CORRECT):

The roofs will no longer leak and will not need replacment for another fifteen years. The road surfaces will be safe for travel. Electrical systems and air conditioning systems will work better.

E. IMPACT UPON FUTURE OPERATING REQUIREMENTS (SHOW INITIAL AND ONGOING FUNDING REQUIREMENTS BY COST ELEMENT, INCLUDING POSITION COUNT, MEANS OF FINANCING, FISCAL YEAR):

None.

F. ADDITIONAL INFORMATION:

SENATE DISTRICT	PRIORITY NUMBER	ISLAND	REP DISTRICT	PROJECT SCOPE	ITEM NUMBER	EXPENDING AGENCY
24	7	1 - OAHU	047	N - NEW PROJECT		AGS

PROJECT TITLE:

HAWAII STATE HOSPITAL, NEW PATIENT FACILITY AT GODDARD BUILDING, OAHU

PROJECT DESCRIPTION:

DESIGN AND CONSTRUCTION FOR A NEW FACILITY AT THE SITE OF GODDARD BUILDING

TOTAL ESTIMATED PROJECT COST (\$1,000'S):

PRIOR APPROPRIATIONS:

SLH YR	ACT	ITEM	TOTALS	PLANS	LAND ACQUISITION	DESIGN	CONSTRUCTION	EQUIPMENT
		TOTAL	0	0	0	0	0	0

APPROPRIATIONS:

PART I: BY ELEMENTS	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST
					FY 2013-14	FY 2014-15		
PLANS	*	0	0	0	0	0	0	0
LAND ACQUISITION	*	0	0	0	0	0	0	0
DESIGN	*	0	0	0	0	2,500	0	2,500
CONSTRUCTION	*	0	0	0	0	1	0	1
EQUIPMENT	*	0	0	0	0	0	0	0
TOTAL COST		0	0	0	0	2,501	0	2,501

PART II: BY MEANS OF FINANCE	MOF	PRIOR YR	FY 2011-12	FY 2012-13	REQUESTED		FUTURE YEARS	TOTAL PROJ COST
					FY 2013-14	FY 2014-15		
G.O. BONDS	C	0	0	0	0	2,501	0	2,501
TOTAL COST		0	0	0	0	2,501	0	2,501

A. TOTAL SCOPE OF PROJECT:

Project involves design of new patient facility at the site of the former Goddard Building. The new facility will include patient rooms, a treatment mall and a dietary facility. The design of the facility will provide for a safer environment for the staff and patients.

B. IDENTIFICATION OF NEED AND EVALUATION OF EXISTING SOLUTION:

The focus for the State Hospital has changed over the years to that of a forensic facility. The present campus is not designed for this type of patient. In addition to this, the census at the State Hospital has grown and there is a need for more patient beds and support facilities.

C. ALTERNATIVES CONSIDERED AND IMPACT IF PROJECT IS DEFERRED:

The alternative is to continue to operate an overcrowded facility, send patients to private facilities on Oahu, or send them out of state

D. DISCUSS WHAT IMPROVEMENTS WILL TAKE PLACE, WHEN PROJECT COMPLETED (INCLUDING BENEFITS TO BE DERIVED AND/OR DEFICIENCIES THIS PROJECT INTENDS TO CORRECT):

The Hospital will operate as it should and patients will get the proper care.

E. IMPACT UPON FUTURE OPERATING REQUIREMENTS (SHOW INITIAL AND ONGOING FUNDING REQUIREMENTS BY COST ELEMENT, INCLUDING POSITION COUNT, MEANS OF FINANCING, FISCAL YEAR):

F. ADDITIONAL INFORMATION:

Department of Health  
Capital Improvements Program Lapses

Table 22

<u>Prog ID</u>	<u>Act/Year of Appropriation</u>	<u>Project Title</u>	<u>MOF</u>	<u>Amount \$\$\$\$</u>	<u>Reason</u>
		<i>There are no projected CIP lapses for Health.</i>			



Department of Health  
Division Resources

Table 23

<u>Administration</u>	<u>Division</u>	<u>Associated Program IDs</u>	
		<u>Prog ID</u>	<u>Program Title</u>
<b>Health Resources Administration</b>	CDPHND	HTH 100	Communicable Disease and Public Health Nursing
	DOCD	HTH 131	Disease Outbreak Control
	DDD	HTH 501	Developmental Disabilities
	FHSD	HTH 560	Family Health
	TSP/HHI	HTH 590	Tobacco Settlement
	HRA	HTH 595	Health Resources Administration
	EMSIPSB	HTH 730	Emergency Medical & Injury Prevention Systems
<b>Behavioral Health Administration</b>	AMHD	HTH 420	Adult Mental Health Outpatient
		HTH 430	Adult Mental Health Inpatient
	ADAD	HTH 440	Alcohol & Drug Abuse
	CAMHD	HTH 460	Child & Adolescent Mental Health
	BHA	HTH 495	Behavioral Health Services Administration
<b>Environmental Health Administration</b>	EHSD	HTH 610	Environmental Health Services
	EMD	HTH 840	Environmental Management
	EHA	HTH 849	Environmental Health Administration
	SLD	HTH 710	State Laboratory Services
	OHCA	HTH 720	Health Care Assurance
<b>General Administration</b>	DCAB	HTH 520	Disability and Communication Access Board
	OHSM	HTH 760	Health Status Monitoring
	OEQC	HTH 850	Office of Environmental Quality Control
	EOA	HTH 904	Executive Office on Aging
	DDC	HTH 905	Developmental Disabilities Council
	SHPDA	HTH 906	State Health Planning and Development Agency
	GA	HTH 907	General Administration
OLA	HTH 908	Office of Language Access	

Department of Health  
Organization Changes

Table 24

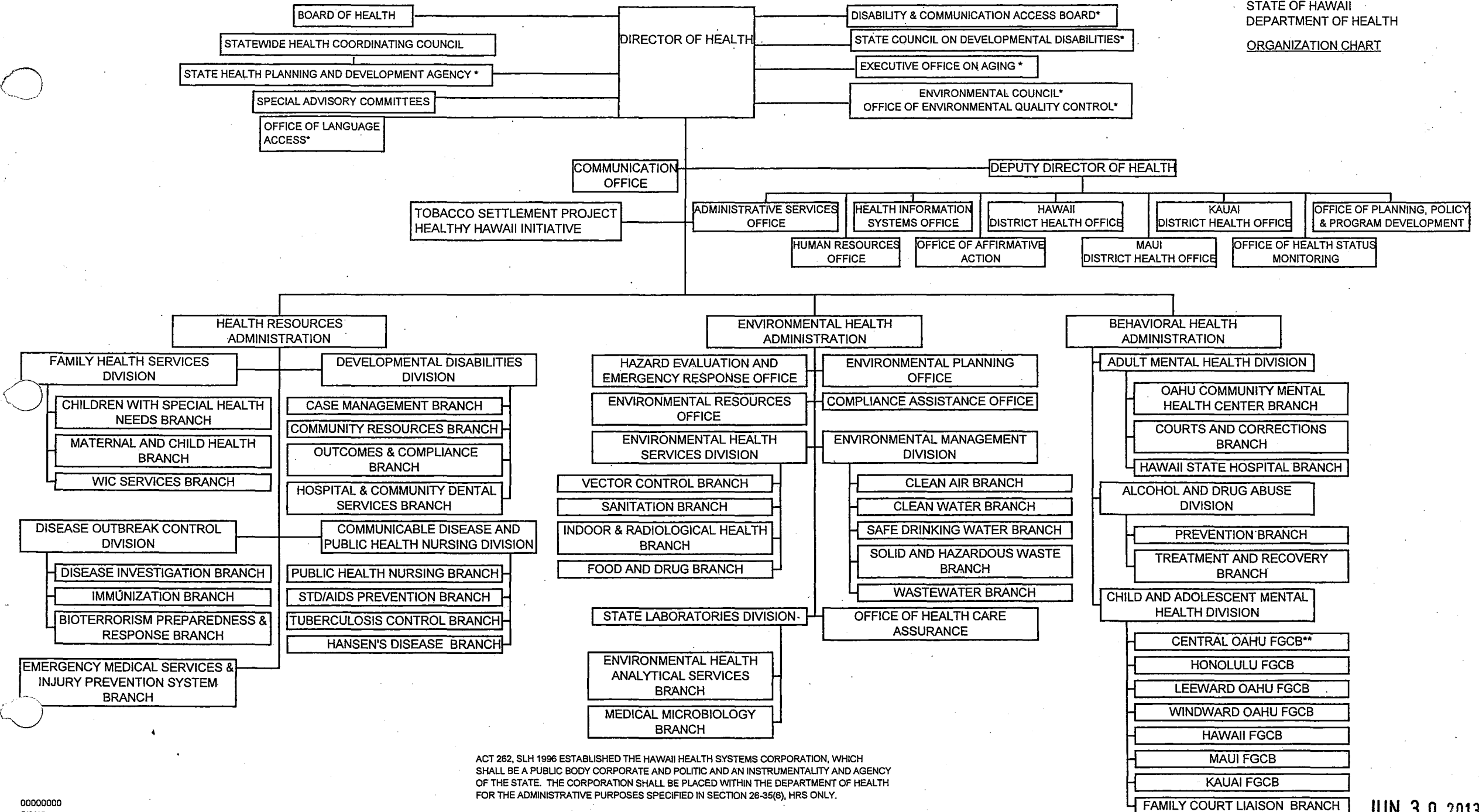
<u>Year of Change</u> <u>FY14/FY15</u>	<u>Page Number</u>	<u>Description of Change</u>
FY14	DO01080000-1	Proposed transfer of the Office of Language Access positions and functions from the Department of Labor and Industrial Relations to the Department of Health, per Act 201, SLH 2012. Acknowledged 7/17/13.
FY14	EHA04340301 DDHP2050014	Proposed restructuring of the Safe Drinking Water Branch (SDWB), EHA and the Accounting Section, Fiscal & Support Services, Administrative Services Office (ASO), DDH; establishing a Grants/Contract Management Staff; incorporating a Planner IV position in the Monitoring and Analysis Section; transferring and establishing a Geologist I position from the present Groundwater Pollution Control Section to the Monitoring and Analysis Section; changing the supervision of the Geologist I to the EHS V, and transferring an Accountant IV funded by HTH 840/FH to the supervision of the Accountant V of the Accounting Section, Fiscal and Support Services, ASO. Acknowledged 8/3/13.
FY14	HRAA6150512	Proposed incorporation of TBESC positions and functions into the Tuberculosis Control Branch organization structure. Acknowledged 9/5/13.
FY14	DOTOBACCO(1)	Proposed incorporation and establishment of positions authorized per Act 106, SLH 2012 in Tobacco Settlement Project/Healthy Hawaii Initiative (TSP/HHI) Director's Office (DO); transfer the TSSP/HHI from the Director's Office (DO) to the HRA; establish a proposed Chronic Disease Prevention and Health Promotion Division with two branches: Primary Prevention Branch and Chronic Disease Management Branch.
FY14	BHA05000007 DDH02260004 DDH02280002 DDHB2300002	Proposed transfer of Mental Health Services positions and functions from the Hawaii, Maui, & Kauai District Health Offices, DDH to the Oahu Community Mental Health Center Branch (CMHCB), Hawaii County CMHCB, Maui CMHCB, and Kauai CMHCB, BHA.
FY14	DDHPP8210011	Proposed transfer of the Hawaii Multicultural Action Initiative Grant from Behavioral Health Administration (BHA)/Adult Mental Health Division (AMHD) to the DDH, Office of Planning Policy and Program Development (OPPPD); abolish the Affirmative Action Office (AAO), DDH and transfer the position and functions to OPPPD.
FY14	HRAA6150213	Proposed incorporation and establishment of positions authorized per Act 134, SLH 2013 in the Bioterrorism Preparedness Branch, Disease Outbreak Control Division (DOCD), HRA.
FY 14	EHA08230003	Proposed restructuring of the entire State Laboratories Division, EHA.
FY14	EHA04340100	Proposed abolishment of the present Quality Management Office; establishment of a proposed Program Services Office and two staff offices: Program Development and Program Support; transfer of positions from the present Quality Management Office and the Engineering Section to the proposed Program Services Office.

Department of Health  
 Organization Changes

Table 24

<u>Year of Change FY14/FY15</u>	<u>Page Number</u>	<u>Description of Change</u>
FY15	EHA04350210	Proposed consolidation of Environmental Health Administration (EHA), Environmental Health
	EHA04350311	Services Division (EHSD), Sanitation, Food and Drug and Vector Control Branches. The Vector
	EHA04350511	Control Branch Chief and much of that branch was RIF'D in 2009. Delete vacant branch chief and secretary positions.
FY15	BHA05000000	Proposed incorporation and establishment of HTH 495/HB positions authorized per Act 134, SLH 2013 in Adult Mental Health Division (AMHD), BHA.
FY15	BHAP0190021	Proposed incorporation of all Child and Adolescent Mental Health Division positions and functions on the organization structure, per Act 134, SLH 2013.

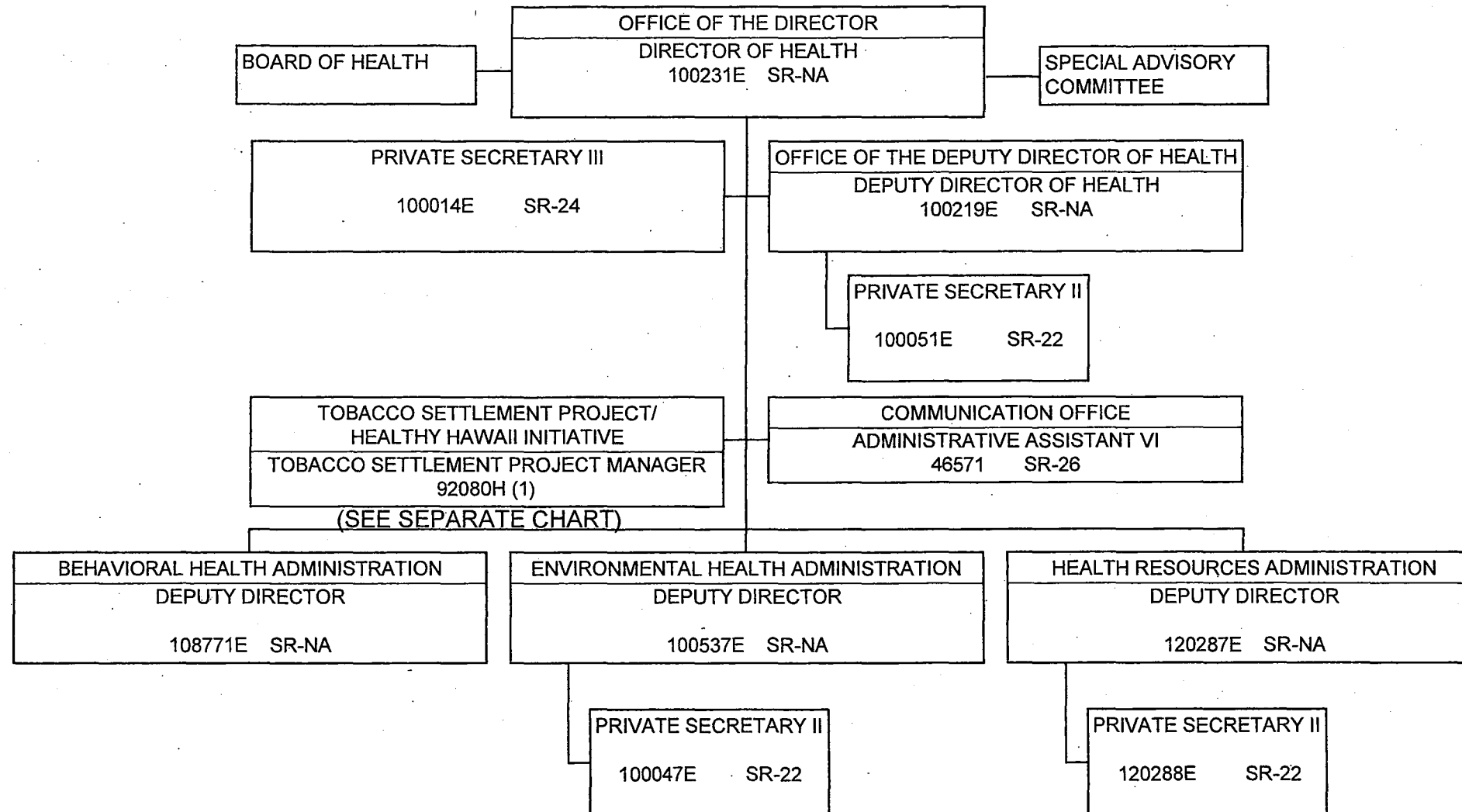
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ORGANIZATION CHART



ACT 282, SLH 1996 ESTABLISHED THE HAWAII HEALTH SYSTEMS CORPORATION, WHICH SHALL BE A PUBLIC BODY CORPORATE AND POLITIC AND AN INSTRUMENTALITY AND AGENCY OF THE STATE. THE CORPORATION SHALL BE PLACED WITHIN THE DEPARTMENT OF HEALTH FOR THE ADMINISTRATIVE PURPOSES SPECIFIED IN SECTION 26-35(9), HRS ONLY.

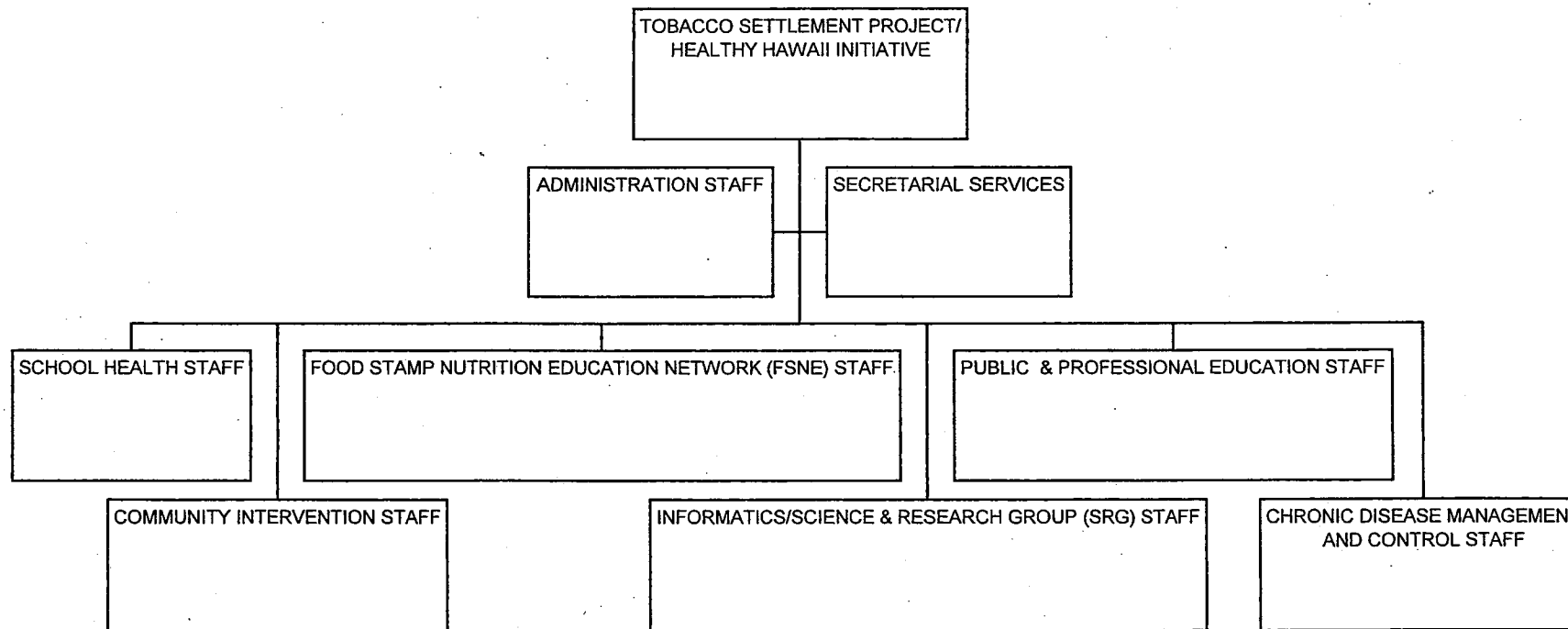
\* ASSIGNED FOR ADMINISTRATIVE PURPOSES.

POSITION ORGANIZATION CHART



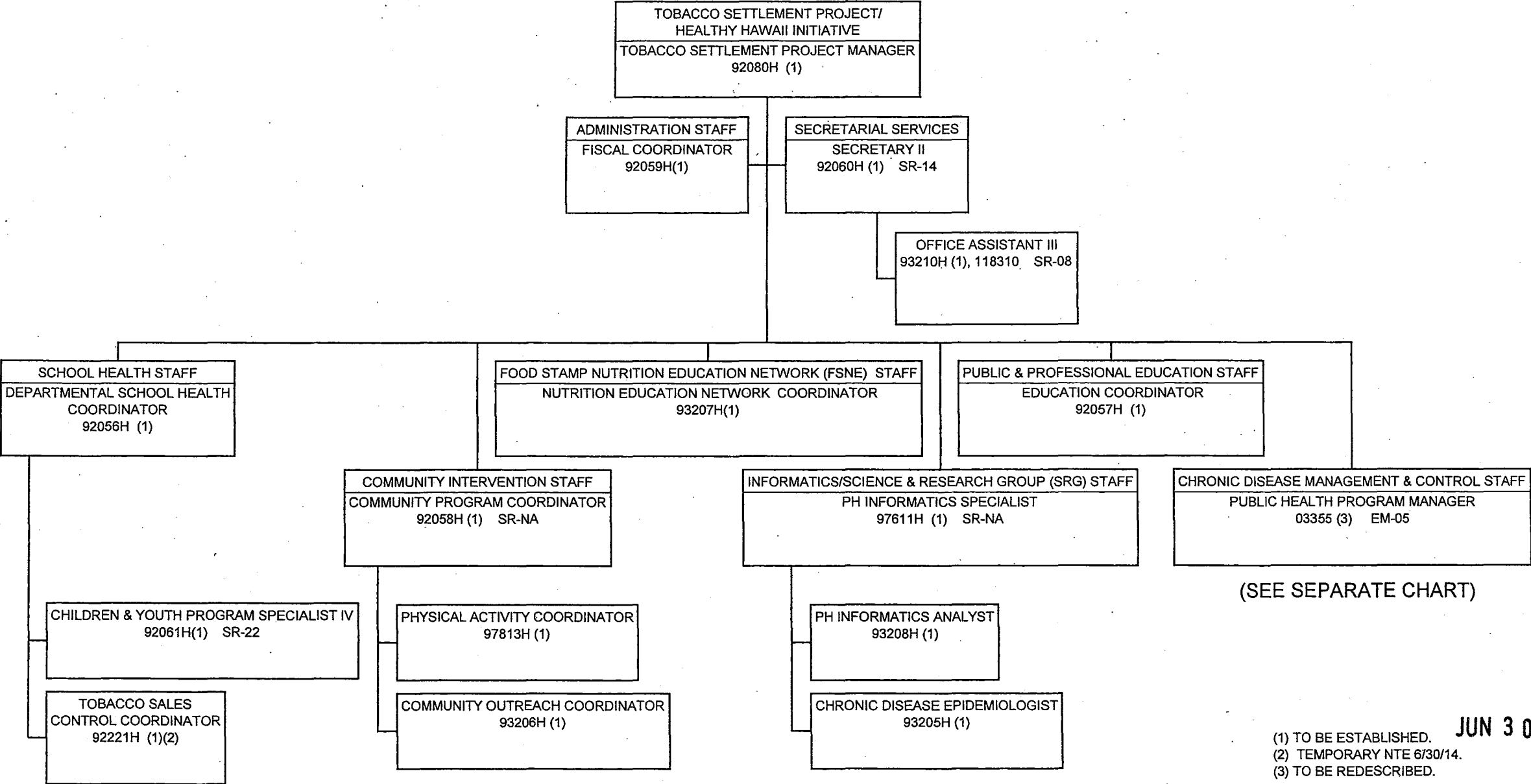
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
TOBACCO SETTLEMENT PROJECT/HEALTHY HAWAII INITIATIVE

ORGANIZATION CHART



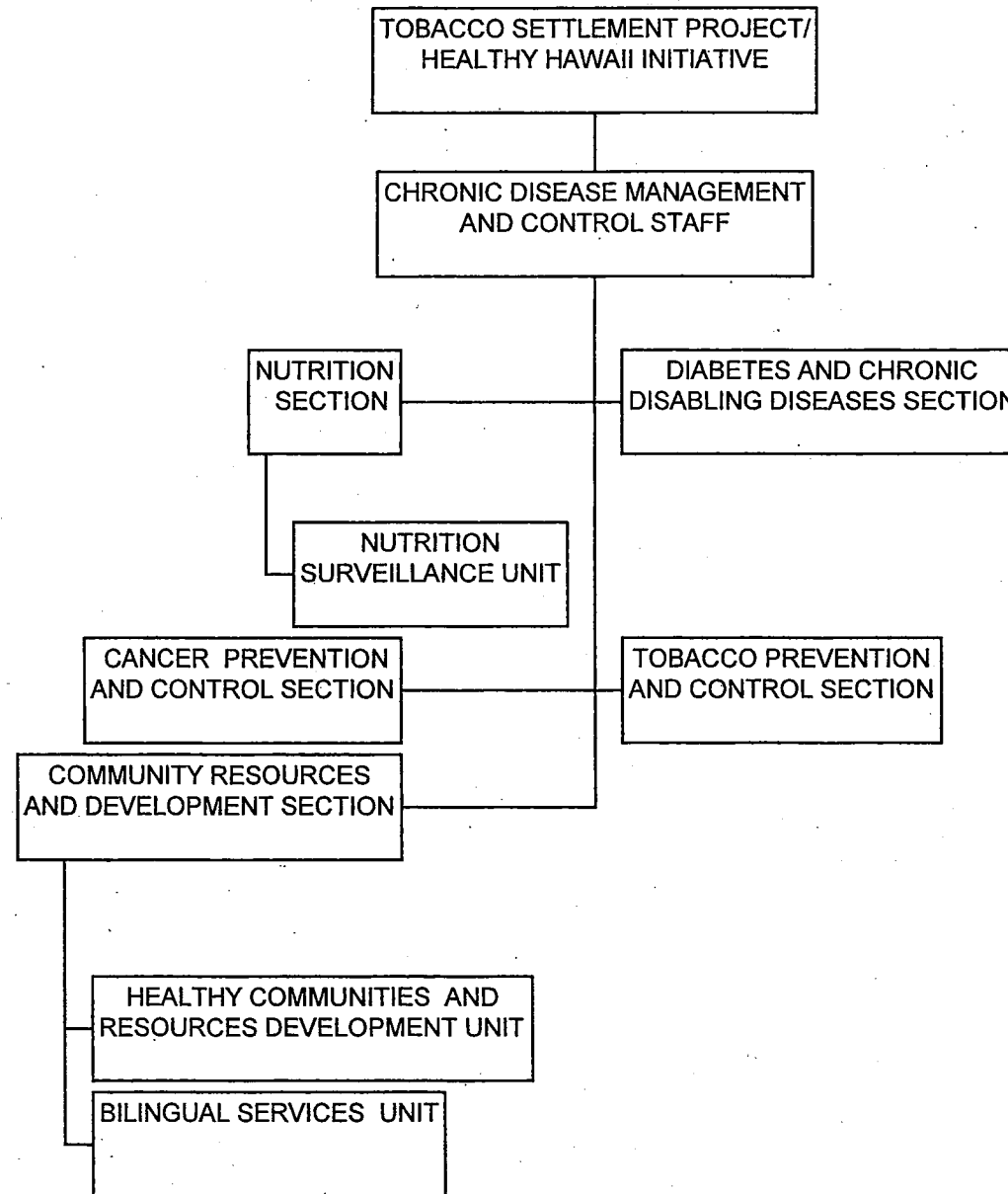
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 TOBACCO SETTLEMENT PROJECT/HEALTHY HAWAII INITIATIVE

POSITION ORGANIZATION CHART



(1) TO BE ESTABLISHED.  
 (2) TEMPORARY NTE 6/30/14.  
 (3) TO BE REDESCRIBED.

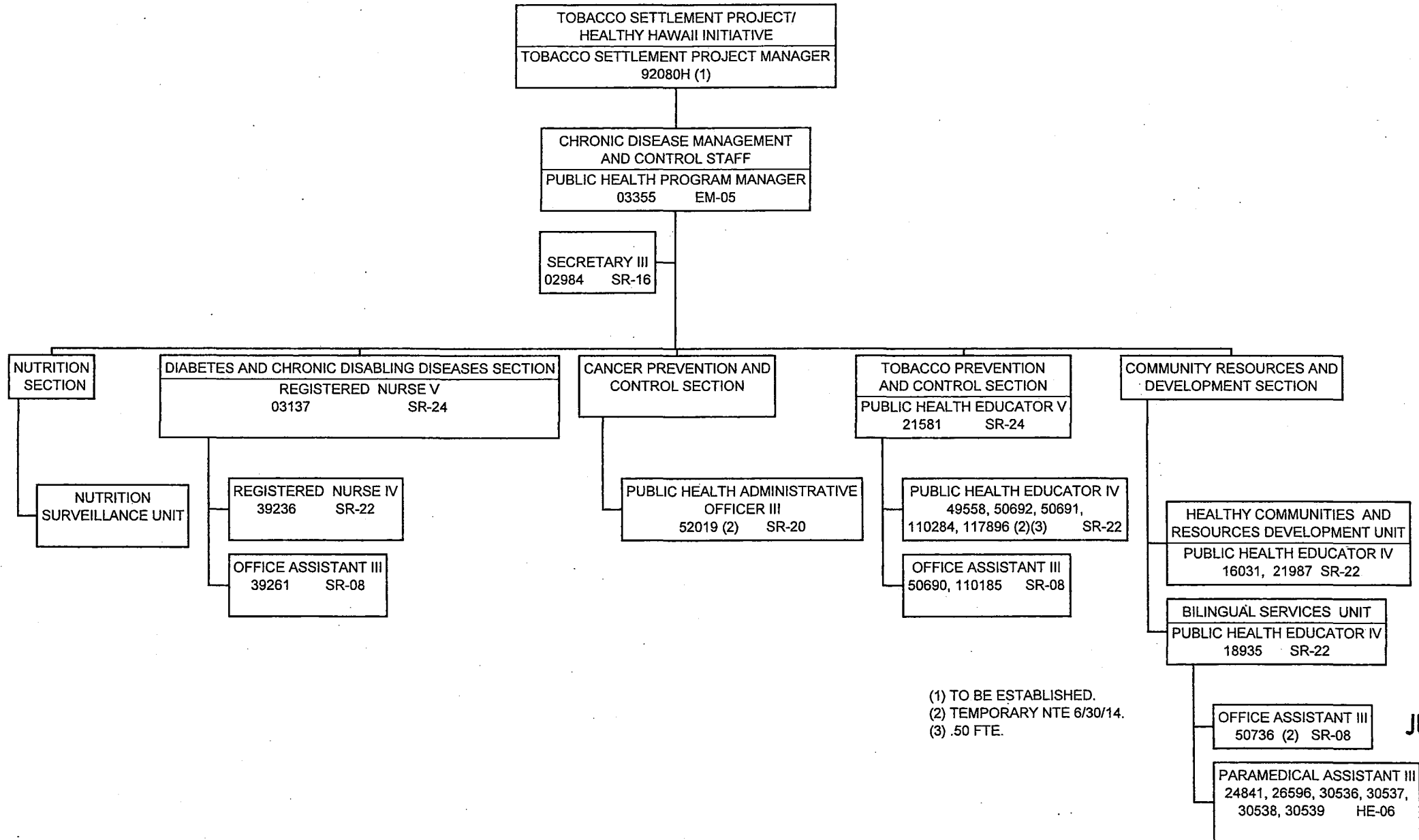
JUN 30 2013





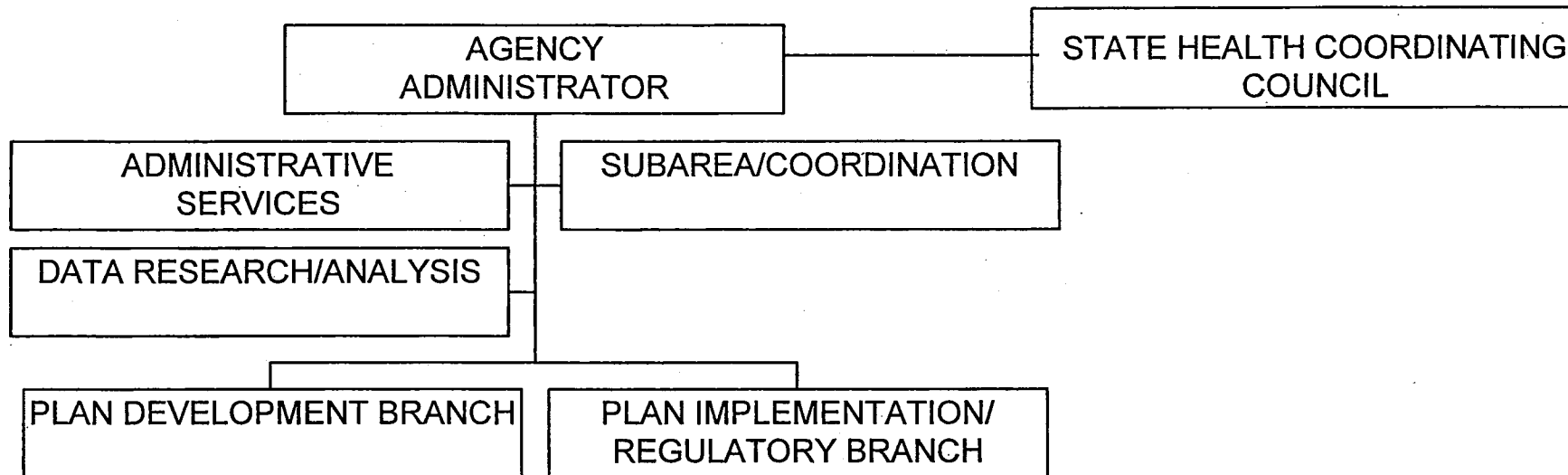
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DIRECTOR  
 TOBACCO SETTLEMENT PROJECT/HEALTHY HAWAII INITIATIVE  
 CHRONIC DISEASE MANAGEMENT AND CONTROL STAFF

POSITION ORGANIZATION CHART



(1) TO BE ESTABLISHED.  
 (2) TEMPORARY NTE 6/30/14.  
 (3) .50 FTE.

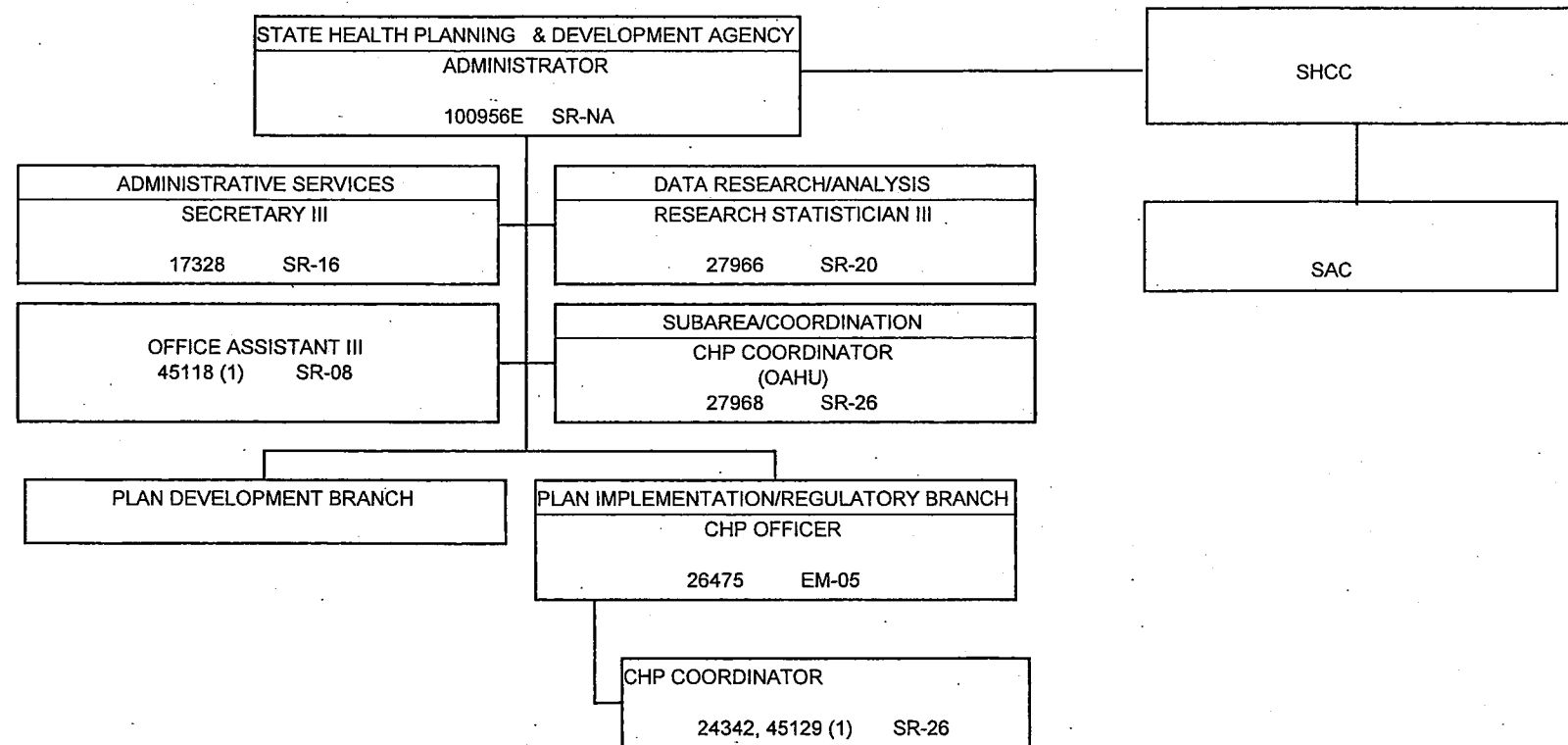
JUN 30 2013



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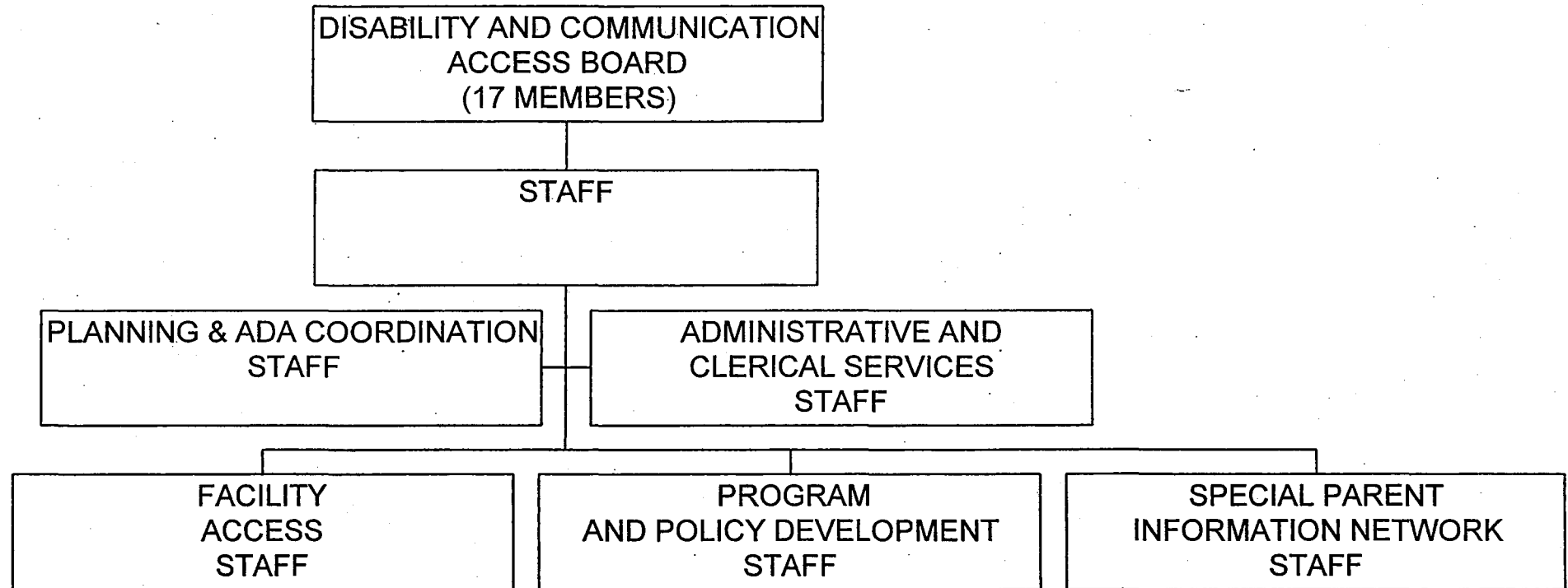
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 STATE HEALTH PLANNING AND DEVELOPMENT AGENCY

POSITION ORGANIZATION CHART

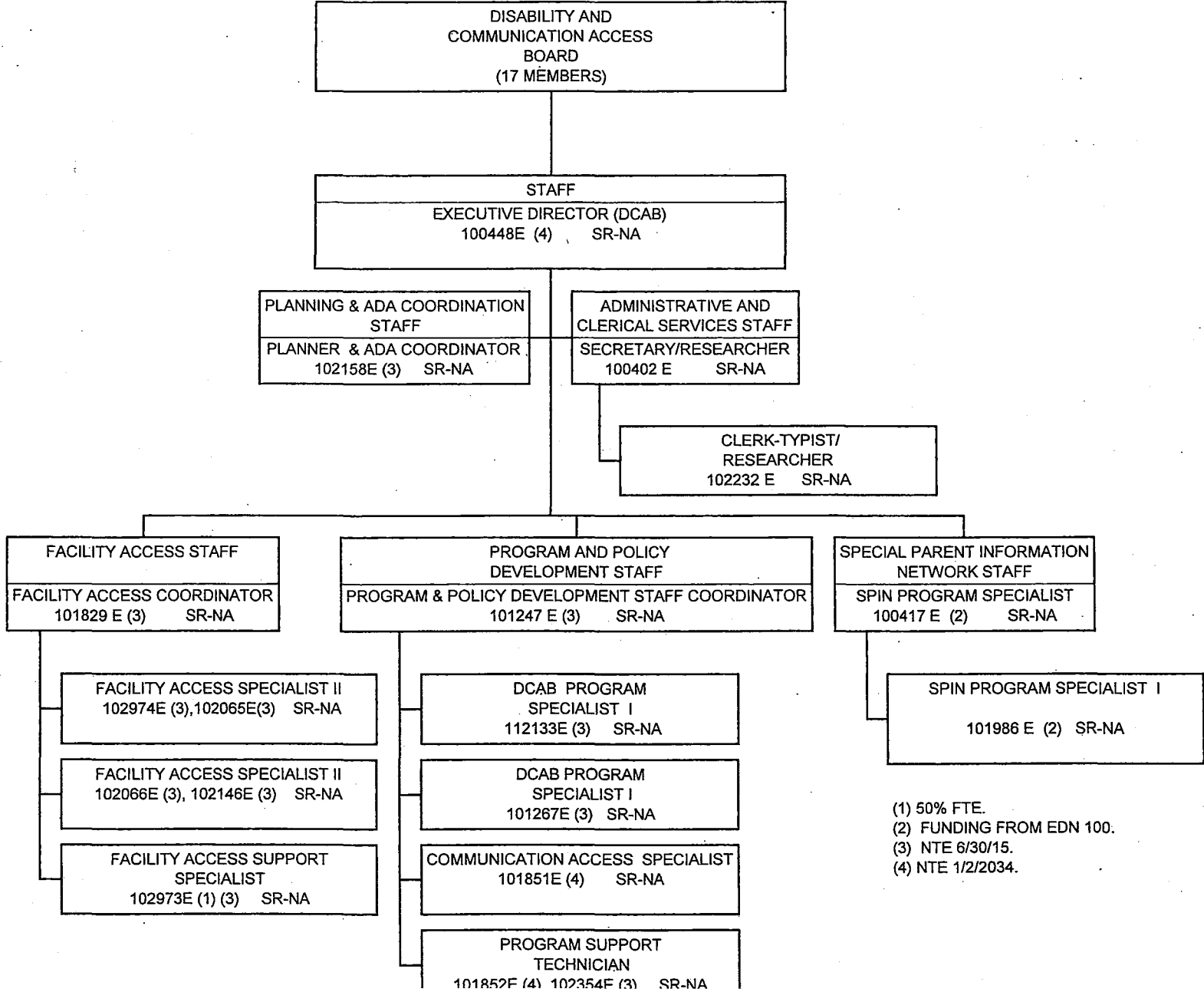


(1) ABOLISHED.

JUN 30 2013



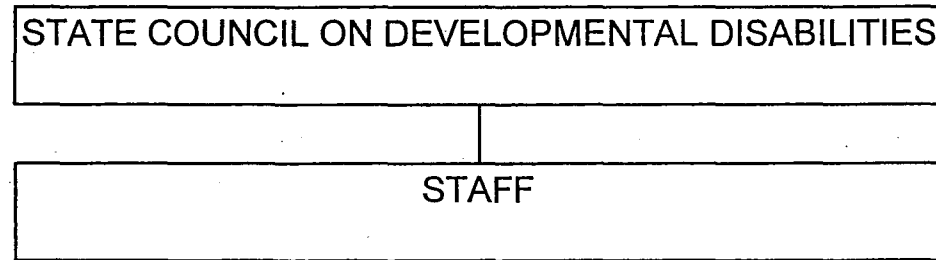
POSITION ORGANIZATION CHART



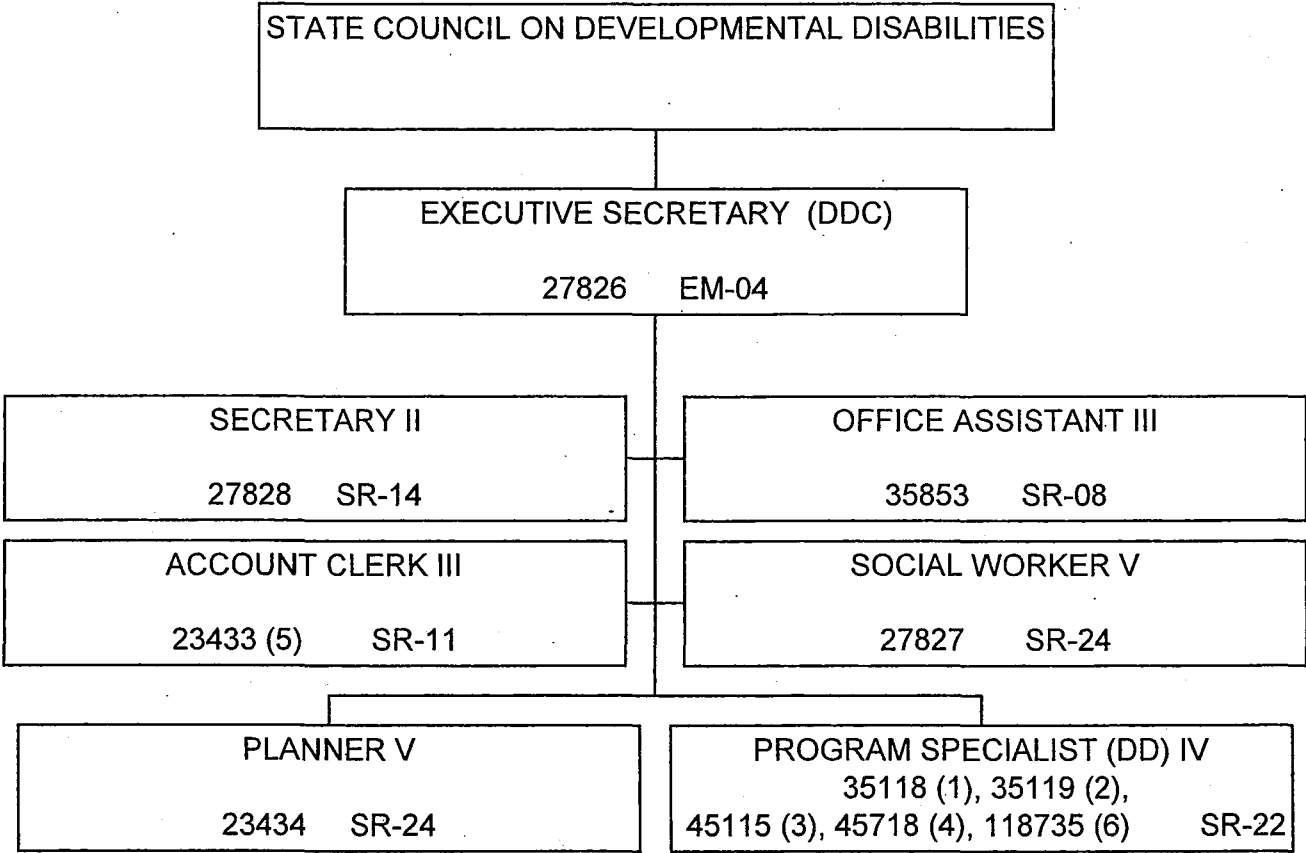
(1) 50% FTE.  
 (2) FUNDING FROM EDN 100.  
 (3) NTE 6/30/15.  
 (4) NTE 1/2/2034.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

ORGANIZATION CHART

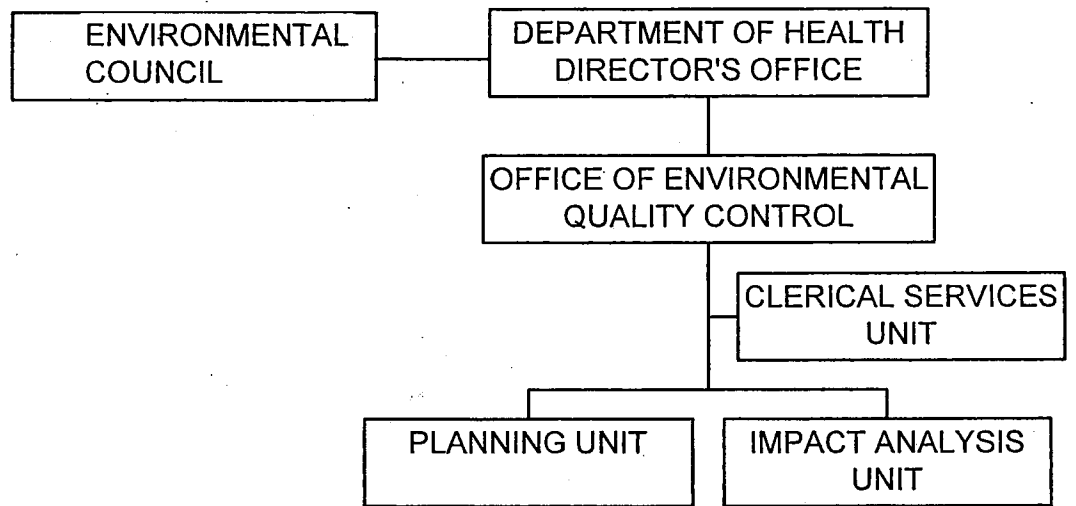


POSITION ORGANIZATION CHART



(1) .50% FTE, HILO.  
(2) .50% FTE, KAUAI.  
(3) .50% FTE, KONA.  
(4) 1.00% FTE MAUI.  
(5) .50% FTE, OAHU.  
(6) 1.00% FTE, OAHU.  
TEMPORARY, NTE 6/30/15.

ORGANIZATION CHART

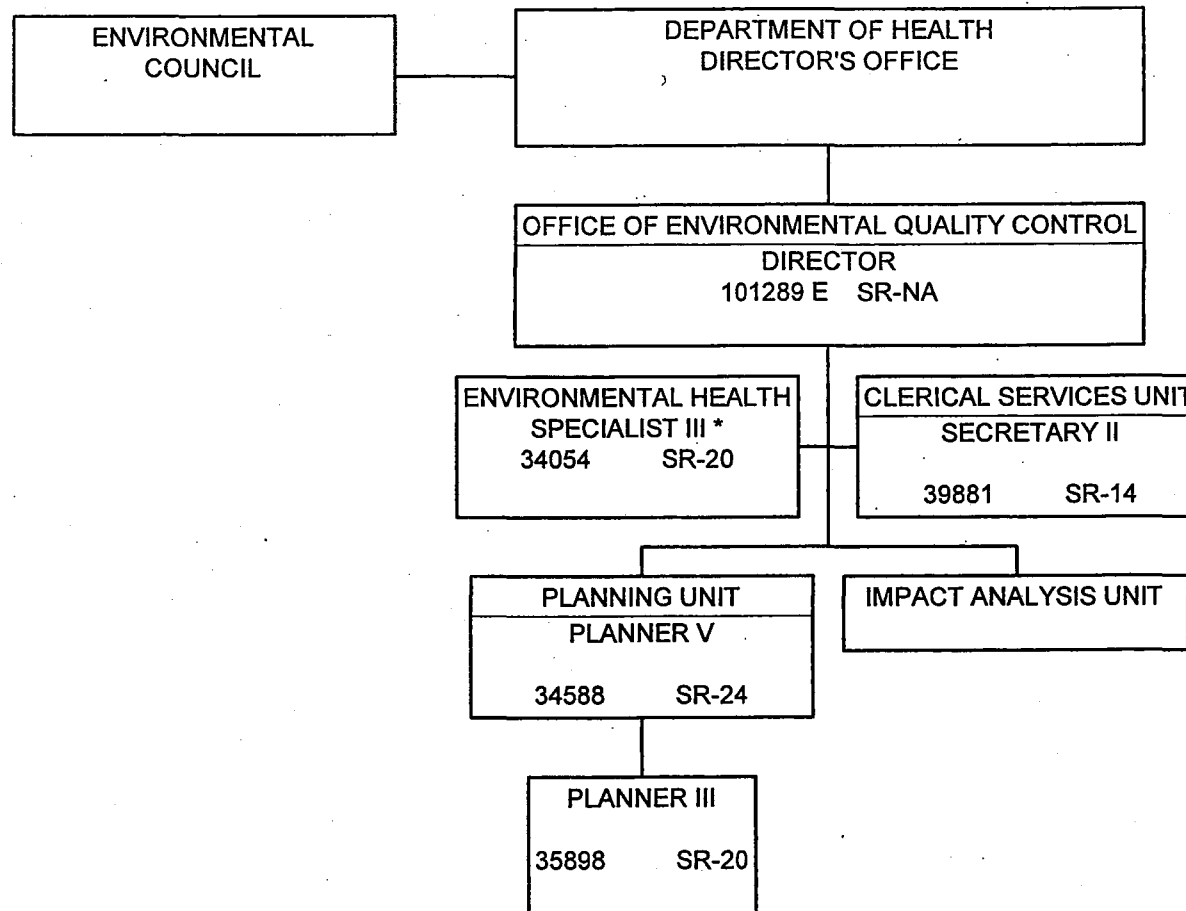


JUN 30 2013



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF ENVIRONMENTAL QUALITY CONTROL

POSITION ORGANIZATION CHART

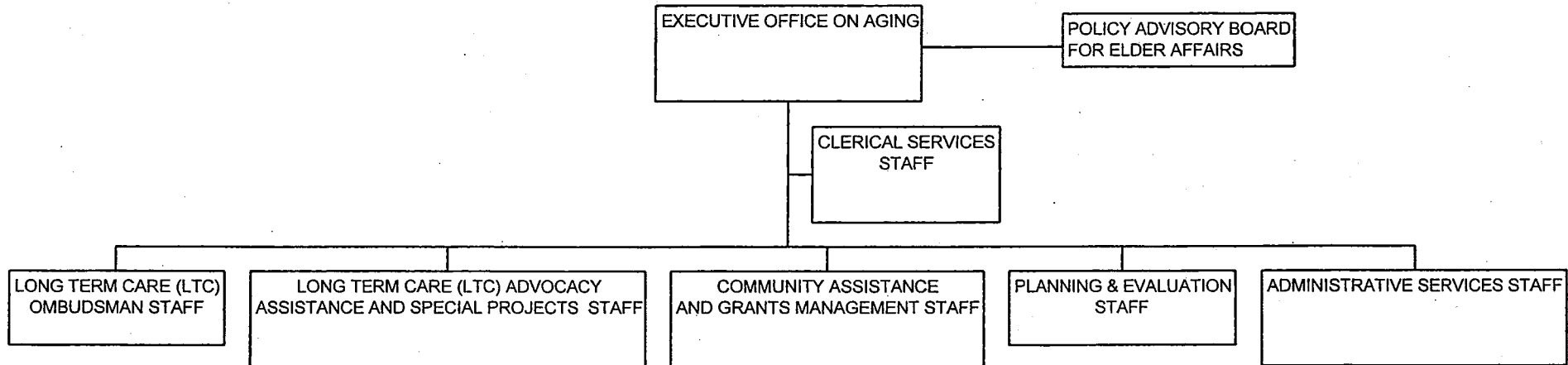


THE OFFICE OF ENVIRONMENTAL QUALITY CONTROL (OEQC) AND THE ENVIRONMENTAL COUNCIL ARE ADMINISTRATIVELY ATTACHED TO THE DEPARTMENT OF HEALTH THROUGH THE DIRECTOR'S OFFICE.

\* POSITION #34054 PROVIDES SUPPORT TO THE ENVIRONMENTAL COUNCIL BUT IS UNDER THE DIRECT SUPERVISION OF THE DIRECTOR OF ENVIRONMENTAL QUALITY CONTROL (101289E).

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
EXECUTIVE OFFICE ON AGING

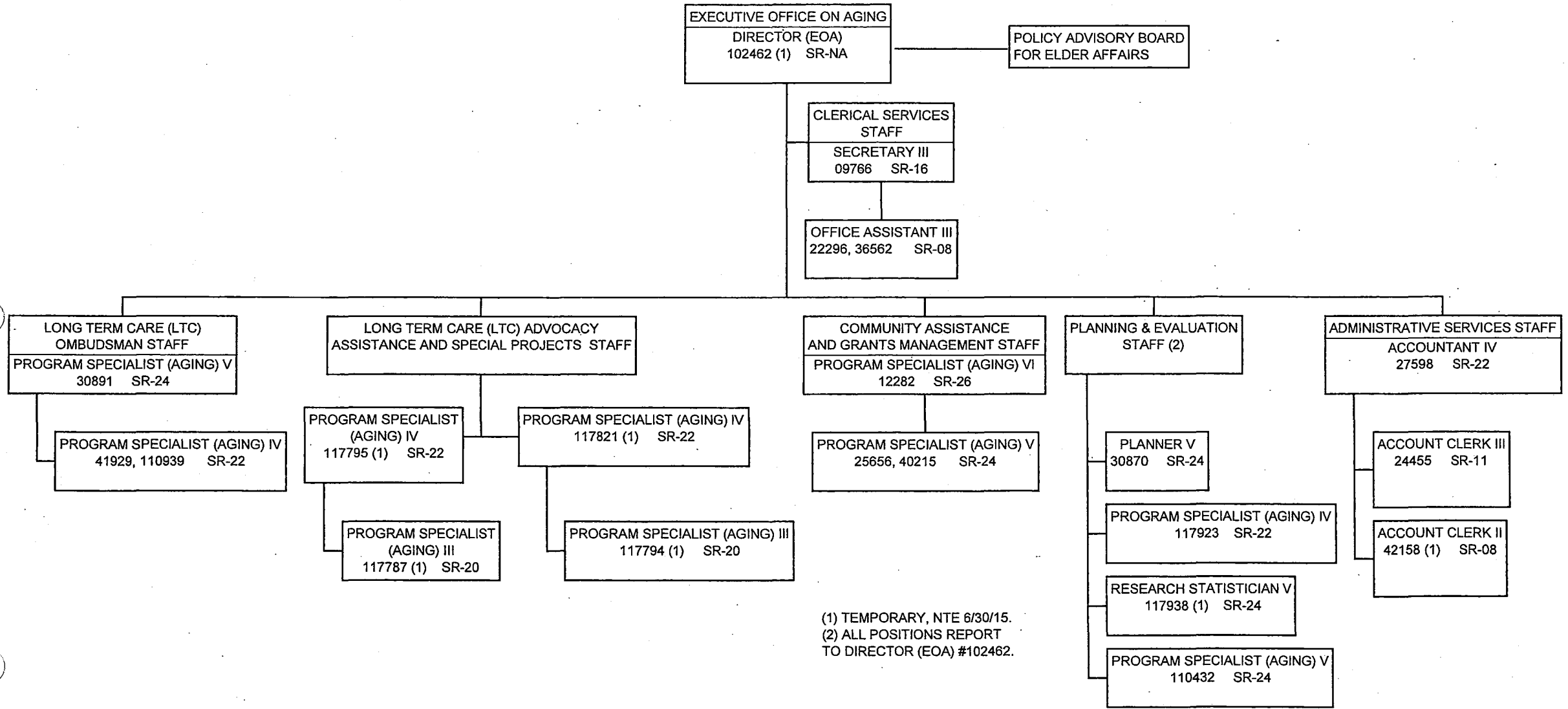
ORGANIZATION CHART



JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 EXECUTIVE OFFICE ON AGING

POSITION ORGANIZATION CHART



(1) TEMPORARY, NTE 6/30/15.  
 (2) ALL POSITIONS REPORT TO DIRECTOR (EOA) #102462.

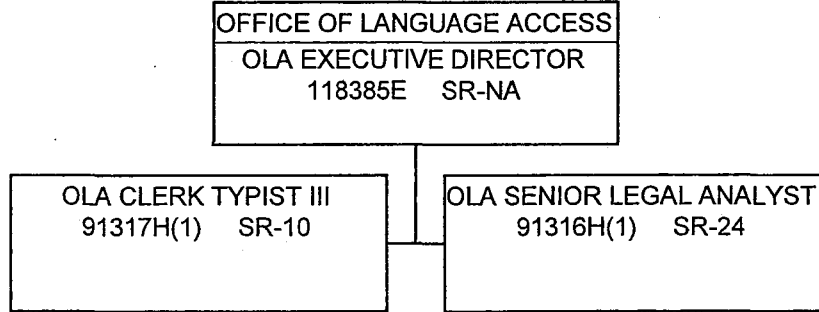
JUN 30 2013

OFFICE OF LANGUAGE ACCESS

(1) TO BE ESTABLISHED.

JUN 3 0 2013

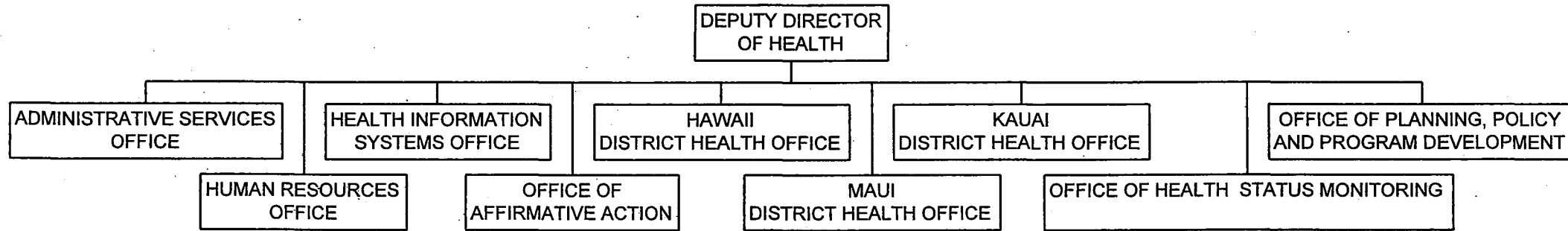
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF LANGUAGE ACCESS  
POSITION ORGANIZATION CHART



(1) TO BE ESTABLISHED.

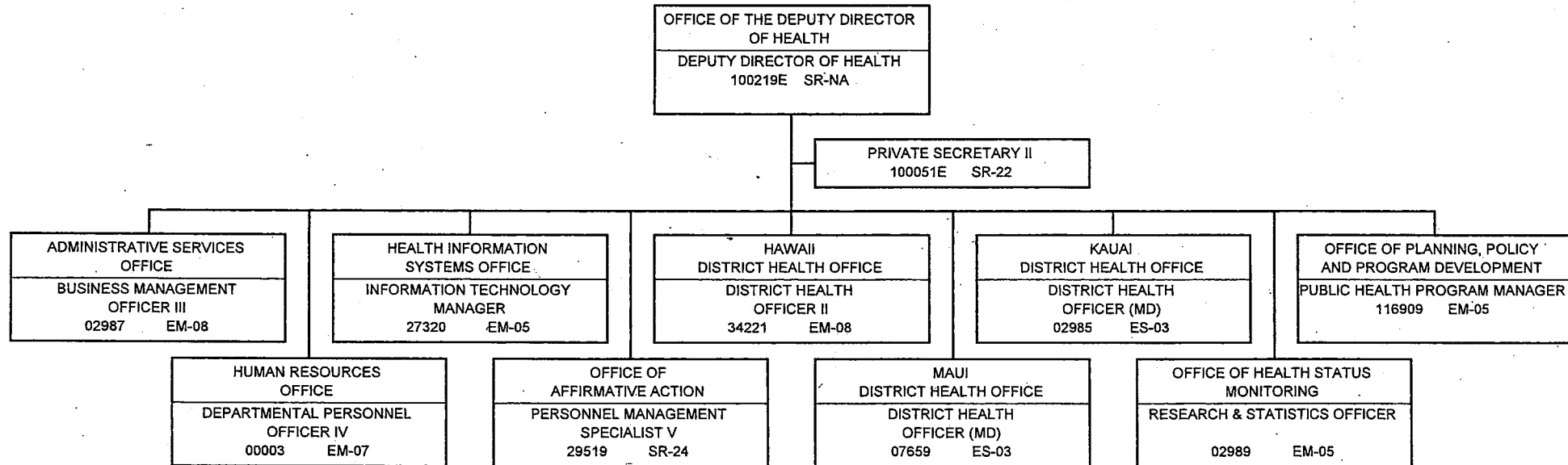
JUN 30 2013

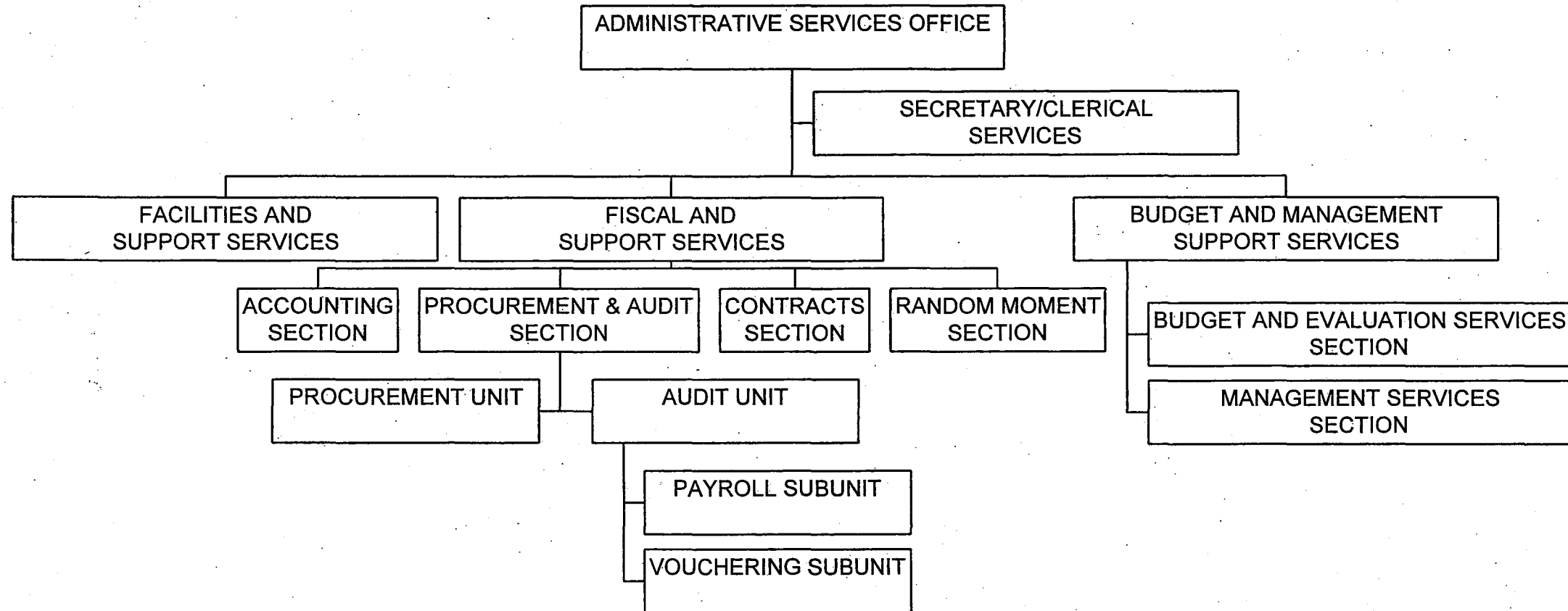
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH

POSITION ORGANIZATION CHART

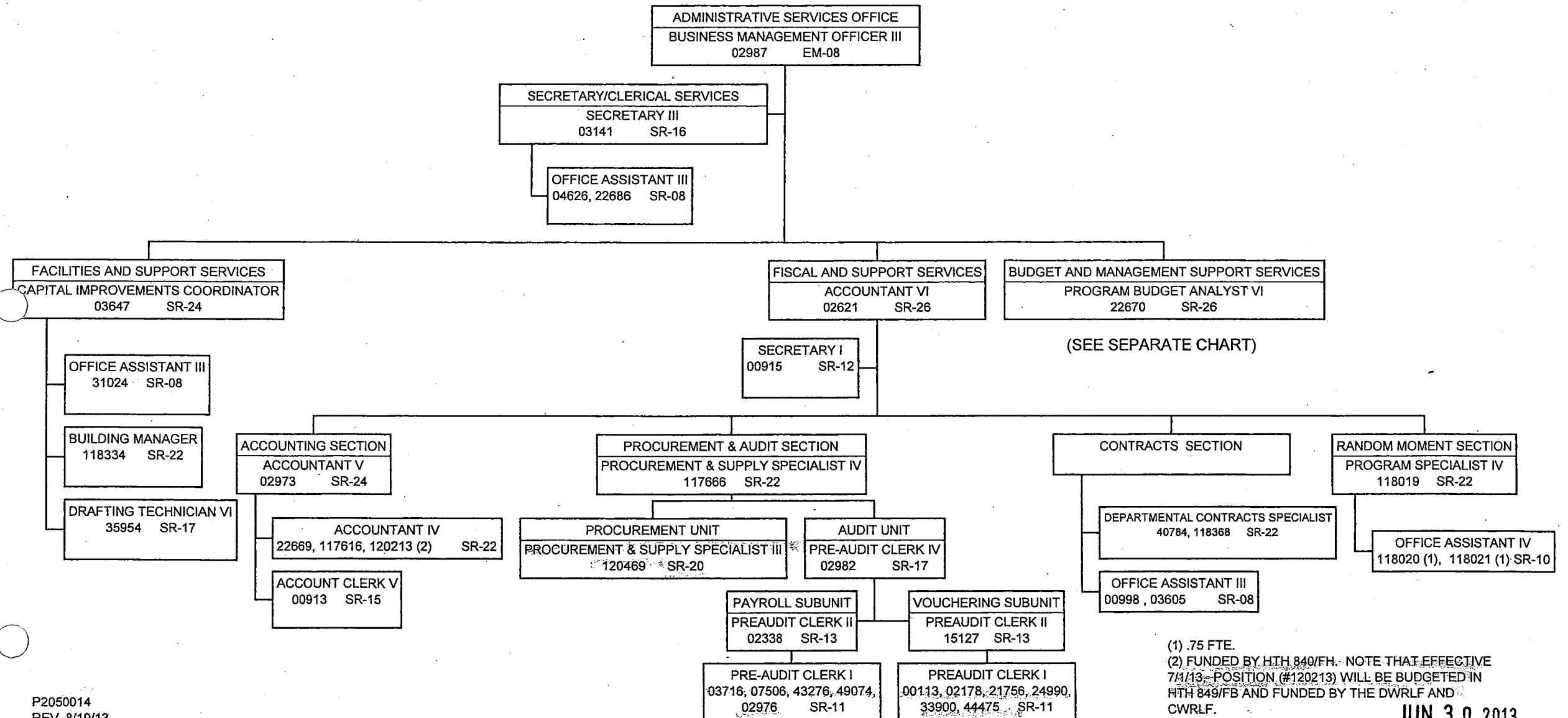






STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 ADMINISTRATIVE SERVICES OFFICE

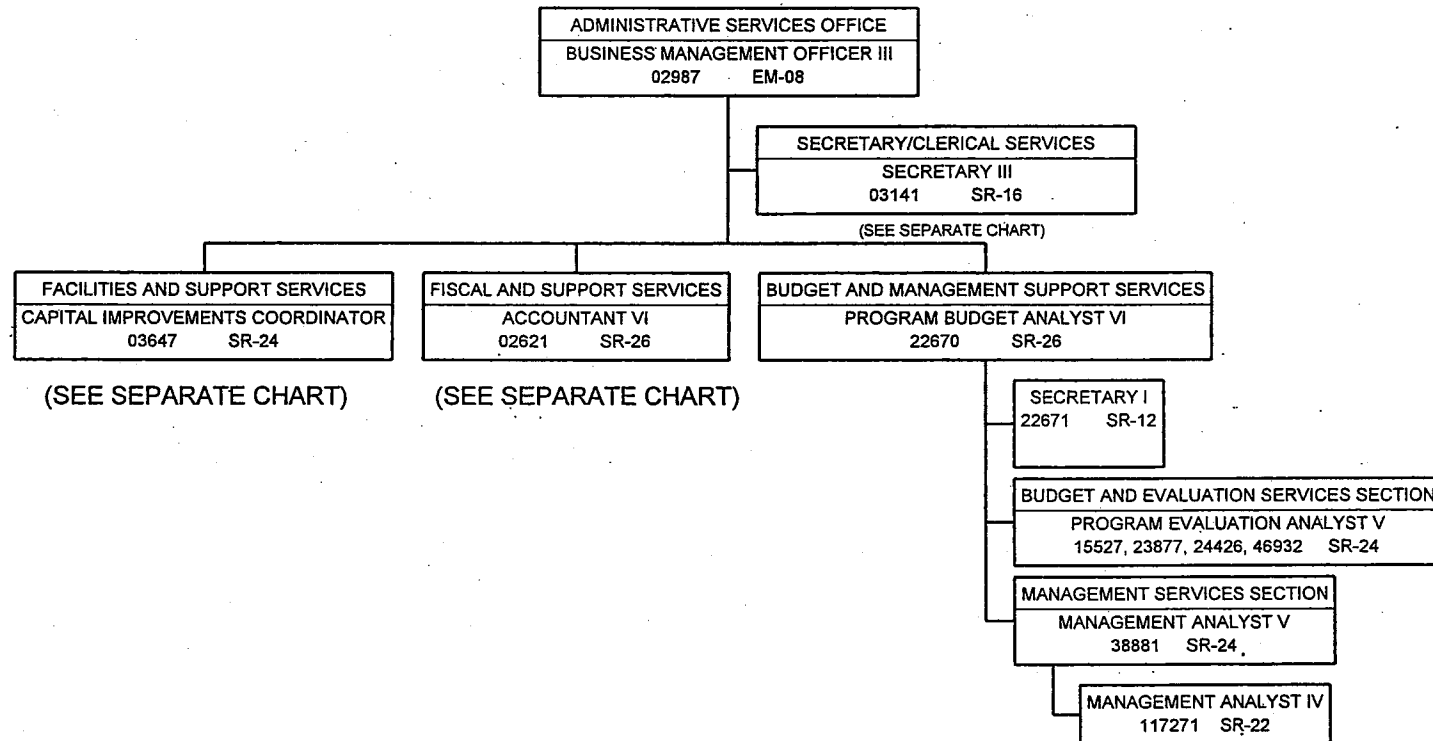
POSITION ORGANIZATION CHART



(1) .75 FTE.  
 (2) FUNDED BY HTH 849/FH. NOTE THAT EFFECTIVE 7/1/13, POSITION (#120213) WILL BE BUDGETED IN HTH 849/FB AND FUNDED BY THE DWRLF AND CWRLF.

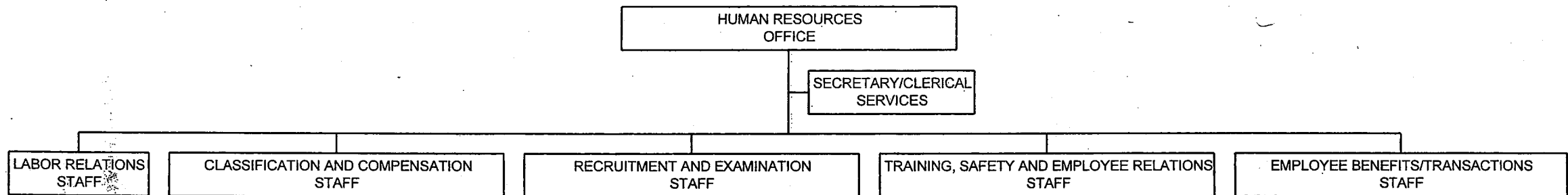
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
ADMINISTRATIVE SERVICES OFFICE

POSITION ORGANIZATION CHART



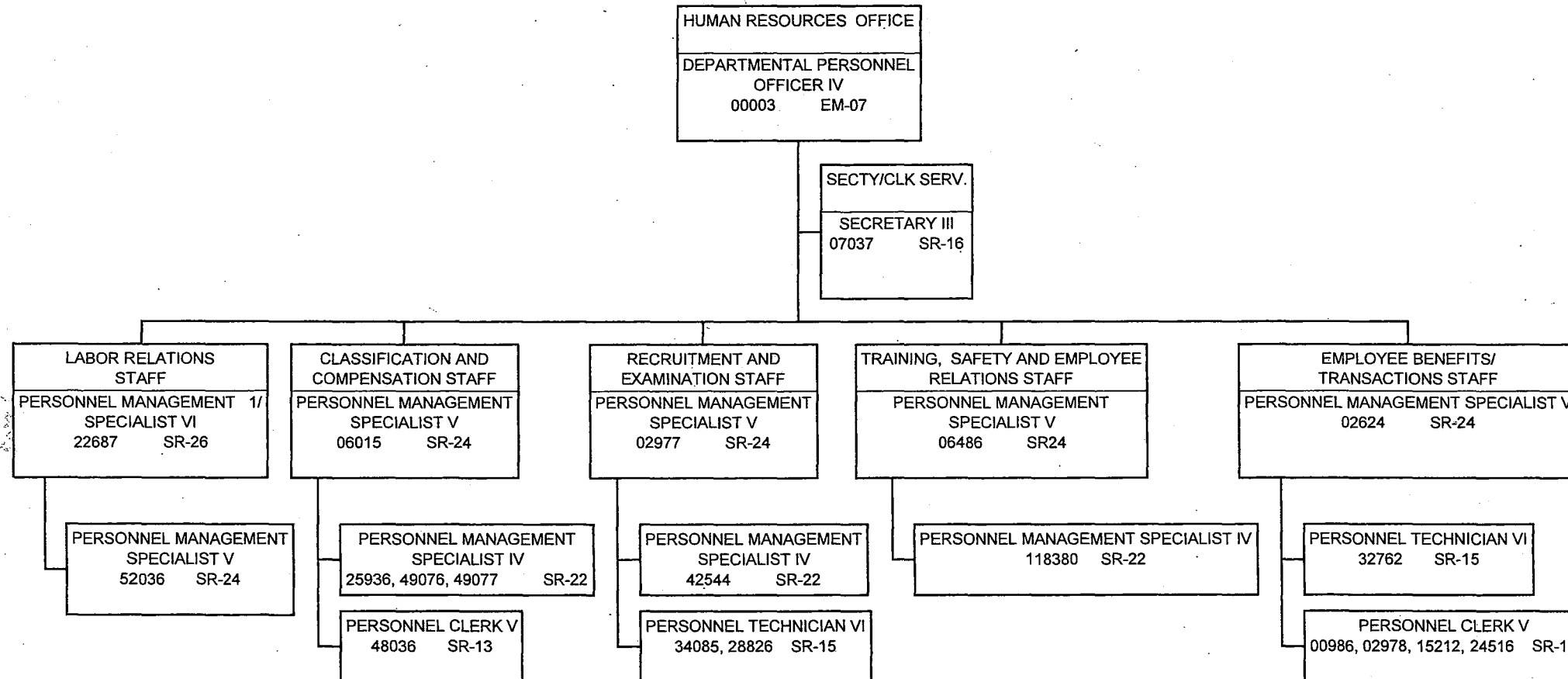
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
HUMAN RESOURCES OFFICE

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 HUMAN RESOURCES OFFICE

POSITION ORGANIZATION CHART

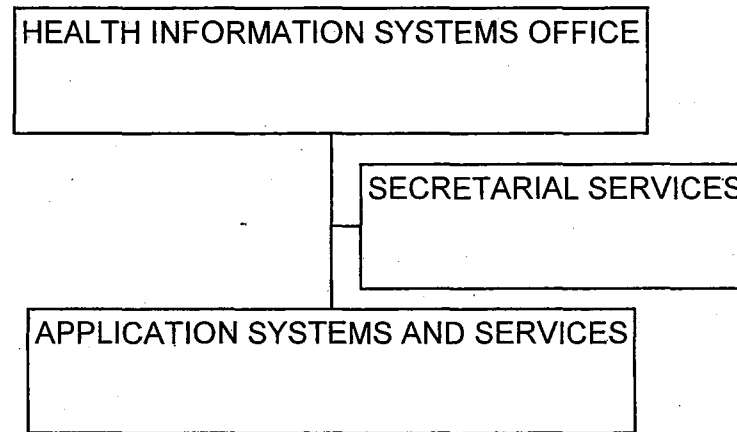


(1) FIRST ASSISTANT TO PERSONNEL OFFICER.

JUN 30 2013

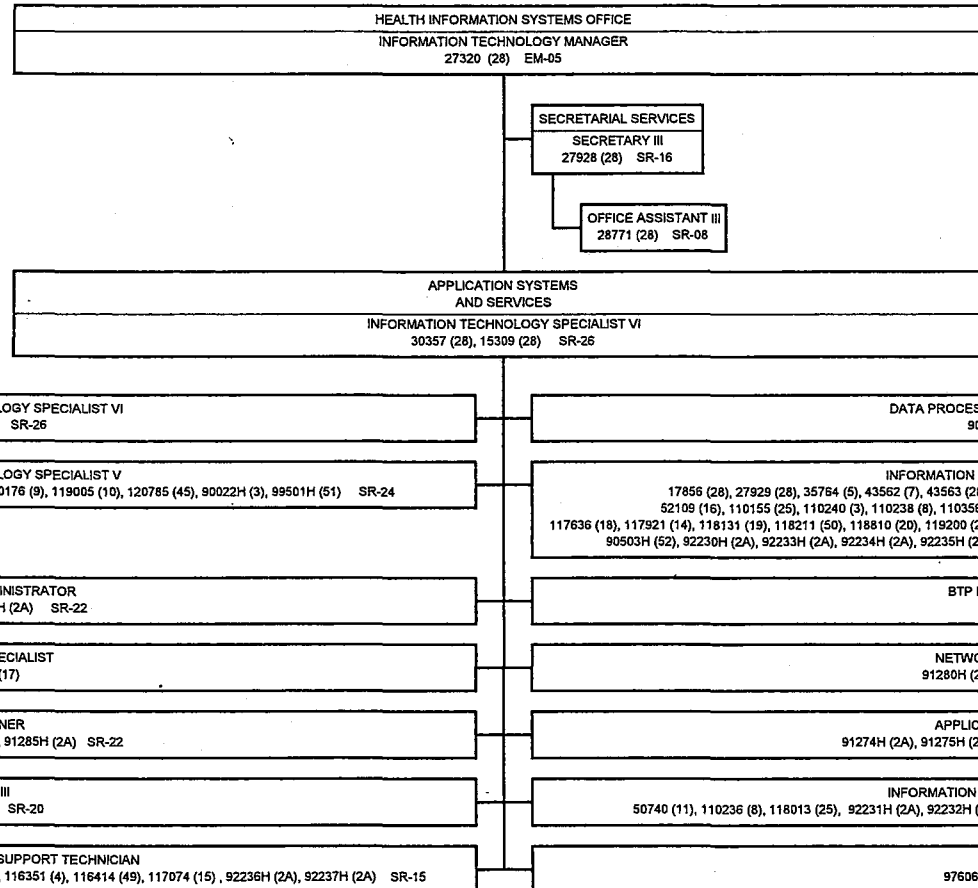
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
HEALTH INFORMATION SYSTEMS OFFICE

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 HEALTH INFORMATION SYSTEMS OFFICE

POSITION ORGANIZATION CHART



- (1) BUDGETED IN HTH 840/FJ.
- (2) BUDGETED IN HTH 495/HB, NTE 6/30/14.
- (2A) BUDGETED IN HTH 495/HB.
- (3) BUDGETED IN HTH 460/HF, NTE 6/30/14.
- (4) BUDGETED IN HTH 501/KB.
- (5) BUDGETED IN HTH 710/MH.
- (6) BUDGETED IN HTH 430/HQ.
- (7) BUDGETED IN HTH 907/AL.
- (8) BUDGETED IN HTH 460/HF.
- (9) BUDGETED IN HTH 560/GI.
- (10) BUDGETED IN HTH 710/MB.
- (11) BUDGETED IN HTH 560/CG.
- (12) BUDGETED IN HTH 580/KD.
- (13) BUDGETED IN HTH 131/DC.
- (14) BUDGETED IN HTH 501/JO, NTE 6/30/14.
- (15) BUDGETED IN HTH 560/KC.
- (16) BUDGETED IN HTH 440/HD (50%) NTE 6/30/14.
- (17) BUDGETED IN HTH 131/DB, NTE 6/30/14.
- (18) BUDGETED IN HTH 840/FK.
- (19) BUDGETED IN HTH 760/MS, NTE 6/30/14.
- (20) BUDGETED IN HTH 710/MG.
- (23) BUDGETED IN HTH 720/MP.
- (24) BUDGETED IN HTH 141/KJ.
- (25) BUDGETED IN HTH 610/FL.
- (26) BUDGETED IN HTH 840/FF.
- (27) BUDGETED IN HTH 590/GQ, NTE 6/30/14.
- (28) BUDGETED IN HTH 907/AG.
- (29) BUDGETED IN HTH 501/CU, NTE 6/30/14.
- (32) BUDGETED IN HTH 840/FE.
- (33) BUDGETED IN HTH 840/FG.
- (37) BUDGETED IN HTH 131/DC, NTE 6/30/13.
- (43) BUDGETED IN HTH 840/FH.
- (45) BUDGETED IN HTH 907/AP, NTE 6/30/14.
- (49) BUDGETED IN HTH 131/DC, NTE 12/31/13.
- (50) BUDGETED IN HTH 440/HD, NTE 6/30/14.
- (51) BUDGETED IN HTH 131/DJ, NTE 6/30/13.
- (52) BUDGETED IN HTH 840/FJ, NTE 6/30/14.
- (53) DELETED..
- (54) BUDGETED IN HTH 907/AN.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
OFFICE OF AFFIRMATIVE ACTION

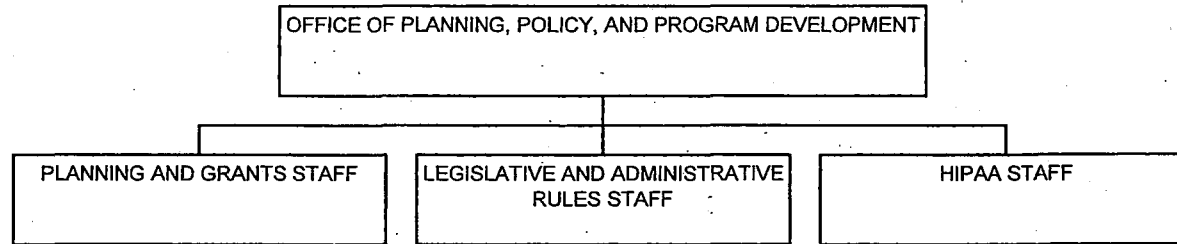
POSITION ORGANIZATION CHART

OFFICE OF AFFIRMATIVE ACTION		
29519	PERSONNEL MANAGEMENT SPECIALIST V	SR-24

JUN 30 2013

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
OFFICE OF PLANNING, POLICY, AND PROGRAM DEVELOPMENT

POSITION ORGANIZATION CHART

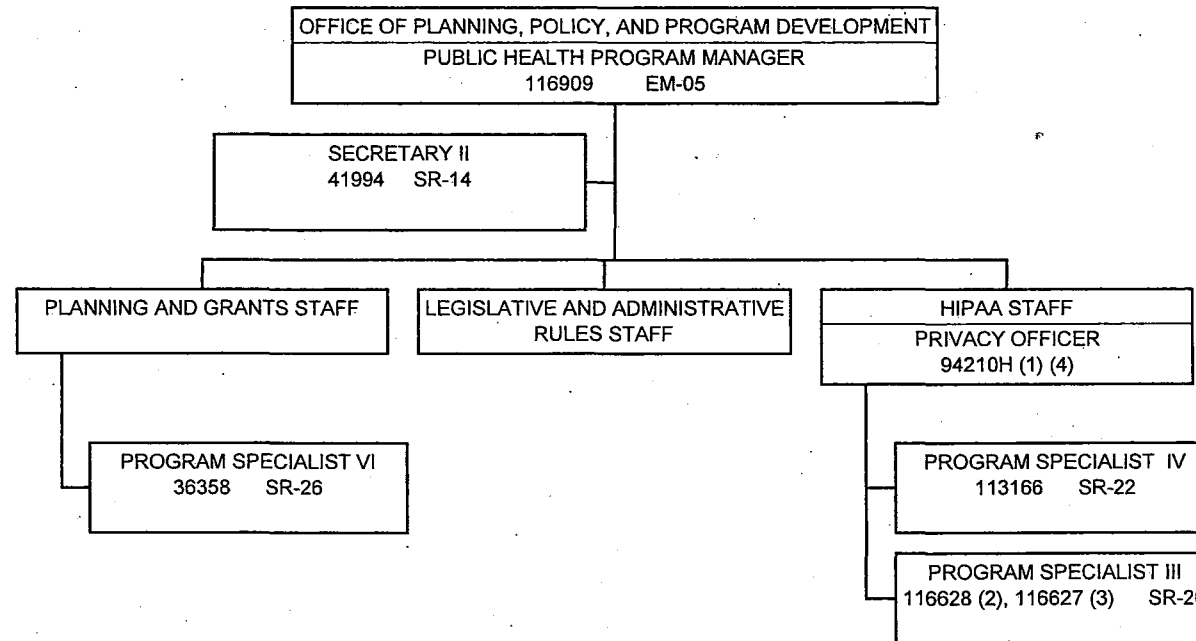


JUN 30 2013



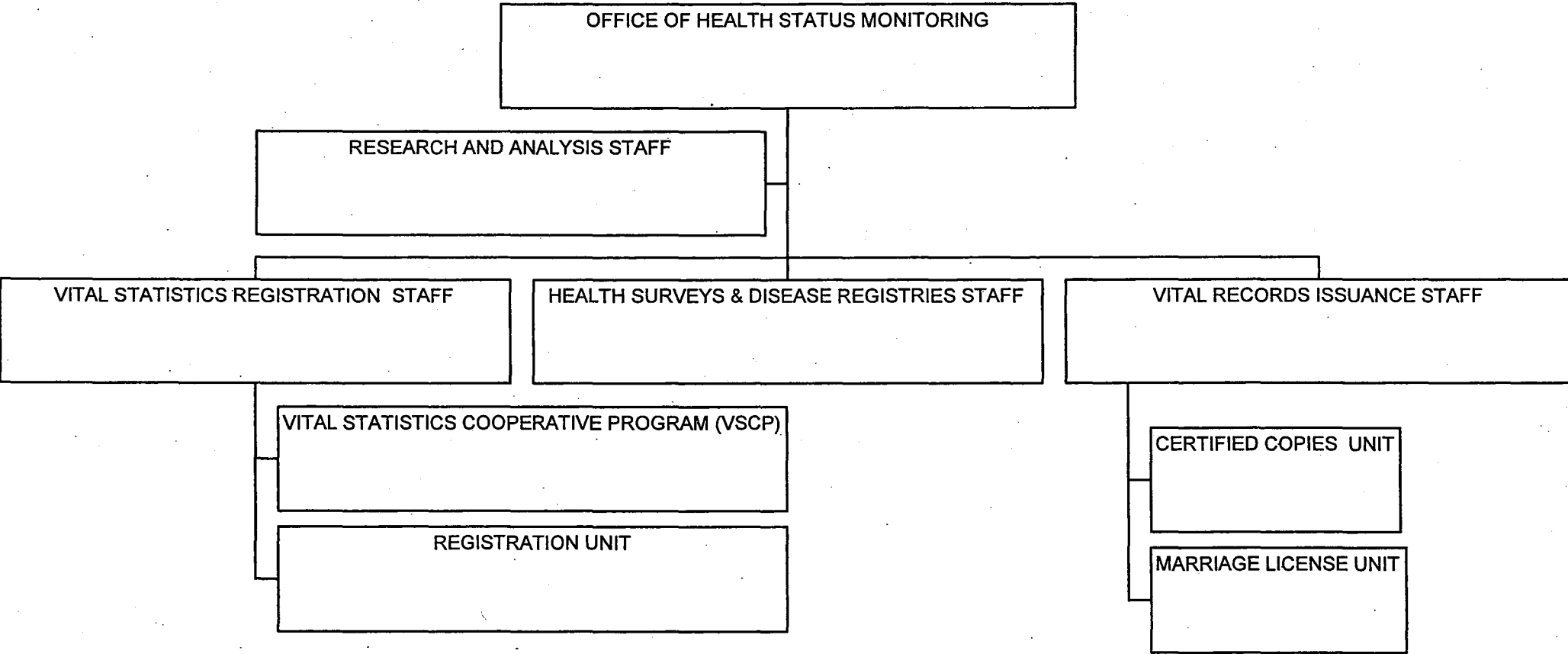
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
OFFICE OF PLANNING, POLICY, AND PROGRAM DEVELOPMENT

POSITION ORGANIZATION CHART



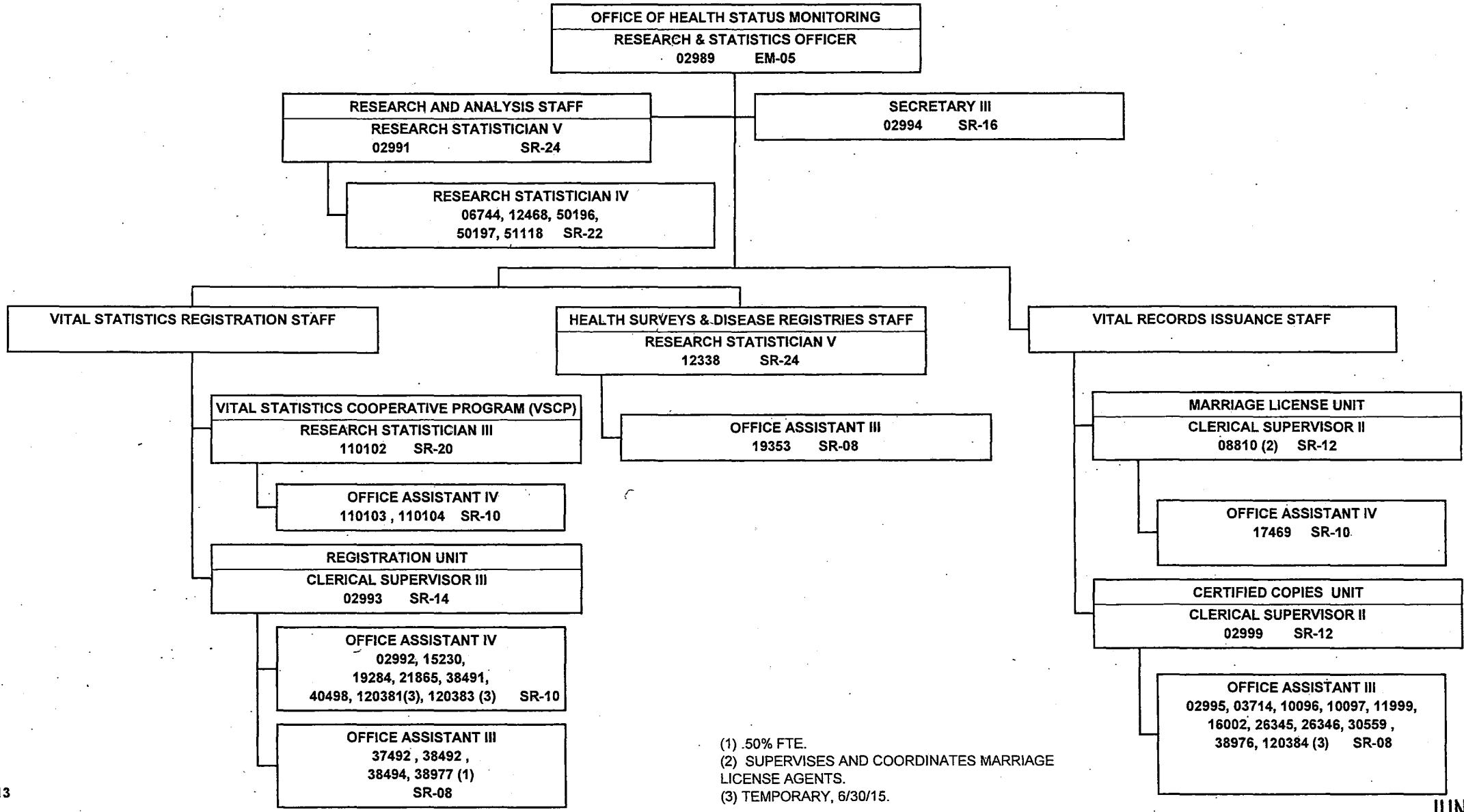
- (1) TEMPORARY, NTE 6/30/14.
- (2) PHNB.
- (3) AMHD.
- (4) TO BE ESTABLISHED.

POSITION ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 OFFICE OF HEALTH STATUS MONITORING

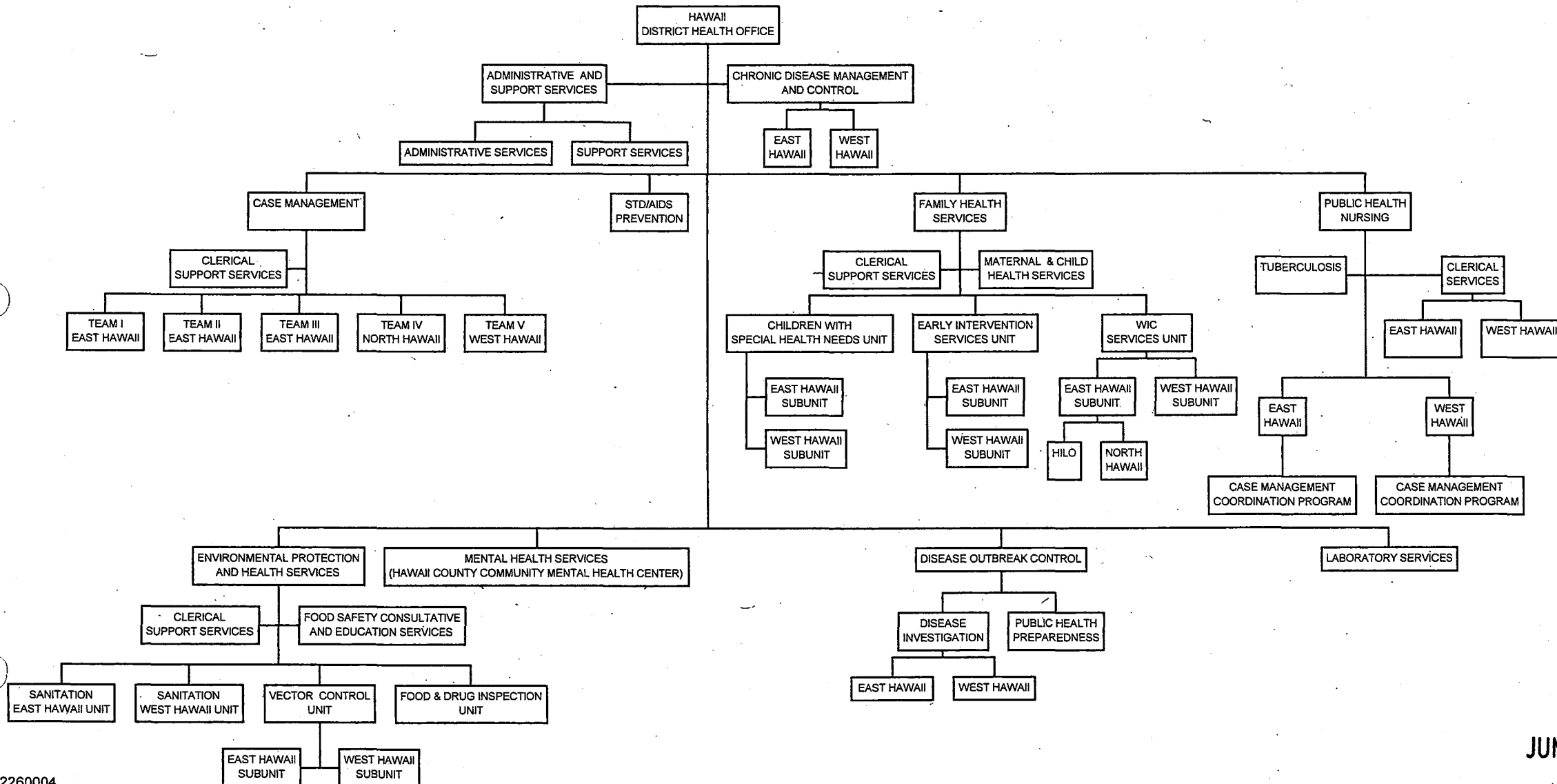
POSITION ORGANIZATION CHART



- (1) .50% FTE.
- (2) SUPERVISES AND COORDINATES MARRIAGE LICENSE AGENTS.
- (3) TEMPORARY, 6/30/15.

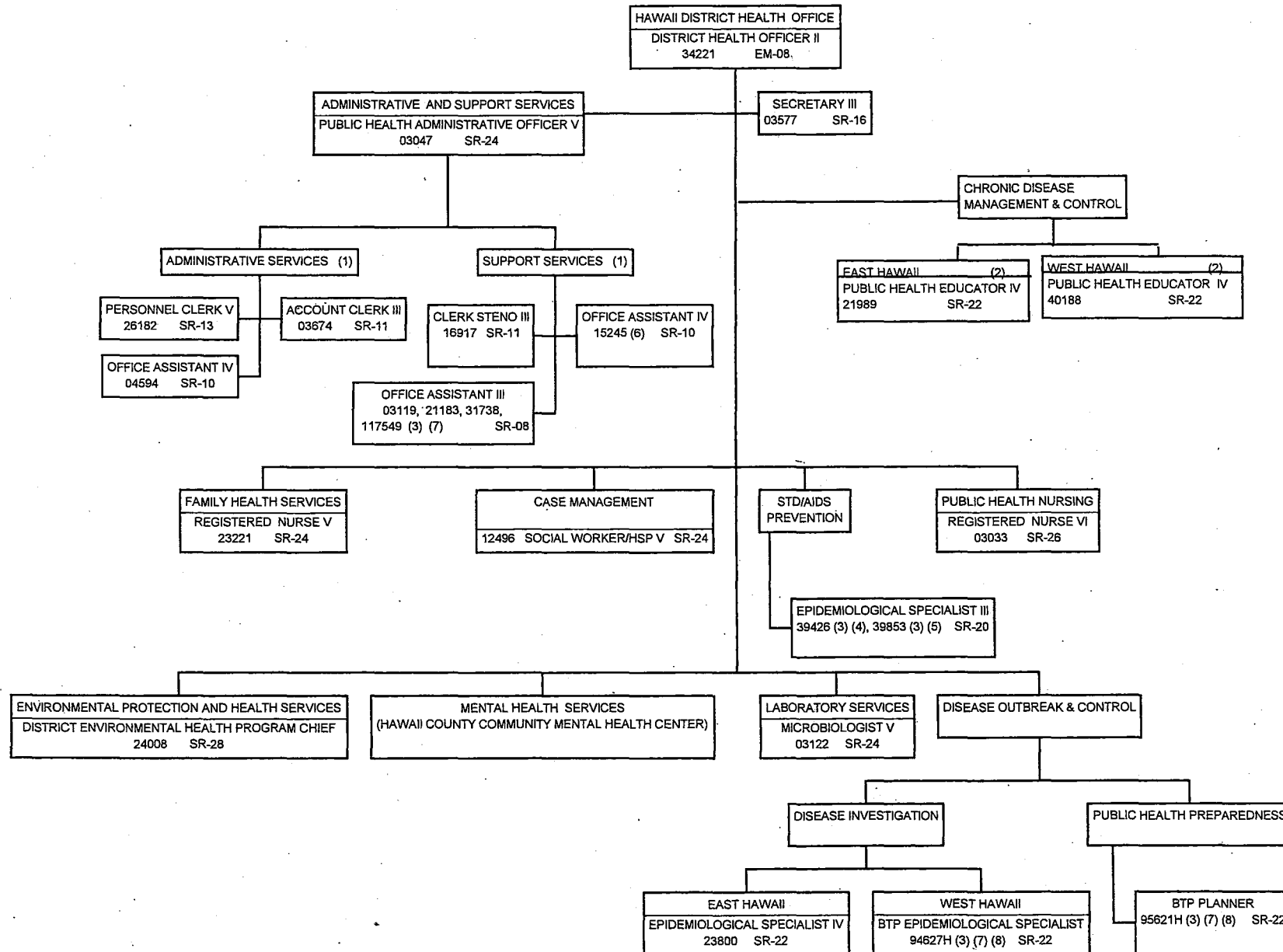
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 HAWAII DISTRICT HEALTH OFFICE

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 HAWAII DISTRICT HEALTH OFFICE

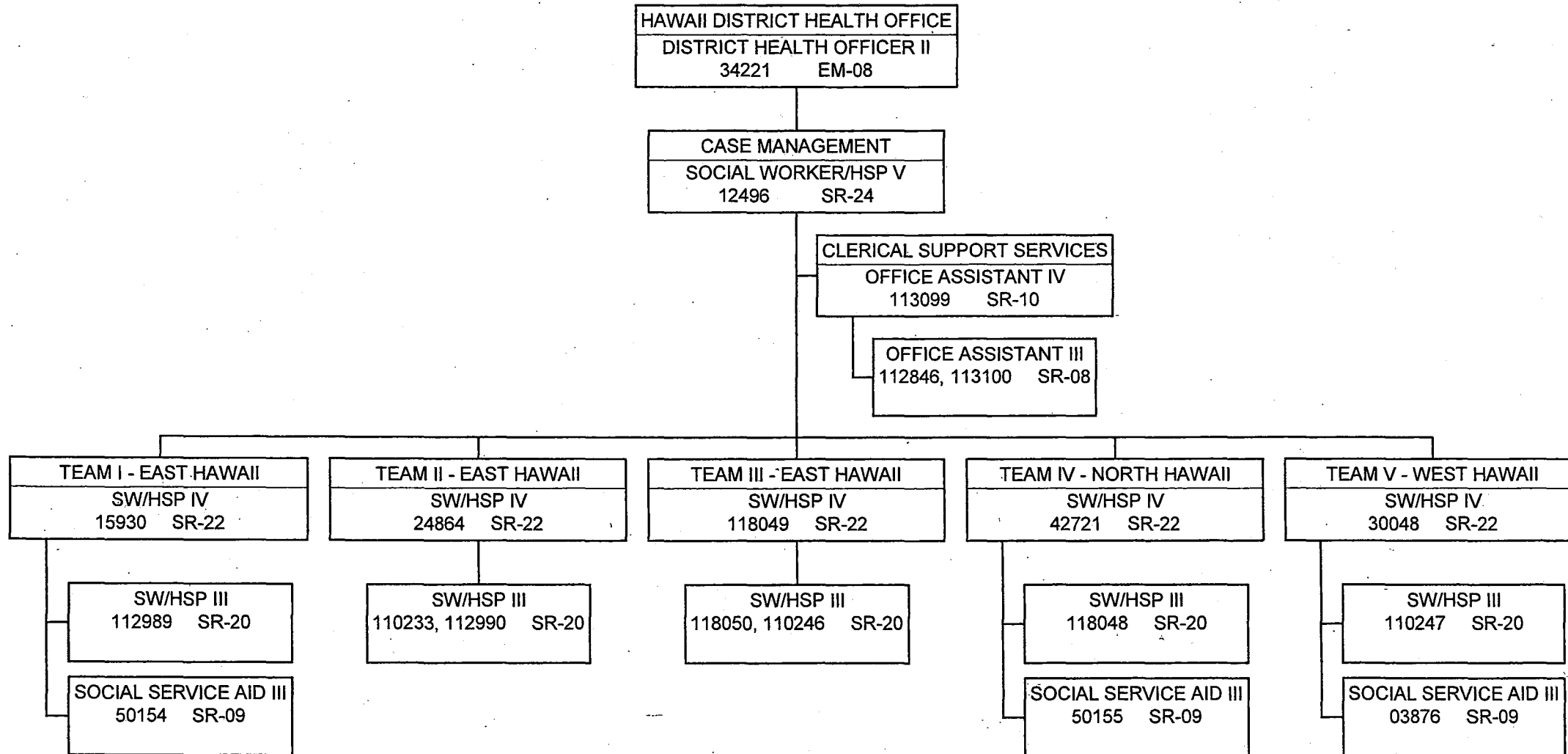
POSITION ORGANIZATION CHART



- (1) ALL POSITIONS UNDER ADMINISTRATIVE SERVICES AND SUPPORT SERVICES REPORT TO PHAO V, POS. NO. 03047.
- (2) PUBLIC HEALTH EDUCATOR IV, POSITION NOS. 21989 AND 40188 REPORT TO DHO II, POSITION NO. 34221.
- (3) TEMPORARY, NTE 6/30/15.
- (4) WEST HAWAII.
- (5) EAST HAWAII.
- (6) FUNDED BY HTH 560/CW.
- (7) FUNDED BY HTH 131/DB.
- (8) TO BE ESTABLISHED.

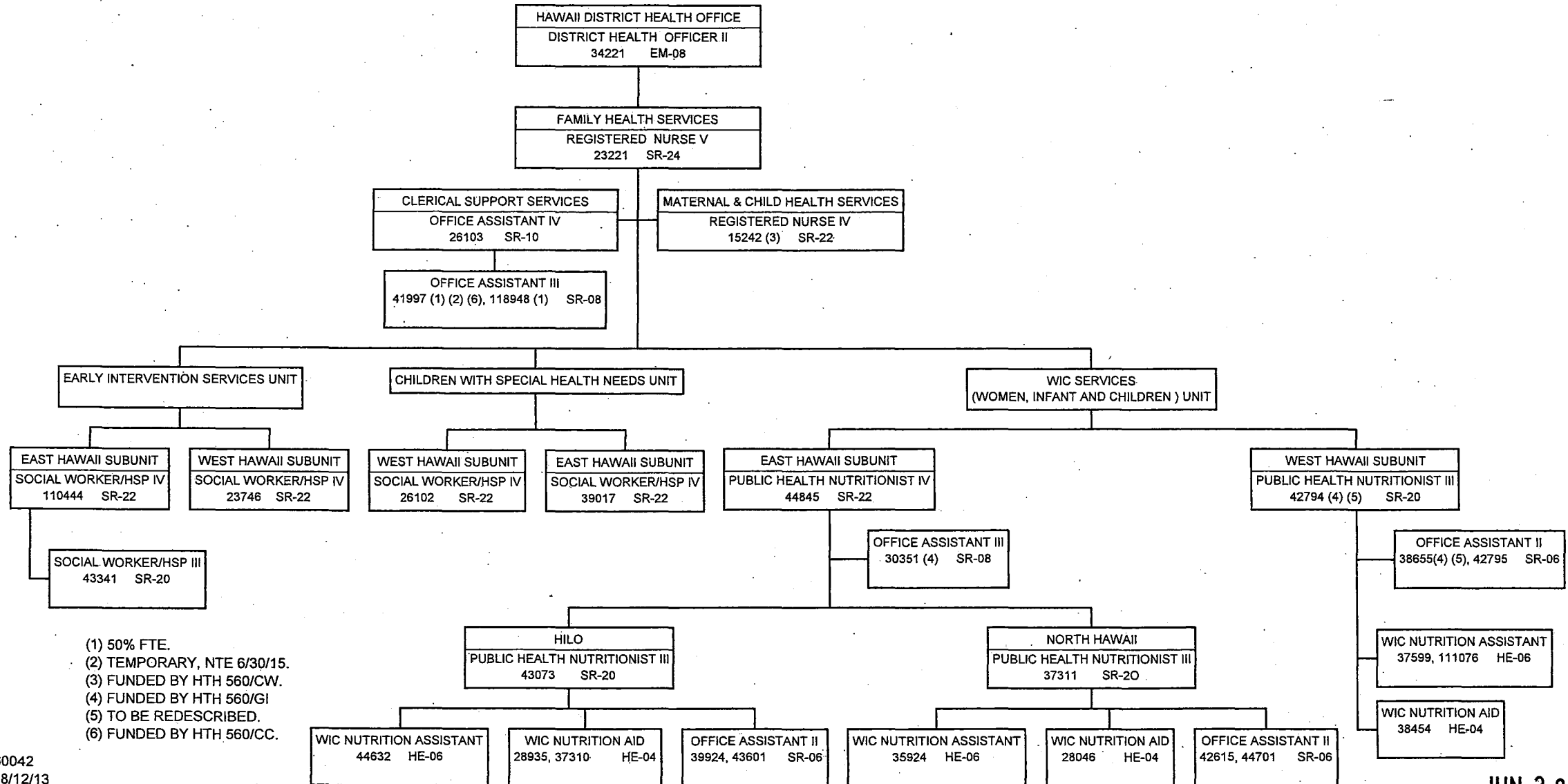
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 HAWAII DISTRICT HEALTH OFFICE  
 CASE MANAGEMENT

POSITION ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 HAWAII DISTRICT HEALTH OFFICE  
 FAMILY HEALTH SERVICES

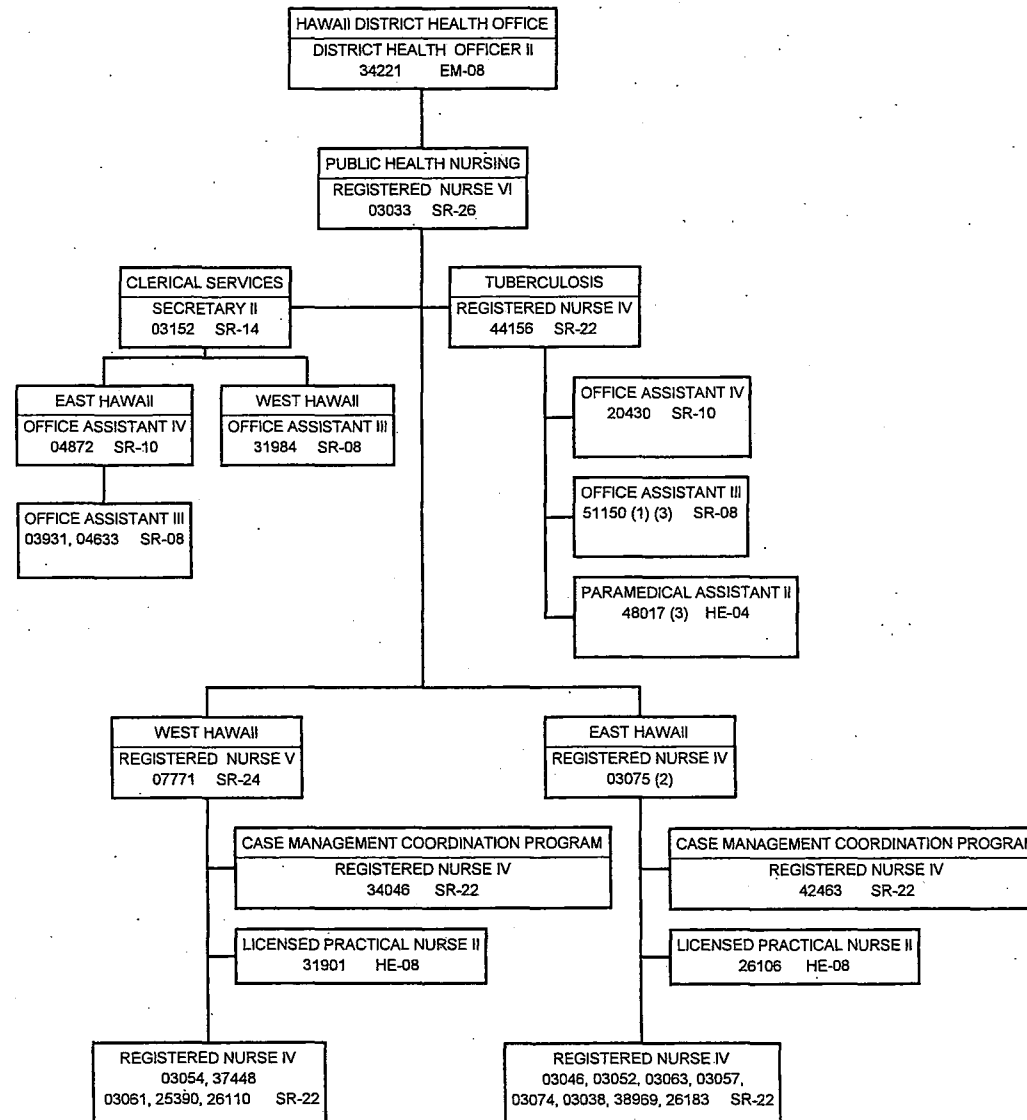
POSITION ORGANIZATION CHART



- (1) 50% FTE.
- (2) TEMPORARY, NTE 6/30/15.
- (3) FUNDED BY HTH 560/CW.
- (4) FUNDED BY HTH 560/GI
- (5) TO BE REDESCRIBED.
- (6) FUNDED BY HTH 560/CC.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 HAWAII DISTRICT HEALTH OFFICE  
 PUBLIC HEALTH NURSING

POSITION ORGANIZATION CHART

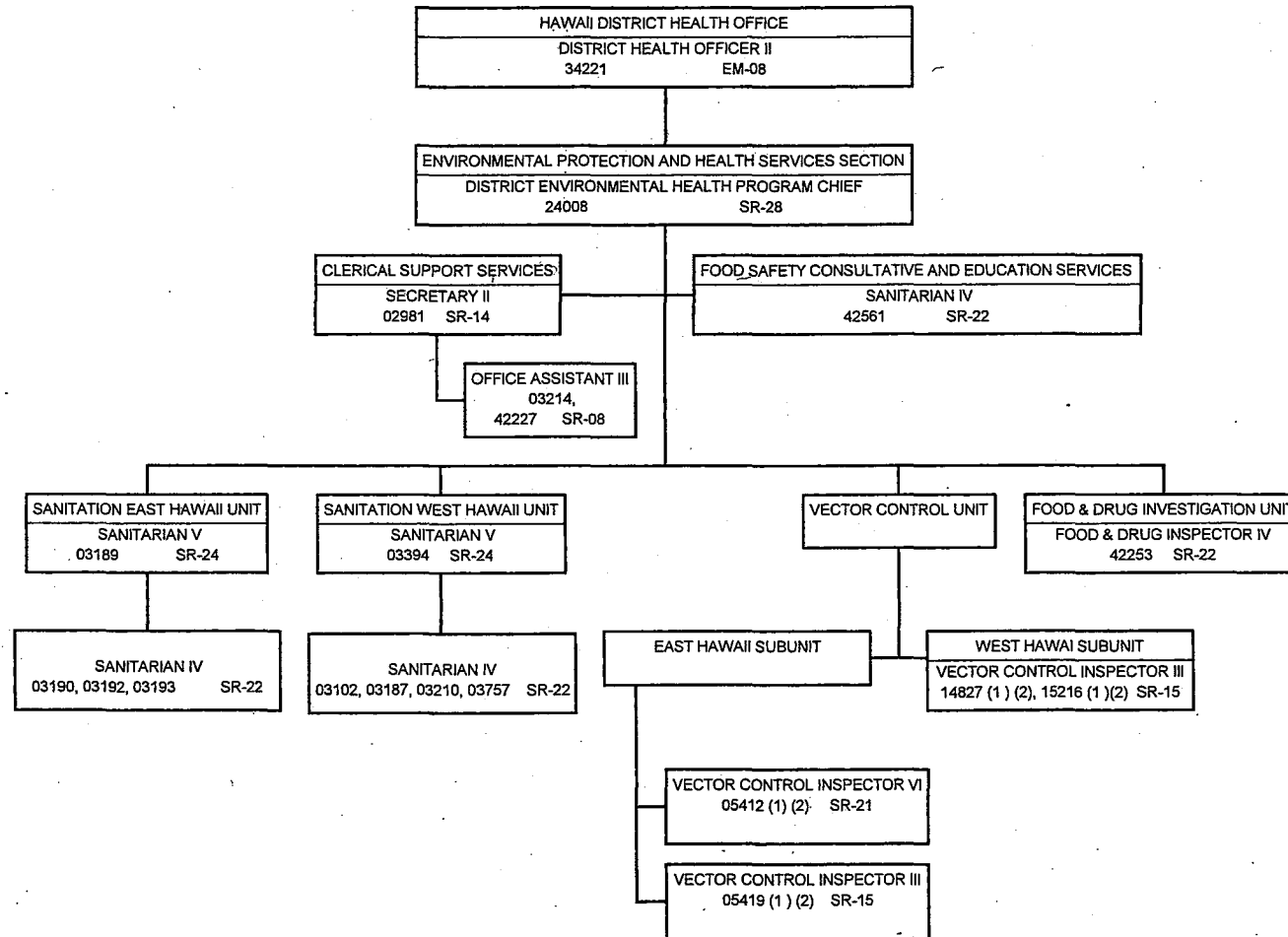


(1) 50% FTE.  
 (2) TO BE REDESCRIBED.  
 (3) TEMPORARY NTE 6/30/15.



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 HAWAII DISTRICT HEALTH OFFICE  
 ENVIRONMENTAL PROTECTION AND HEALTH SERVICES SECTION

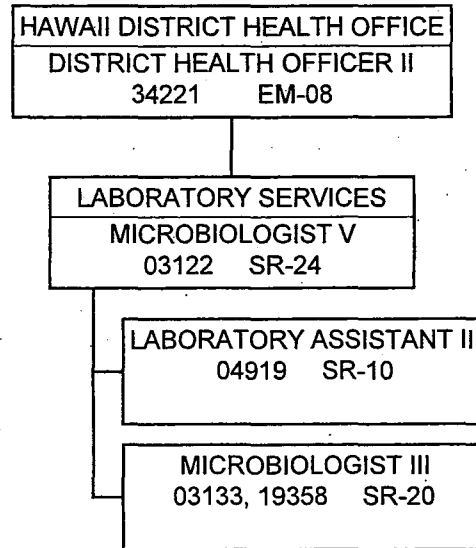
POSITION ORGANIZATION CHART



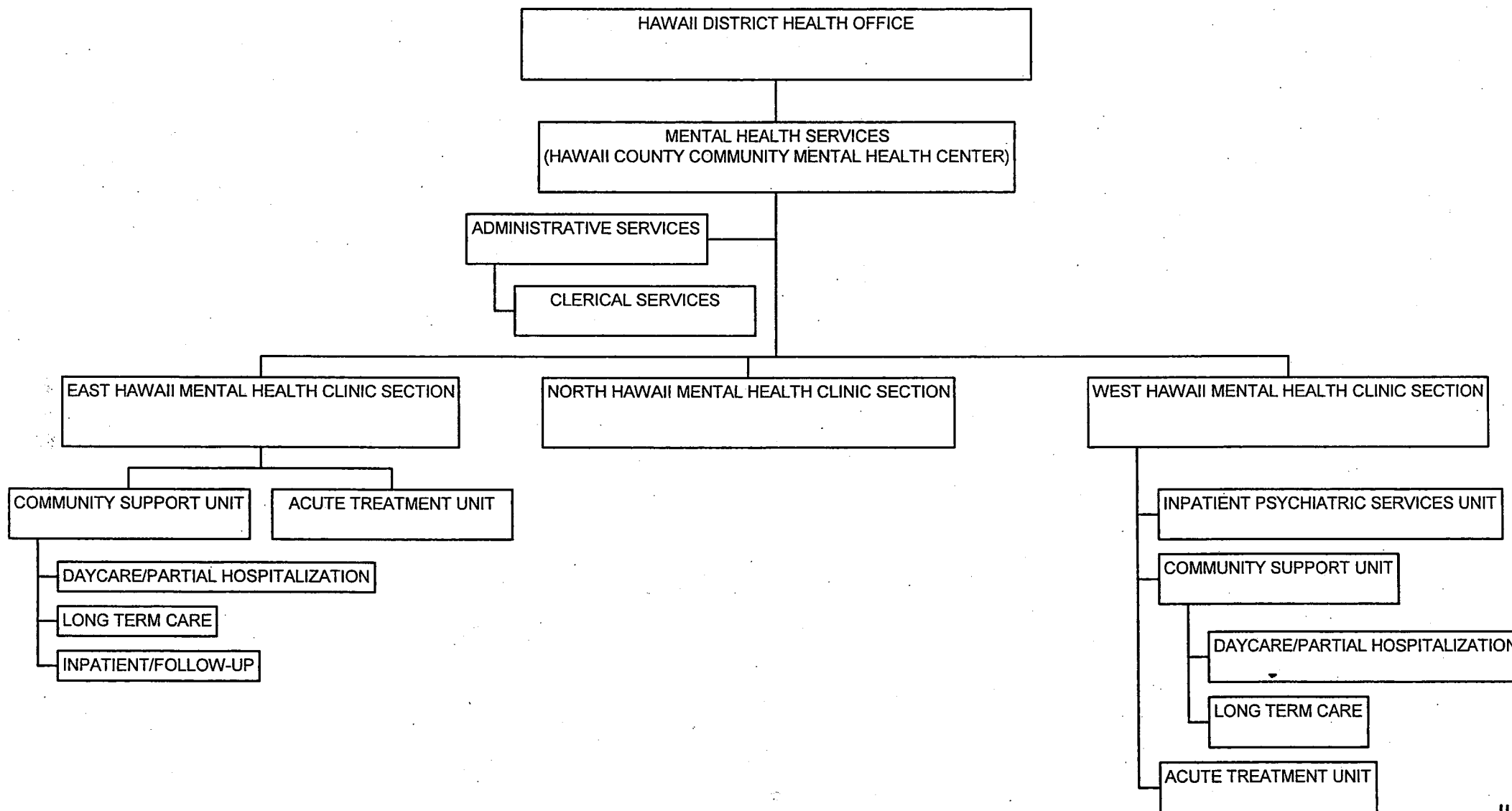
(1) FUNDED IN HTH 610/FN.  
 (2) TO BE REDESCRIBED.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
HAWAII DISTRICT HEALTH OFFICE  
LABORATORY SERVICES

POSITION ORGANIZATION CHART

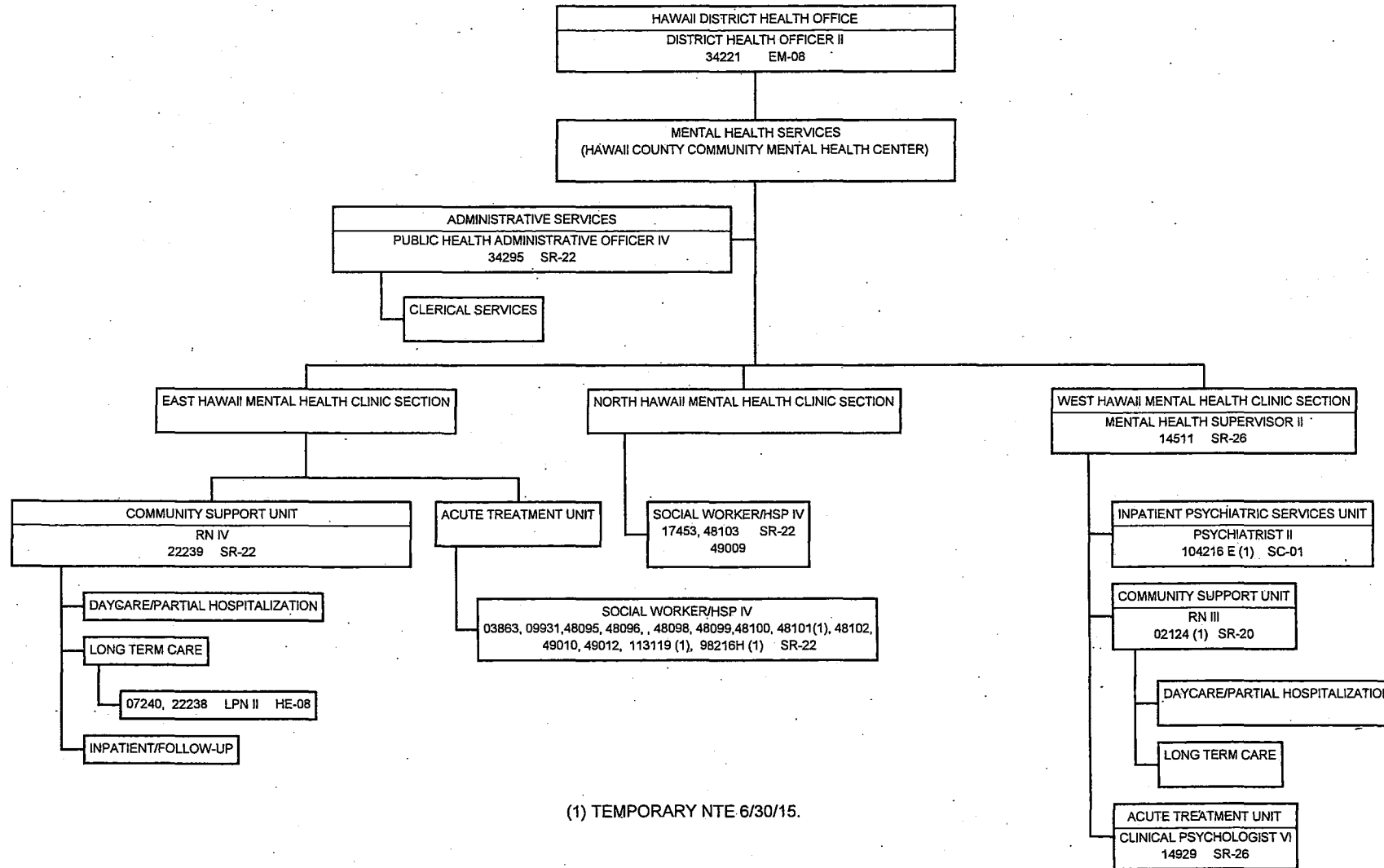


STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
HAWAII DISTRICT HEALTH OFFICE  
MENTAL HEALTH SERVICES  
ORGANIZATION CHART



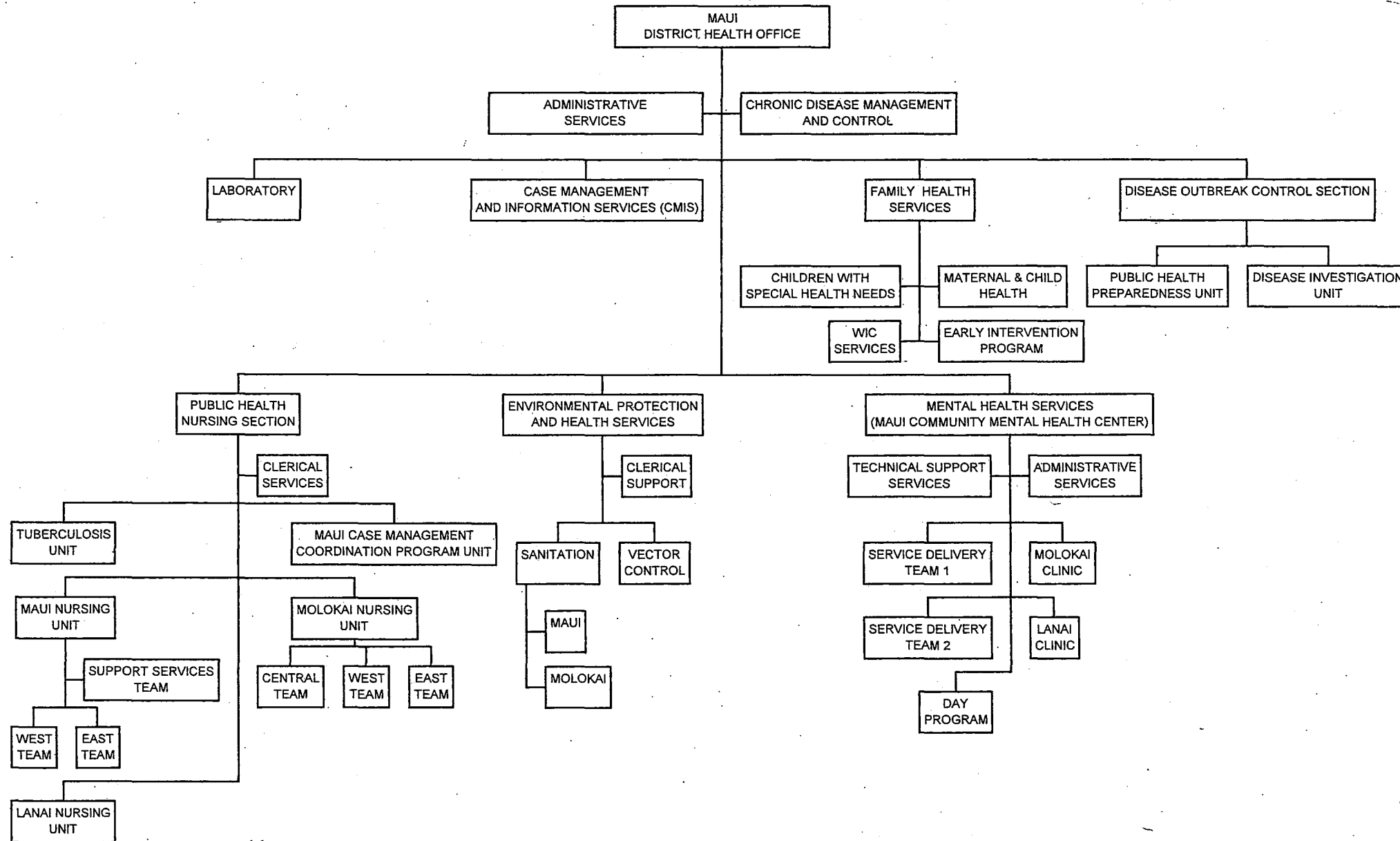
JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 HAWAII DISTRICT HEALTH OFFICE  
 MENTAL HEALTH SERVICES  
 POSITION ORGANIZATION CHART



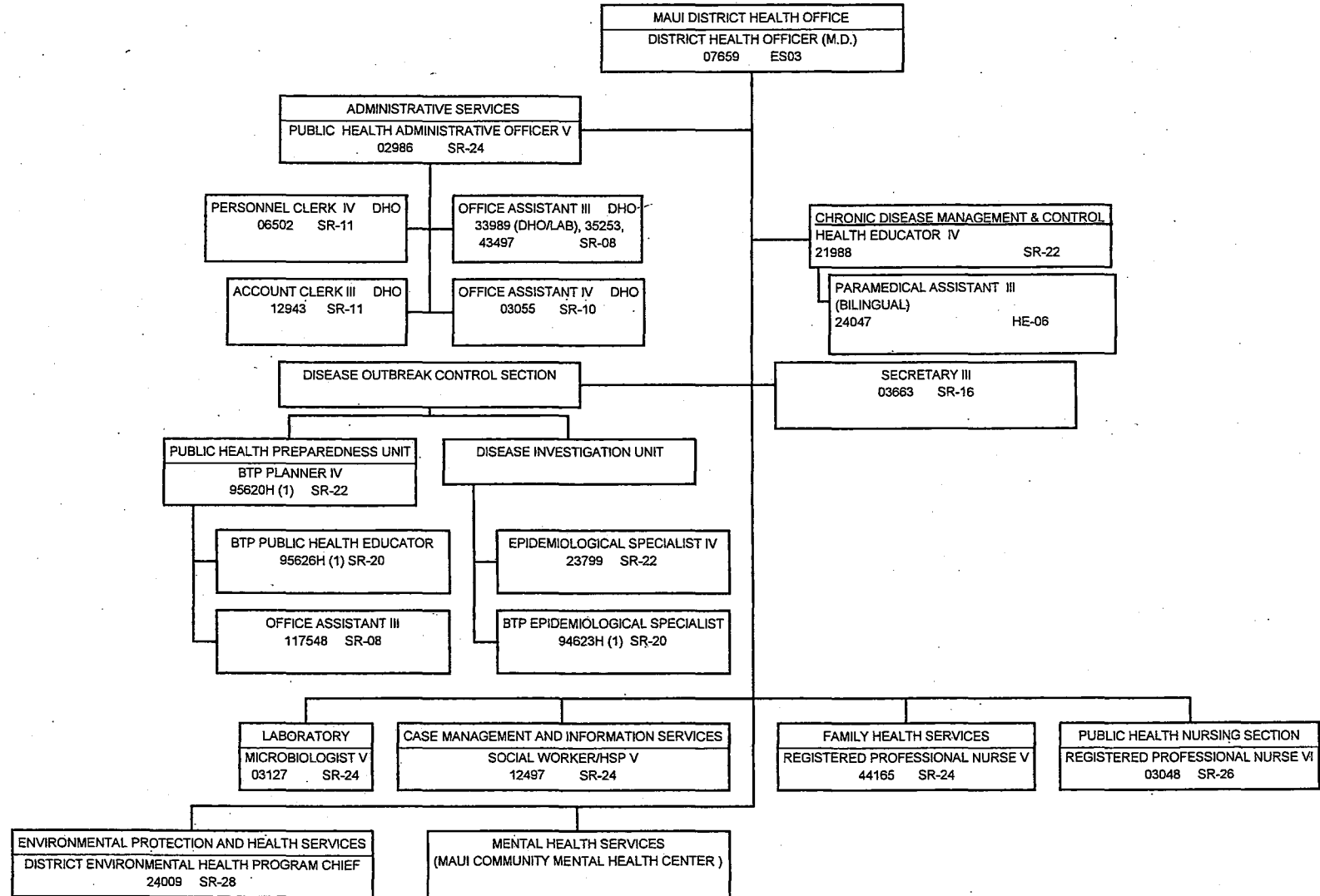
(1) TEMPORARY NTE 6/30/15.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 MAUI DISTRICT HEALTH OFFICE  
 ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 MAUI DISTRICT HEALTH OFFICE

POSITION ORGANIZATION CHART

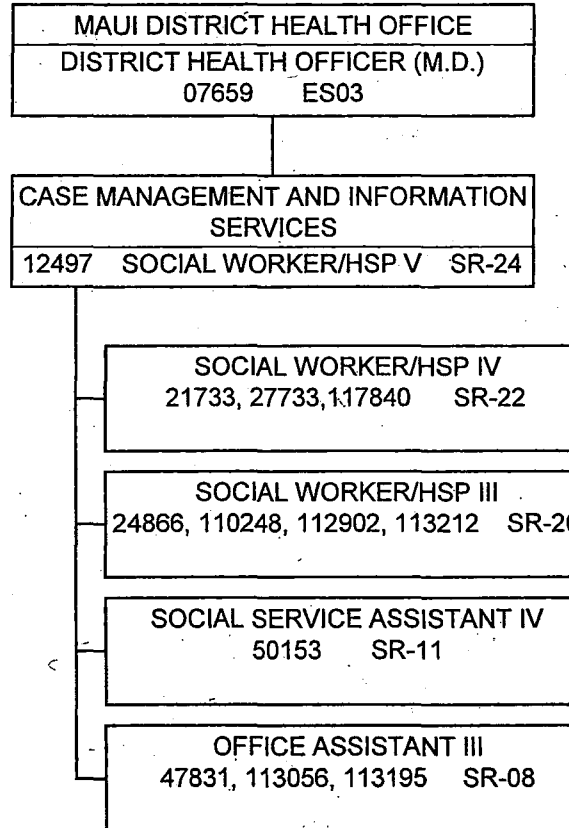


(1) TO BE ESTABLISHED.

JUN 30 2013

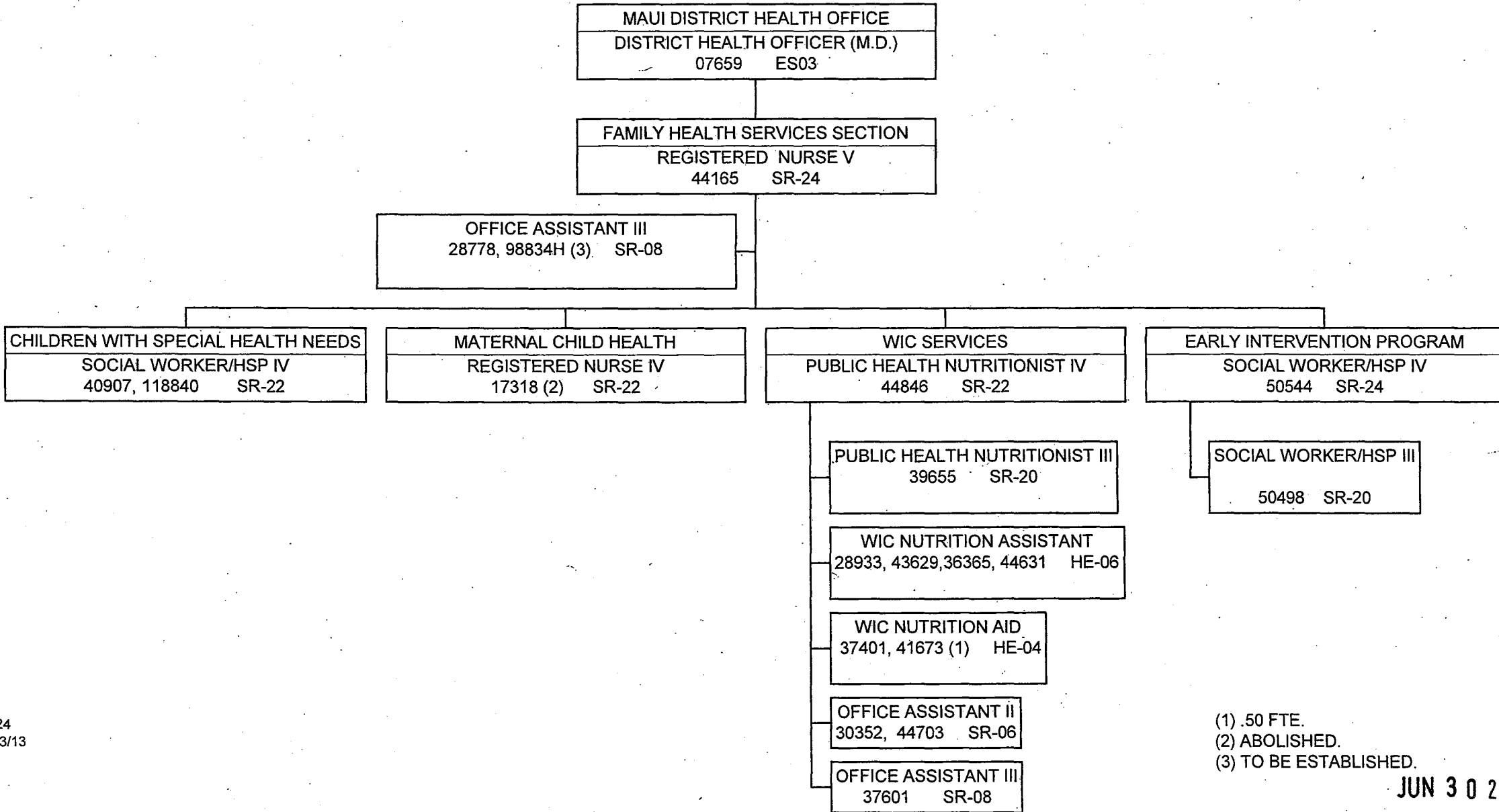
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
MAUI DISTRICT HEALTH OFFICE  
COMMUNITY SERVICES FOR THE DEVELOPMENTALLY DISABLED

POSITION ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 MAUI DISTRICT HEALTH OFFICE  
 FAMILY HEALTH SERVICES SECTION

POSITION ORGANIZATION CHART



P02280024  
 REV. 8/13/13

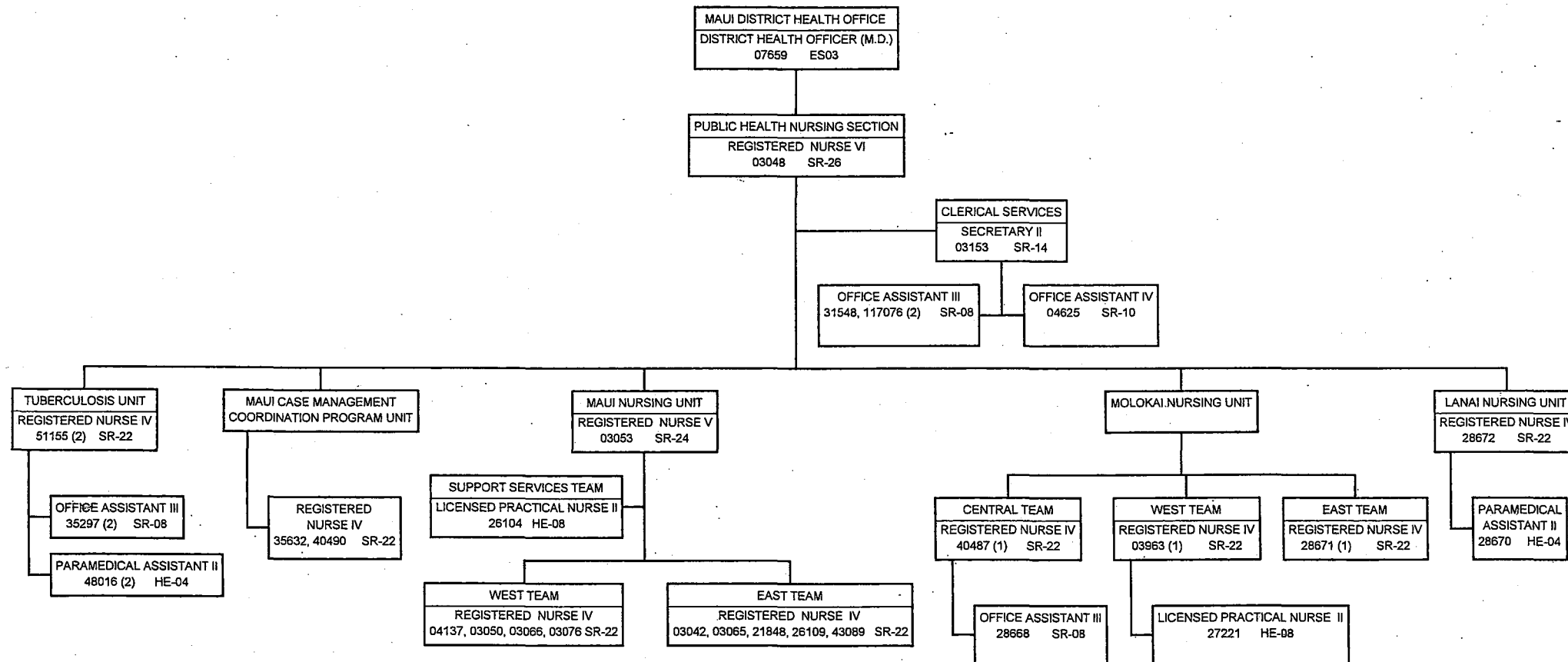
(1) .50 FTE.  
 (2) ABOLISHED.  
 (3) TO BE ESTABLISHED.

JUN 30 2013



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 MAUI DISTRICT HEALTH OFFICE  
 PUBLIC HEALTH NURSING SECTION

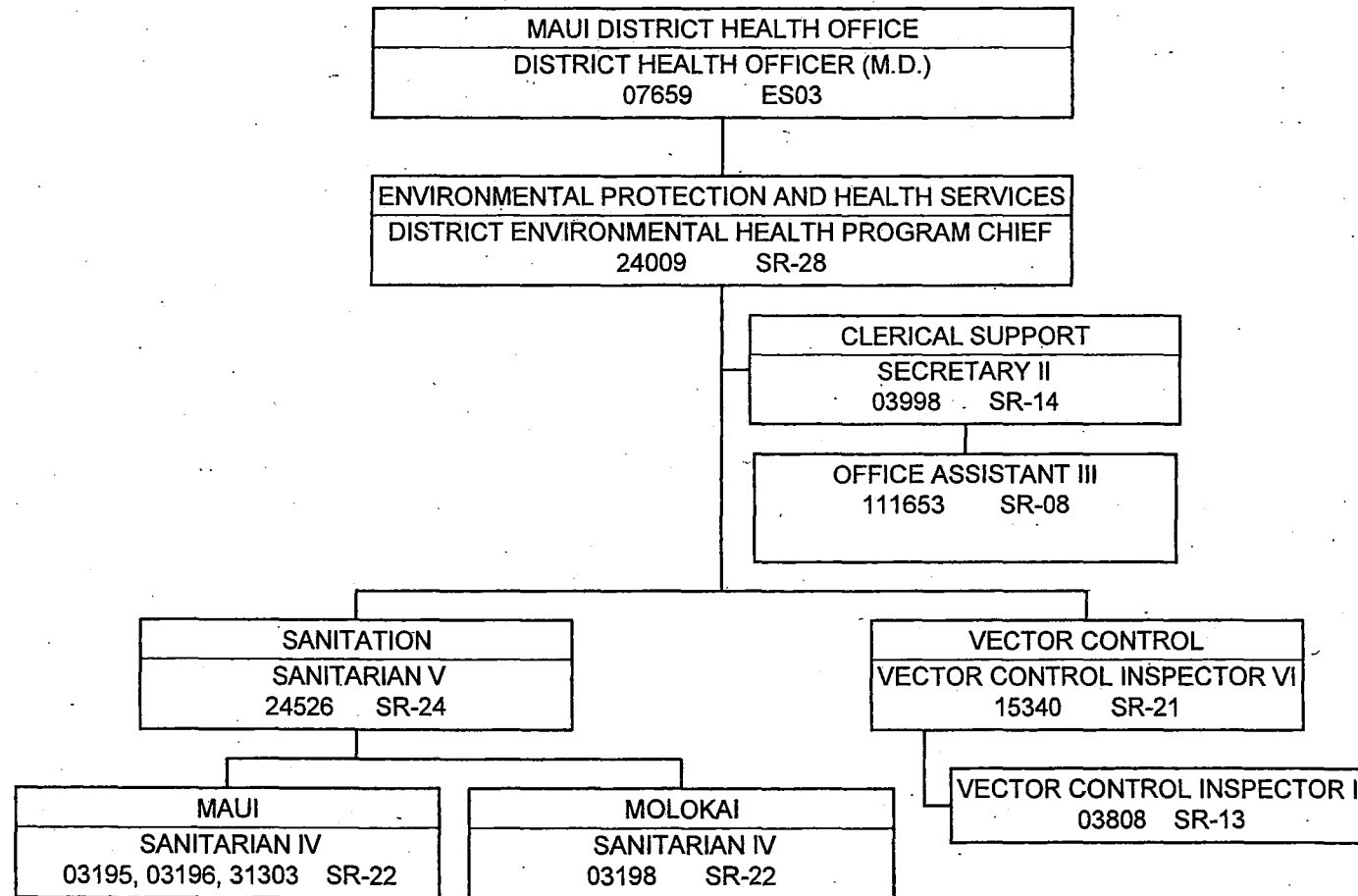
POSITION ORGANIZATION CHART



1) SUPERVISED BY REGISTERED NURSE VI, (#03048).  
 2) TEMPORARY, NTE 6/30/14.

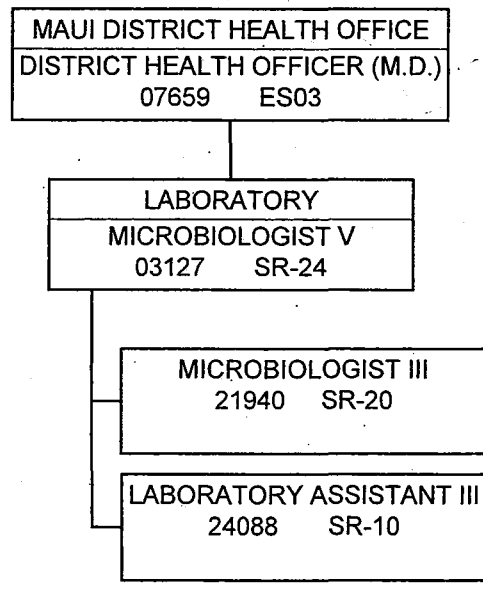
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
MAUI DISTRICT HEALTH OFFICE  
ENVIRONMENTAL PROTECTION AND HEALTH SERVICES

POSITION ORGANIZATION CHART



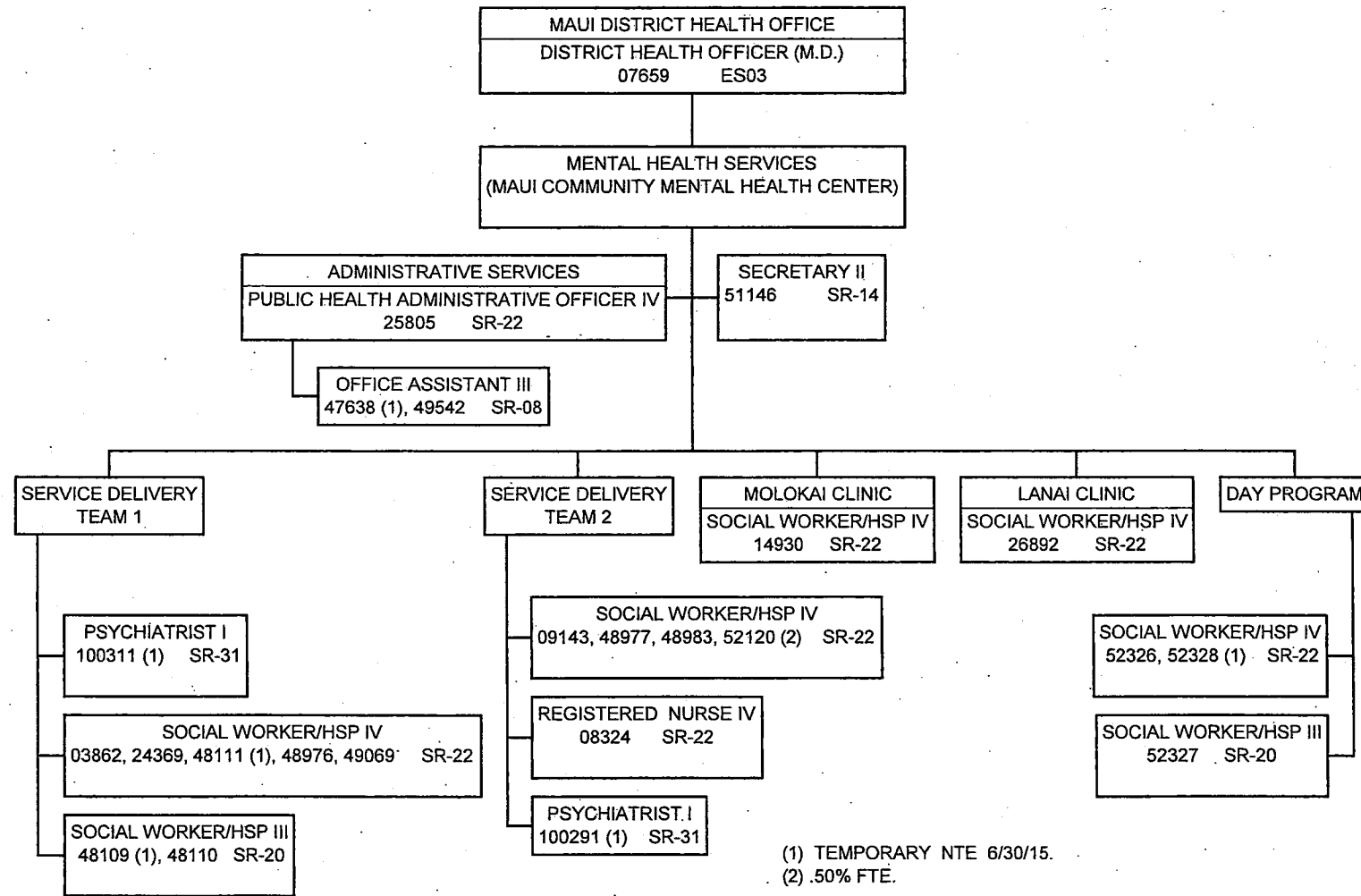
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
MAUI DISTRICT HEALTH OFFICE  
LABORATORY

POSITION ORGANIZATION CHART

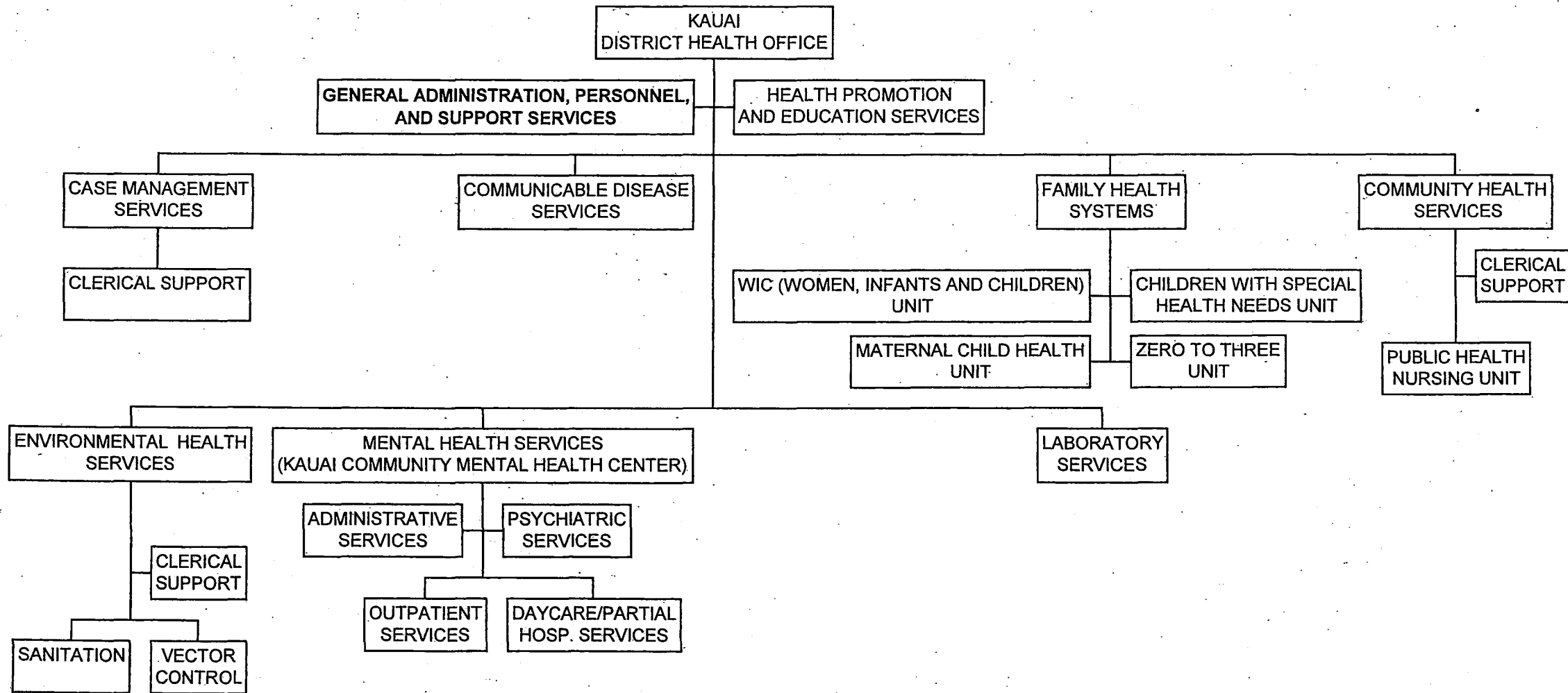


STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 MAUI DISTRICT HEALTH OFFICE  
 MENTAL HEALTH SERVICES

POSITION ORGANIZATION CHART

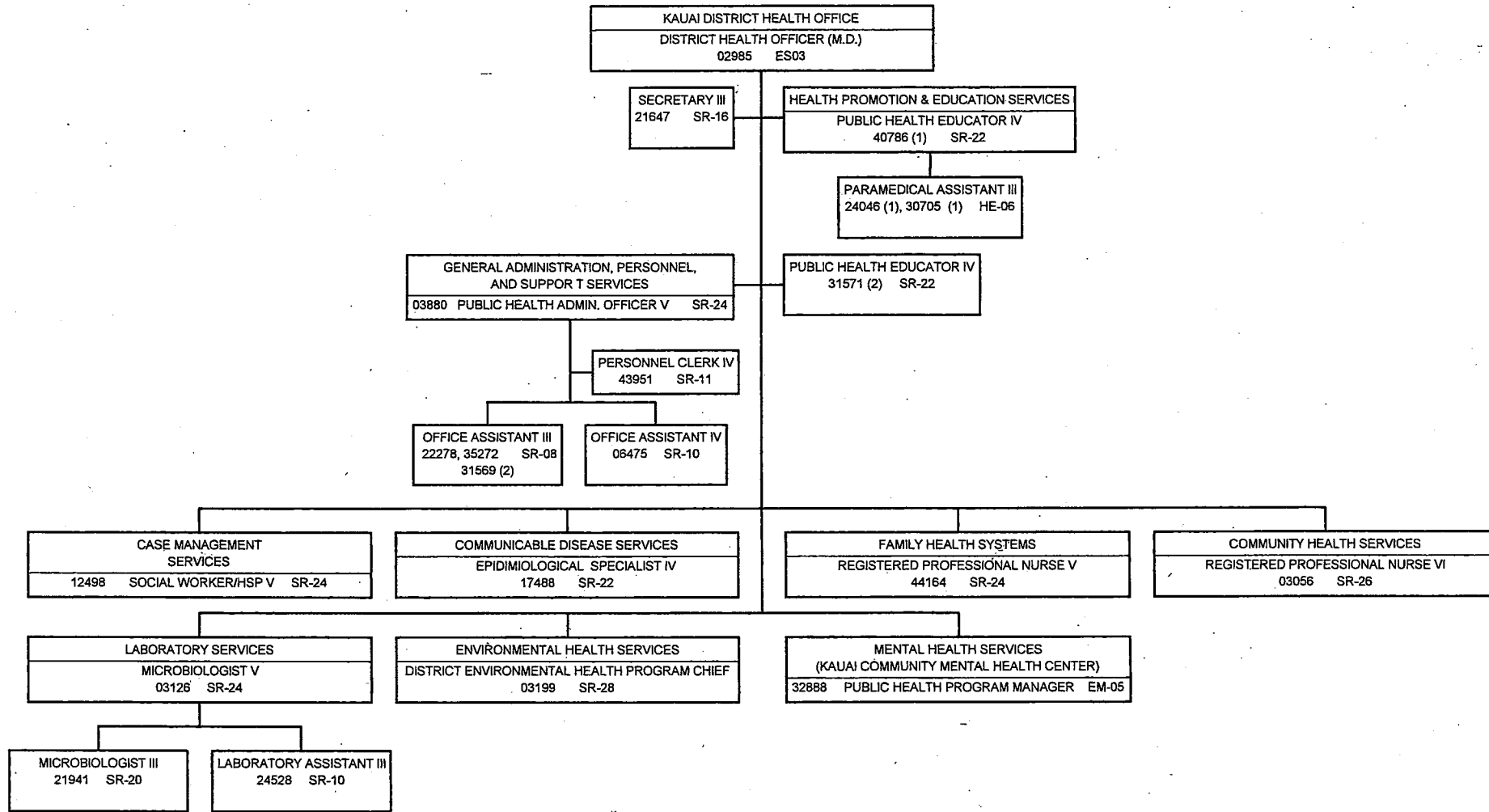


ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 KAUAI DISTRICT HEALTH OFFICE

POSITION ORGANIZATION CHART

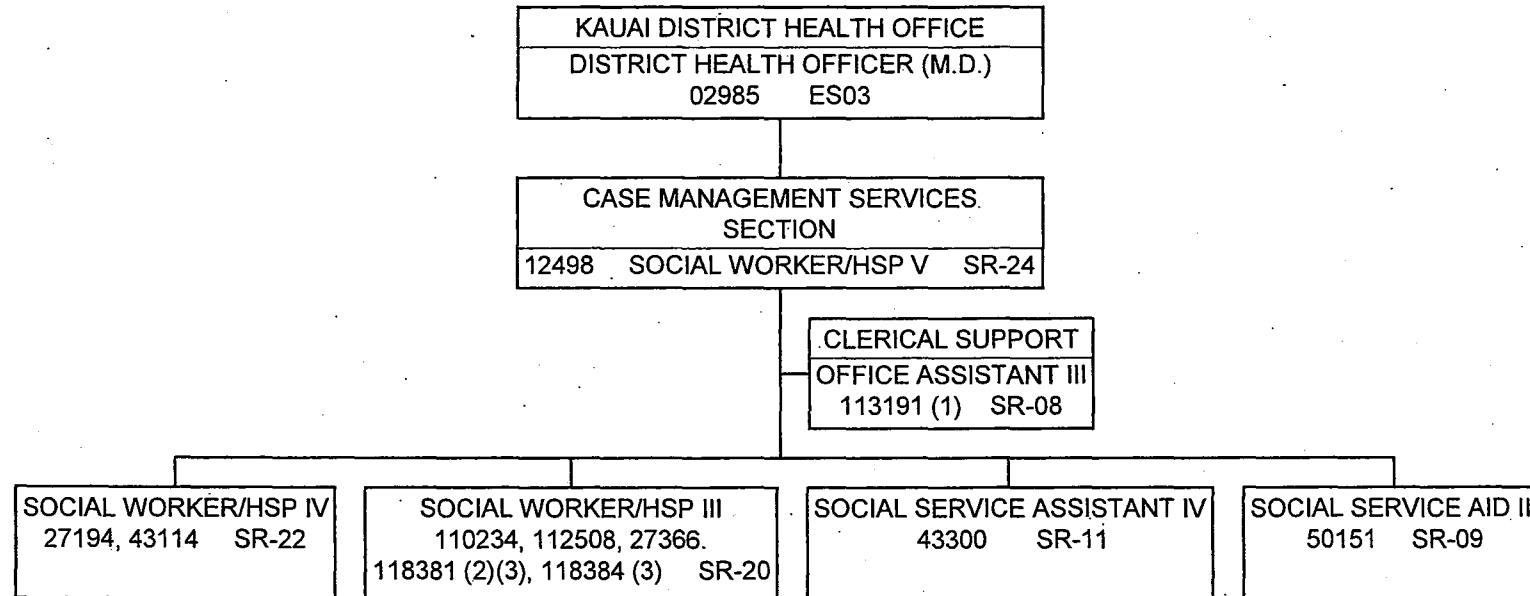


(1) BUDGETED IN HTH 590/GJ.  
 (2) BUDGETED IN HTH 590/KK.

(SEE SEPARATE CHARTS FOR CASE MANAGEMENT SERVICES,  
 PUBLIC HEALTH NURSING SERVICES, ENVIRONMENTAL HEALTH  
 SERVICES, AND MENTAL HEALTH SERVICES.)

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
KAUAI DISTRICT HEALTH OFFICE  
CASE MANAGEMENT SERVICES

POSITION ORGANIZATION CHART

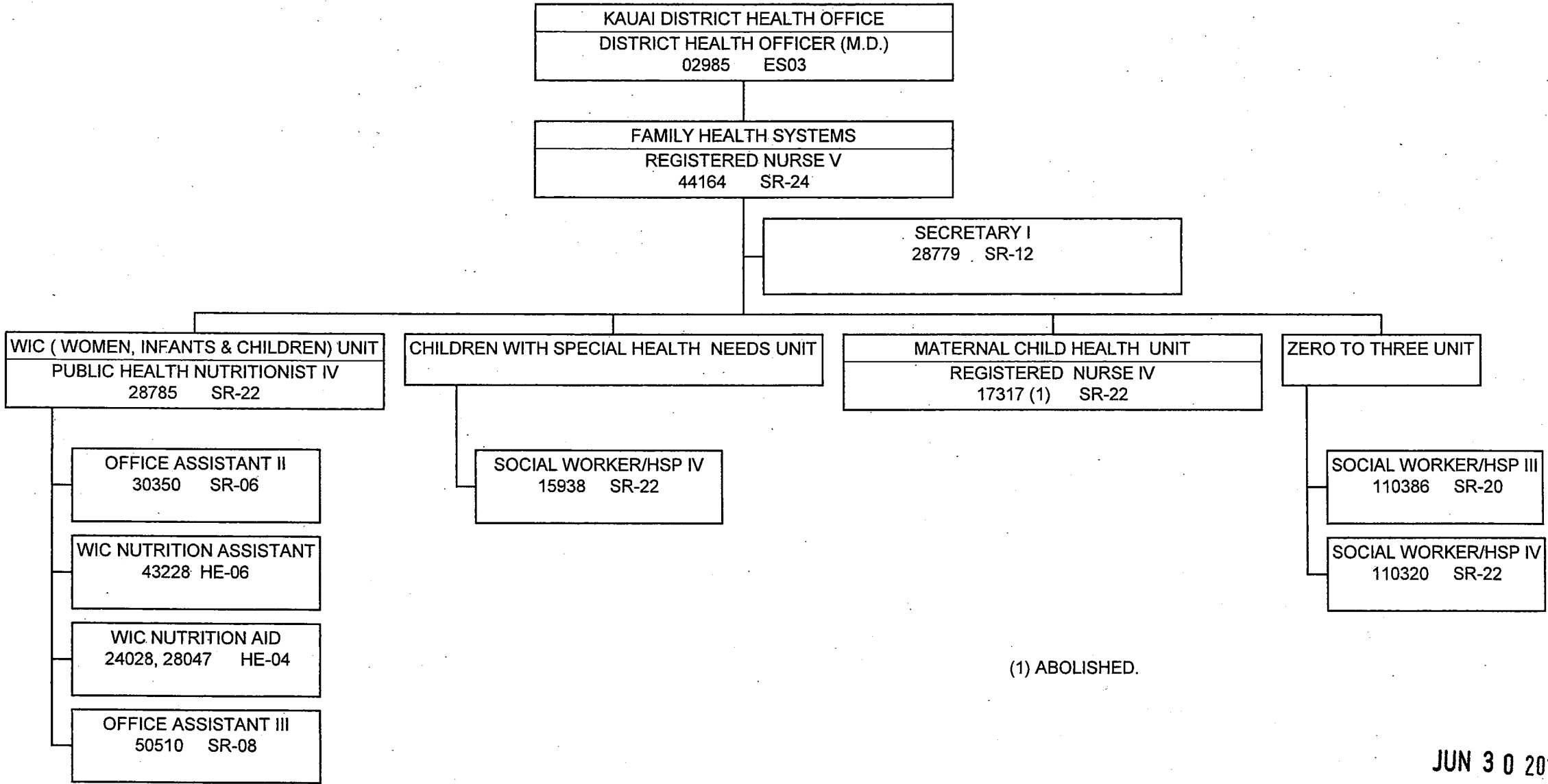


(1) TO BE REDESCRIBED.  
(2) TEMPORARY, NTE 6/30/14  
(3) .50 FTE.

JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 KAUAI DISTRICT HEALTH OFFICE  
 FAMILY HEALTH SYSTEMS

POSITION ORGANIZATION CHART



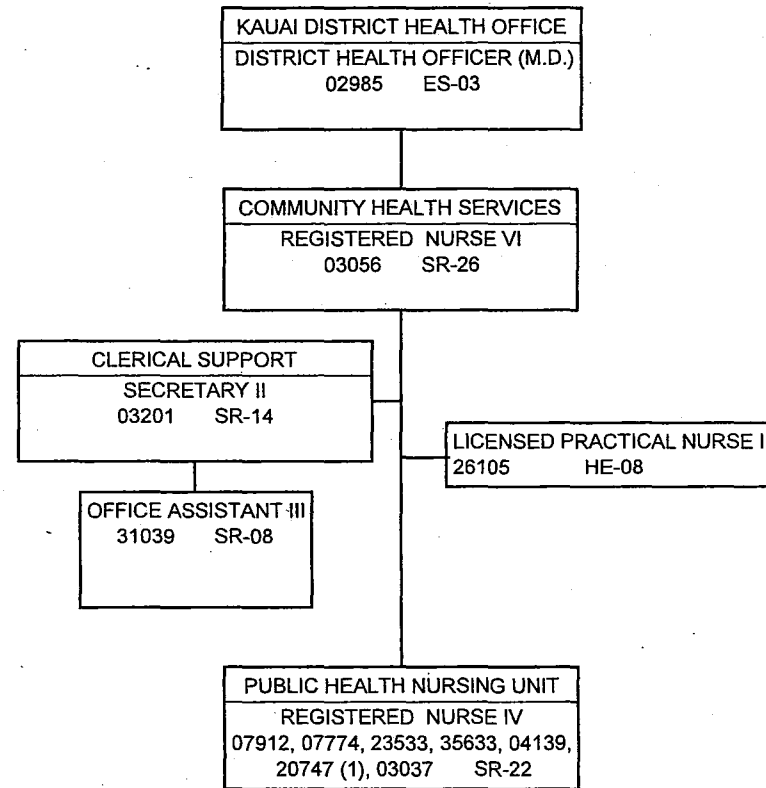
(1) ABOLISHED.

JUN 30 2013



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
KAUAI DISTRICT HEALTH OFFICE  
COMMUNITY HEALTH SERVICES

POSITION ORGANIZATION CHART

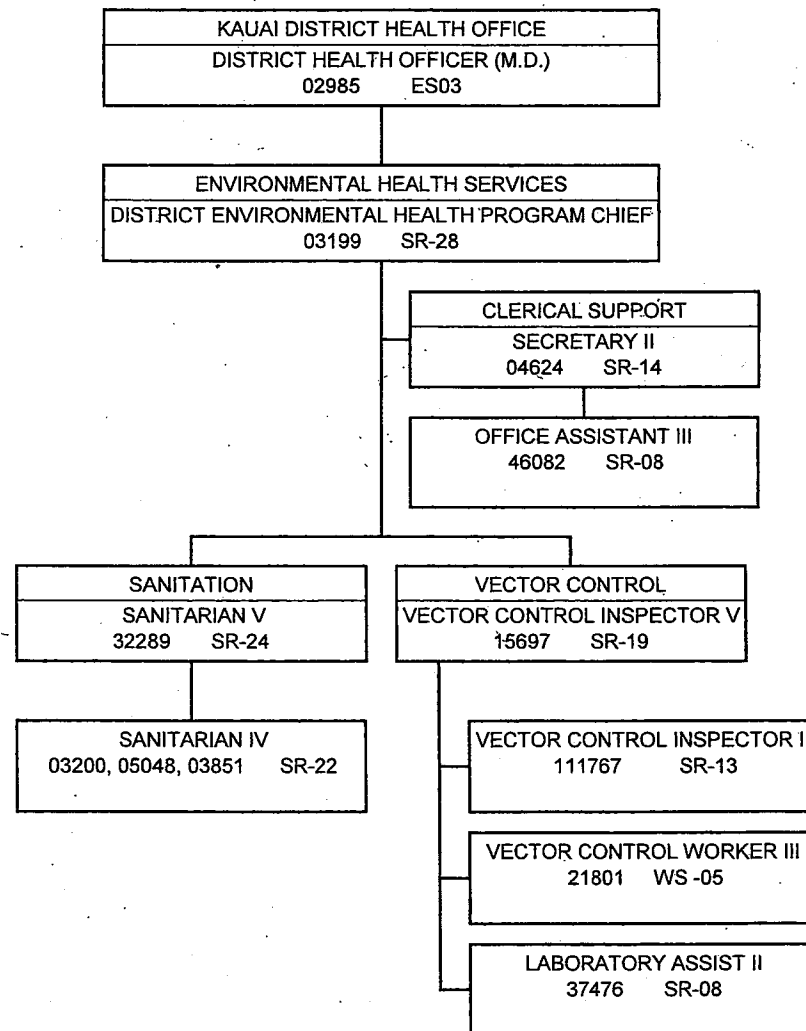


(1) BUDGETED IN HTH 100/ DD.

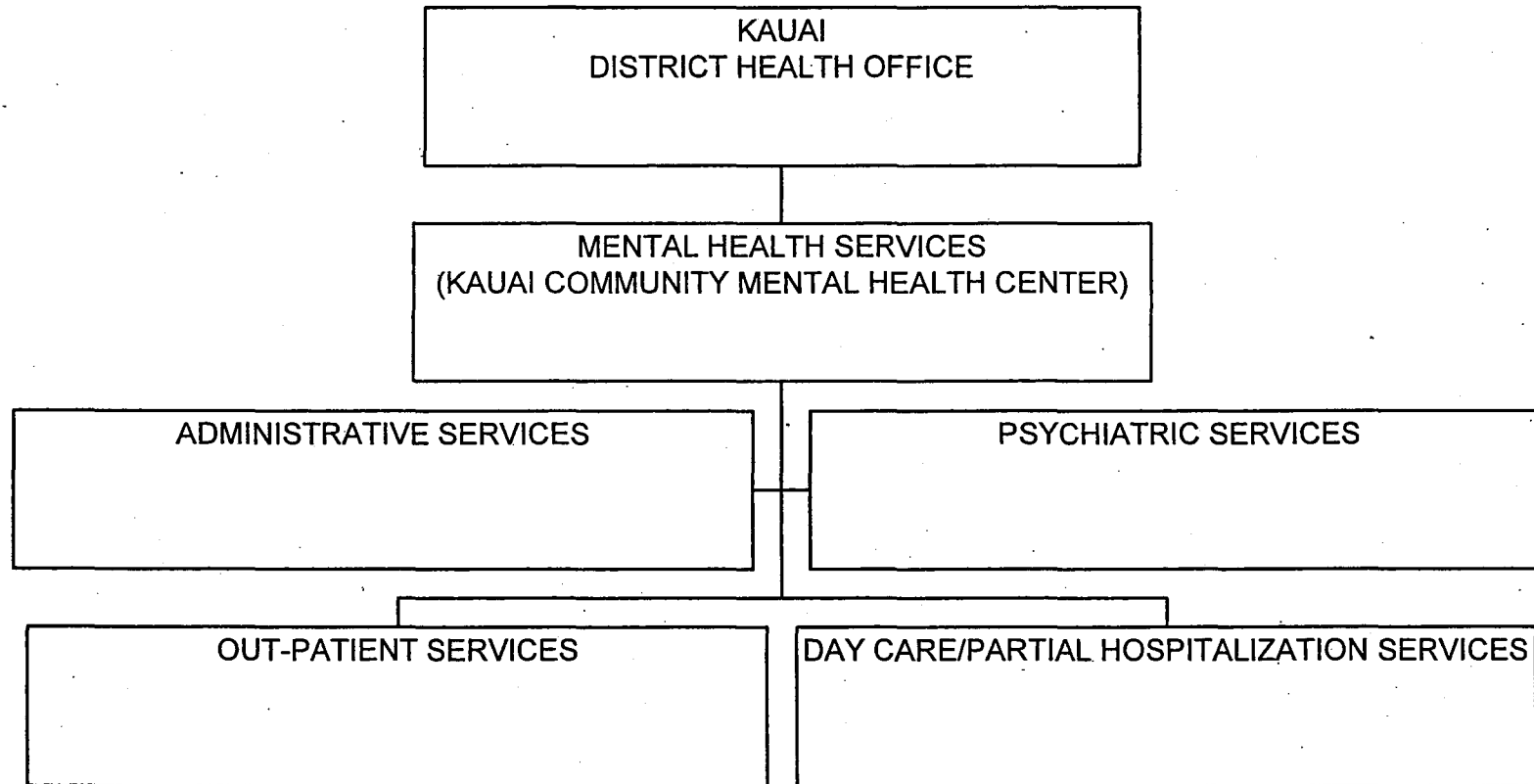
JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
 KAUAI DISTRICT HEALTH OFFICE  
 ENVIRONMENTAL HEALTH SERVICES

POSITION ORGANIZATION CHART

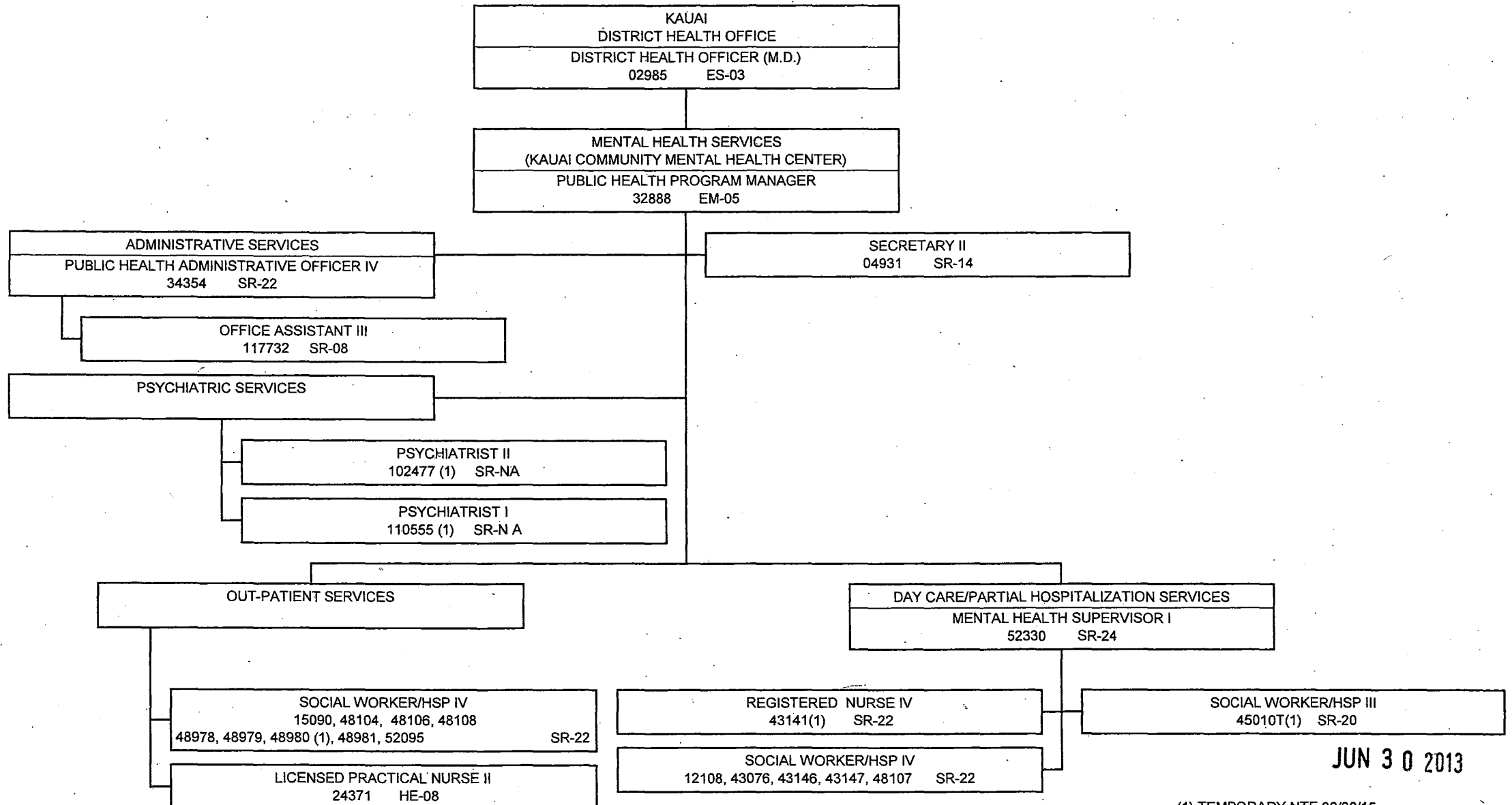


JUN 30 2013



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DIRECTOR OF HEALTH  
 KAUAI DISTRICT HEALTH OFFICE  
 MENTAL HEALTH SERVICES

POSITION ORGANIZATION CHART



JUN 30 2013

(1) TEMPORARY NTE 06/30/15.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DIRECTOR

FUNCTIONAL STATEMENT

Under the general direction of the Governor of the State of Hawaii and with the advice of the Board of Health, plans, directs, and administers statewide activities designed to protect, preserve and improve the physical and mental well-being of the people of the State of Hawaii. The mission of the Department is to provide leadership to protect and promote the physical, psychological and environmental health of all people of the State of Hawaii through the implementation of core public health functions of assessment, policy development and assurance.

COMMUNICATION OFFICE

Directs and administers the overall communications and media activities for the Department. Formulates communication policies, procedures and plans; organizes and conducts broad comprehensive statewide programs for responding to media, partner, community group and public demands for information on health and environmental issues. Develops and directs emergency risk communication plans for addressing public health emergencies.

Develops and implements a comprehensive communication plan.

Analyzes departmental activities to determine public impact. Anticipates, analyzes and interprets public opinion, attitudes and issues that may impact operations and plans.

Advises leadership and division personnel on appropriate release of information.

Plans, develops, implements and evaluates delivery of critical health messages to partners, groups, media and the public where accuracy, timing and credibility are essential.

Provides risk communication planning for public outreach for controversial or high profile issues with high public concern.

Facilitates collaborative efforts both internally among department programs and externally; jointly plans with federal, state, county and private with similar desired outcomes to leverage resources and ensure consistent and coordinated public information and outreach activities.

Works with the Governor's Office and other State agencies to facilitate their communication efforts.

Coordinates with federal authorities (e.g. CDC, EPA, FDA etc.) on release of national information involving health and environmental perceived or inherent risk and public health issues. Incorporates national public health information goals within the State.

Directs department staff in administration of and adherence to federal, state and departmental communications and public information policies and procedures.

Ensures accuracy, timeliness and public comprehension of health messages.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DIRECTOR

FUNCTIONAL STATEMENT

Plans, develops, implements and evaluates statewide programs to inform the public of work and services of the department. Ensures DOH policies and activities are regularly and consistently presented to the media and public in a professional and timely manner.

Arranges, prepares and participates in mass media presentations.

Maintains and coordinates departmental relations with internet, print, radio and television media.

Evaluates effectiveness of DOH public information strategies through survey work, evaluations, media monitoring, focus group testing and call center logs. Determines evaluation measures and process and makes recommendations based upon analysis of data.

Assists and advises in preparing reports, speeches and papers.

Prepares public health spokespersons within department and in the health community for effective delivery of accurate health messages to inform and instruct the public.

Coordinates multi-media campaigns with programs, Governor's Office and outside contractors. Consults with staff on budget needs for anticipated communications issues.

Produces and distributes official public publications, e.g. Department of Health newsletters and annual reports.

Coordinates internal staff communications via intranet, newsletter, publications, broadcast email and other channels. Develops strategies to address internal staff issues and facilitate adoption of department policies.

Oversees the department website development, implementation, and evaluation.

Maintains the departmental print shop.

Provides support and consultation in preparation of print, website, and audiovisual materials, including videos, audiotapes, exhibits, brochures and pamphlets.

Provides support for coordination and planning of special events and promotional activities and partnerships for programs.

Provides clerical support to the Communication Office.

TOBACCO SETTLEMENT PROJECT/ HEALTHY HAWAII INITIATIVE

Administers the distribution of the Tobacco Settlement Special Fund (TSSF), implements the Department of Health (DOH) health promotion strategies with the TSSF allocation and administers the Tobacco Prevention and Control Trust Fund pursuant to HRS§328L.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DIRECTOR

FUNCTIONAL STATEMENT

- Implements the Healthy Hawaii Initiative in the DOH per HRS§328L(4) as a comprehensive and integrated framework within the TSP to lead in the three risk areas of nutrition, physical activity and tobacco use for the prevention of chronic disease and health promotion.
- Coordinates resources across administrations and divisions to plan and implement the health promotion components of the TSP/HHI.
- Collaborates with other governmental agencies and non-governmental agencies to fulfill the goals of TSP/HHI.
- Employs a comprehensive mix of broad-reaching activities in four major strategies: (1) public awareness and professional education; (2) school-based health activities; (3) community-based programs; (4) planning, evaluation and data collection.
- Establishes relationships and strategic partnerships to develop sustainable changes through policy, systems and environmental changes.
- Increases stakeholder collaboration and capacity through information, education and empowerment around physical activity, nutrition and tobacco.
- Increases the rate of youth and adults who report meeting the recommendations for physical activity and fruit and vegetable consumption, are at a healthy weight, and to reduce the rate of tobacco use.
- Reduces deaths due to chronic disease, to extend years of healthy life and to reduce health disparities.
- Monitors and assesses public stages of change and evaluate all interventions.
- Establishes and administers the Hawaii Health Data Warehouse (HHDW), a web-based data management tool.
- Establishes the Science and Research Group (SRG) for information governance that supports data quality, application and utilization.
- Develops and manages requests for proposals for contracts to establish coalitions, targeted community interventions, curriculum development and increasing key stakeholder competencies to support sustainable changes to reach TSP/HHI objectives.
- Maximizes resources to reach general population behavioral outcomes and populations with health disparities in health outcomes related to physical activity, nutrition practices and tobacco use.
- Establishes and supports the Tobacco Prevention and Control Advisory Board which shall advise the DOH on the administration of the Tobacco Prevention and Control Trust Fund per HRS§328L(6).
- Develops a state strategic plan for tobacco prevention and control that includes developing and implementing effective and cost effective programs, including health promotion and disease prevention; developing adequate standards and benchmarks to evaluate success; and assessing the effectiveness of programs.

TSP/HII Administration

Oversees the administration and distribution of the TSSF and the DOH implementation of the departmental allocation for health promotion.

- Establishes and provides the management oversight of all components, establishes and implements policies, procedures and practices of the DOH for the use of TSSF.
- Administers the TSSF allocations as follows pursuant to HRS§328L(2):
  - 28.0% University of Hawaii John A. Burns School of Medicine debt revenue bonds

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- o 12.5% Tobacco Prevention and Control Trust Fund
- o 24.5% Emergency and Reserve Fund
- o 35.0% Department of Health of which up to 10% shall be transferred to the Department of Human Services for the State Child Health Insurance Program
- o Responds to administrative and external requests for information on the TSSF distributions.

- Develops policies, procedures and practices of the DOH for the use of the TSSF.
- Leads development and implementation of the TSP/HHI framework and work plan.
- Oversees budget development and expenditure reports of TSP/HHI.
- Provides administrative oversight of TSP/HHI personnel.
- Supports the Tobacco Prevention and Control Advisory Board and Tobacco Prevention and assures the administration of the Tobacco Prevention and Control Trust Fund.
- Serves as a liaison and advisor to the Director of Health with recommendations from the Advisory Board and on the goals of the Trust Fund.

Administrative Staff

Provides financial and administrative support for the TSSF distribution and DOH TSP TSP/HHI budget and expenditures.

- Develops fiscal database to manage TSSF distributions, DOH portion of TSSF in TSP/HHI, and USDA funds for FSNE.
- Develops fiscal reports budget projections and expenditures. Provides administrative support for the development and fiscal management of requests for proposals and contracts, and major procurements for all sections in TSP/HHI.
- Monitors and assures compliance with federal and state allowed budgeting and expenditure of funds.

Secretarial Services

Provides secretarial and clerical support for the TSP Manager and all TSP/HHI staff. Provides administrative support to meet departmental Human Resource policies, procedures and practices for TSP Manager and all TSP/HHI staff.

School Health Staff

Functions as departmental liaison to Department of Education (DOE) on TSP/HHI framework and school health education and services.

- Collaborates with DOE and other agencies on school health policies, systems and environmental changes to support goals and objectives of TSP/HHI.
- Provides referrals and technical assistance to other divisions in the department on current school health practices, national recommendations and strategies and on coordinating with DOE.
- Provides leadership in coordinating public education relating to school health issues. Coordinates DOH education/outreach to the general public, to community organizations, and to legislators and other policy-makers regarding school health issues.
- Provides leadership in communication/education with the legislature and administration on issues relating to school health.
- Develops, implements and evaluates demonstration projects for school health that may be replicated to reach the state objectives of the project.
- Oversees and maintains the interagency Hawaii School Health Survey Committee that will coordinate the administration of school health surveys,



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develop and assure data standards with the Science and Research Group, and support the Hawaii Health Data Warehouse Project to assure data quality and utilization for youth survey data.

- Assists the divisions in the department in identifying appropriate sources of data to measure progress toward school health and health education objectives mutually agreed upon by DOH and DOE.
- Serves as liaison for the DOH to DOE on school health issues and coordinates resources between agencies and other school health stakeholders
- Establishes and monitors memorandums of agreements with the DOE for the improvement of healthy behaviors and lifestyle choices under the TSP/HHI school-based program.
- Provides technical assistance and consultation to the DOE to improve outcomes in nutrition, physical activity and tobacco control through policy, environmental and systems changes.
- Develops requests for proposals and contracts, and manages and monitors procurement of services to meet TSP/HHI school health outcomes.

Community Intervention Staff

Builds alliances and maintains relationships with community and state level stakeholders for health promotion, nutrition and physical activity, to meet the goals and objectives of TSP/HHI through increasing policy, systems and environmental changes.

- Provides technical assistance and guidance to stakeholders on establishing sustainable changes based on national recommendations and best practices.
- Supports coalition development, management and evaluation to inform, educate and mobilize community and state stakeholders in physical activity and nutrition.
- Builds and manages relationships with traditional and non-traditional organizational partners to develop policy, systems and environmental changes.
- Develops requests for proposals and contracts, manages and monitors procurement of services to meet sustainable community intervention outcomes.
- Facilitates the development and implementation of a strategic state physical activity and nutrition plan.
- Provides strategic educational and professional development opportunities for key stakeholders from statewide and community organizations to meet the TSP/HHI goals and objectives and state physical activity and nutrition plan.
- Identifies data sources and provides technical assistance on community assessments for planning and evaluation of TSP/HHI interventions.

Food Stamp Nutrition Education Network (FSNE) Staff

Participates with the United States Department of Agriculture (USDA) Food Stamp Nutrition Education Program (FSNE) to increase healthy eating and physical activity practices within the food stamp eligible population.

- Manages the departmental planning, budgeting, reporting and accounting for the departmental participation in the USDA FSNE.
- Recruits intra-agency and external participation in FSNE to increase nutrition education to reduce disparities.
- Provides administrative and technical assistance infrastructure to support planning and implementation for DOH and local partner DOH FSNE participation.
- Serves as contractor to DHS and be liaison to DOH intradepartmental and local partner DOH FSNE participants.

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Links across the comprehensive TSP/HHI population-based strategies to assure reach to food stamp eligible populations with nutrition and physical activity education.

Informatics/Science & Research Group (SRG) Staff

Establishes and administers the Hawaii Health Data Warehouse (HHDW), a web-based tool, and the Science and Research Group (SRG). Develops the information governance for data collection, transfer, quality, sharing and reporting related to the HHDW.

Provides training to DOH personnel to increase competency in utilizing the HHDW for assessment, evaluation and reporting.

Enhances the HHDW to maximize utility through increasing data sources and technological advances.

Facilitates timely and consistent access to data.

Establishes and administers policies and procedures for standardization of data collection, analysis and reporting for the HHDW.

Provides an environment to enable complex data analysis to improve public health practice.

Facilitates and generates original reports and publications from the DOH.

Public & Professional Education Staff

Develops the public face of the TSP/HHI objectives through cultivating earned and paid media and promoting usage of the TSP/HHI website. Supports professional education to increase prevention practices for overweight and obesity.

Develops, coordinates and implements media campaign to educate the public on the risk areas to change knowledge, attitudes and behaviors around physical activity and nutrition.

Employs social marketing as a public education strategy to reach the desired short term outcomes as stated in the TSP/HHI strategic plan.

Facilitates and generates earned media to promote TSP/HHI message.

Develops and evaluates requests for proposals for contracts needed for media talent, curriculum development and implementation, website revisions, and other work to implement the comprehensive public and professional education plans that inform, educate and motivate the general population and targeted sub-populations about healthy lifestyle choices.

Administers the TSP/HHI website and ensures current, evidence-based and scientifically accurate content in collaboration with the TSP/HHI Management Team.

Provides leadership in communication/education with the legislature and administration on issues relating to public and professional education.

Serves as a liaison between the DOH and other agencies and community organizations to coordinate public education efforts relating to tobacco control, nutrition, and physical activity.

Chronic Disease Management and Control Staff

Combines and directs the scientific and clinical expertise of the Department of Health toward managing and controlling the financial and human costs of disease through the development and implementation of programs. Identifies, targets and reduces risk factors through the Nutrition Section, the Diabetes and Chronic Disabling Diseases Section, the Tobacco Prevention and Control Section, the Cancer Prevention and Control Section, and the Community Resources and Development Section.

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Enables and encourages communities to increase awareness and build capacities to address the preexisting socio-economic conditions, risk factors and health issues that affect their health status. Seeks and procures federal and private funding for disease control and innovative health service programs. Promotes medical and clinical standards; and establishes guidelines and protocols that reflect the newest and best practices in disease control for statewide implementation.

Develops and implements health and disease surveillance programs and surveys, related to the burden of chronic diseases. Prepares data and surveillance reports to include the relationship between the disease burden and risk and protective factors. These systems assess and identify dominant risk factors for non-communicable diseases within various age groups, socio-economic communities and ethnic populations.

Develops and implements disease control programs and identifies the risks that will lower the financial and human costs of non-communicable diseases such as cancer, diabetes, cardiovascular, and obesity. It further lowers morbidity and mortality by developing and implementing strategies, interventions, community resources, data collection and surveillance, and clinical and therapeutic management protocols to enforce federal guidelines for treatment standards. By maximizing community assets, the Branch conserves Department of Health resources and reduces the demand for services for chronic illnesses and disease.

Develops and implements initiatives designed for Hawai'i's multi-ethnic, multi-cultural and socio-economically diverse populations, with particular attention to the non-English speaking populations.

- Provides administrative, clinical or medical, technical, planning and quality assurance oversight to the Branch programs and community health agencies.

- Develops, monitors and controls the Branch fiscal, personnel and administrative policies and procedures in accordance with Division, Department, State and Federal guidelines.

- Assists the Department and Branch programs in monitoring "limited term and special projects" related to chronic illnesses, such as end-stage renal disease, hemophilia and lupus.

- Provides leadership in policy development and clinical standard setting for state-wide disease management and control programs such as Breast and Cervical Cancer and Diabetes.

NUTRITION SECTION

- Serves as the primary source of research and surveillance activity for the Branch.

- Identifies and quantifies environmental, community and individual factors that increase the risk of developing diseases.

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Nutrition Surveillance Unit

Provides technical and analytical skills to collect, monitor and analyze health status and related data to determine the health needs, risk factors and epidemiological data of population groups and communities throughout the state.

Identifies program needs, monitors program progress and develops health status data for the Branch and community health programs.

Conducts surveillance of populations at high risk for developing chronic health conditions.

DIABETES AND CHRONIC DISABLING DISEASES SECTION

Creates a statewide data collection and tracking system for diabetes and other chronic diseases.

Establishes private and public partnerships to work with the Department of Health and other agencies to track the incidence and prevalence, as well as the treatment and prevention services for diabetes and other chronic diseases.

Develops awareness of the methods, interventions, and factors to control chronic disease, based on health status and needs data, which can reduce the risk of diabetes and other chronic diseases.

Collects and analyzes health information and data related to diabetes and other chronic diseases to identify disease-related risk factors which are utilized for control and management program planning activities within the Branch and the community.

Provides technical assistance to develop and implement a clinic-level tracking system for diabetes care as a means for controlling and managing diabetes statewide.

Works with community health agency data systems, the Department of Health and other agencies to track the treatment and prevention of diabetes and other chronic disabling diseases.

Establishes private and public partnerships for tracking the treatment and control of diabetes and other chronic disabling diseases.

Conducts surveillance of populations at high risk for developing these health conditions.

Focuses on intervention, awareness, education and control of the diseases based on health status and needs data and information.

Focuses research and programmatic energies of the Branch on the hard-to-reach recent immigrant, rural and disparate populations who are at high risk for developing chronic health conditions.

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Optimizes community health resource management in response to recommendations based on data, surveillance and analyses.

Provides clinical, medical and technical assistance to state and community-based health care services; advocates for compliance with federal and industry standards by applying state-of-the-art protocols, guidance and regulations.

Reduces high disease rates and consequently, state health resource expenditures by identifying, monitoring, and reducing health risk behaviors and environmental factors among population subgroups.

Creates innovative, ethnically and culturally appropriate interventions, materials and approaches to risk reduction among high-risk populations.

Provides technical assistance and training to community health workers, teachers, coalitions, and other groups who educate communities about the dangers and health risks associated with chronic disease.

TOBACCO PREVENTION AND CONTROL SECTION

Reduces tobacco consumption and the exposure to environmental tobacco smoke due to tobacco's direct link to cancer, heart disease, arteriosclerosis and pulmonary disease.

Utilizes educational programs, awareness campaigns, and the enactment and enforcement of government policies, regulations and statutes to reduce tobacco consumption and the exposure to environmental tobacco smoke.

Compiles demographic characteristics such as ethnicity, age, citizenship status, income, etc. and assesses cigarette smoking, tobacco use and prevalence rates of the state's diverse populations.

Develops coalitions on each island utilizing the health data and information to implement prevention programs, awareness campaigns, and educational training within specific population groups.

Conducts surveillance of populations at high risk for developing chronic health conditions.

Creates innovative, culturally appropriate and population-focused educational interventions, materials, approaches and strategies to reduce the prevalence and risks among populations at highest risk for cigarette smoking and tobacco use.

Provides technical assistance and training to community health workers, teachers, coalitions and others who work to educate communities about the dangers and health risks associated with cigarette smoking and tobacco use.

Keeps current on laws, regulations and policies related to cigarette control and prevention.

Advocates for the statewide enactment of regulations, policies and laws pertaining to the control and prevention of tobacco use.

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CANCER PREVENTION AND CONTROL SECTION

Creates innovative, culturally appropriate interventions, materials, approaches and strategies to reduce the prevalence of cancer within the populations at highest risk for the disease.

Keeps abreast of current laws, regulations and policies related to cancer treatment, control and prevention.

Presents education and awareness campaigns; and utilizes demographic and health statistics to target specific populations and groups which are at the greatest risk for developing the disease.

Implements strategies and interventions, as well as awareness campaigns and programs that reduce the risk of developing cancer appropriate for the ethnic and cultural diversities of the community.

Promotes scientific and medical protocols, guidelines and care standards for cancer prevention, control and treatment.

Provides technical assistance to community health and medical centers to collaborate on the implementation of cancer control strategies, interventions and programs that focus on the control and management of morbidity and mortality.

COMMUNITY RESOURCES AND DEVELOPMENT SECTION

Comprised of the Healthy Communities and Resources Development Unit and the Bilingual Services Unit.

Works within communities to heighten awareness of the existing status, risks and environmental factors that affect the health and well being of the community.

Cultivates collaboration and coordination linkages between community groups, agencies and opinion leaders to address the prevention and control of chronic diseases and their associated risk factors.

Stimulates interest and concern within the community about the risk factors and health threats of environmental factors and lifestyle choices that result in disease and unhealthy outcomes.

Establishes bridges among community organizations, such as service and non-profit organizations, churches, community coalitions and health agencies to generate cooperation and collaboration with health promotion and education.

Healthy Communities and Resources Development Unit

Serves as the health liaison between community leaders, agencies and a variety of other Department of Health staff and programs.

Maintains up-to-date information regarding community concerns related to chronic diseases and their associated risk factors and provide health information on these

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factors to other department programs and community agencies.

Assesses the need and coordinates the delivery of Branch and Branch-sponsored technical assistance to local level health service providers, opinion leaders and community organizations.

Optimizes the state's limited clinical health resources by building community partnerships and identifying unused, or underutilized community resources.

Seeks innovative service programs to meet a myriad of health needs and challenges of individuals, populations and communities.

Bilingual Services Unit

Provides interpretive services for minority, immigrant and non-English and limited-English speaking population groups.

Assures access to, and understanding of, health promotion, prevention, education and health services.

Interprets for and educates individuals, families and groups on preventive health measures and strategies, health resources within the community and State health regulations and requirements.

DEPUTY DIRECTOR OF HEALTH

Directs and coordinates the overall administrative staff office activities which provide department-wide services for budget, fiscal/facilities management, personnel, health information system, affirmative action and civil defense. Provides Administrative directions to the three neighbor island District Health Offices of Hawaii, Maui and Kauai counties. Develops and implements a State Health Plan which focuses on public health programs and identifies specific objectives, policies and implementing actions for health and environmental health services. The State Health Plan emphasizes the allocation of resources and the delivery of services and addresses major health problems and issues including health care quality, availability and cost, administers the Health Status Monitoring Office and its Vital Statistics and Records program that includes recording births, deaths, marriages and divorces and issuing marriage licenses and certificates and conducts ongoing health surveys to determine illness rates in the community.

BEHAVIORAL HEALTH SERVICES ADMINISTRATION

Administers programs to promote care for, and improve the mental health of the people of the State, and to reduce the prevalence, severity of and disability due to emotional disorders, mental illness, and substance abuse; provides an array of mental health education, prevention, treatment, and rehabilitation services through one community mental health center, statewide programs in substance abuse, and children's mental health services, courts and corrections mental health services, and a long-term inpatient state hospital facility; and provides technical assistance by conducting professional training, research, planning and clinical reviews of and/or for mental health service providers.

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ENVIRONMENTAL HEALTH ADMINISTRATION

Administers statewide programs concerned with the abatement of various categories of pollution, including programs for control of pesticides, toxic chemicals, smoke, particulate matters, and noxious gases; sewage, industrial by-products, heated liquids and silt; municipal, industrial, and agricultural solid waste; noise; and hazardous wastes and radiation. Administers programs to check the quality of drinking water and air. Administers programs which concern the provision of community health services related to environmental health including public sanitation, vector control, air conditioning and fumigation control, and food and drug testing and certification. Conducts epidemiological investigations of environmentally associated conditions which may affect the health of people adversely with the aim of preventing such occurrences. Conducts laboratory analyses in support of environmental health and communicable disease monitoring and control activities, investigations and research; administers programs for the licensing and certification of hospitals and medical care facilities.

HEALTH RESOURCES ADMINISTRATION

Develops and implements the statewide emergency mobilization of medical and public health services in disasters. Provides and coordinates community-based services to improve the health of families including mothers and children of the State; prevents, treats and rehabilitates handicapped and developmentally disabled children; sustains the developmentally disabled in community life and arranges for admission to and gives treatment and training services; plans for public and professional education, the application of preventive measures, and the stimulation of research; assesses the total health needs for physical and mental health of all school age children in the State; and provides public health nursing services including case management of frail and elderly persons, children and youth through eleven district nursing offices statewide. Develops and implements health education programs designed to promote, inform and advise the community on health matters and problems; provides services for the prevention and control of chronic illnesses and conducts investigations and studies regarding chronic disease and the means of prevention and rehabilitation; coordinates injury prevention and control services; provides consultative and educational services in the areas of nutrition; administers a program established to achieve and promote the control, treatment and eventual elimination of communicable diseases; gives care, treatment and rehabilitation services to Hansen's disease patients; provides tuberculosis control and detection services; provides AIDS education and treatment services; operates venereal disease treatment clinics; conducts epidemiological studies and investigations; performs public health veterinary investigative and disease control activities; provides dental inspection, prevention, diagnosis and treatment services; and does research to promote general dental health in the State; implements a dental hygiene program in schools; conducts research, investigations and experiments relating to the incidence, cause and treatment of dental diseases; and provides direct dental treatment services to patients at departmental operated hospitals, community clinics, and rural schools.



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The following agencies are assigned to the Department of Health for administrative purposes:

ENVIRONMENTAL COUNCIL

Administers the law on environmental impact statements which are prerequisites to certain types of land uses.

OFFICE OF ENVIRONMENTAL QUALITY CONTROL

Coordinates the efforts for maintaining the optimum quality of the environment of the State; serves as advisor to the Governor on the environmental quality control; directs the attention of the various government agencies, community and public to environmental problems; and serves as a clearinghouse for environmental impact statements prepared under Chapter 343, HRS.

DISABILITY AND COMMUNICATION ACCESS BOARD

Establishes guidelines for the design of state and county buildings and facilities in accordance with H.R.S. 103-50 and approves site specific alternate designs when such designs provide equal or greater access; establishes guidelines for the utilization of communication access services in State programs and activities; administers the statewide programs for parking for disabled persons, in accordance with Part III of Chapter 291; serves as a public advocate of persons with disabilities; coordinates the efforts of the state to comply with the requirements of the Americans with Disabilities Act.

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

Prepares the State Plan for individuals with Developmental Disabilities and coordinates the services and programs of the departments and private agencies; monitors, evaluates, and comments upon the implementation plans of public and private agencies relating to individuals with developmental disabilities and monitors ongoing projects; serves as the advocate for the needs of individuals with developmental disabilities and fulfills other responsibilities that are specified by law.

STATEWIDE HEALTH COORDINATING COUNCIL (HSHCC)

Prepares and revises as necessary the State Health Services and Facilities Plan. Advises the State Health Planning and Development Agency (SHPDA) on all its activities. Appoints the State Certificate of Need Review Panel. Reviews and comments on the following SHPDA actions before such actions are made final: (1) the development of specific plans and programs; and (2) the making of findings as to applications for certificate of need.

STATE HEALTH PLANNING AND DEVELOPMENT AGENCY

Conducts the health planning activities of the State in coordination with the subarea councils, implements the State health plan, and determines the statewide health needs. Administers the State certificate of need program. Determines the need for new institutional health services proposed for the State; periodically reviews the

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appropriateness of the institutional and home health care services in the State.  
Prepares an inventory of health care facilities, other than federal health care facilities;  
and evaluates on an ongoing basis the physical condition of the facilities.

EXECUTIVE OFFICE ON AGING

Pursuant to the Older Americans Act of 1965 as amended and Chapter 349, advocates, plans, develops, and coordinates a comprehensive system of in-home and community-based services for adults 60 years and older and for caregivers of children below the age of 18 and adults 60 years and older. Leads, funds and monitors a statewide network designated Area Agencies on Aging; coordinates its functions and consults with the public and private sector and older adults; and provides staff support to the Governor-appointed Policy Advisory Board for Elder Affairs.

Policy Advisory Board for Elder Affairs

Advises the Director in areas including but not limited to: the identification of issues and alternate approaches to solutions; the development of position statements and papers; advocacy and legislative actions; and program development and operations.

OFFICE OF LANGUAGE ACCESS

Provides centralized oversight and coordination to state agencies, as well as, technical assistance to state and state-funded agencies in their implementation of language access requirements under Hawaii's language access law. Monitors and reviews state agencies for compliance with the law, and investigates and resolves public complaints of language access violations through informal methods.

LANGUAGE ACCESS ADVISORY COUNCIL

Advises the Executive Director of the Office of Language Access on all matters relating to the implementation of and compliance with section 321C of the Hawaii Revised Statutes; and provides input on the quality of oral and written language services provided under section 321C and on the adequacy of a state agency or covered entity's dissemination and training of its employees likely to have contact with limited or non-English proficient persons, its policies and procedures for language services, its competency in working effectively with in-person and telephonic interpreters, and its understanding of the dynamics or interpretation between clients, providers, and interpreters.

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STATE HEALTH PLANNING AND DEVELOPMENT AGENCY

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The purpose of this program is to provide a statewide process that involves consumers and providers to health care in the development and implementation of a Health Services and Facilities Plan for the State of Hawaii which will promote accessibility for all the people of the State to quality health services at a reasonable cost.

Administrative Services

1. Develop and implement Agency administrative policies and procedures.
2. Prepare and manage the Agency annual work program and budget.
3. Provide staff support and assistance to the Statewide Health Coordinating Council (SHCC) and each designated Subarea Health Planning Council (SAC).  
HRS 323D-12(a)(2).
4. Provide for the training and continuing education to all members of SHCC, the SACs and staff.
5. Provide information to the public on Agency activities, findings and reports.
6. Maintain records and files.
7. Conduct internal review and evaluation of Agency work program and Agency, SHCC and SAC(s) performance.

Plan Development Branch

1. Prepare and revise the State Health Services and Facilities Plan for review and comment by the SACs, review and adoption by SHCC.
2. Determine the statewide health needs of the State in consultation with SHCC.
3. Prepare reports with recommendations on Hawaii's health care costs and public or private efforts to reduce or control costs and health care quality as it deems necessary. HRS 323D-12(b)(1).
4. Prepare reports, studies and recommendations on emerging health issues, such as medical ethics, health care rationing, involuntary care, care for the indigent, and standards for research and development of biotechnology and genetic engineering. HRS 323D(b)(8).
5. Serve as staff to, and provide technical assistance and advice to, the SHCC and SACs in the preparation, review and revisions of the HSFP.
6. Review on a periodic basis existing health care services and facilities to determine whether there are redundant, excessive, or inappropriate services or facilities and make findings of any that are found to be so. HRS 323D-12(b)(6).

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STATE HEALTH PLANNING AND DEVELOPMENT AGENCY

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Plan Implementation/Regulatory Branch

1. Administer a State Certificate of Need Program. HRS 323D-12(4).
2. Seek, to the extent practicable, to implement the HSFP and AIP with the assistance of individuals and public and private entities in the State.
3. Provide technical assistance to individuals and entities for the development and implementation of projects and programs necessary to achieve the health system described in the HSFP. HRS 323D-12(9).
4. Prepare an inventory of health care facilities (other than Federal health care facilities) located in the State.
5. Serve as staff to, and provide technical assistance to, the SHCC and SACs in the preparation of recommendations to the Agency regarding certificate of need applications.

Data Research/Analysis

1. Assemble, maintain and analyze data concerning: status (and its determinants) of the health of the residents of the State; status of the health care delivery system of the State and its use; effect of the health care delivery system on the health of the State's residents; the number, type and location of the State's health resources including health services, manpower and facilities; patterns of utilization of health resources and environmental and occupational exposure factors affecting immediate and long term health conditions.
2. Collect annually the room rates charged by each hospital in the State.
3. Implement and maintain the Agency's Uniform Reporting System for all inpatient care facilities in the State.
4. Develop and implement the training programs for members of SHCC and SACs on the use of the Agency's database.
5. Display, analyze and interpret data for Agency staff and members of SHCC and SACs for purposes of the HFSP (aka H2P2) and Certificate of Need program.

SAC Coordination

1. Serve as staff to and provide technical assistance and advice to the subarea councils in preparation, review and revision of the HSFP. HRS 323D-12(2).
2. Identify and recommend to the SACs the data needs and special concerns of each subarea with respect to the preparation of the HSFP. HRS 323D-22(1).
3. Provide technical assistance to the SACs in the preparation of the advice for the certificate of need program. HRS 323D-22(4).

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DISABILITY AND COMMUNICATION ACCESS BOARD

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General

- Establish guidelines for the design of buildings, facilities and sites by or on behalf of the State and counties in accordance with section 103-50; approve site specific alternate design when an alternate design provides equal or greater access.
- Establish guidelines for the utilization of communication access services provided for persons with disabilities who are deaf, hard of hearing, or deaf-blind in State programs and activities. Guidelines include, but are not limited to, determining the qualifications of interpreters who may provide services, the amount of payment to interpreters, and the credentialing of interpreters who do not hold national certification via a state screening process.
- Establish guidelines for the statewide program for parking for disabled persons, in accordance with part III of chapter 291.
- Serve as public advocate of persons with disabilities by providing advice and recommendations on matters relating to access for persons with disabilities, with emphasis on legislative matters, administrative rules, policies, and procedures of the state and county governments.

Planning and ADA Coordination Staff

- Coordinate the efforts of the State to comply with the requirements of the Americans with Disabilities Act for access to services, employment, telecommunications, and facility and site design, including the provision of technical assistance to the respective Departmental coordinators on implementation priorities and development of manuals and other resources to implement the ADA in State and County government.
- Monitor federal, state, and county legislation and plans relating to the ADA and other civil rights laws for appropriate action by the Disability and Communication Access Board; gather data on the statistics of persons with disabilities for planning and funding purposes.

Program and Policy Development Staff

- Review and assess the problems, needs, and the availability of adequate services and resources for persons with disabilities in the State with regard but not limited to employment, education, health, social services, recreation, civil rights, public facilities, housing, vocational training and rehabilitation, and other matters pertinent to the well-being and independence of persons with disabilities.
- Provide information and referral, technical assistance and guidance to persons with disabilities, the public, and other providers of services through public education programs and other voluntary compliance efforts to ensure compliance with disability access laws.
- Administers the statewide parking program for persons with disabilities, including the procurement and issuance of placards, and the operation of the 24/7 statewide parking database of permittees.
- Conduct testing via the Hawaii Quality Assurance System and Continuing Education Program for the credentialing of sign language interpreters who do not possess national certification.

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Facility Access Staff

- Provide review and recommendations on all State and county plans for buildings, facilities, and sites in accordance with section 103-50 to ensure compliance with the Americans with Disabilities Act Accessibility Guidelines and the Fair Housing Accessibility Guidelines.
- Conduct training for and promote technical assistance to architects, engineers, and other design professionals on accessible design.

Special Parent Information Network Staff

- Facilitate parent-to-parent communication among parents of special education students.
- Promote parent involvement in the education of children with special needs through the provision of information and referral, a phone line for parent-to-parent support and community forum.

Administrative and Clerical Staff

- Provide general staff support in the flow of documents in/out of the office, administrative records (purchase orders, personnel), and Disability and Communication Access Board proceedings (minutes, etc.) and resources (library, audio, etc.).

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STATE COUNCIL ON DEVELOPMENTAL DISABILITIES

FUNCTIONAL STATEMENT

The Council's primary role is to provide advocacy, capacity building, and systems change activities on behalf of persons with developmental disabilities. However, the most recent authorization of the Federal Law (P.L. 106-402) states that, "nothing in this part shall be construed to preclude a Council from engaging in systemic change, capacity building and advocacy activities for individuals with disabilities other than developmental, where appropriate."

P.L. 106-402 and HRS 333E clearly spell out the duties and responsibilities of the State Council on Developmental Disabilities. Very briefly, they are:

1. To develop a State Plan and review, comment on, and monitor implementation of plans of State agencies.
2. Coordinate activities to avoid duplication of services and encourage efficient and coordinated use of Federal, State, and private resources. Recommend areas of responsibility.
3. Participate in the planning, design, and monitoring of State quality assurance systems that affect persons with developmental disabilities.
4. Advocate for citizens with developmental disabilities before the Legislature, Governor and public. Support and conduct outreach activities to identify individuals with developmental disabilities and their families, and assist in obtaining services and supports.
5. Make reports to the Legislature, Governor and Federal Government, as required.

The basis of the developmental disabilities programs lies with the State Plan. The State Council on Developmental Disabilities functions as the coordination unit for agencies providing multiple services for individuals with developmental disabilities, which now must be revised every five years. The State Council reviews this plan annually for the needed changes in priority service areas.

The Council carries out its responsibilities through outreach, training, technical assistance, education, coordination, system design/redesign, coalition development, informing policymakers and demonstration of new approaches.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF ENVIRONMENTAL QUALITY CONTROL

FUNCTIONAL STATEMENT

The Office of Environmental Quality Control, through its director, serves the Governor in an advisory capacity on all matters relating to environmental quality control. At the request of the governor, OEQC coordinates state governmental agencies in matters concerning environmental quality. The office directs the attention of the university, community and public to environmental problems and performs other related functions as specified in Chapter 341 Hawaii Revised Statutes. The office serves as a clearinghouse for environmental review documents prepared under Chapter 343 HRS. It informs the public on a regular basis of the availability of these documents and of actions taken by affected parties in the implementation of Chapter 343 HRS. The director serves as an ex-officio member of the Environmental Council.

The Clerical Services Unit provides all necessary clerical support services, maintains fiscal and personnel records and prepares administrative reports for the Office of Environmental Quality Control and the Environmental Council.

The Planning Unit: a) investigates and develops recommendations for improvements in the coordination of state governmental agencies in matters concerning environmental quality, b) investigates and develops recommendations for new state initiatives and programs for environmental enhancement including research projects, c) develops recommendations for environmental legislation, monitors legislative activities, reviews proposed legislation and prepares legislative testimony, d) provides staff assistance to the Environmental Council in the preparation of its annual report, and e) develops and reviews proposals for improvements in environmental education.

The Impact Analysis Unit: a) reviews, analyzes and comments on the adequacy of environmental impact statements (EIS's), environmental assessments (EAs) submitted by government agencies and private applicants under the authority of HRS 343 and the National Environmental Policy Act (NEPA); b) formulates recommendations regarding the acceptability of final EIS's for which the Governor is the accepting authority in accordance with the Governor's Executive Order of August 23, 1981; c) consults with and advises state and county agencies on EIS matters; and d) promotes understanding of and participation in the EIS process by the public through workshops, seminars and other means.

Environmental Council

The council makes, amends and repeals the environmental review system (HAR 11-200) rules. The council also acts on appeals of decisions of government agencies and provides advisory opinions to affected parties on the acceptability of environmental impact statements. The council approves agency exemption lists and advises the director, governor, and legislature on environmental matters.

By law the council presents an annual report to the legislature and governor. Currently, the council meets this requirement by issuing the Environmental Report Card including indicators of environmental health and progress toward goals. Administrative and clerical support for the council is provided by the Office of Environmental Quality Control.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
EXECUTIVE OFFICE ON AGING  
FUNCTIONAL STATEMENT

The Executive Office on Aging is responsible for implementing the Older Americans Act of 1965 as amended and Hawaii Revised Statutes, Chapter 349.

Executive Director

Leads, directs, supervises, and implements advocacy, planning, program development, program coordination, and administration of statewide opportunities, programs, and services for adults 60 years and older, adults 60 years and older who are primary caregivers of children under 18 years, and persons of any age who are caring for adults 60 years and older.

Assesses, advises, and advocates elder concerns in the development of public and private policies and practices that impact older adults and Hawaii's preparation for aging society.

Administers funds awarded and allocated to the Executive Office on Aging.

Applies for, receives, and disburses grants and donations from all sources.

Develops, adopts, amends and repeals rules pursuant to Chapter 91, HRS.

Employs and retains staff as necessary for the purposes of implementing program requirements and responsibilities.

Contracts or awards grants; develops funded and non-funded memoranda of agreements; and enters into cooperative and collaborative partnerships with the public and private sectors for programs and services that benefit older adults and Hawaii's aging society.

Establishes and maintains statewide systems for information and assistance; family caregiver support; and elder abuse prevention and response.

Develops and coordinates a comprehensive system of aging services under the Older Americans Act of 1965 as amended and Chapter 349-C.

Coordinates, manages and engages in activities that expand local and national knowledge and understanding of aging and the aging process.

Conducts public affairs programs on elderly affairs, programs, projects, and needs.

Plans, develops, and prepares public affairs programs and materials.

Provides technical assistance and liaison with government, community groups and organizations and maintains liaison with the media and other information centers.

Long Term Care Ombudsman Staff

Establishes and operates Long Term Care Ombudsman program that will investigate and resolve complaints made by or on behalf of older adults who are residents of state-licensed long-term care facilities.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
EXECUTIVE OFFICE ON AGING

FUNCTIONAL STATEMENT

Establishes procedures for appropriate access by the Ombudsman to long-term care facilities and patient records, including procedures to protect the confidentiality of such records including files maintained by the office and ensure that the identity of any complainant or resident will not be disclosed without written consent or court order.

Establishes and operates a statewide uniform reporting system to collect and analyze data relating to complaints and conditions in long-term care facilities.

Pursues, upon receipt of advice and consultation from the Department of the Attorney General, administrative, legal and other appropriate remedies on behalf of residents of long-term care facilities.

Prepares an annual report containing data and finding regarding the types of problems and complaints, and provide policy, regulatory, and legislative recommendations to resolve such problems and complaints, and improve the quality of care and life in long-term care facilities.

Analyzes and monitors the development and implementation of federal, state, and local laws, rules and regulations, and policies regarding long-term care facilities and services, and recommend any changes in such laws, rules and regulations, and policies deemed by the office to be appropriate.

Provides information to appropriate others as deemed necessary, regarding problems and concerns of older residents of facilities.

Recruits, trains, certifies volunteers to serve as Long Term Care Ombudsman representatives to provide advocacy and ensure the rights of long term care residents in licensed facilities.

Trains office staff and other representatives of the office and certifies, as appropriate, employees or other representatives of the office to investigate any complaint filed with the office.

Long Term Care Advocacy Assistance and Special Projects Staff

Monitors and assesses the development and implementation of laws, regulations, and policies relative to long-term care issues.

Reviews and comments on all state plans, budgets and policies, including applications for federal assistance, which affect the long-term care needs of the older adults.

Researches, develops and recommends long term care planning and system development.

Develops and recommends policies and legislation that support the long-term care needs of older adults.

Conducts activities designed to identify long-term care needs and problems affecting the chronically impaired and disabled older adults, adults 60 years and older who are primary caregivers of children under 18 years, and persons of any age who are caring for adults 60 years and older.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
EXECUTIVE OFFICE ON AGING

FUNCTIONAL STATEMENT

Develops plans and strategies and advocates resources for older adults, adults 60 years and older who are primary caregivers of children under 18 years, and persons of any age who are caring for adults 60 years and older.

Develops, coordinates, and disseminates substantive and timely information with respect to long-term care issues, programs, services and plans.

Community Assistance and Grants Management Staff

Develops and manages a statewide information and assistance system and provides technical assistance to service providers in the management and operation of these services.

Develops and coordinates a statewide system for the prevention of and response to elder abuse, neglect, and exploitation.

Administers, monitors, and provides technical assistance relative to purchase of service agreements with public and private providers of aging services.

Provides technical assistance to the aging network to facilitate the development of capacity to provide a variety of individualized and issue advocacy assistance.

Assures that the aging network will conduct efforts to facilitate the coordination of community-based, long-term care services.

Assures the state has in effect a mechanism to provide for quality in its provision of in-home services.

Develops and maintains an inventory of services, programs and agencies serving the elderly.

Planning and Evaluation Staff

Conducts annual evaluation of activities and projects and coordinates and prepares reports.

Conducts special studies and analyses on the needs of older persons or in areas of special concern to older adults.

Conducts clearinghouse review and analyses of plans and proposals of other agencies and organizations and prepares comments and recommendations.

Evaluates on an ongoing basis the extent to which other public and private programs meet the needs of the elderly.

Plans and develops demonstration projects of statewide or national significance.

Plans, develops, and implements on an ongoing basis a workable system for determining the needs of older persons.

Plans, develops, and implements a workable system for ongoing data collection in the State.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
EXECUTIVE OFFICE ON AGING

FUNCTIONAL STATEMENT

Updates the Comprehensive Master Plan for Elderly.

Develops State Plan on Aging to be submitted to U.S. Administration on Aging.

Conducts research and analysis of local, state, and federal laws.

Conducts research and analysis of programs, issues, problems, and legislative proposals, and develops issue papers and reports as appropriate.

Coordinates legislative proposals and concerns with governmental and non-governmental agencies, community groups and organizations.

Develops legislative proposals and testimonies.

Establishes and maintains liaison on state and federal legislative matters.

Evaluates on an ongoing basis the extent to which other public and private programs meet the needs of the elderly.

Administrative Services Staff

Establishes and maintains memoranda of agreement with Department of Health, Department of Budget and Finance, Department of Accounting and General Services, Department of Human Resources Development, and other Departments relevant to external controls for administrative, fiscal, and personnel transactions of the Executive Office on Aging and Policy Advisory Board for Elderly Affairs.

Establishes and maintains internal fiscal management controls, systems, and practices to assure full compliance with federal, state, and other applicable laws, rules and policies by the Executive Office on Aging and Policy Advisory Board for Elderly Affairs.

Establishes and maintains internal accounting controls, systems, and practices to assure full documentation of revenue and expenditure activities of the Executive Office on Aging and Policy Advisory Board for Elderly Affairs.

Coordinates and prepares federal and state budget testimonies, allocation and expenditure documents, and financial plans.

Establishes and maintains policies and procedures to control and support property and facility management activities in accordance with federal and state laws, rules and policies.

Establishes policies and procedures for internal management of personnel policies and procedures in accordance with federal and state laws, rules and policies.

Prepares required federal, state, and other reports and correspondence.

Monitors fiscal and accounting integrity of and provides technical assistance to grant awardees and contractors in order to assure compliance with federal and state laws, rules and policies.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
EXECUTIVE OFFICE ON AGING

FUNCTIONAL STATEMENT

Assures adequate quarterly funding for the Executive Office on Aging.

Clerical Services Staff

Provides secretarial and clerical support services for the Executive Office on Aging to enhance achievement of program requirements and responsibilities in a timely manner.

Provides logistical, facility, secretarial, and clerical support for Policy Advisory Board for Elderly Affairs.

Establishes and maintains public record and confidential files; retires files for long retention, future disposal, and/or permanent storage with State Archives.

Receives and responds to public, multimedia, inquiries and requests, provides information on public records or individual access to public records for inspectional purposes, and provides copies as may be requested.

Maintains executive and external agency memoranda, instructions, procedures, circulars, and directives on an ongoing basis for easy access and use.

Maintains resource library that includes but is not limited to: books, publications, reports, statutes, session laws, films, microfiche, video materials, computer disks, and provides access and assistance to library resource users.

Establishes and maintains a reference library on materials related to aging.

Policy Advisory Board for Elder Affairs

Advises the Director in areas including but not limited to: the identification of issues and alternate approaches to solutions; the development of position statements and papers; advocacy and legislative actions; and program development and operations.

STATE OF HAWAII  
DEPARTMENT OF HEALTH

OFFICE OF LANGUAGE ACCESS

FUNCTIONAL STATEMENT

The Office of Language Access (OLA) overall purpose is to affirmatively address the language access needs of limited English proficient (LEP) individuals by providing oversight, central coordination, and technical assistance to the State and state-funded agencies in the implementation of language access requirements. OLA's functions are:

Establishes statewide goals and objectives relating to improving access by LEP individuals to the programs, services, and activities of state and state-funded agencies.

Provides central coordination to state and state-funded agencies in the development and implementation of their language access plans.

Provides oversight and monitors compliance by state and state-funded agencies with Hawaii's language access plans.

Provides technical assistance and training to state and state-funded agencies in establishment and implementation of their language access plans.

Resolves complaints through informal methods.

Conducts research concerning the language access needs of LEP populations and evaluates the availability, adequacy, and accessibility of language access services in the State of Hawaii.

Works with public and private agencies, including community organizations, to address resource needs, come up with innovative methods, and improve the effectiveness of language access services.

Monitors, analyzes, and reports on legislation pertaining to language access and the LEP population of Hawaii.

Adopts rules and guidelines pursuant to Chapter 91, HRS.

Reports and makes recommendations to the Governor and the Legislature regarding steps taken and to be taken to improve and increase meaningful access to language access services by the LEP population.

Encourages and fosters local action on behalf of the LEP population.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
DEPUTY DIRECTOR OF HEALTH

FUNCTIONAL STATEMENT

Under the general direction of the Director of Health, plans, directs and coordinates the overall administrative staff functions of the Department in effectively performing its functions and attaining its mission, within the scope of laws and established policies and regulations.

Provides administrative leadership and general direction to district health offices and coordinates activities between and among the districts and different Administrations to provide uniform services throughout the State.

Coordinates the Departmental Civil Defense Program.

As first deputy, relieves and sits in for the Director in his absence.

Represents the Department before the Legislature and community groups, both public and private on all budget and administrative matters.

Advises on the need for public health regulations and amendments thereof and conducts public hearings thereon.

Directs the preparation of operating and capital budgets, justifies budgets before review and approving authorities, and exercises control of funds appropriated for the entire Department of Health.

Evaluates and oversees development and recommends administrative rules, regulations, policies and procedures.

Recommends to the Director the establishment of and changes to organizational structure and programs and after approval, directs the implementation of assigned programs.

DISTRICT HEALTH OFFICES

Administers and coordinates public health services in each of the neighbor island counties through District Health Offices on the islands of Kauai, Maui and Hawaii with the technical assistance and cooperation of the staff offices and divisions.

ADMINISTRATIVE SERVICES OFFICE

Provides department-wide budget and accounting services; reviews, coordinates and consolidates divisions and branch program plans and budgets (PPBS); provides purchasing services, conducts studies and develops management improvement programs; coordinates development of departmental capital improvement projects. Directs and coordinates the preparation of inventories.

HEALTH INFORMATION SYSTEMS OFFICE

Provides the department with technical resources and consultation on matters relating to public health applications of electronic data processing; serves as information technology development liaison to programs to facilitate utilization of data processing techniques and provides in service training and program consultation for increasing the skills of department personnel in management information systems for supporting program planning, development, research and evaluation.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
DEPUTY DIRECTOR OF HEALTH

FUNCTIONAL STATEMENT

HUMAN RESOURCES OFFICE

Provides for personnel management and administration including services to all levels of management in attaining program objectives; plans, coordinates and implements labor relations, contract administration and interpretation, employee relations, recruitment and employment opportunity, training and development, classification and pay analysis, occupational safety, status action and record keeping activities.

OFFICE OF AFFIRMATIVE ACTION

Administers and develops non-discrimination and affirmative action programs and employment and non-discrimination in service programs, conducts orientation and training on federal and state requirements on affirmative action and investigates charges filed against the department.

OFFICE OF HEALTH STATUS MONITORING

Administers a statewide program to collect, analyze, and disseminate high quality, population-based public health statistics in a timely manner to assess the health status of Hawaii's population and to fulfill vital statistics legal requirements.

OFFICE OF PLANNING, POLICY AND PROGRAM DEVELOPMENT

Directs the department's long range planning activities and coordinates the implementation of actions to accomplish the health planning and policy direction of the department; provides policy and program development and grant-seeking activities; administers and coordinates the department's Health Insurance Portability and Accountability Act of 1996 (HIPAA) compliance activities; coordinates and processes legislative materials and administrative rule activities affecting the department; and monitors the effectiveness of the department's efforts to meet its stated mission, goals, and objectives.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ADMINISTRATIVE SERVICES OFFICE

FUNCTIONAL STATEMENT

Overall Responsibilities:

The Administrative Services Office (ASO) has primary responsibility for the following functions:

Administering all Departmental aspects of the statewide PPBS program, including evaluating the effectiveness and efficiency of DOH operating programs and offering recommendations for their improvement.

Preparation, coordination, collection, consolidation, and submission of all Departmental budget requests, including justification of these before the Department of Budget and Finance and the various legislative committees.

Administering the Organization and Manpower program for the Department (including determination of policies and procedures) within the statewide framework established by the Governor.

Providing complete accounting services to the Department for all funds made available to the Department (including Federal and State).

Providing the fiscal functions of the Department, including payroll processing, vendor payments, inventory control, record keeping, preparing financial reports, and other related functions.

Administering the business management program throughout the Department within the framework established by law and Executive Directive. This includes the management of business affairs, the purchasing of supplies and equipment, and the letting of contracts for goods and services.

Developing and coordinating the long-range capital improvements program of the Department, and administering implementation of the approved CIP program.

Providing consultative services on all the foregoing to the Director and various Departmental staffs.

Secretary/Clerical Services:

Provides secretarial and clerical services for the ASO.

Processes the employee leave records for the ASO administration.

Provides for mailing activities for the ASO and the Department.

Budget and Management Support Services:

Serves as a focal point within the Department of Health on all matters pertaining to the State's planning, programming, and budgeting system (PPBS), to include the review and development of the multi-year plan, program structure, and other related aspects of the PPBS. This does not include functional or long-range planning related to Chapter 226, HRS.

Supervises and controls the submission of all Departmental PPBS and related budget documents to assure accuracy, completeness, timeliness, and conformance to applicable directives, guidelines, and procedures.

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ADMINISTRATIVE SERVICES OFFICE

FUNCTIONAL STATEMENT

Prepares and coordinates the budget requests for the Multi-Year Program and Financial Plan, Executive Budget, Variance Report, and other pertinent reports.

Develops worksheets, guidelines, and procedures to assist the Departmental program managers in developing their program plans.

Reviews, coordinates and develops the budget for submittal to the Department of Budget and Finance.

Interprets and recommends policy and procedure directives on a wide range of administrative matters received by the Department.

Issues implementing instructions within the Department.

Provides technical guidance and assistance to the Director of Health and to the administrators of health programs.

Compiles and coordinates Departmental budgetary and financial summaries and consolidations.

Directs, coordinates, and develops reports for all pertinent agencies including the Department of Budget and Finance, Department of Accounting and General Services, and the Department of Business, Economic Development and Tourism on all matters relating to the State's program planning, budgeting, and management system (PPBS).

Coordinates, develops and maintains effective working relationships with legislative staff and related personnel in regards to the Department's programs and budget. Provides supportive staff services which includes a variety of presentations and conferences.

Establishes liaison with other public and non-public agencies as it relates to budgetary and managerial activities and issues.

Provides secretarial services, which includes processing staff leave records, for the Budget and Management Support Services staff.

Budget and Evaluation Services Section:

Reviews budget requests for the Executive Budget and related documents including the Multi-Year Program Financial Plan and Variance Reports.

Reviews operating requests including manpower, travel, contractual, equipment, and motor vehicles in accordance with current budget execution policies and available resources.

Conducts program analysis and evaluation and recommends funding levels for all Departmental programs.

Provides supportive services and program analysis and evaluation to establish program objectives, costs, measures of effectiveness, program size indicators, and target groups.

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DEPARTMENT OF HEALTH  
ADMINISTRATIVE SERVICES OFFICE

FUNCTIONAL STATEMENT

Conducts or participates in research and studies dealing with the Department's program structure and program budgets.

Participates, coordinates, and reviews new programs and services, resource allocations to facilitate program development, and performs other special program analysis to evaluate the ongoing programs of the Department.

Maintains effective working relationships with Departmental programs to encourage and assist in assuring cost-effective operations.

Management Services Section:

Provides support services in developing the organizational structure for all Departmental operations.

Develops and recommends improvements in managerial organization and operation for increased efficiency and effectiveness.

Reviews, analyzes, and makes recommendations on organizational structure and reorganization proposals.

Provides management support services to improve the effectiveness of programs.

Reviews, analyzes, and evaluates managerial operating policies, practices, methods and procedures.

Maintains effective working relationships with the Departmental programs to encourage continuous management improvements.

Provides staff assistance for the Department's programs to develop improvements in work distribution, assignment of functions and responsibilities, work method and procedures, records management, and management control systems.

Participates with DOH and other departmental and agency staffs in developing long- and short-term plans for efficient space and equipment utilization and similar aspects of management in an effort to accomplish the organization's objectives in the most cost-effective manner.

Conducts special management studies to systematically review organizational and operational functions of the Department's program to include organization patterns and standardizing procedures and operations. Makes recommendations based on analytical studies and monitors implementation and progress.

Develops plans and procedures for interagency actions to assure coordinated efforts and effective results.

Interprets and recommends policies and procedures based on sound principles of management analysis.

Provides staff assistance for practical solutions to a wide variety of managerial problems such as increasing staff capabilities, decreasing

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DEPARTMENT OF HEALTH  
ADMINISTRATIVE SERVICES OFFICE

FUNCTIONAL STATEMENT

operational costs, and improving administrative policies, procedures, practices and controls.

Conducts other special studies, makes recommendations, and prepares reports as required.

Fiscal and Support Services:

Determines policies and procedures within statewide guidelines on Departmental accounting and operates those fiscal systems for the Department.

Exercises control of Departmental funds, including maintaining accounting records and submitting required fiscal reports.

Provides support services, technical guidance and assistance to program administrators on fiscal matters.

Directs, coordinates, and develops reports for other State and Federal agencies on a routine basis as well as special requests.

Participates in accounting system studies and their subsequent development.

Collects and deposits monies for the Department.

Processes invoices and vouchers for payment.

Supervises the operation of the Department's equipment control system.

Establishes instructions for the writing of contracts and provides assistance in the execution of contracts.

Provides secretarial services to the Fiscal and Support Services Administration.

Processes employee leave records for the Fiscal and Support Services staff.

Maintains the copier machines for the ASO.

Accounting Section:

Collects, compiles, classifies, and evaluates fiscal data.

Prepares financial statements and reports for State and Federal funds.

Establishes forms, procedures, and policies governing the accounting functions of the Department.

Assists management officials by interpreting accounting data, trends, statements, etc., and explains the program implications of accounting data.

Provides staff assistance in conducting studies and estimates of Departmental revenues and operating costs and in working out the allocation of funds to various programs and activities.

Provides the programs within the Department the accounting records and documents necessary to assist them in preparing their budgets and reports. The

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ADMINISTRATIVE SERVICES OFFICE

FUNCTIONAL STATEMENT

records also assist the programs to verify their current allotment balances.

Provides technical assistance on matters relating to special informational requests of other departments, the Legislature, and agencies outside the State government.

Monitors cash and allotment balances.

Encumbers purchase orders submitted by the programs.

Procurement & Audit Section:

Oversees the operations of the Audit Unit and Procurement Unit.

Responsible for ensuring that all procurement and audit activities are in accordance with applicable procurement rules and regulations and audit procedures.

Assists and provides consultations to programs and develops procurement policies and procedures.

Develops equipment inventory control procedures and system used within the Department and gives staff assistance to all programs to insure its implementation.

Maintains records of the Department's motor vehicle fleet.

Maintains inventory and supply listings for the Department.

Audit Unit:

Oversees the operations of the Payroll Subunit and Vouchering Subunit.

Payroll Subunit:

Assists programs with various payroll inquiries.

Prepares the Department's payroll for all programs except for the Hawaii Health Systems Corporation.

Vouchering Subunit:

Performs post audit functions on all p-card transactions to ensure proper approval and supporting documentation is attached.

Reviews approved out-of-state travel requests.

Examines and verifies vouchers for accuracy and compliance with State and Federal laws and regulations, Departmental rules, policies and procedures, and other fiscal requirements. After making such examination and verification, prepares vouchers for payment.

Provides staff assistance to programs of the Department.

Receives, records, and deposits monies for the Department.

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ADMINISTRATIVE SERVICES OFFICE

FUNCTIONAL STATEMENT

Procurement Unit:

- Processes and electronically submits purchase orders for continuing requisitions.
- Processes vendor table maintenance (VTM) forms.
- Processes monthly food coupon and annual barge shipment purchases for Kalaupapa.

Contract Services Section:

- Improves work scheduling and coordination to assure timely contract preparation execution, and implementation.
- Maintains an effective level of contract monitoring and fiscal review.
- Coordinates and develops uniform contract forms for like services with other State agencies.
- Review all contracts for accurate information and substance.
- Provides contract assistance regarding procurement laws and regulations to programs of the Department.

Random Moment Section:

- Performs reviews of the DOH cost allocation system of administrative cost claiming under Title XIX to ensure compliance with the DHS Cost Allocation Plan.
- Manages the Random Moment Study to ensure that allowable Title XIX administrative costs are properly claimed by the DOH.
- Maximizes Title XIX reimbursements under the State's interagency federal revenue maximization contract.

Facilities and Support Services Staff:

- Evaluates existing and new health care sites and facilities and new health care concepts as they affect facilities.
- Develops new concepts in land use and facility design to accommodate new health care philosophies.
- Provides technical advice and assistance to health facility administrators on land use planning and management, short and long-range development plan of facilities, capital improvement projects, building and zoning codes, and repair and maintenance programs.
- Coordinates capital improvement project planning of health facility administrators to assure integrated Departmental plans.
- Confers and coordinates with health care facilities, Department of Business, Economic Development and Tourism, Department of Accounting and General Services, Department of Land and Natural Resources, Department of Budget and

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ADMINISTRATIVE SERVICES OFFICE

FUNCTIONAL STATEMENT

Finance, the State Health Planning and Development Agency, and County personnel to facilitate the accomplishment of capital improvement program requirements.

Prepares, assists on the preparation, or arranges for the preparation of Certificate of Need Application and the Environmental Impact Statement for projects requiring these items.

Develops, coordinates, and updates short- and long-term capital improvement programs and a repair and maintenance program.

Obtains Departmental approval of the capital improvements and repair and maintenance programs.

Prepares and coordinates the capital improvements and repair and maintenance programs for the Multi-Year Program and Financial Plan and the biennium budget request for the Department.

Assists in the preparation and presentation of information on the capital improvements program, or specific projects, to the Director, Department of Budget and Finance, the Legislature, the general public agencies and private organizations.

Administers implementation of the approved capital improvements and repair and maintenance programs to include coordinating with health facilities administrators, the Department of Accounting and General Services, the architectural, construction and other contractors.

Assists in site selection and obtaining the necessary land for capital improvement projects.

Coordinates with the Department of Accounting and General Services on the award of bids for contracts relating to capital improvement projects.

Reviews, comments on, and makes recommendations on schematic, preliminary, pre-final and final plans of approved capital improvement projects. Coordinates with the Department of Accounting and General Services and appropriate contractors on these plans.

Processes change order requests on approved plans.

Represents the Department in project management during the design, construction, inspection, acceptance, and occupancy stages of capital improvement projects.

Maintains an up-to-date inventory of health care facilities.

Conducts special studies, makes recommendations, and prepares and submits reports to the Director as required.

Provides assistance and support services in reviewing and coordinating all private lease space requests from the department. Reviews and edits all required documents to ensure conformance with lease directives and procedures on requests to the Governor processed through the DAGS' Leasing Services Branch.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ADMINISTRATIVE SERVICES OFFICE

FUNCTIONAL STATEMENT

Provides assistance and support services in reviewing and coordinating all departmental requests for revocable permits, and other land use permits approved by the State Department of Land and Natural Resources Board.

Provides clerical support to the Facilities and Support Services Staff.

Processes employee leave records for the Facilities and Support Services Staff.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HUMAN RESOURCES OFFICE

FUNCTIONAL STATEMENT

The Human Resources Office is responsible for departmental personnel management and administration. It provides services to all levels of management to assist in attaining program objectives. Services are provided to employees as groups and as individuals for developing high morale and good employee relations.

The general functional areas of performance are labor relations; position classification and compensation; recruitment and examination; training, safety and employee relations; and employee benefits/transactions.

- Directs, organizes, and coordinates personnel activities of the department.
- Develops and establishes, under the authority of the Director, personnel policies, plans, precedents, practices and procedures.
- Maintains compliance with existing laws, collective bargaining agreements, and rules of the State regarding personnel.
- Interprets and insures compliance with special personnel standards for Federal grants.
- Encourages all administrators and supervisors to develop and use good personnel management practices.
- Maintains working relationships with the Department of Human Resources Development, the Department of the Attorney General and other departments, in policies, legal interpretations, practices and regulatory matters.
- Maintains liaison with staff and line programs regarding personnel needs and problems.
- Develops proposed personnel legislation and maintains follow-up on personnel legislation affecting the Department or its employees.
- Provides staff assistance and technical consultation in matters of personnel management.

SECRETARY/CLERICAL SERVICES

- Provides the secretarial and clerical support services to the Departmental Personnel Officer and staff.

LABOR RELATIONS STAFF

- Provides assistance and advice to the Director of Health, Deputies, program administrators, personnel management specialists, public health administrative officers, and supervisors relating to labor/management problems and current issues.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HUMAN RESOURCES OFFICE

FUNCTIONAL STATEMENT

- Interprets provisions in the collective bargaining agreements.
- Represents the Department at the Merit Appeals Board relative to disciplinary actions appealed through the Internal Complaint Process.
- Advises managers on grievance responses; participates in grievance meetings with unions, employees and employer; and prepares responses.
- Conducts review of investigations on employee disciplinary cases and recommend the appropriate actions to the Director of Health or program administrator.
- Develops and conducts labor relation workshops for managers and supervisory personnel.
- Mediates supervisor-employee and supervisor-management relations problems.
- Reviews or prepares letters of suspension, and discharge for the Director's or Deputy Director's signature.
- Investigates labor-management disputes, determining underlying causes and recommending best possible solutions.
- Advises management on strike planning and preparation.
- Reviews personnel policies and procedures prior to forwarding to the unions for consultation.
- Participates in collective bargaining negotiations; prepares contract change proposals for submission to the Office of Collective Bargaining.
- Informs programs of union informational and ratification meetings.
- Represents the Department as the liaison to the Office of the Attorney General with respect to cases proceeding to arbitration and prohibitive practice complaints filed with the Hawaii Labor Relations Board.
- Prepares periodic collective bargaining reports.

CLASSIFICATION AND COMPENSATION STAFF

- Develops methods, forms and procedures for analyzing, evaluating, informing and reporting on matters concerning positions and classification.
- Advises management on the utilization of positions, job analysis, staffing, and preparation of job descriptions.
- Prepares and presents appeals to the Merit Appeals Board.
- Provides interpretation of personnel rules, regulations, laws, policies and procedures, and the Department of Human Resources Development class

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specifications.

- Provides technical services regarding classification and compensation.
- Conducts special studies and analyses in classification, position management and compensation.
- Provides advisory and consultative services to management, supervisory personnel and other employees of the department on classification and position management problems and situations.
- Conducts analysis and evaluation of positions and classifies or develops recommendations on the classification of positions.
- Reviews requests for various position actions for compliance with appropriate personnel rules and collective bargaining agreements.
- Reviews and makes recommendations on organization structure and reorganization proposals.
- Develops and recommends additions and revisions to the State personnel rules, policies, procedures, guidelines and practices.
- Coordinates and maintains liaison with the Department of Human Resources Development and Budget and Finance on matters concerning classification and use of positions.
- Conducts orientation and training in position classification, compensation and other related matters.
- Provides specialized clerical support in the processing of position actions and maintains position descriptions and class specification files for all positions in the Department.

RECRUITMENT AND EXAMINATION STAFF

- Conducts and coordinates internal and external recruitment, including announcing vacancies, screening applications, referring qualified candidates, reviewing selection recommendations, and processing appointments.
- Reviews requests and recommends approval for reassignment, promotion, and transfer of employee.
- Develops and recommends additions and revisions to the State personnel rules, policies, procedures, guidelines and practices.
- Develops and implements departmental recruitment and examination policies and procedures and programs.
- Makes suitability determinations on applicants in programs as delegated by the Department of Human Resources Development.

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- Directs the recruitment process for classes delegated to the Department of Health by the Department of Human Resources Development.
- Conducts job searches for employees unable to perform assigned duties (e.g. medically non-qualified, performance issues, etc.)
- Conducts reduction-in-force proceedings and coordinates other employee placement functions.
- Reviews requests and recommends approval for employment and changes of status documents.
- Disseminates information on job opportunities.
- Provides and interprets personnel information available in records, rules, laws, policies, guidelines and procedures; and provides advisory services to management.
- Coordinates with the Department of Human Resources Development on recruitments, examinations, and certifications.
- Prepares and presents appeals to the Merit Appeals Board.
- Conducts orientation and training sessions on recruitment-related topics for departmental employees.
- Prepares status reports of vacancies and efforts to fill positions.

TRAINING, SAFETY AND EMPLOYEE RELATIONS STAFF

- Oversees programs in the DOH relating to training, safety, and employee relations functions.
- Develops policies and procedures; provides management advisory services throughout the DOH; chairs and participates in committees.
- Coordinates with and develops community resources (e.g. police, fire departments, private and government agencies, colleges, etc.) to obtain technical assistance and guidance in the implementation of program activities.
- Coordinates and maintains liaison with the Department of Human Resources Development (DHRD) in the development and implementation of various programs in the DOH.
- Oversees DOH Training programs and activities.
- Assesses and identifies training needs; coordinates or develops the implementation of the DOH training plan.
- Coordinates training sessions, secures locations, schedules speakers and attendees, arranges for equipment, provides for translation services as

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- needed, prepares materials, and maintains training activities records, etc.
- Oversees DOH Safety programs and activities.
  - Develops and implements the DOH Drug and Alcohol Testing Program, testing activities related to reasonable suspicion, pre-employment, random testing, probation, etc.
  - Coordinates Workers' Compensation activities with the DHRD related to the WC-1 Employer's Report of Industrial Injury, Departmental Job Searches for Injured or Disabled Employees, Return to Work Priority Program, Return to Work Light Duty Program, activities related to Occupational Safety and Health Administration (OSHA), etc.
  - Oversees a variety of Safety (and health) related programs including Workplace Violence, Emergency Evaluation Planning, First Aid, Personal Protective Equipment, Fitness for Duty Evaluations, Hazard Assessment Certification, and Temporary Hazard Pay programs.
  - Oversees DOH Employee Relations programs and activities.
  - Develops the Department's Performance Appraisal System (PAS) and provides training, advice and assistance to managers and supervisors regarding employee work performance.
  - Develops and coordinates programs and activities related to incentive and service awards, employee counseling and assistance, educational/sabbatical/research leaves, student intern and volunteer programs, new employee orientation, ethics and political activities, etc.

EMPLOYEE BENEFITS/TRANSACTIONS STAFF

- Develops, implements, and maintains the Department's policies and procedures for the Employee Benefits and Personnel Transactions programs.
- Develops, implements, and maintains a program of quality control for departmental personnel records.
- Provides orientation, training, and technical advisory services to departmental program staff for all employee benefits and transactions processes by interpreting collective bargaining agreements, personnel rules and regulations, policies and procedures, and the Hawaii Revised Statutes.
- Conducts new employee pre-employment processing by providing information on various forms, benefits, policies and procedures; provides government notary services; and conducts a criminal history record search and clearance.

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- Develops, implements, and maintains departmental policies and procedures, and provides training and technical assistance for the Leave Sharing Program, Excluded Managerial Compensation Plan Performance Evaluation and Variable Pay System Program, and other benefit and transaction related matters.
- Reviews Temporary Disability Insurance benefit requests, determines eligibility, and represents the Department at appeal hearings conducted by the Department of Labor and Industrial Relations.
- Originates forms, verifies, audits, and/or ensures the timely processing of all personnel transactions including appointments, movements, separations, classification changes, compensation adjustments, overtime, temporary assignment, job performance evaluations, leaves with or without pay, and employees' leave records.
- Maintains, stores, and disposes of official personnel files in accordance with the Department of Accounting and General Services' General Records Schedule, Executive Orders, collective bargaining agreements, and the Department of Human Resources Development's policies and procedures.
- Updates and maintains the information contained in the POINTS, the employee database for personnel transactions and benefits processing, and prepares employee data for various personnel reports.
- Oversees and coordinates the Departmental Employees' Picture Identification Cards (PIC) that are issued, returned, lost, or destroyed.
- Maintains liaison with the Department's Administrative Services Office, Department of Human Resources Development, Employees' Retirement System, Hawaii Employer-Union Health Benefits Trust Fund, Hawaii Criminal Justice Data Center, Office of the Attorney General, Department of Defense, Department of Accounting and General Services, Department of Labor and Industrial Relations, I.N.G., and Comprehensive Financial Planning on employee benefits, special enrollments, and other various processing agencies.
- Responds to subpoenas or requests for employee records and consults and coordinates the Department's response with the Office of the Attorney General.

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HEALTH INFORMATION SYSTEMS OFFICE

FUNCTIONAL STATEMENT

Develops and supports computerized information systems that help the Department of Health (DOH) achieve its goals and objectives in a more effective and efficient way. This office plans, directs, and controls request for data processing and electronic communications services and equipment. This office also directs and coordinates all data processing matters within and between the departments and other state and county agencies, the Federal Government, commercial software and hardware companies.

**SECRETARIAL SERVICES**

Provides Secretarial and clerical services to the Office.

**APPLICATIONS SYSTEMS AND SERVICES**

Formulates and maintains the Department of Health long-range objectives and plans providing technical leadership for conducting feasibility studies including determination of health systems requirements, software design and specifications, and resource requirements of data processing systems requested by DOH user groups. Develops systems manuals and insures systems interface. Resources will be used to support general management information systems that do not require special attention.

Responsible for computer programming including developing program system files, computer program coding, testing and checking the programs and program maintenance. Develops procedures and instructions for data processing program implementation. Focuses attention on the Felix Consent Decree, Year 2000 Conversion, WEB development and maintenance.

Develops and maintains support of computer application systems for the various administrations of the DOH and is responsible for the following tasks:

In the area of Application System Support: Provides systems development project management expertise and assist in developing a project plan. Conducts analysis of systems and complies users requirements based on users needs and problems. Assists users to develop a systems design or to evaluate and select application systems to address requirements. Develops external and internal specifications from a system design or maintenance requirement and put together a test plan. Generates computer programs from specifications and conduct unit testing. Conducts systems test and assist users through acceptance. Develops systems and program documentation according to established standards and procedures. Trains users on the technical aspects of the system. Coordinates systems development effort when contractors are involved in a project.

Provides services for the development and maintenance of computer systems for the following functions and services of the department:

Administrative Services - Personnel, Fiscal, Budget, Legislative Tracking, Administrative office automation, and Planning.

Vital Records/Health Status Monitoring - Vital Records and Health Status Monitoring.

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Behavioral Health Services - Adult Mental Health, Child and Adolescent Mental Health, Alcohol Drug Abuse.

Environmental Health Service - Environmental Management, Environmental Health Services.

Other Health Services - Family Health Services, Developmental Disability, Community Health Nursing Services, Dental Health, Communicable Disease, Emergency Medical Services, Health Care Assurance, and State Laboratory Services.

In the area of Resource Support: Provides planning, management, and administrative support services to information processing projects and to the Application System & Services staff. Assists users prepare Project Valuation Assessment documentation. Monitors and administers all request for services. Ensures conformity to systems development standards and procedures. Performs administrative management function of the office. This includes managing the office budget, oversee the preparation and processing of purchase orders, tracking of payments to data processing vendors for purchase of maintenance, licenses, and consulting, upkeep of hardware and software inventory. Coordinates department approval request for hardware and software. Coordinates all external personal computer or information processing training.

In the area of Technical Support: Provides specialized technical information processing expertise in End User Computing, and Systems Programming and Network Management.

In the areas of End User Computing: Reviews all request for purchases of personal computer hardware and software. This would insure compatibility and conformance to the State and department direction and standards. Evaluates and analyzes business requirements then recommend personal computer hardware and software that would meet user's need. Provides microcomputer programming and software support services. Installs and maintains microcomputers. Selects, acquires, and installs microcomputer software and components. Administers microcomputer inventory. Provides microcomputer software training and support to DOH users. Enhances user productivity by helping users get maximum use from hardware and software.

In the areas of Systems Programming & Network Management: Manages, installs and maintains the DOH LAN (local area network) and WAN (wide area network). Provides systems programming support for minicomputers. Monitors performance and capacity of all hardware and plans for future needs and equipment acquisitions. Administers the data bases of the minicomputer and file servers of the LAN. Manages the use of Internet and administer the Departments data bases on the Internet. Provides other technical assistance as required.



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OFFICE OF AFFIRMATIVE ACTION

FUNCTIONAL STATEMENT

Develops and administers non-discrimination and affirmative action programs for employment and non-discrimination in services programs.

Maintains departmental liaison with Governor's Office of Affirmative Action for employment, and other agencies and groups relating to equal access to services, particularly on bilingual services and access by handicapped persons.

Assists in developing, monitoring and testifying on legislation affecting equal access.

Develops methods, procedures, and forms for analyzing, evaluating, informing, and reporting.

Assists management with technical skills in work force analysis, goal setting, other affirmative action criteria, program accessibility analysis, language needs, and other access to services criteria. Makes final review.

Makes special studies and analyses including adverse impact, disparate treatment or effect, self-evaluation, communication concerns, and underutilization.

Provides advisory, coordinative and consultative services to management and supervisory personnel including site reviews for reasonable accommodation, undue hardship, and program access.

Develops and recommends additions and revisions to State laws, rules and procedures, and to department policies, procedures, and practices. Prepares or assists in preparing directives.

Conducts orientation and training on requirement including subjects such as sexual harassment, reasonable accommodation, undue hardship, interview and selection, departmental policies and goals, bilingual services, program accessibility, and contractor obligations.

Disseminates information and stimulates interest through memoranda, newsletters, and other media.

Prepares, compiles, and assists with reports on status or progress of program or elements for the Legislature, the Governor's Office of Affirmative Action, enforcement agencies, other agencies, courts or internal use.

Maintains master file for formal discrimination cases, language capability, and physical accessibility.

Conducts investigations on charges filed with the department. Investigates, coordinates, and makes recommendations in charges or findings of state or federal enforcement agencies.

Develops and administers cultural awareness program.

Prepares and coordinates training program for management, supervisory, and direct

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services personnel for cross-cultural sensitivity to ethnic and other factors covered by non-discrimination and affirmative action.

Disseminates information and stimulates interest through speakers, memoranda, newsletters, articles, and other media.

Makes assessments of department and community to determine appropriate training activities.

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DEPUTY DIRECTOR OF HEALTH  
OFFICE OF HEALTH STATUS MONITORING

FUNCTIONAL STATEMENT

OFFICE OF HEALTH STATUS MONITORING (OHSM)

The mission of the office is to administer a statewide program to collect, analyze, and disseminate high quality, population-based public health statistics in a timely manner to assess the health status of Hawaii's population and to fulfill vital statistics legal requirements.

OHSM ADMINISTRATION

Plans and directs extensive departmental research and public health statistics program.

Administers statewide vital statistics program.

Serves as statistical advisor and consultant to department-wide programs in the collection, analysis, evaluation, and interpretation of public health statistics.

Provides secretarial and clerical support to the OHSM Administration and the Research and Analysis Staff.

RESEARCH AND ANALYSIS STAFF

Compiles and analyzes health and vital statistics data to serve as a basis for the assessment of the state of community health, including its problems and programs.

Disseminates health and vital statistics data through electronic means as well as publications to make information more easily accessible to those who need it.

Promotes and collaborates in research projects within the Health Department as well as with other agencies and researchers.

Provides statistical advice to the programs in the Health Department.

Cooperates with the Department of Business and Economic Development and Tourism, U.S. Bureau of the Census, and Cancer Research Center of Hawaii to provide high quality population estimates for geographic areas by age, gender, and ethnicity.

Analyzes health data to determine the existence of health problems and emergence of health trends with the aim to enhance the Health Department's ability to develop timely and responsive prevention programs.

VITAL STATISTICS REGISTRATION STAFF

Registers all vital events in the state including births, deaths, marriages, divorces, fetal deaths, and induced terminations of pregnancy.

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Monitors the quality of reporting of vital events to ensure that timely and reliable data are available for analysis.

Collects vital statistics information from all vital events for use in assessing the health status of Hawaii's population.

Maintains the vital statistics database.

Fulfills the legal requirements of vital records.

REGISTRATION UNIT

Registers vital statistics information from births, deaths, fetal deaths, induced terminations of pregnancy, marriages, and divorces.

Corrects all errors found after the vital events are registered to ensure that the vital records meet standards set by law.

Codes and enters information into computerized vital statistics database.

VITAL STATISTICS COOPERATIVE PROGRAM

Monitors the quality of data collected by birthing centers, hospitals, and mortuaries to ensure that these data meet Federal standards.

Functions as a liaison between the OHSM and the providers of data to ensure timely and reliable submission of vital records.

VITAL RECORDS ISSUANCE STAFF

Preserves and maintains the entire collection of vital records, which are stored in various formats, on file with the Department of Health.

Develops and manages a system for inspection of vital records where and as allowed by law.

Establishes and operates a system for satisfying fee-based requests for vital events information contained in vital records where and as allowed by law, including certified copies of vital records.

Oversees and manages the state system for issuance of marriage licenses and the licensure of marriage solemnizers.

CERTIFIED COPIES UNIT

Preserves and maintains all vital records stored in various formats on file with the Health Department.

Sets up, revises as necessary, and manages the system for inspection of vital records by the public as allowed by law.

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Provides customer service to the public and government agencies by processing requests for vital events information contained in vital records, including issuance of certified copies of vital records for legal and social purposes by computer or duplication machine.

Collects and deposits fees, where authorized by law, from the issuance of certified copies and other information products.

MARRIAGE LICENSE UNIT

Oversees, supervises, and trains the corps of agents commissioned by the Health Department to issue marriage licenses in the state.

Oversees and supervises the corps of marriage officiants licensed by the Health Department to solemnize marriages in the state.

HEALTH SURVEYS AND DISEASE REGISTRIES STAFF

Designs and maintains a statewide sampling frame for all population-based, telephone surveys in the Health Department.

Plans and coordinates the Hawaii Health Survey, a continuous household interview survey on the health status of the state's residents to estimate the statewide prevalence of major chronic diseases and intercensal demographic characteristics of the state's population.

Plans and coordinates the Behavioral Risk Factor Surveillance that surveys the adult population in Hawaii regarding smoking, diet, drinking, and other behaviors to estimate health risks.

Maintains data registries such as the health insurance claims database and works with the tumor registry to identify the incidence and prevalence rates of illness, disability, and other morbid conditions.

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DEPUTY DIRECTOR OF HEALTH  
OFFICE OF PLANNING, POLICY AND PROGRAM DEVELOPMENT

FUNCTIONAL STATEMENT

Directs the department's long range planning activities and coordinates the implementation of actions to accomplish the health planning and policy direction of the department; provides policy and program development and grant-seeking activities; administers and coordinates the department's Health Insurance Portability and Accountability Act of 1996 (HIPAA) compliance activities; coordinates and processes legislative materials and administrative rule activities affecting the department; and monitors the effectiveness of the department's efforts to meet its stated mission, goals, and objectives.

Planning and Grants Staff

- Provides staff support for the development of a departmental functional plan.
- Prepares and presents reports on departmental plans, including long range plans and special studies, to the Director, the Legislature, other public and private agencies, and the general public.
- Provides technical advice and assistance to program managers on program-based planning activities.
- Develops departmental guidelines for long range planning activities.
- Provides staff support, advice, and assistance to program managers in securing public input for the development of community-based departmental plans.
- Conducts special needs assessment studies in areas of health program and policy significance.
- Develops, coordinates, and provides technical assistance on grant proposals and other funding mechanisms which enhance program capacities.

Legislative and Administrative Rules Staff

- Provides support for departmental programs and the Director's Office in legislative matters by coordinating and processing departmental testimony during the Legislative session, including the training of departmental personnel in the legislative process.
- Liaisons with special community task forces and community-based projects, government agencies, legislators, private organizations, and the public on proposed legislation affecting the department.
- Manages legislative communications, requests and processes throughout the year.
- Provides technical assistance and facilitates the process for programs in the development of departmental Hawaii Administrative Rules (HARs).

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HIPAA Staff

- Develops and manages the department's HIPAA compliance program to meet the requirements of federal laws and regulations and includes components related to the privacy and security of health information and transactions and code sets.
- Maintains and monitors enterprise policies and procedures that reflect current business practices and are compliant with HIPAA.
- Provides complete and accurate data that will enhance the department's ability to evaluate the level of departmental compliance with HIPAA and participates in the determination and implementation of acceptable departmental practices and remedial measures.
- Conducts ongoing compliance activities in coordination with other departmental compliance and operational assessment functions.
- Establishes and conducts HIPAA-related educational and ongoing awareness programs for department employees and provides updated training as necessary based on changes in laws and/or departmental policies.
- Represents the department on state and federal legislative issues pertaining to HIPAA compliance.
- Coordinates efforts between the department and other state agencies to ensure that individually identifiable health information is stored and disseminated appropriately.

STATE OF HAWAII  
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DEPUTY DIRECTOR OF HEALTH  
HAWAII DISTRICT HEALTH OFFICE

FUNCTIONAL STATEMENT

I. MAJOR FUNCTION

The Hawaii District Health Office (HDHO) represents the Office of the Director of Health for the County of Hawaii. The HDHO assists the Director of Health in determining the health needs of the community, evaluating how well those are being met by private and semi-public agencies and identifying those needs for which public health programs are required. The HDHO also assists the Director of Health in developing such needed programs, coordinates and supervises accomplishments of those health programs in the County of Hawaii which have been authorized by State and Federal agencies.

II. ADMINISTRATIVE AND SUPPORT SERVICES

- A. Administrative Services administers the operations of the HDHO staff and renders administrative and office support to the District Health Officer and programs (organizational segments). Provides personnel, fiscal, information technology and clerical support services for all programs within the Hawaii District Health Office ensuring compliance with State and departmental procedures. Also provides vital event services to the public (birth, marriage, death), including processing applications for marriages and civil unions.
- B. Support Services receives administrative supervision from the HDHO and technical guidance from their respective programs. The administrative support services provide clerical support to different programs (organizational segments) within the HDHO.

III. CHRONIC DISEASE MANAGEMENT AND CONTROL  
(EAST HAWAII, WEST HAWAII)

Initiates the planning, development, management, and evaluations on strategies in reducing chronic disease through nutritional education, physical activity and the adoption of healthy life styles. Strategies are to focus on community engagement, policy and advocacy, removal of health disparities, and the sharing of health data.

IV. DISEASE OUTBREAK AND CONTROL

Responsible for the surveillance, prevention, control and/or abatement of infectious diseases (not including Tuberculosis, Hansen's Disease, and STD) on the island of Hawaii. Develops an all hazards response plan for the Hawaii District health Office to respond to natural or man-made disasters that are consistent with state plans.

A. PUBLIC HEALTH PREPAREDNESS

Prepares and readies the HDHO to respond to and control a public health emergency due to a man-made or natural disaster by:

- Assessing the HDHO readiness to respond to public health emergencies;
- Inventorying resources available to respond to public health emergencies;
- Developing workable plans to respond to public health emergencies;
- Conducting training and exercises to assess readiness and effectiveness of plans;
- Seeking mutual assistance with public and private entities to support public health emergencies;
- Actively recruiting and training volunteers of the Medical Reserve Corps (MRC);
- Overseeing the appropriate use and accounting of federal and other grants.

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B. DISEASE INVESTIGATION  
(EAST HAWAII, WEST HAWAII)

Investigates and monitors communicable diseases on the island of Hawaii. Communicable diseases include bioterrorism agents and zoonotic diseases. Major activities identified are:

- Provide assistance to physicians to identify and diagnose unusual or rare diseases;
- Provide statistical analysis of the outbreak;
- Engage other public health units' support to manage an outbreak of a public health concern.
- Provide disease information to the public and health care providers.

V. FAMILY HEALTH SERVICES

Provides all levels of service delivery from direct health care to infrastructure services to assure an effective health system exists to maintain the full continuum of care throughout the life cycle from preconception to birth to adolescence to adulthood. Assists in building and sustaining state and local infrastructure capacity. Activities include conducting public health needs assessments, identification of health priorities and community issues, data collection, systems and policy development, monitoring, planning and evaluation, and promotion of legislative initiatives that address health and safety. Collaborates and coordinates with state agencies, Hawaii County agencies, stakeholders and the Hawaii District Health Office on health priorities and opportunities.

Supports and assists with the implementation of state grants specifically designed to target the needs of the community and federal initiatives that Family Health Services Division (FHSD) is tasked to take the departmental lead, i.e., Title V Maternal and Child Health Services Block Grant; Title X Family Planning; Early Intervention, Part C of I.D.E.A. (Individual Disabilities Education Act); Healthy Start (state and Federal); Maternal Infant early Childhood Home Visiting; and the U.S. Department of Agriculture, Nutritional Services.

Serves as the extension to the three FHSD branches: Maternal and Child Health Branch (MCHB), Children with Special Health Needs Branch (CSHNB), and Women's Infant Children Services Branch (WIC). Additional neighbor island support is provided to FHSD administration and its attached programs and projects.

A. CLERICAL SUPPORT SERVICES

Provides administration operational support for the following island-wide Family Health Services' units located in Hawaii County: Maternal and Child Health Services, Early Intervention Services Unit, Children with Special Health Needs Unit, and WIC Services.

Performs clerical tasks for day to day program activities, technical and logistical support for meetings and trainings; on-site clerical assistance for specialty medical clinics for pediatric cardiology, pediatric neurology, nutrition, and genetics and special projects.

B. MATERNAL AND CHILD HEALTH SERVICES

Advocates and supports optimal health for all women of child bearing age, infants, children, adolescents and families. Provides local nursing leadership, nursing consultation and health education for all maternal health issues. Facilitates local child death reviews. Coordinates and collaborates with intra and inter-agency efforts to address maternal health care, domestic violence, sexual violence, child

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abuse and neglect, childhood obesity, bullying, prenatal alcohol and drug use, unintended pregnancy, oral health care, family planning, maternal and child home visiting programs, fetal alcohol spectrum disorders, early childhood development, safe sleep, local health systems action planning and access to care. Participates in quality assurance monitoring with purchase of service providers contracted with MCHB related programs.

Responsible for the on-site management of the Department of Health and Human Services, Health Resources and Services Administration (HRSA) grant: Federal Health Start Initiative, Eliminating Disparities in Perinatal Health – Big Island Perinatal Disparities Project. Project targets Hawaiian, Pacific islander, Hispanic and all adolescent women and their families to improve perinatal health outcomes in the County of Hawaii and making a positive impact on the infant mortality rate.

Supports MCHB/FHSD function and activities on the island of Hawaii, in accordance with the following statutes:

- HRS SS 321-36 to 38 defines the scope of Child Abuse and Neglect Prevention
- HRS SS 321-321 to 326 establishes the scope of the Maternal and Child Health Program
- HRS SS 321-344-346 provides authority for Child Death Review
- HRS SS 321-471-476 provides authority for Domestic Violence Fatality Review

C. EARLY INTERVENTION SERVICES UNIT  
(EAST HAWAII SUBUNIT, WEST HAWAII SUBUNIT)

Plans, implements, administers, monitors and evaluates a system of coordinated, family centered, culturally competent early intervention services to serve the 0-3 age group of infants and toddlers with special needs and their families. Assures implementation of federal law – Part C of the Public Law 108-446 Individuals with Disabilities Education (IDEA), and Hawaii Revised Statutes, HRS SS 321-351 to 357 Infants and Toddlers eligibility and scope of the Part C Early Intervention Program.

Provides care coordination to clients and their families based on an Individualized Family Support Plan (IFSP). Coordinates and collaborates with the Hawaii Department of Education Special Education Area Complexes, Head Start, and private preschools in Hawaii County to support transition of children into education and/or other programs. Responsible for training, technical support and monitoring of state and purchase of service contracted programs.

D. CHILDREN WITH SPECIAL HEALTH NEEDS UNIT  
(EAST HAWAII SUBUNIT, WEST HAWAII SUBUNIT)

Provides assistance to families who have a child, under age 21, with a chronic health condition that requires specialized medical care. Provides care coordination to obtain medical services and equipment, information and referral and limited financial assistance.

Supports neighbor island medical clinics for pediatric cardiology, pediatric neurology, nutrition, genetics and other related projects. Collaborates and coordinates with public and private agencies to assure seamless transitions from childhood to adulthood benefits and services.

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E. WIC SERVICES  
(EAST HAWAII SUBUNIT, WEST HAWAII SUBUNIT)

Responsible for improving the health of nutritionally at-risk pregnant women, new mothers, infants and children by performing nutritional screening and assessment, providing education and counseling, referrals to other health care and social services, and providing nutritious foods to supplement diets. Collaborates and coordinates with community health centers and special projects to enhance the overall health of clients by promoting breastfeeding and oral health care.

Implements provision of P.L. 95-627, enacted by Congress in 1978, by providing special supplemental foods to low income pregnant women, nursing mothers and infants, and children up to five years of age, who are at nutritional risk with funds provided by the United States Department of Agriculture through the Women, Infants, and Children Supplemental Nutrition Program; WIC – Part VII of the HRS SS 321-81 Nutrition, which allows for nutritional education, evaluation, and contractual services.

VI. CASE MANAGEMENT

Provides comprehensive case management services and supports for individuals with developmental disabilities/intellectual disabilities in order to support them in living self-determined lives in accordance with Hawaii Revised Statutes 333.

A. CLERICAL SUPPORT SERVICES

Provides clerical services, including typing, computer data entry, filing and retrieval, personnel and fiscal recordkeeping, procurement and inventory management to all organizational segments of the Case Management section.

B. TEAM I – EAST HAWAII, TEAM II – EAST HAWAII, TEAM III – EAST HAWAII  
TEAM IV – NORTH HAWAII, TEAM V – WEST HAWAII

- Provides information and consultation to individuals, families, and/or guardians for decision-making to assure maximal access, utilization and effectiveness of resources.
- Assists the individual to develop a person centered individualized services plan (ISP) in accordance with policies and procedures for case management, which identifies what is important to the person, addresses how any issues of health and safety shall be addressed and identifies the supports necessary to support the individual to live a desired life.
- Facilitates access to supports and services necessary for the individual as identified on the ISP, including the authorization of services and supports.
- Coordinates and monitors the services and supports received by the individual to assure maximum benefits and satisfaction.
- Identifies gaps in services and supports.
- Documents case management services for billing purposes to maximize state funds.
- Provides oversight and accountability of a system of individual budgeting for services received as those provided under the Home and Community Based Services-Developmental Disabilities/Intellectual Disabilities Title XIX Waiver.
- Develops and regularly updates person-centered ISP.
- Monitors and coordinates services on an ongoing basis to assure the individual receives the services and supports planned and authorized according to the Medicaid standards.
- Determines appropriate funding sources for the needed services and supports for the individual clients.

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- Assists and refers individuals desiring services to the clinical and eligibility determination staff.

VII. STD/AIDS PREVENTION

Controls, prevents and surveys STD/AIDS on the island of Hawaii through investigation, testing, counseling, and contact tracing. Activities may also include other bloodborne pathogens.

VIII. PUBLIC HEALTH NURSING

Public Health Nursing (HN) is the medical component for the Hawaii District Health Office (HDHO), providing leadership during emergency operations and nursing medical services to address the public health issues that affect Hawaii County.

PHN is involved in all public health related activities on the island of Hawaii and is widely recognized by the communities it services as the point of contact for medical assistance or referral and have clients and cases that fit the health indicators and socio-economic risk factors that place Hawaii County at higher risk for public health consequences.

PHN works collaboratively with numerous medical programs in the Department of Health, as well as with other public and private health/social agencies in the community, in planning and providing generalized, coordinated, comprehensive and continuing family services to effect positive changes in individuals, families, groups and communities in the promotion of wellness, the maintenance of health and the prevention of illness.

A. CLERICAL SERVICES  
(EAST HAWAII, WEST HAWAII)

Provides secretarial and clerical services for NMSS administrative, personnel, fiscal and programmatic areas.

B. EAST HAWAII, WEST HAWAII

PHN is responsible for providing the following services throughout the County of Hawaii:

- Responds to public health emergencies, both natural and man-made: emergency preparedness and post-disaster response through implementation of the Incident Command System (ICS), i.e., serves as Incident Commander of Operations for HDHO, emergency preparedness education and outreach to the vulnerable population, Assistive Care Site (ACS) operations and Medical Counter Measure Dispensing;
- Works with the Department of Education to identify students at risk for compromised health outcomes through consultative services, thereby promoting optimal learning;
- Responds to the HDHO programs to address nursing medical needs on-island of vulnerable and at-risk population, i.e., nursing assessment for clients of Case Management program and community outreach with Epidemiological Specialists, Disease Investigation and STD/AIDS Prevention during disease outbreak.
- Assesses, educates, monitors and evaluates active cases to service and maintain the elderly in the community through case management and care

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coordination of the frail and vulnerable elderly; contains cost by identifying preventable hospitalizations and premature institutionalization.

- Collects and analyzes data to identify trends in public health care for program planning and evaluation.
- Provides on-island nursing medical support to the Hansen's Disease Branch, in accordance with Hawaii Administrative Rules, Title 11, Chapter 168, governing the care and treatment of persons afflicted with Hansen's Disease through home visits to complete nursing assessments, conduct investigations, treat, educate, monitor and evaluate nursing interventions and to the Immunization Branch, in accordance with Hawaii Administrative Rules, Title 11, Chapter 157 for the immunization and examination requirements for school attendance in the State of Hawaii and to provide for the immunization of indigents and other high risk individuals.

C. CASE MANAGEMENT COORDINATION PROGRAM  
(EAST HAWAII, WEST HAWAII)

Provides case management and care coordination for the frail and vulnerable elderly, 60 years of age and older, residing on the island of Hawaii. Maximize utilization of existing community services and resources to minimize premature and unnecessary institutionalization for the frail elderly.

D. TUBERCULOSIS

Mitigates and abates identified Tuberculosis (TB) cases/outbreaks to ensure that the general public is protected from infection through island-wide case management and care coordination of TB patient services, working with TB Branch to control TB through Hawaii Administrative Rules, Title 11, Chapter 164 to assure policy and procedures are followed.

Manages Chest Clinic services and weekly TB skin testing for the general public, including schedule for Chest Clinic physician, maintains records, x-ray films and reports, laboratory reports, specimen and medication management, ensures adequate supply of TB skin testing supplies, equipment, incentives and enablers on hand, inputs data into state-wide electronic database.

Monitors Directly Observed Therapy (DOT) for active TB cases, ensures contact investigations are completed and that continuity of care is assured when TB patient leaves the state by completing appropriate inter-jurisdictional Tuberculosis Notification and follow up, isolation and infection control measures are followed, etc.

Point of contact for the community, including hospitals, doctors, radiological services, laboratories, pharmacies, etc. Provides in-service training to staff RNs and conducts TB Skin Testing Certification for staff and community health providers.

IX. ENVIRONMENTAL PROTECTION AND HEALTH SERVICES

Responsible for implementing the Environmental Protection and Health Services (EPHSS) mission, goals and objectives in the most efficient and effective way possible to ensure, safeguard and improve the health, safety and welfare of the people of Hawaii County.

Responsible for implementing and maintaining the State of Hawaii Environmental Health programs for the County of Hawaii, under HRS 321, 22,342F, 328, 330, and

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Administrative Rules, Title 11, Chapter 11 (Sanitation), Chapter 12 (Food Establishment Sanitation), Chapter 13A (Public Swimming Pools), Chapter 15 (Milk), Chapter 17 (Tattoo Artists), Chapter 22 (Mortuaries, Cemeteries, Embalmers, Undertakers, and Mortuary Authorities), Chapter 26 (Vector Control), Chapter 29 (Food and Food Products), and Chapter 35 (Shellfish Sanitation).

A. CLERICAL SUPPORT SERVICES

Provides clerical support to all segments of the Environmental Health Services programs by providing secretarial, typing, computer data entry, filing and retrieval, receiver of information and complaints, collection of fees and fines and depositing into authorized financial institution, maintenance of personnel records, state inventory management, fiscal recordkeeping.

B. FOOD SAFETY CONSULTATIVE AND EDUCATION SERVICES

Provides confidential, technical, advisory and education services in food safety to food industry personnel, institutions of learning, government agencies and community groups for the counties of Hawaii, Maui and Kauai.

Develops a food safety certification workshop with a minimum of 13 instructional hours which includes general microbiology, food microbiology, foodborne diseases, food sanitation, Hawaii and national foodborne outbreaks and vermin control in food establishments. Incorporates examinations and specialized resource lecturers.

Develops food safety classes with one to four hours of instructional time for restaurants, caterers, schools, hospitals, nursing homes, institutions, county, state, and federal agencies, fund-raising organizations, community groups and the general public.

Works closely with the food industry for the promotion and implementation of food safety training programs.

Provides food safety consultations and advisories.

Conducts confidential Hazard Analysis Critical Control Points (HACCP) System studies on food suspected or confirmed in foodborne disease outbreaks.

Provides confidential HACCP workshops and classes to food establishments impacted by foodborne disease outbreaks.

Provides basic HACCP System workshops, classes and consultations. Conducts non-enforcement surveillance and verification of the HACCP System in operation at requested food establishments.

Provides in-service training in food safety for HDHO staff Sanitarians and supervisors.

C. SANITATION EAST HAWAII UNIT, SANITATION WEST HAWAII UNIT

Executes 321 and 342F, HRS and Hawaii Administrative Rules, Title 11, Chapters 11, 13A, 15, 17 and 22. Maintains standards for Food Establishments in assuring a safe food supply to the general public; maintains minimum standards in tattoo, massage, barber and beauty shops in assuring public health and safety; educates and promotes safe food handling practices; responds to environmental and public health complaints; conducts investigations on foodborne outbreaks; and responds to emergency disasters that may implicate public and environmental health.

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Responds to public health emergencies at the Hawaii County Civil Defense (activated) Emergency Operations Center (EOC) as a resource for environmental/public health activities and provides technical and manpower support to HDHO emergencies.

Conducts inspections, consultative and enforcement activities of all food establishments (restaurants, cafeterias, cafes, commissaries, caterers, lounges, bars, bakeries, manufacturers, processing plants, groceries, storage facilities, etc.) and their food products.

Investigates and abates foodborne disease outbreaks with the assigned epidemiological specialist.

Conducts inspectional, consultative and enforcement activities for minimum sanitary requirements for schools, public swimming pools, mortuaries/funeral homes, barber/beauty shops, massage shops, tattoo shops and tattoo artists.

Reviews and approves building permit applications for new and renovated nonresidential buildings. Reviews for ventilation standards and sanitation requirements.

Conducts inspectional, consultative and enforcement activities on dairy farms, cheese manufacturers and milk processing plants.

Provides consultative and educational activities on food safety for the food industry and the public.

Handles complaint investigations dealing with public health/environmental health concerns.

Provides other duties, such as, land use review, leadership role at school flu clinics, mosquito treatment during emergencies, such as, after a disaster or a dengue outbreak in the community, etc.

D. VECTOR CONTROL

Executes 321 and 322, HRS and Hawaii Administrative Rule, Title 11, Chapter 11-26 (Vector Control) to protect residents and tourists from disease caused by insects and rodents.

EAST HAWAII SUBUNIT, WEST HAWAII SUBUNIT

Conducts inspectional, consultative and enforcement activities of complaints on vector concerns, and if necessary, enforces administrative rules pertaining to insects, rodents and other animals of public health concern and nuisance.

Conducts ports-of-entry surveillance for immigrant mosquito species at seaports and airports for the detection of alien mosquitoes entering the island.

Conducts emergency vector control operations to prevent disease outbreaks after natural disasters by controlling or abatement of potential threats, such as, mosquito, flies or rodent population.

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E. FOOD AND DRUG INSPECTION UNIT

Executes 321, 328 and 330, HRS and Hawaii Administrative Rules, Title 11, Chapter 29 (Food and Food Products) and Chapter 35 (Shellfish Sanitation).

Enforces laws and rules through inspections, consultations and enforcement actions directed toward promoting and maintaining the purity and standards of identity in the case of foods, truthful and informative labeling and advertising of foods.

Initiates corrective and/or enforcement actions through embargoes, recalls and administrative or court actions.

Collects agricultural food samples for laboratory analysis.

Provides information and consultation to the public and private sectors.

X. LABORATORY SERVICES

Provides diagnostic, regulatory and consultative laboratory services to private laboratories, private water companies and various federal, state and county agencies for the regulation of water, dairy and food products and for the diagnosis and control of disease. The laboratory aids in the isolation and presumptive identification of the causative agents of communicable disease, performs microbiological examinations on drinking water and raw water sources, beach and pond waters, food and dairy products and refers specimens to the State Laboratories Division on Oahu.

The laboratory is certified to pack and ship both biological and chemical samples for further testing in accordance with IATA (International Air Transport Association) Dangerous Goods Regulations.

In emergency disaster situations, the laboratory is prepared to respond as part of the HDHO Biological Response Team.

XI. HAWAII COUNTY COMMUNITY MENTAL HEALTH CENTER

Within the Assigned Catchment Area:

Plans, organizes, directs, coordinates and monitors the Center's programs, services, activities and staff toward achievement of the State Mental Health Program's goals and objectives.

Selects and develops staff to work efficiently and effectively toward achievement of program objectives and provides for staff training and development in job-related knowledge and skills.

Oversees the evaluation of performance of staff.

Plans for the orderly development of essential services to meet the mental health needs of adults including the elderly, alcohol and other substance abusers and the mental health service needs of other public and private human services agencies and organizations.

Establishes priorities for services and special projects based upon community needs.

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Plans, coordinates, and implements effective and efficient systems for delivery of services throughout the Center and its organizational segments and with other private and public community agencies and organizations.

Identifies community agencies and groups with whom linkages should be established and assigns staff to serve as liaison.

Initiates and/or participates directly or through assignment of staff, in community planning groups concerned with mental health and substance abuse related programs and services.

Designates personnel as representatives of the Center to staffs of the Division's Program Support Services, Divisional Committees or Task Forces, as needed.

Sets long-term goals and intermediate objectives for programs based on an assessment of needs in Hawaii County as part of the statewide mental health effort.

Develops policies, procedures and guidelines for the Center consistent with those of the Adult Mental Health Division and Department of Health.

Assists in the development of and implements clinical and performance standards within the Center and its operational segments.

Ensures quality assurance in clinical services.

Assesses the need for and oversees special studies and research needed for program evaluation, planning, monitoring and other purposes related to effective management of the Center.

Allocates Center resources to achieve program goals.

Determines priorities for budget requests.

Provides clinical psychiatric services when needed.

Maintains a psychiatric on-call roster to provide after hours emergency services.

Administrative Services

At the Center Level:

Establishes operational procedures for effective administration and management of the Center and its operational units.

Implements a uniform reporting system in all organizational units of the Center in accordance with requirements of the Adult Mental Health Division's Statewide Management Information System; ensures that reports are completed and submitted on a timely basis.

Processes reporting forms, prepares monthly statistical reports, arranges for use of Crosstabs and other available statistical programs.

Prepares tables, charts and other information needed for various purposes utilizing data available through the Division's Management Information system and/or other sources.

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Drafts and negotiates contracts for services, and amendments thereto with Center affiliate agencies and individual vendors in accordance with Divisional and Departmental procedures and in consultation with appropriate program staff.

Monitors and provides consultation to affiliate agencies in meeting fiscal and/or reporting requirement.

Provides for securing appropriate consultation and authorization on all new services and special projects with required resources (personnel and/or funds) above the Center's approved manpower and budget ceilings.

Administers, reviews, monitors, and approves personnel and fiscal actions of the Center and its organizational segments to ensure that these are kept within the Branch's authorized fiscal and manpower ceilings.

- Directs, coordinates and monitors all fiscal actions with the Center.
- Prepares the Center's budget requests and justification and expenditure plan in accordance with Departmental and Divisional guidelines.
- Monitors the Center's expenditures in accordance with the approved expenditure plan and allocated budget.
- Prepares and processes fiscal forms and reports including requisitions, purchase orders, invoices, etc.
- Monitors and maintains inventories of equipment, materials, and supplies for the Center, arranges for the purchase of supplies and equipment.
- Oversees the billing system used for collection of patient fees and agency reimbursements from third party payers; processes billings and collections.
- Initiates reviews and monitors all personnel actions.
- Maintains up-to-date job descriptions, job performance reports and other personnel documents.
- Prepares reports of employees' usage of sick leave, vacation leave, administrative leave, overtime, and time sheets, and maintains these records.
- Oversees adherence to personnel policies and bargaining unit contracts, provides consultation and assistance in these areas to Center staff.
- Handles personnel problems and, as needed, enlists the assistance of the Center Chief for resolution of these problems.

Plans and initiates actions to meet space requirements of the Center's programs and staff assessing their adequacy and safety and arranges for repairs in accordance with OSHA standards; maintains OSHA records.

Arranges for the provision of stenographic and clerical services to the Center's organizational units through the Public Health Administrative Officer, District Health Office.

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Mental Health Clinic Section

Within the Assigned Geographic Area:

Plans, organizes, directs, coordinates and monitors the Clinic's programs, services, activities, and staff toward achievement of efficient and effective services delivery.

Implements operational procedures for effective management of the Clinic and its units.

Applies clinical and performance standards in carrying out the Clinic's functions and activities.

Provides information and data for program evaluation and management purposes on a timely basis.

Implements a system for the delivery of services in accordance with Center policies.

Implements procedures to make services readily accessible to individuals and families and to assure continuity of care.

Coordinates services with other Clinics and sections of the Center.

Implements authorized new services or special projects.

Participates in Center planning for the orderly development of essential services to meet the mental health needs of adults and the elderly, alcohol and other substance abusers, and the mental health needs of other public and private agencies and groups.

Initiates personnel and fiscal actions in conformance with the Clinic's approved fiscal and manpower ceilings.

Handles personnel grievances and, as needed, enlists the assistance of the Center Chief for the resolution of personnel problems.

Plans and directs preparation of the Clinic's budget request in accordance with Divisional guidelines.

Provides clinical services to clients and agencies as needed.

Clinics and Other Team Services

Within the Assigned Catchment Area:

All members of clinics, including the clinic head, may provide several of the following services and perform related activities either at a facility or through outreach.

Screening Services of three types: (1) to assist other agencies and individuals in the early identification of persons who require mental health services; (2) to determine the type(s) of services which can most appropriately meet the needs of clients and their families within the resources of Center and Clinic as well as ancillary and concurrent services from other community agencies which may be needed; and (3) to determine the appropriateness of hospitalization of persons referred for admission to psychiatric inpatient facilities.

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Maintains records on individuals and groups served; prepares reports; handles correspondence; prepares and submits various reporting forms on a timely basis.

Social Activity Services – to provide opportunities to the chronically mentally ill for companionship, recreational opportunities, and support of peers and staff.

Inpatient Services – to provide the following services to psychiatric facilities in general hospitals.

- Arranges for admissions, provides back-up treatment and professional services or the following full range of services if a hospital psychiatrist position does not exist: psychiatric, psychological, and social work to patients and their families, prescribes the care and management of patients, plans for and discharges patients from the hospital, and arranges for placement of these patients upon discharge when needed.
- Monitors conformance to legal requirements on admission, discharges, leaves and transfers to and from psychiatric facilities and the right to appeal and review in involuntary admissions to psychiatric facilities when the psychiatric facility is unable to perform this function.

Mental health consultation – to provide case and agency oriented consultation to staff of other agencies and institutions.

Training – provide a training site and training services for pre-professional students in the mental health disciplines in cooperation with training institutions.

Administrative – maintain records on individuals and groups served; prepares reports, handles correspondence; prepares and submits various reporting forms on a timely basis.

(1) Note: Organization for Delivery of Service varies among the Centers.

East and West Hawaii Mental Health Clinic Sections

Provides services organized into three distinct units:

- Inpatient Psychiatric Services Unit

Provides psychiatric clinical services to inpatients in Hilo and Kona Hospital.

Provides technical consultation on the management and operation of the psychiatric inpatient units at Hilo and Kona Hospitals.

Provides training to staff of the psychiatric inpatient units as needed.

- Community Support Unit

Provides a continuum of services for persons discharged from psychiatric facilities and who require long-term care active rehabilitation/habilitation services, follow-up and supportive services to prevent hospitalization.

Provides crisis intervention services.

Recruits and trains volunteers to provide various kinds of supportive services to clients.

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Provides a remedial educational program for clients in cooperation with the University of Hawaii, Hilo Campus.

Maintains records on individuals and families served; prepares reports, handles correspondence; prepares and submits various reporting forms on a timely basis.

- Day Care/Partial Hospitalization

Provides a therapeutic day program for adults (including the elderly) who require rehabilitation/habilitation services focused on helping clients to develop and maintain skills and abilities required for daily living, employment, independent living, and increasing self-esteem.

Provides transitional day hospital services to psychiatric inpatients in the Hilo Hospital, or as an alternative to hospitalization.

Provides crisis intervention services.

- Long Term Care Program

Provides regular follow-up services, including outreach, to individual clients and families.

Provides drug maintenance services, such as individual and family counseling, drug clinics, education on medications, and monitoring of laboratory tests.

Provides crisis intervention services.

Provides supportive services, such as helping clients to secure other needed services such as public welfare assistance, appropriate living arrangements, vocational rehabilitation services, and building a personal support system.

- Inpatient/Follow-up

Provides linkage with a psychiatric inpatient unit at Hilo Hospital, in relation to pre-discharge planning, placement and referrals to the Community Support Unit.

Ensures linkages of inpatients to community resources needed by the client and/or family upon the patient's discharge from the Hospital.

Provides professional casework services to clients receiving services from the Community Support Unit.

Identifies clients in need of follow-up services; monitors follow-up services.

- Acute Treatment Unit

Provides outpatient diagnostic and short-term therapy, screening, referral, and intake services. Provides emergency and crisis intervention services during regular working hours at the facility and through visits to the site of the emergency or crisis.

Provides consultation and education services to other State and community agencies.

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Plans and implements activities aimed at prevention of mental illness and substance abuse and promotion of health.

North Hawaii Mental Health Clinic Section

Provides appropriate diagnostic screening, crisis intervention, follow-up care to post-hospital patients, outreach, consultation and educational mental health services to persons and agencies in the clinic catchment area, in accordance with the mission, goals and objective of the Mental Health Division and the Center.

Maintains accurate records on patients, administrative reports, correspondence and forms, in accordance with Center practices.

Promotes and maintains liaison with private providers, public and community agencies.

Seeks to remain responsive to community mental health needs and opinions.

Provides data, budget and personnel information to the Administrative Services Section of the Center.

Provides clinical services to clients and agencies as needed.

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The District Health Office represents the Office of the Director of Health on the county level.

- Directs and coordinates the activities and programs of the Maui District Health Office. The District Health Officer also plans and develops the Department's programs and program changes for county operations.
- The vital statistics program, hospital and medical facilities inspections, communicable disease and tuberculosis control, emergency health mobilization, health education and office services programs are specific activities of this office.

ADMINISTRATIVE SERVICES

- Administers the operations of the District Health Office staff and renders administrative and office support to the District Health Officer and programs (organizational segments).
- Provides purchasing and accounting services, other fiscal activities including inventory control of supplies, equipment and facilities. Also coordinates all personnel activities, including records and files and employment, classification and information services.

CHRONIC DISEASE MANAGEMENT & CONTROL

- Cooperates with the Department's Chronic Disease Management and Control Branch and integrates its aims with the programs of the District Health Office. Provides information and education on health-related matters for the County.

LABORATORY

- Provides selective microbiological laboratory services primarily to various State Department of Health programs and other private and governmental agencies.

DISEASE OUTBREAK CONTROL SECTION

- Provides for the prevention and control of infectious diseases with the exception of Hansen's Disease, Tuberculosis, and sexually transmitted diseases, including HIV/AIDS.
- Coordinates preparedness planning activities to respond to a public health emergency, such as, a bioterrorism event or a severe outbreak of a dangerous infectious disease.

DISEASE INVESTIGATION UNIT

- Investigates, surveys, prevents and controls general communicable diseases of public health importance, including potential bioterrorism

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agents.

- Monitors incoming disease reports for occurrence of unusual or rare diseases, disease clusters, and outbreaks in the community.

PUBLIC HEALTH PREPAREDNESS UNIT

- Conducts all-hazard preparedness planning
- Assesses readiness to respond to public health emergencies.
- Provides and ensures the availability of training to prepare for and respond to public health emergencies.

PUBLIC HEALTH NURSING SECTION

- Serves as a generalized, multifaceted program which strives for optimum health of the population through the administration and delivery of nursing services to the community which include schools, families and individuals.
- Provides services in the home, clinic, neighborhood/ health center, day/family care center, and adult residential care home, preschool, school, office and work site.
- Utilizes disease prevention, health promotion, health maintenance, health education, case management/care coordination and continuity of care in a total approach to the provision of services to the at risk individual families, groups and communities.
- Responsible for assessment of community health status, program planning, program development, budgeting, implementation of program plans, monitoring, evaluation, documentation and standard setting.
- Collaborates with the DOH medical and interdisciplinary program staffs in providing nursing intervention services.
- Provides appropriate nursing services based on individual/family needs through health assessment, development and implementation of a treatment plan, case management/coordination, screening tests, health teaching/education/training on self-care responsibilities, health counseling guidance, referral and follow-up.
- Implements projects which addresses health and nursing need of aggregate groups in the community (i.e. Case Management Coordination Program for Frail Elderly, Early Intervention Program, Adult Residential Care Homes, etc.)



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CLERICAL SERVICES

- Provides secretarial and clerical support to the Public Health Nursing (PHN) program.

TUBERCULOSIS UNIT

- Assists with delivery of services and implementation of Tuberculosis (TB) Branch policies by Public Health Nursing nurses in Maui County by providing regional tuberculosis nursing services on a regular basis.
- Operates outpatient TB Chest Clinic services on a regular basis to include patient evaluation, education, and initiation and monitoring of therapy for treatment of tuberculosis disease or for preventive treatment.
- Provides case management services for all active or suspect active cases of tuberculosis and, as needed, for other health concerns.
- Independently carries out or assigns contact investigations and examinations and source investigations and examinations, when indicated.
- Provides tuberculosis testing clinics.
- Provides in-service training and education to nurses in public and private sectors.
- Provides tuberculosis education and outreach services to the public and private sector.
- Ensures that Maui County's, known suspected and confirmed cases of tuberculosis, are reported appropriately and followed.
- Inputs records of tuberculosis skin tests into TB Branch's survey data base.
- Maintains records of chest x-rays taken on Maui.
- Provides clerical support in the management of client records.
- Provides Direct Observed Therapy (D.O.T) to ensure medication delivery and compliance.
- Provides therapeutic interventions in the home, as necessary, to prevent unnecessary institutionalization.
- Provides nursing or other support services during disasters, outbreaks of communicable diseases which include clinics and other activities in support of public health mandates and DOH mission.

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CASE MANAGEMENT COORDINATION PROGRAM UNIT

- Provides supervision of nurse's aide and Para Medical Assistant.
- Administers nursing services to the frail elderly population in collaboration with families and community agencies.
- Leads interdisciplinary team of providers in advocating for the needs of the frail elderly.
- Assesses, develops, implements and evaluates care plans to assure appropriate nursing care to the frail elderly population.
- Provides therapeutic interventions in the home as necessary to prevent unnecessary institutionalization.
- Provides nursing services during disasters, outbreaks of communicable diseases which include clinics and other activities in support of public health mandates and DOH mission.

MAUI NURSING UNIT

WEST/EAST TEAM

- Responds to disasters and public health outbreaks of communicable diseases, etc.
- Organizes and operates public health clinics/activities in support of the Department of Health (DOH) mission, public health concerns and mandated programs.
- Works with the schools to identify students who are at risk for compromised health outcomes through specific screening, consultative services, and etc. to assure access to/and or receipt of appropriate health services.
- Coordinates medical, nursing and clinical services to benefit individuals, families, and communities, including schools.
- Serves as a patient/family/community advocate in matters relating to health and nursing.
- Works in partnership with individuals/families to do health assessments, to develop, implement and evaluate plans of care to meet identified health needs.

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- Collaborates with other health professionals/community resources, as appropriate, in developing and implementing care plans. Evaluates the effectiveness of the care plan, monitors care, and modifies plan accordingly.
- Performs skilled nursing techniques in personal, therapeutic, preventive and rehabilitative patient/family care. Provides the patient and other caregivers appropriate nursing interventions which encourage self sufficiency. Imparts health care information relevant to individual/family needs. Counsels on health status and care provided.
- Works closely in partnership with communities to assist them to improve peoples' health status by focusing on creative strategies.
- Participates in research activities which improve the standards of care for specific populations.
- Collects and analyzes data for program planning and evaluation.
- Collaborates and consults with nurse practitioner to develop necessary training sessions and client care plans.
- Administers nursing services to the special needs population in collaboration with the schools.
- Assures appropriate staffing pattern and assignments of staff for provision of mandated skilled nursing services to the severely multiple-impaired students in the public school settings.
- Coordinates medical, nursing, and clinical services through integration of these services with the educational plan for optimum learning for special needs population.
- Works in partnership with individuals/families to do assessments, develop, implement, and evaluate care plans to assure provision of safe nursing care based on the unique needs of the child.
- Provides skilled nursing services to the special needs children in the severely multiple-impaired special education classes within the Department of Education.
- Provides nursing services to at risk, targeted individuals, families and communities in collaboration with medical/health professionals and community resources.
- Provides nursing services in disasters, outbreaks of communicable diseases to include public health clinics and other activities in support of public health issues, mandates the DOH mission.

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SUPPORT SERVICES TEAM

- Provides supervision of licensed practical nurse.
- Administers the specialized health care procedures to eligible students under IDEA, Part B and 504, in the Department of Education, as prescribed by the student's physician.
- Conducts immunizations, tuberculosis, and other screening clinics, and follow-ups on those requiring outreach services to return to clinic.
- Assists with tuberculosis source and contact investigations, Tuberculosis Clinic services, and other services as directed by the Registered Nurse.
- Assists with care coordination outreach services to targeted at risk clients/families as directed by the Registered Nurse.
- Implements health care plans under the direction of the Registered Nurse.
- Participates in public health clinics/activities in support of the Department of Health (DOH) mission, public health concerns and mandated programs.
- Assists with nursing services during disasters, outbreaks of communicable diseases, which includes clinics and other activities in support of public health mandates and DOH mission.

MOLOKAI NURSING UNIT

- Responds to disasters and public health outbreaks of communicable diseases, etc.
- Organizes and operates public health clinics/activities in support of the Department of Health (DOH) mission, public health concerns and mandated programs.
- Works with the schools to identify students who are at risk for compromised health outcomes through specific screening, consultative services, and etc. to assure access to/and or receipt of appropriate health services.
- Coordinates medical, nursing and clinical services to benefit individuals, families, and communities, including schools.
- Serves as a patient/family/community advocate in matters relating to health and nursing.
- Works in partnership with individuals/families to do health assessments, to develop, implement and evaluate plans of care to meet identified health needs.

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- Collaborates with other health professionals/community resources, as appropriate, in developing and implementing care plans. Evaluates the effectiveness of the care plan, monitors care, and modifies plan accordingly.
- Performs skilled nursing techniques in personal, therapeutic, preventive and rehabilitative patient/family care. Provides the patient and other caregivers appropriate nursing interventions which encourage self sufficiency. Imparts health care information relevant to individual/family needs. Counsels on health status and care provided.
- Works closely in partnership with communities to assist them to improve peoples' health status by focusing on creative strategies.
- Participates in research activities which improve the standards of care for specific populations.
- Collects and analyzes data for program planning and evaluation.
- Collaborates and consults with nurse practitioner to develop necessary training sessions and client care plans.
- Administers nursing services to the special needs population in collaboration with the schools.
- Assures appropriate staffing pattern and assignments of staff for provision of mandated skilled nursing services to the severely multiple-impaired students in the public school setting.
- Coordinates medical, nursing, and clinical services through integration of these services with the educational plan for optimum learning for special needs population.
- Works in partnership with individuals/families to do assessments, develop, implement, and evaluate care plans to assure provision of safe nursing care based on the unique needs of the child.
- Provides skilled nursing services to the special needs children in the severely multiple-impaired special education classes within the Department of Education.
- Provides nursing services to at risk, targeted individuals, families and communities in collaboration with medical/health professionals and community resources.
- Provides nursing services in disasters, outbreaks of communicable diseases to include public health clinics and other activities in support of public health issues, mandates and DOH mission.

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LANAI NURSING UNIT

- Responds to disasters and public health outbreaks of communicable diseases, etc.
- Organizes and operates public health clinics/activities in support of the Department of Health (DOH) mission, public health concerns and mandated programs.
- Works with the schools to identify students who are at risk for compromised health outcomes through specific screening, consultative services, and etc. to assure access to/and or receipt of appropriate health services.
- Coordinates medical, nursing and clinical services to benefit individuals, families, and communities, including schools.
- Serves as a patient/family/community advocate in matters relating to health and nursing.
- Works in partnership with individuals/families to do health assessments, to develop, implement and evaluate plans of care to meet identified health needs.
- Collaborates with other health professionals/community resources, as appropriate, in developing and implementing care plans. Evaluates the effectiveness of the care plan, monitors care, and modifies plan accordingly.
- Performs skilled nursing techniques in personal, therapeutic, preventive and rehabilitative patient/family care. Provides the patient and other caregivers appropriate nursing interventions which encourage self sufficiency. Imparts health care information relevant to individual/family needs. Counsels on health status and care provided.
- Works closely in partnership with communities to assist them to improve peoples' health status by focusing on creative strategies.
- Participates in research activities which improve the standards of care for specific populations.
- Collects and analyzes data for program planning and evaluation.
- Collaborates and consults with nurse practitioner to develop necessary training sessions and client care plans.

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- Administers nursing services to the special needs population in collaboration with the schools.
- Assures appropriate staffing pattern and assignments of staff for provision of mandated skilled nursing services to the severely multiple-impaired students in the public school settings.
- Coordinates medical, nursing, and clinical services through integration of these services with the educational plan for optimum learning for special needs population.
- Works in partnership with individuals/families to do assessments, develop, implement, and evaluate care plans to assure provision of safe nursing care based on the unique needs of the child.
- Provides skilled nursing services to the special needs children in the severely multiple-impaired special education classes within the Department of Education.
- Provides nursing services to at risk, targeted individuals, families and communities in collaboration with medical/health professionals and community resources.
- Provides nursing services in disasters, outbreaks of communicable diseases to include public health clinics and other activities in support of public health issues, mandates and DOH mission.

FAMILY HEALTH SERVICES SECTION

- Administers programs that plan, provide and promote health services to families, children and youth. Provides overall planning and coordination for all assigned programs. Provides clerical support services.

CHILDREN WITH SPECIAL HEALTH NEEDS

- Provides diagnosis as early as possible for chronic physically handicapping conditions in children under 21 years of age and provides comprehensive family-centered and community based treatment and habilitative services to children and families in need through the PHN assisted service program. This program plans, develops and coordinates within Maui County and administers the County's Newborn Metabolic Screening Program mandated by statute to identify newborns with phenylketonuria (PKU) and congenital hypothyroidism. Provides and coordinates nutrition services for children with special health needs.
- The social work for this program administers a dual program for (1) providing medical social work services to patients and families with children with special health needs and (2) assuring case management

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services to children under 16 years of age in Hawaii who receive Supplemental Security Income.

WIC SERVICES (WOMEN, INFANTS AND CHILDREN)

- Implements provisions of PL 95-627 enacted by Congress in 1978, by providing special supplemental foods to low income pregnant women nursing mothers and infants and children up to age 5, who are at nutritional risk with funds provided by the United States Department of Agriculture through the WIC Program.
- Provides nutrition screening and assessment and education to participants in the program and coordinates and consults with staffs of the Department of Health clinics and other local agencies in the operations of this program.
- Monitors vendors to ensure adequate supply of WIC special program supplemental foods and determines compliance with the WIC Program regulations.
- Collects and evaluates data to determine the effectiveness of the WIC Program.
- Interprets regulations to the public, state agencies, and others, as required.

MATERNAL AND CHILD HEALTH

- Acts as a liaison with the maternal child health services in the Family Health Services Division, District Health Office and the community in ensuring that appropriate maternal child health services are coordinated and provided for Maui County.
- Works with the community in identifying its needs and coordinates activities that are related within the Maui District Health Office with public health nursing branch and other programs as needed.

EARLY INTERVENTION PROGRAM

- Identifies individual family health needs and acts as case manager in ensuring that appropriate services and support are provided for these families in need of the services.
- Works actively in the areas of child abuse prevention and assists in assuring that appropriate services are provided for these families with appropriate support services.



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ADULT MENTAL HEALTH SERVICES

- Adult Mental Health Services - provides general and special mental health services in Maui County through outpatient clinics located in the Wailuku Health Center building; the Kaunakakai Health Department office and the Lanai facility. Inpatient care is provided in coordination with the Maui Memorial Medical Center, Molokai General and Lanai Community Hospitals.
- Provides Psychosocial rehabilitation services for patients who require less than 24 hours-a-day inpatient service but do not require intensive and frequent treatment service on an outpatient basis.
- Develops and monitors procedures to assure accessibility to services provided by the Center and to assure continuity of care to patients and their families. Maintains liaison with the community, community groups and agencies to keep them informed about the services and staff available to them.
- Provides Case Management Services to: 1) assist other agencies and individuals in the early identification of persons who require mental health services; 2) determine the type of services which can most appropriately meet the needs of clients and their families within the resources of the Center as well as ancillary and concurrent services from other agencies which may be needed. Provides immediate assessment and appropriate care to persons who are endangering themselves or others.
- Maintains the uniform reporting system in all organizational units of the Center in accordance with requirements of the Adult Mental Health Division's Statewide Management Information System.
- Provides evaluation, consultation, diagnostic and treatment services to the State courts and corrections system.

CASE MANAGEMENT AND INFORMATION SERVICES

Provides case management and support services for adults and children who are Developmentally Disabled/Mentally Retarded. The functions of this Branch are case management, case/service planning, service broker procurement, monitoring, review, and follow along services.

CASE ASSESSMENT

- Develops a comprehensive case assessment developed by the case manager shall identify the individual's abilities, deficits, interests and needs and shall include documentation.

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CASE/SERVICE PLANNING

- Develops Individual Service Plan (ISP) or central plan of service, follows case assessment and addresses the needs of the individual, including, but not limited to housing, family relationships, social activities and relationships, education or training, finance, employment, health (including special health needs), recreation, communication and mobility.
- ISP shall be a collaborative process involving the individual, the family/guardian, the case manager, and other interested persons as identified by the individual or guardian.

SERVICE BROKER PROCUREMENT

- Maintains a supportive relationship with the individual so he/she may remain in the community. In order to accomplish this, worker must work with provider or services, family members, other professionals such as a psychologist. This function implements the ISP or central plan of service.

MONITORING, REVIEW AND IMPLEMENTATION

- Monitors implementation and coordination of the individual's central plan of service. Reviews and revises the central plan of services and any other individualized plan at least annually.

ENVIRONMENTAL PROTECTION AND HEALTH SERVICES SECTION

Responsible for the Environmental Protection and Health Services Program in the County of Maui and accomplish objectives through educational and enforcement procedures based on environmental control principles and applicable state statutes and departmental administrative rules and regulations. Also provides administrative support and supervision to Environmental Health Program personnel staff in the District Health Office.

- Clerical Support - Provides secretarial and clerical support to all segments of the Environmental Protection and Health Services Programs by providing computer data entry, typing, filing and retrieval, receiver information and complaints, collection of fees and fines, maintenance of personnel records and maintenance of fiscal accounts and expenditures.
- Sanitation Program - Responsible for the departmental sanitation programs and attains its objectives through educational and enforcement procedures applied at site inspections, office meetings, and consultations. The Sanitation Program also supports the Food and Drug Branch and Noise, Radiation and Indoor Air Quality Branch in carrying out their respective programs in Maui County. This involves the investigation and abatement of complaints, the receipt of applications and issuance of permits and the collection of fees.

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- Vector Control Program - Responsible for the control of public health vectors through educational and enforcement procedures and actual control measures. Responsible for the control of rodents and mosquitoes through educational visits and site inspections. Responsible for the control of yellow jacket, honeybees, fleas, etc. through site inspections.

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Note: The functions described below indicate combined functions of all District Office units in conjunction with central division and branch units of the Department -in effect, the complete spectrum of services to the County of Kauai.

I. MAJOR FUNCTION

Under the general guidance of the Director of Health's Office and with the technical assistance of staff support, divisional and branch offices, carries out public health programs and services for the County of Kauai.

II. GENERAL FUNCTIONS

- A. Directs and coordinates the activities of the District Office in effectively performing its mission.

Administers the operations of the District Office.

Plans and develops the department's programs and program changes for county operation.

Enforces rules, regulations, policies, and procedures.

Ensures compliance with the department's policy and procedures manual.

Maintains the department-wide system of reporting and communicating for the county.

Coordinates county health activities with private and public agencies, maintains and develops inter-agency relationships and agreements, and represents the Health Department in county matters with government, community, and private agencies.

Provides leadership to county health activities to provide uniform services throughout the area.

Evaluates effectiveness in the county of programs, policies, plans, procedures, rules and regulations and recommends revisions for improvements.

Develops and promotes the county aspects of the state health plan, conducts and directs local planning and budgeting inputs into departmental public health programs and suggests changes to meet local needs.

Plans and coordinates programs for training of visiting international health participants and trainees.

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Evaluates the need for special studies and participates in the development of needed studies and research.

Directs or participates in the preparation of reports requested by the Office of the Director and other program directors.

Reviews the need for public health regulations and amendments.

Supervises the licensing programs for various occupational groups.

Pilots special initiatives of the Director of Health relating to Cancer, Physical Activity, Nutrition and Tobacco use.

Recruits local partners – other governmental agencies and not for profit agencies – to participate in special Director of Health initiatives relating to Cancer, Physical Activity, Nutrition and Tobacco use.

B. GENERAL ADMINISTRATION, PERSONNEL AND SUPPORT SERVICES

Coordinates with the Administrative Services Office and complies with departmental fiscal procedures.

Provides accounting and purchasing services.

Conducts, studies and develops management improvement programs.

Directs, coordinates and supervises the preparation of inventories.

Exercises fiscal responsibility pertaining to proper utilization of applicable federal grants and state appropriations.

Collects, analyzes and evaluates cost and operational data and maintains records.

Compiles and prepares required financial reports.

Evaluates requirements and recommends transfer of funds between operational units.

Provides for the processing and payment of all invoices and obligations.

Receives and accounts for monies received by the Department.

Reviews and evaluates manpower requests, establishment of new positions and transfer of functions.

Provides assistance to administrative and supervisory personnel concerning management practices.

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Directs, coordinates and supervises the purchasing of supplies and equipment.

Selects vendors and processes purchase orders.

Supervises the use of vehicles. Recommends vehicles to be replaced.

Arranges for monitor vehicle repair and maintenance service.

Instructs drivers in proper use and care of vehicles.

Recommends long-range capital improvement program for the county.

Maintains inventory of all buildings.

Recommends repairs and alterations of buildings.

Provide grounds and building maintenance for Department owned facilities.

Interprets, directs, and coordinates the fiscal activities of the programs.  
Reviews and audits these activities,

Cooperates with the department's Personnel Office regarding personnel needs and problems.

Maintains the departmental personnel policies, practices and procedures.

Maintains compliance with existing laws, rules, and regulations of the state regarding personnel.

Encourages all levels of supervision to use good personnel management practices.

Plans and maintains personnel programs.

Directs and coordinates all personnel activities.

Provides assistance for job performance ratings and reviews completed ratings.

Maintains central personnel register.

Arranges periodic staff meetings and prepares agenda.

Assists with employee welfare activities.

Maintains and operates grievance procedure.

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Advises regarding disciplinary matters.

Approves descriptions and redescriptions for all positions.

Interviews and screens applicants; conducts exit interviews.

Orients new employees on essential personnel information.

Develops and coordinates in-service training program.

Supports safety education programs for employees.

Provides advice and assistance regarding workers' compensation claims.

Prepares or maintains current manning tables and organization charts.

Coordinates and supervises the work of the clerical staff.

Determines that the pertinent correspondence rules and regulations are complied with.

II. SPECIALIZED HEALTH SERVICE FUNCTIONS

A. HEALTH PROMOTION AND EDUCATION SERVICES

Cooperates with the department's Chronic Disease Management and Control Branch in planning, conducting, and evaluating a county-wide program of public health education for both lay and professional groups.

Supervises Bilingual Health Education Program so that the health needs of non-English speaking residents can be addressed. Health education, assistance in accessing health and social services providers, and interpreting where culturally and linguistically needed are services that the BHEA program offers.

Process inquiries for information.

Coordinates health education activities with other agencies.

Assesses and interprets the current level of knowledge, attitudes, beliefs, and practices held by the people on health problems or services.

Gathers information, prepares health education materials, writes and edits reports, speeches and papers.

Assists and advises in preparing reports, speeches, and papers.

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Reviews developments in public health programs elsewhere and determines applicability locally.

Determines or assists in determination of staff in-service education.

Maintains press-radio relations.

- B. Cooperates with the Office of Health Status Monitoring and obtains vital statistics for public use.

Maintains and supervises the county-wide system for registering births, fetal deaths (stillbirths), deaths, marriages, and divorces.

Accepts requests for and obtains certified copies of vital statistic records for individuals and agencies for providing personal and property rights.

Enforces laws and regulations in the mortuary field.

Issues disposal permits for all dead human bodies.

Issues disinterment permits for human bodies.

Maintains a directory of cemeteries and the person in charge of each.

Supervises the carrying out of the Health Surveillance Study for the County of Kauai.

- C. In cooperation with the State Health Planning and Development Agency, provides technical assistance, advice, and staff support. Helps coordinate planning for county.

- D. Cooperates with hospital and medical facilities licensure certification, and emergency health mobilization programs.

Consults with non-governmental medical and allied health groups and organizations to enlist their cooperation, support, and participation in the health mobilization programs.

Maintains an intimate and current knowledge of operational policies and procedures of the Federal Office of Civil Defense Mobilization, Health Services, and adapts them to the department's health mobilization programs.

Participates in developing programs for training of professional personnel including physicians, dentists, nurses, radiological monitors and others.



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Assists the Emergency Medical Services and Injury Prevention System Branch in stockpiling of medical supplies for disaster.

Acquires and maintains storage facilities.

Participates in the test exercises, demonstrations and symposiums.

Participates in the certification and licensure of hospitals, convalescent and nursing homes, intermediate care facilities, and care homes.

- E. Coordinates with the Chronic Disease Management and Control in planning and providing programs and special projects for the prevention, screening, and early diagnosis of chronic diseases, such as cancer, diabetes, renal disease, and cardiovascular disorders.

Works with voluntary agencies and physicians to promote education on, and early treatment and prevention of, complications due to chronic illness.

F. LABORATORY SERVICES

The Kauai District Health Laboratory cooperates with the State Department of Health Laboratories Division in Honolulu in providing diagnostic, consultative and regulatory laboratory services to physicians, hospitals, dispensaries and various Federal, State and County agencies for the regulation of water, dairy and food products and for the diagnosis and control of disease.

The laboratory performs microbiological examinations for the sanitary control of local potable and non-potable waters and for the regulatory control of food and dairy products on Kauai. The laboratory aids in the isolation and identification of the causative agents of communicable disease, refers specimens to the Central State Laboratory for bacterial, mycobacterial, mycological, serological and viral studies, lends support in the investigation of foodborne and communicable disease outbreaks, provides related laboratory services in the field of public and environmental health within the county and provide microbiological support to the various programs of the District Health Office.

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G. COMMUNITY HEALTH SERVICES

Provides community-wide comprehensive nursing services to people of Kauai and Niihau. Provides nursing services when disasters or emergencies occur. Assesses needs of communities, develops policies and programs through collaboration with public agencies and private partnerships. Provides/assures mandated public health services in the community which includes private and public schools and preschools. Interprets and promotes the work of the Department of Health by developing good public relations in all nursing services and participating in general public relations activities. Participates in continuous evaluation of the program in relation to current and anticipated nursing intervention and health needs. Interprets the grass roots knowledge of family and community health needs and resources to assist administrators in community planning, program development and evaluation of existing programs. Determines needs, provides and coordinates staff development programs.

Public Health Nursing Unit

Provides public health nursing services to public health programs which include the control, testing, sources investigation and monitoring of communicable diseases.

Provides public health nursing services in Health Department clinics in the county.

Addresses the public health needs of private, public and pre-schools to promote optimal student health and safety and provide/assure comprehensive nursing and consultative services.

Provides comprehensive nursing care to children with special needs in the special education setting.

Provides/assures community group education, health promotion and teaching, and counseling, including emotional support, to individuals and families.

Provides nursing services when disasters or emergencies occur.

Clerical Support

Provides stenographic, clerical and typing services for all segments of the organization. Provides clerical support for computer and management information systems, branch activities and professional nursing staff.

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H. CASE MANAGEMENT SERVICES

Provides a spectrum of comprehensive services to developmentally disabled adults and children on Kauai. Implements a professional, integrated, and coordinated team approach in providing screening, diagnostic and follow-up services for individuals with developmental disabilities. Effort is directed at reducing the occurrence and severity of handicapping conditions and to promote quality of life of persons with developmental disabilities and/or mental retardation. Plans, develops, implements and operates an array of services on Kauai which includes: central intake to determine eligibility for services; diagnostic evaluation services; residential services; social/recreational services; medical/health care services; case management services; social support services; respite services; guardianship services; crisis management; clinical services; information and referral services. Participates in the coordination of programs for the developmentally disabled in the community which are dependent upon Federal and State funding, monitors and evaluates programs, including in-service training for staff. Keeps abreast of Federal, State and local legislation and national policies affecting the developmentally disabled. Maintains working relationships with the Public Health Nursing Branch, Children with Special Needs Branch, and other public and private agencies who are involved with persons with developmental disabilities.

CLERICAL SERVICES

Provides clerical services.

I. COMMUNICABLE DISEASE SERVICES

Cooperates with the Communicable Disease Division in providing and operating a program for the surveillance, control, and prevention of communicable diseases.

Receives technical supervision from and cooperates with the Hansen's Disease Program in a program for the care, treatment, and rehabilitation of leprosy patients and the control of Hansen's disease.

Administers laws and regulations relating to Hansen's disease control.

Arranges for and supervises temporary home visits of patients with active disease.

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Cooperates in providing for an outpatient care program for the examination of contacts, new cases and released Hansen's disease patients and for the care and treatment of all patients under the supervision of the division.

Works with the Tuberculosis Control Branch to coordinate all efforts to prevent the spread of tuberculosis infection and to eventually eliminate tuberculosis as a public health problem.

Conducts mass x-ray and tuberculin testing surveys for the detection of tuberculosis. These include skin testing in the school enterers and transfers and for the special projects.

Ensures that all active cases are under treatment and that inactive cases receive periodic examinations.

Searches for tuberculosis infection and disease in the family members and associates of all new active tuberculosis cases.

Cooperates with tuberculosis physician in providing clinical facilities for the diagnostic of suspected cases of tuberculosis for the examination of contacts of active cases, and for the periodic examination of inactive cases.

Conducts clinics for the supervision of those who are recommended for drug therapy and prophylaxis by the tuberculosis physician.

Cooperates with tuberculosis hospital staff to assist the patient's adjustment to his return home.

Provides a comprehensive program for the epidemiological investigation, surveillance, and control of venereal diseases and communicable diseases other than leprosy and tuberculosis.

Collects, tabulates, and analyzes reports of communicable disease from physicians.

Investigates sources and outbreaks of communicable diseases in order to prevent their spread and confirm diagnosis.

Carries out educational programs for health professional and lay public on control and prevention of communicable diseases.

Cooperates with physicians in seeing that cases, contacts, and carriers of communicable diseases receive adequate treatment and follow-up where indicated.

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In coordination with immunization project, maintains constant surveillance on immunization levels in the community, directs compliance with regulations, and carries out special mass immunization projects.

Distributes certain biological, chemotherapeutic agents, vaccines, antitoxins and toxins to physicians for the indigent and medically indigent.

J. FAMILY HEALTH SERVICES

Administers community-wide health programs for the assurance of primary health services, disease prevention, and health promotion. Assures the development of community-based, family-centered, and developmentally appropriate health programs to protect and promote health and prevent disease and injury. This is accomplished through partnerships with community-based organizations and agencies. The partnerships build experience, funding sources, and access to target populations. This Section seeks to coordinate the multiple agencies involved and provide consultation, training, monitoring, and evaluation services.

Provides clerical support services to the Family Health Systems Section.

Children with Special Health Needs Unit

Serves as a community resource for families and providers for information and referral regarding medical services, social services, early intervention programs and other resources for children with special health care needs.

Provides care coordination and assistance with access to services, as needed, for eligible children with special health needs who have no other resources:

- Care coordination includes assessment of individual client/family, linkage to appropriate resources available in the community, assistance with accessing services, assistance with securing and/or maintaining a primary care provider, and monitoring of family's progress toward planning outcomes. Care coordination focuses on social and medical concerns as interrelated with social/family needs.
- Social work services include social assessment, social service planning, casework counseling, and consultation to other professionals for comprehensive coordinated services to the client and family.

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- Assistance is provided with access to services. This includes financial access to diagnostic and treatment services through subspecialty clinics and medical specialists as a "safety net" for families who have no other resources.
- Coordinates CSHN Specialty clinics - neurology, cardiac, and genetics. Arranges transportation for visiting specialists and for client transport to Honolulu for medical services.

Maternal and Child Health Unit

- Plans, develops, administers, and supports comprehensive island-wide perinatal health care services to high-risk pregnant women and their families through monitoring of contractual agreements with health providers.
- Assures that every pregnant woman will utilize appropriate services and engage in health behaviors to optimize pregnancy and birth outcomes. Services include clinical services for women who are not covered by insurance or medicaid and perinatal support services for high-risk women which include assessment, case management, nutrition services, education, counseling, and information and referral.
- Accesses and evaluates a database of perinatal care and risk assessment data for all pregnant women on Kauai. Conducts ongoing needs assessment and program planning.
- Monitors and provides technical assistance to providers, including the development of programs and services addressing the needs of infants, their mothers, and families.
- Assists in the development of quality assurance in perinatal programs to assure early access to comprehensive care for pregnant women.
- Collaborates closely with other community organizations and agencies, including Mothers Care, Council on Chemical Dependency and Pregnancy, and Healthy Mothers, Healthy Babies Coalition to improve statewide perinatal outcomes.

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WIC (Women, Infants, and Children) Unit

- Implements provisions of PL 95-627 enacted by Congress in 1978, by providing nutrition education and high risk counseling, breastfeeding promotion and education, health and social services referrals including alcohol and drug abuse cessation, and supplemental foods to income eligible women in their childbearing years and infants and children up to age five, who are found to be at nutritional risk, with funds granted through the U.S. Department of Agriculture, Food and Nutrition Service through the WIC Program.
- Interprets the WIC Program rules and regulations for the public, state agencies, and others as required.
- Serves as a resource and provides consultation to the staff of the Department of Health and other private and public agencies on the operations of the WIC Program.
- Conducts clinics throughout the County by providing direct service to WIC Program participants and their families and assuring that WIC Program regulations are implemented.
- Monitors authorized WIC Program vendors to insure adequate supply of WIC approved foods and determines compliance with WIC Program regulations in the delivery of WIC foods.
- Collects and evaluates data to implement and evaluate the WIC Program.
- Coordinates, cooperates and consults with the staff of the Department of Health clinics and other local agencies in the operations of this program.

Zero-to-Three Unit

The role of the Zero-to-Three Hawaii Project is to support families of infants or toddlers, birth to age 3 who are developmentally delayed and biologically or environmentally at risk. It provides a comprehensive family-centered and community based coordinated system of early evaluation, intervention, and care coordination services with an Individualized Family Support Plan (IFSP). These services will be available at no cost to families.

- Provides families with information assistance and linkage to public and private agencies to meet provisions of Individualized Family Support Plan (IFSP).

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- Coordinates with other disciplines and programs in meeting needs of eligible infant or toddlers and family.
- Provides casework services to eligible families.
- Promotes collaboration of public and private agencies that provide prevention and intervention services to eligible children and families.

K. ENVIRONMENTAL HEALTH SERVICES

Responsible for implementing and maintaining the countywide Environmental Health Services Program for the County of Kauai, under HRS 321, 322, 328, and 330, Public Health Regulations, Chapter I-A, Food Service and Food Establishment Sanitation Code and Administrative Rules, Title II, Chapters II-II, Sanitation; II-13A, Public Swimming Pools; II-14, Housing; II-15 Milk; II-16, Recreational Trailer Camps; II-17, Tattoo Artists; II-22, Mortuaries, Cemeteries, Embalmers, etc.; II-26, Vector Control; II-39, Air Conditioning and Ventilating; II-62, Wastewater Systems.

Clerical Support:

Provides stenographic, clerical and typing services for all segments of the organization.

Sanitation

Prevents the creation of environmental sanitation hazards for among the population and promotes good environmental sanitation conditions.

Carries out appropriate sanitation operation when disasters or emergencies occur.

Investigates complaints of insanitary conditions and abate public health nuisances.

Analyzes the efficiency of sanitizing procedures at food service and food establishments, dairy farms and milk plants.

Presents environmental sanitation educational programs to students at the university, community colleges, high schools, and other public and private schools; also to community groups, food service personnel, barbers, hairdressers and tattoo artists.

Provides technical assistance and advice to and confer with public officials, architects, engineers, land surveyors, developers and other private groups in matters relating to environmental sanitation.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
KAUAI DISTRICT HEALTH OFFICE

FUNCTIONAL STATEMENT

Appraises and approves or disapproves the applications for sanitary certificates and permits to operate markets, tattoo shops, food manufacturing plants, liquor dispensers, restaurants and other food establishments and food service establishments, slaughterhouses, public laundries, beauty parlors, barber shops, massage parlors, individual wastewater systems (cesspools), and mortuaries.

Assists the milk industry to develop proper procedures to secure sanitary and safe production, processing and distribution of milk and sample milk for contamination.

Cooperates with the Food and Drug Branch in administering laws and regulations designed to protect the public health and promote honesty and fair dealing in foods, drugs, devices and cosmetics for consumer protection.

Supports the Hazard Evaluation and Emergency Response Office in responding to a hazardous material incident.

Vector Control

Maintains continuing measurements and evaluation of the principal endemic vector species, including mosquitoes, flies, and rodents by standard techniques and make preliminary identification of all vector species within the assigned geographical sector.

Carries out appropriate emergency vector control operation when disasters or emergencies occur.

Conducts port-of-entry surveillance for immigrant vector species at seaports through shipboard inspection, at airports through aircraft inspection and disinfection, ovitrapping, rodent inspection and trapping and entomological surveys.

L. MENTAL HEALTH SERVICES

Cooperates with the Adult Mental Health Division in directing programs to improve the mental health of the people and to decrease the incidence of mental health illness through the facilities of the Kauai Community Mental Health Center.

Within the Assigned Catchment Area, the Center Chief:

Plans, organizes, directs, coordinates and monitors the Center's programs, services, activities and staff toward achievement of the State Mental Health Program's goals and objectives:

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
KAUAI DISTRICT HEALTH OFFICE

FUNCTIONAL STATEMENT

Selects and develops staff to work efficiently and effectively toward achievement of program objectives and provides for staff training and development in job-related knowledge and skills.

Oversees the evaluation of performance of staff.

Plans for the orderly development of essential services to meet the mental health needs of adults including the elderly, alcohol and other substance abusers and the mental health service needs of other public and private human services agencies and organizations.

Establishes priorities for services and special projects based upon community needs.

Plans, coordinates, and implements effective and efficient systems for delivery of services throughout the Center and its organizational segments and with other private and public community agencies and organizations.

Identifies community agencies and groups with whom linkages should be established and assigns to serve as liaison.

Initiates and/or participates directly or through assignment of staff, in community planning groups concerned with mental health and substance abuse related programs and services.

Designates personnel as representatives of the Center to staffs of the Division's Program Support Services, Divisional Committees or Task Forces, as needed.

Sets long-term goals and intermediate objectives for programs based on assessment of needs in Kauai County as part of the statewide mental health effort.

Develops policies, procedures and guidelines for the Center consistent with those of the Adult Mental Health Division and Department of Health.

Assists in the development of and implements clinical and performance standards within the Center and its operational segments.

Ensures quality assurance in clinical services.

Assesses the need for and oversees special studies and research needed for program evaluation, planning, monitoring and other purposes related to effective management of the Center.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
KAUAI DISTRICT HEALTH OFFICE

FUNCTIONAL STATEMENT

Allocates Center resources to achieve program goals.

Determines priorities for budget requests.

Provides clinical psychiatric on-call roster to provide after hours emergency services.

Administrative Services

At the Center level:

Establishes operational procedures for effective administration and management of the Center and its operational units.

Implements a uniform reporting system in all organizational units of the center in accordance with requirements of the Adult Mental Health Division's Statewide Management Information System; ensures that reports are completed and submitted on a timely basis.

Processes reporting forms, prepares monthly statistical reports, arranges for use of crosstabs and other available statistical programs.

Prepares tables, charts and other information needed for various purposes utilizing data available through the Management Information System and/or other sources.

Drafts and negotiates contracts for services, and amendments thereto with Center Affiliate agencies and individual vendors in accordance with Divisional procedures and in consultation with appropriate program staff.

Monitors and provides consultation to affiliate agencies in meeting fiscal and/or reporting requirements.

Provides for securing appropriate consultation and authorization on all new services and special projects which require resources (personal and/or funds) above the Center's approved manpower and budget ceilings.

Administers, reviews, monitors, and approves personnel and fiscal actions of the Center and its organizational segments to ensure that these are kept within the Center's authorized fiscal and manpower ceilings.

1. Directs, coordinates and monitors all fiscal actions within the Center.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
KAUAI DISTRICT HEALTH OFFICE

FUNCTIONAL STATEMENT

- a. Prepares the Center's budget requests and justification and Expenditure Plan in accordance with Departmental and Divisional guidelines.
  - b. Monitors the Center's expenditures in accordance with the approved expenditure plan and allocated budget.
  - c. Prepares and processes fiscal forms and reports including requisitions, purchase orders, invoices, etc.
  - d. Monitors and maintains inventories of equipment, materials, and supplies for the Center, arranges for the purchase of supplies and equipment.
  - e. Oversees the billing system used for collection of patient fees and agency reimbursements from third party payers; processes billings and collections.
2. Initiates, reviews and monitors all personnel actions.
- a. Maintains up-to-date job descriptions, job performance reports and other personnel documents.
  - b. Prepares reports of employee's usage of sick leave, vacation leave, administrative leave, over-time, and time sheets, and maintains these records.
  - c. Oversees adherence to personnel policies and bargaining unit contracts, provides consultations and assistance in these areas to Center staff.
  - d. Handles personnel problems and, as needed, enlists the assistance of the Center Chief for resolution of these problems.

Plans and initiates actions to meet space requirements of the Center's programs and staff assessing their adequacy and safety and arranges for repairs in accordance with OSHA standards; maintains OSHA records.

Arranges for the provision of stenographic and clerical services to the Center's organizational units.

Psychiatric Services

Provides psychiatric clinical services.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
KAUAI DISTRICT HEALTH OFFICE

FUNCTIONAL STATEMENT

1. Arranges for admissions, provides diagnostic and treatment services to patients and their families, prescribes the care and management of patients.
2. Monitors conformance to legal requirements on admissions, and transfers to and from psychiatric facilities and the right to appeal and review in involuntary admissions.

Provides other clinical psychiatric services for the Center as needed.

OutPatient Services

Provides screening services to assist other agencies individuals in the early identification of persons who require mental health services and the determination of appropriateness of referral for inpatient treatment services.

Determines the type(s) of services which can most appropriately meet the needs of clients and their families within the resources of Branch and Clinic as well as ancillary and concurrent services from other community agencies which may be needed.

Provides various types of clinical and support services:

1. Outreach and crisis intervention – directed toward those who have a need for services but who either cannot or will not come to the Center.
2. Psychodiagnostic evaluations of emotionally or behaviorally disturbed, mentally ill, drug and alcohol abusers and addicts; assessment of the client and his social system.
3. Treatment utilizing various modalities - e.g., group, family, individual, couples.
4. Assists clients in strengthening or developing their personal support systems.

Provides follow-up services to persons discharged from the Hawaii State Hospital and other psychiatric inpatient facilities.

Facilitates placement of clients in nursing, care and boarding homes, halfway houses, group homes and other transitional living facilities with appropriate outreach follow-up services.

Provides mental health consultation, education and training services to staff of other agencies, groups and institutions.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
OFFICE OF THE DEPUTY DIRECTOR OF HEALTH  
KAUAI DISTRICT HEALTH OFFICE

FUNCTIONAL STATEMENT

Plans and implements activities aimed at prevention of mental illness and substance abuse and promotion of health.

Maintains records on individuals and groups served, prepares reports, handles correspondence; prepares and submits various reporting forms on a timely basis.

Day Care/Partial Hospitalization Services

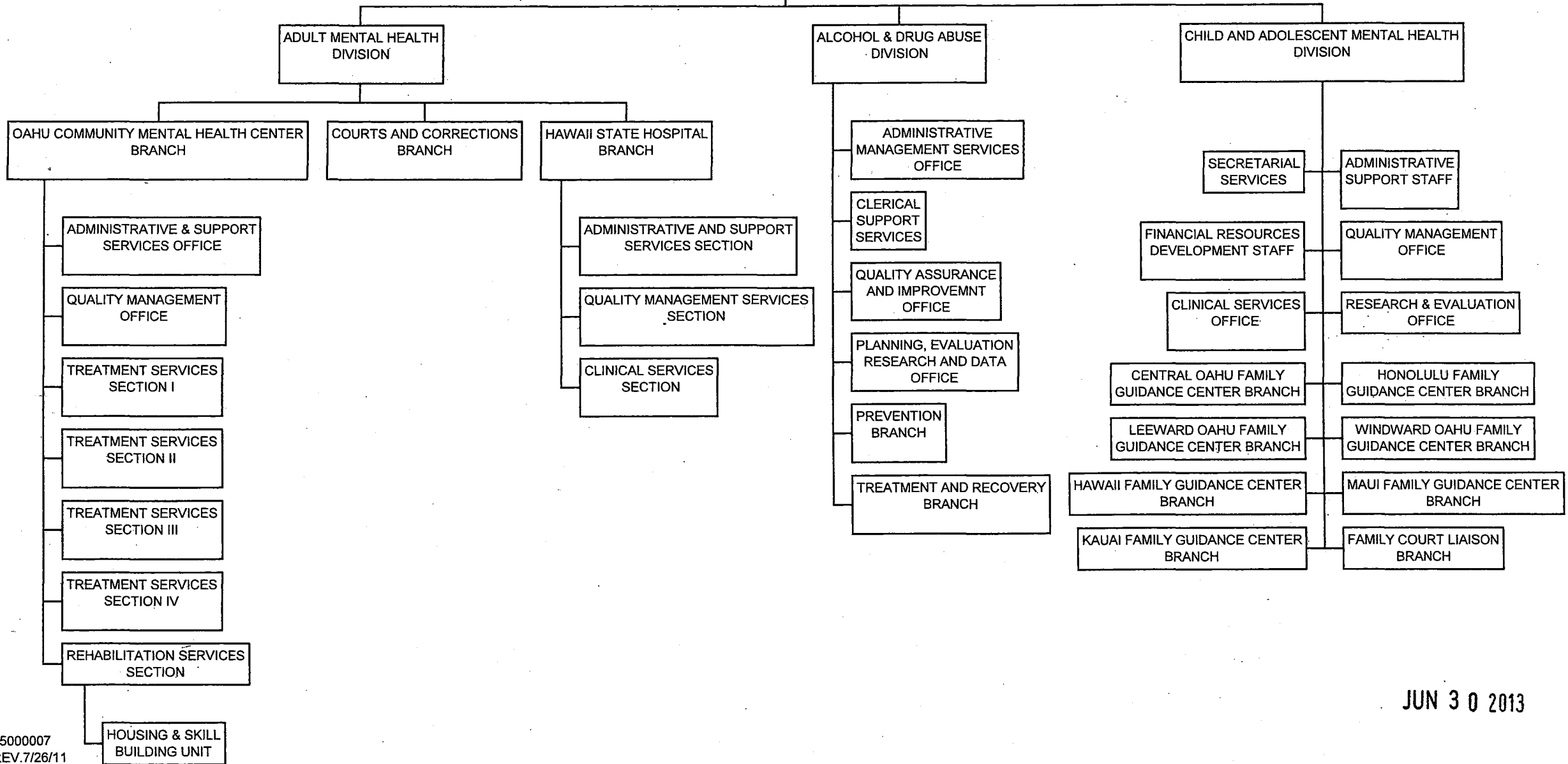
Provides through a therapeutic day program, socially-oriented treatment and habilitation services for persons with psychiatric disability to develop their personal, social and pre-vocational skills, ability to cope with daily living problems, and increasing self-esteem.

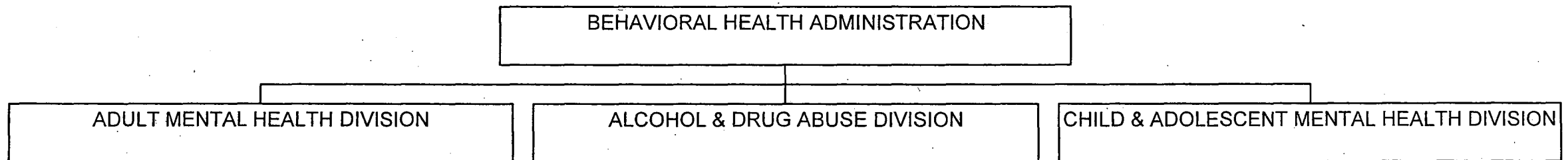
Provides intensive and frequent treatment in a structured therapeutic program on an outpatient basis.

Provides opportunities to the chronically mentally ill for companionship, recreation, participation in social activities in the community and support of peers and staff.

Maintains records on individuals and groups served; prepares reports; handles correspondence; prepares and submits various reporting forms on a timely basis.

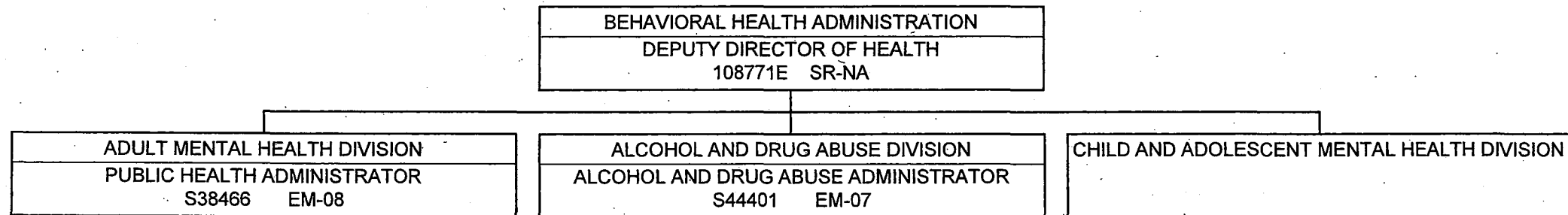
BEHAVIORAL HEALTH ADMINISTRATION

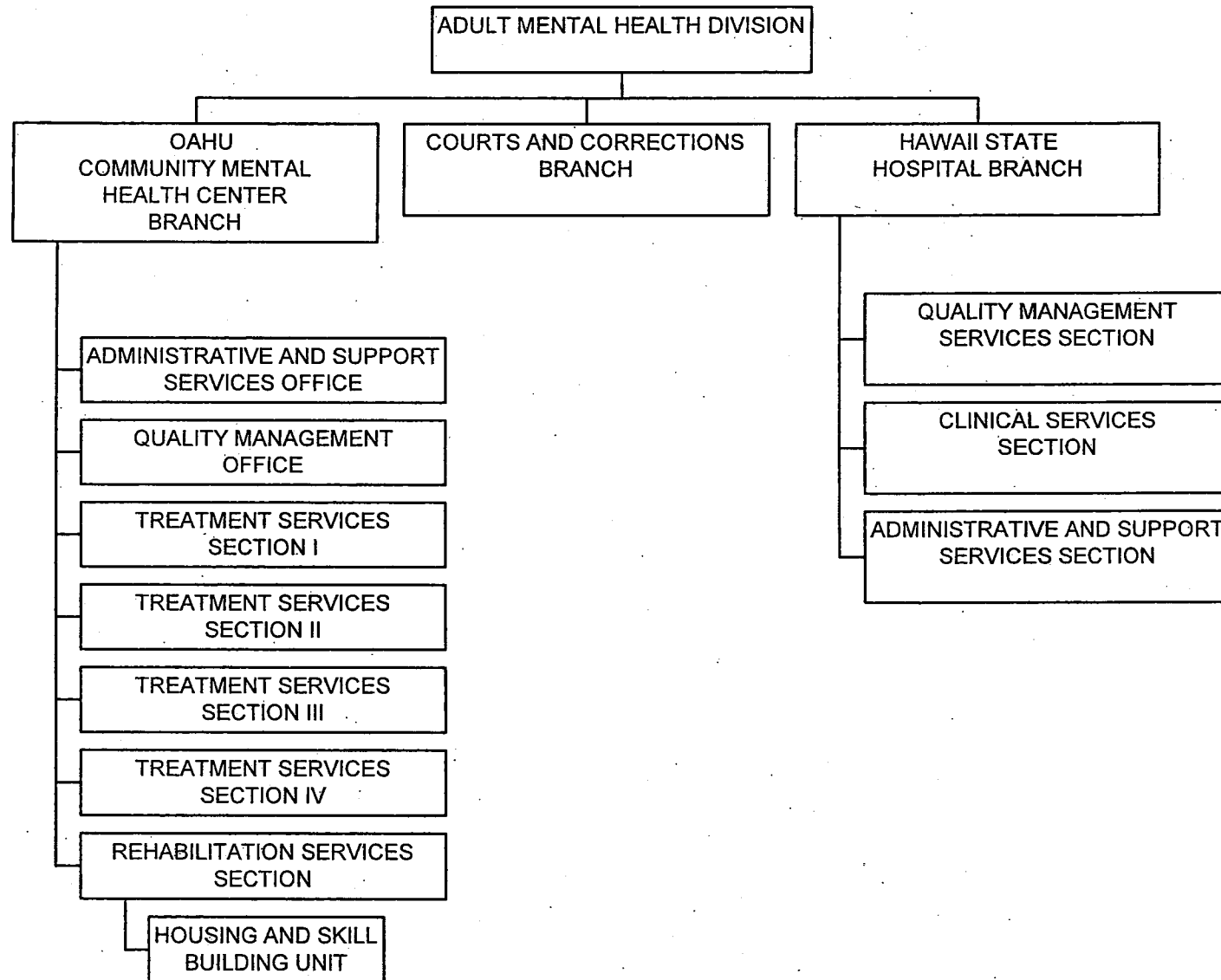






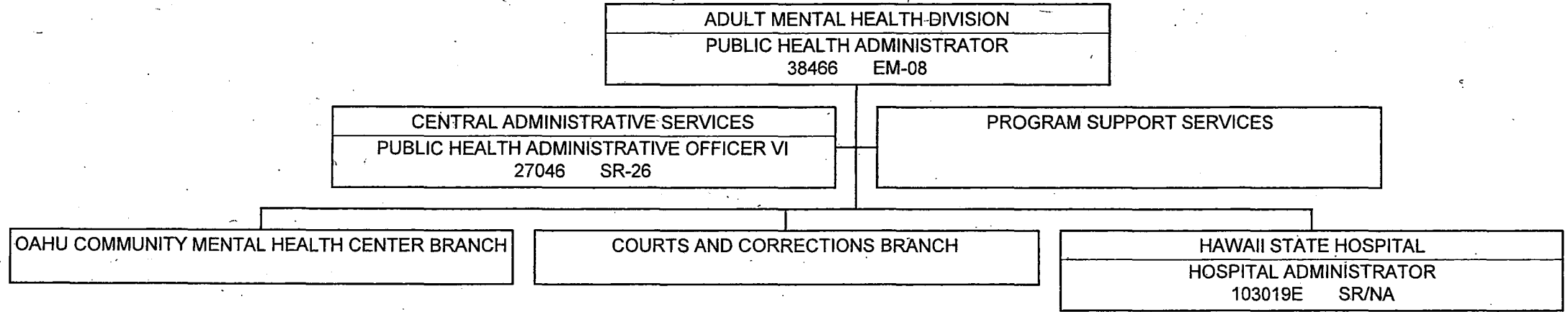
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
POSITION ORGANIZATION CHART

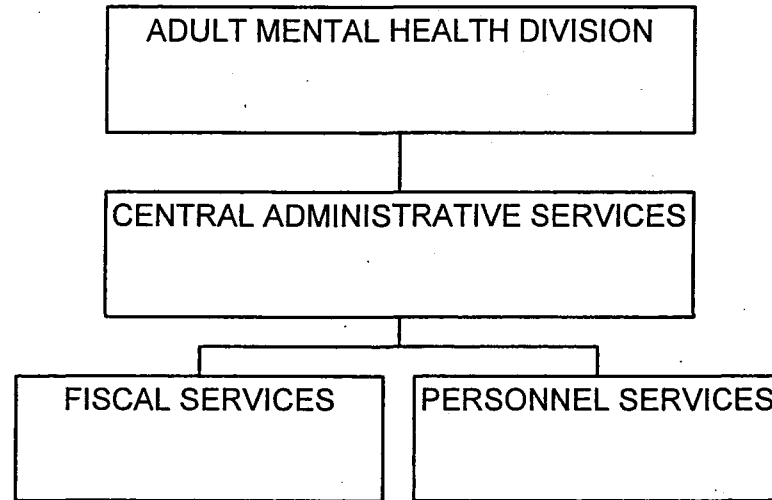


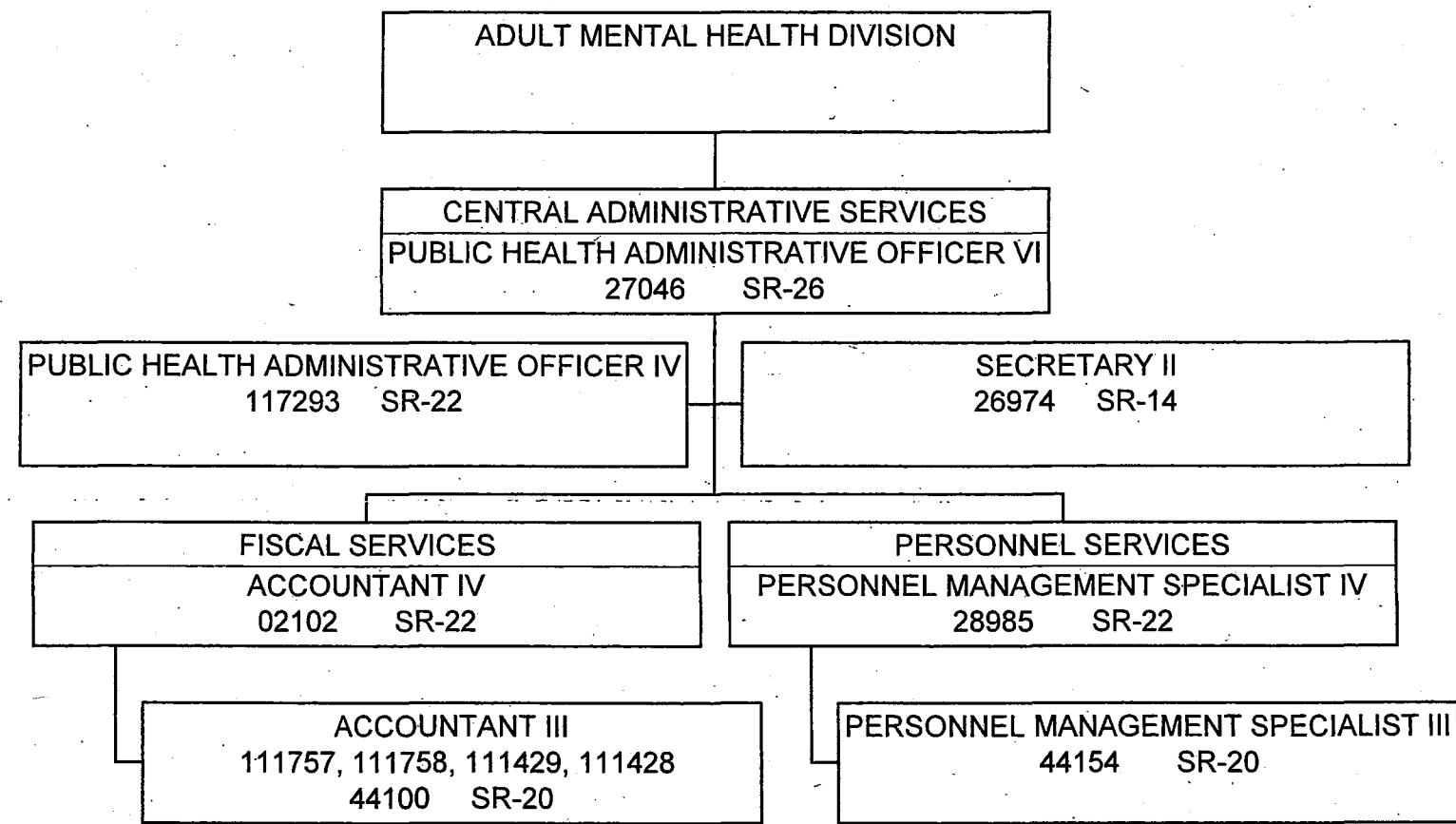


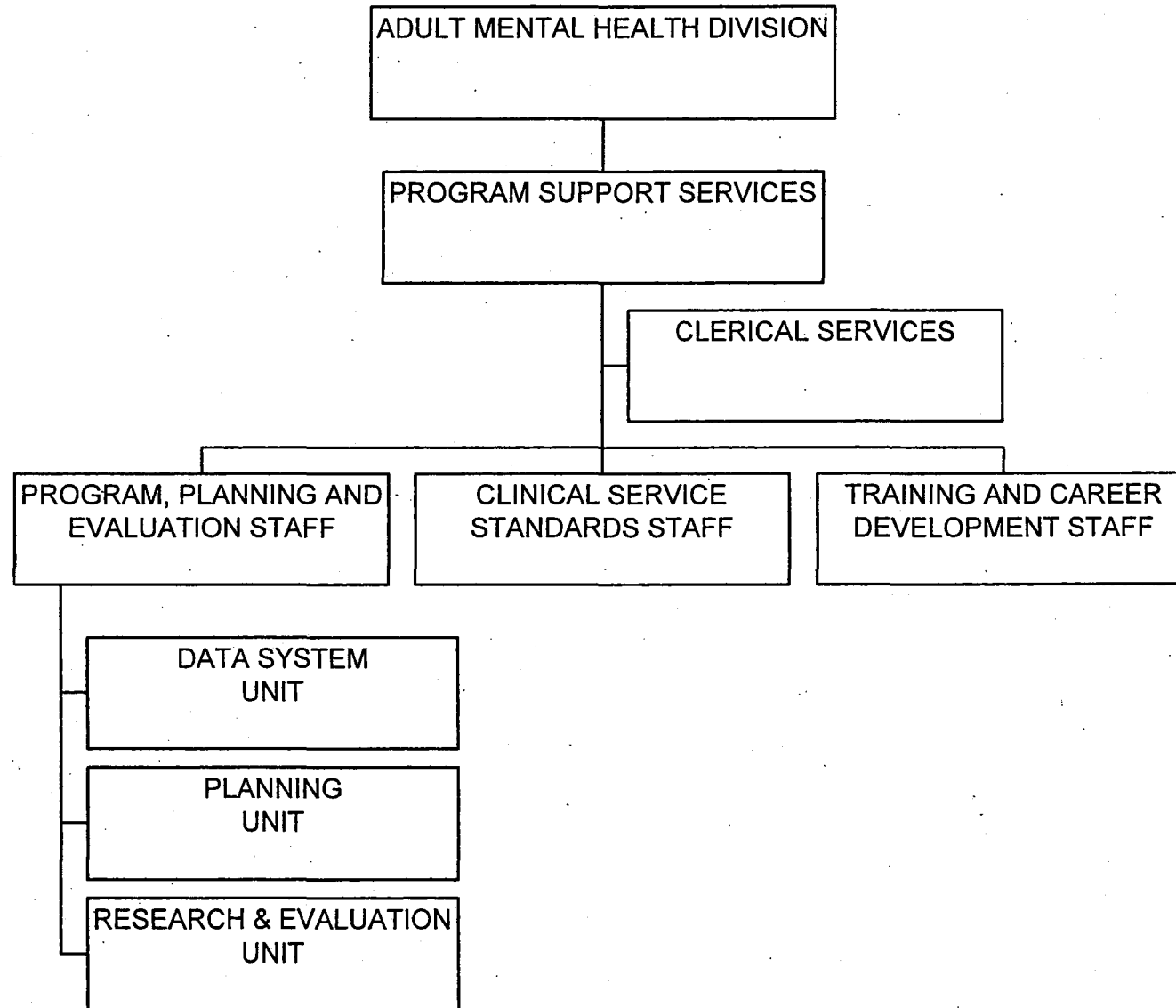
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION

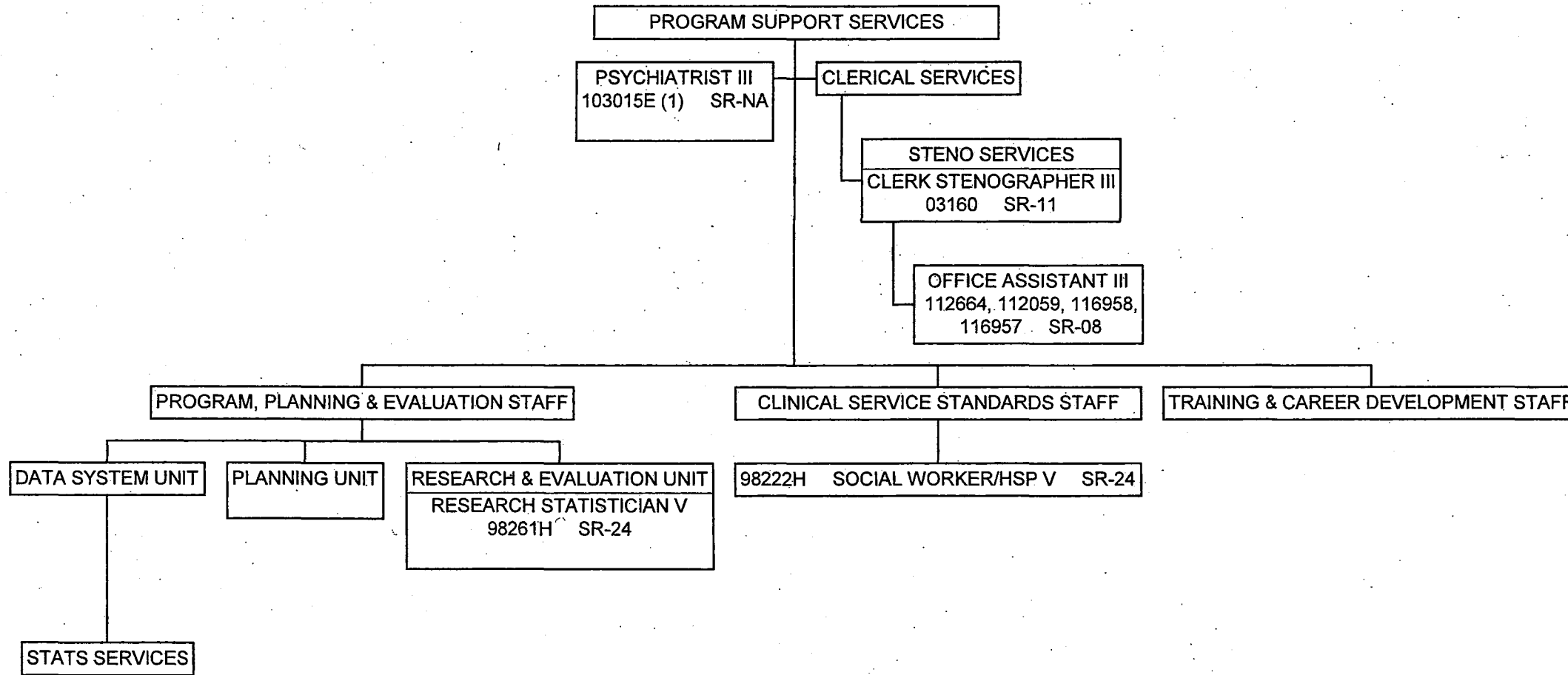
POSITION ORGANIZATION CHART







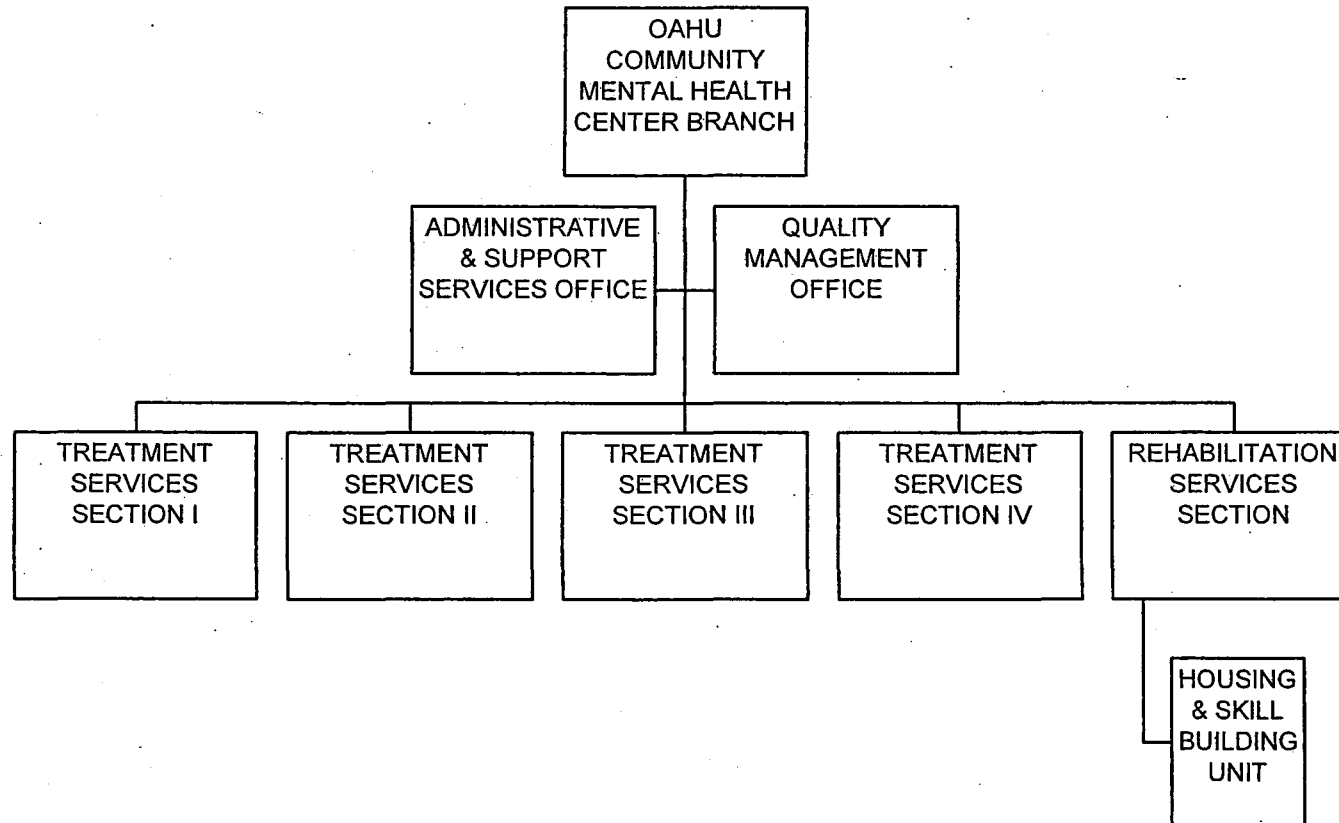




(1) TEMPORARY NTE 6/30/15.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
OAHU COMMUNITY MENTAL HEALTH CENTER BRANCH

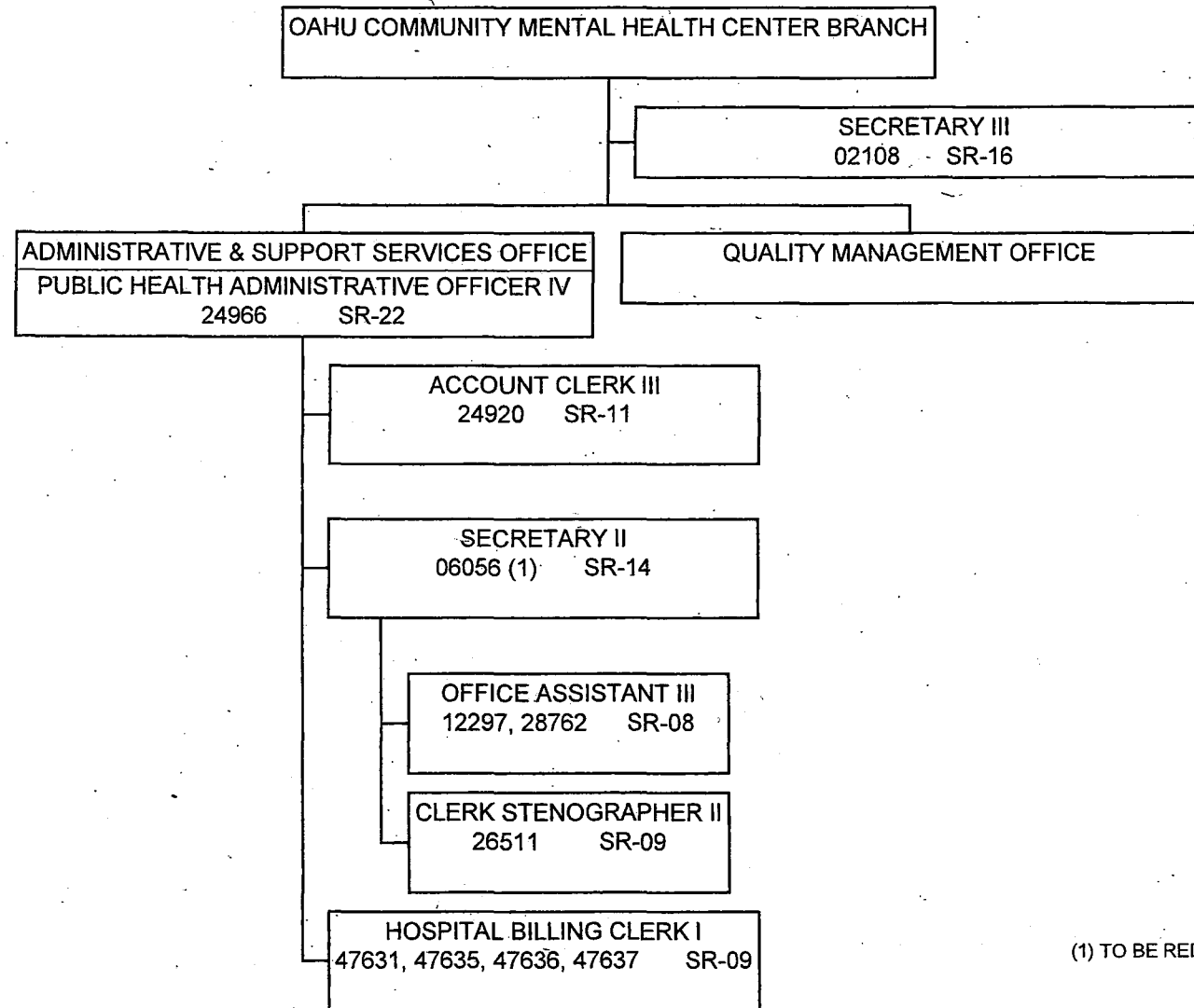
ORGANIZATION CHART





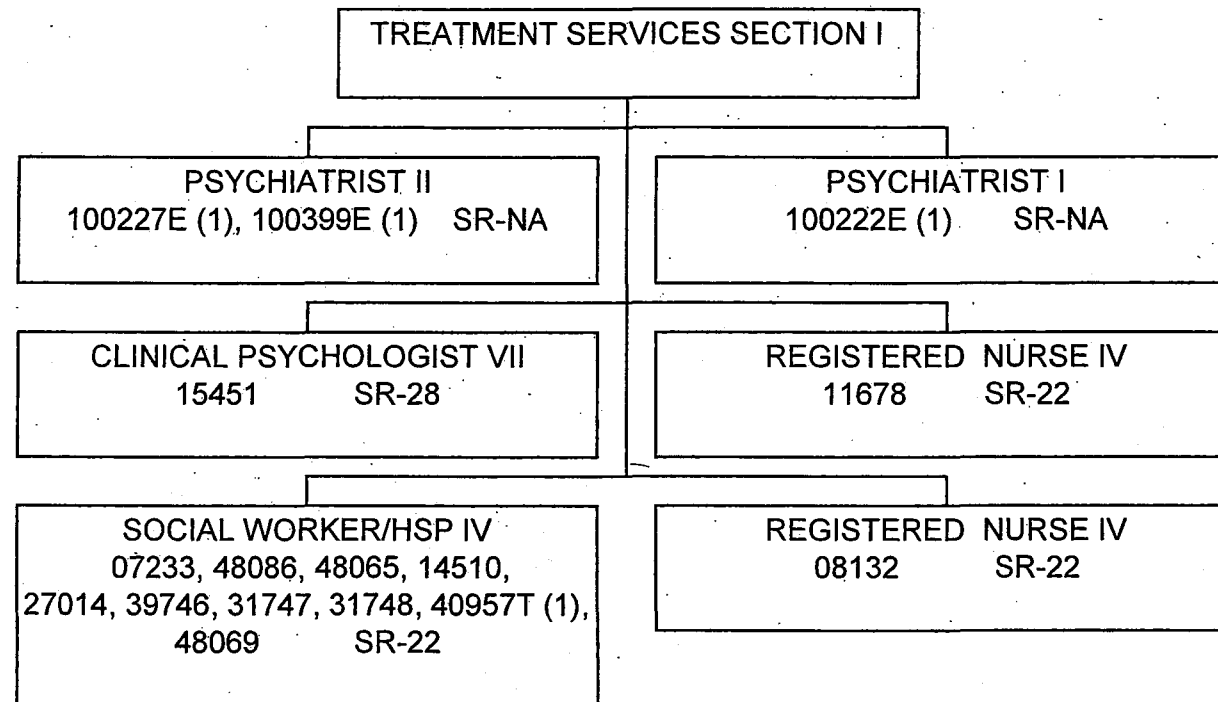
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
OAHU COMMUNITY MENTAL HEALTH CENTER BRANCH

POSITION ORGANIZATION CHART



(1) TO BE REDESCRIBED.

POSITION ORGANIZATION CHART

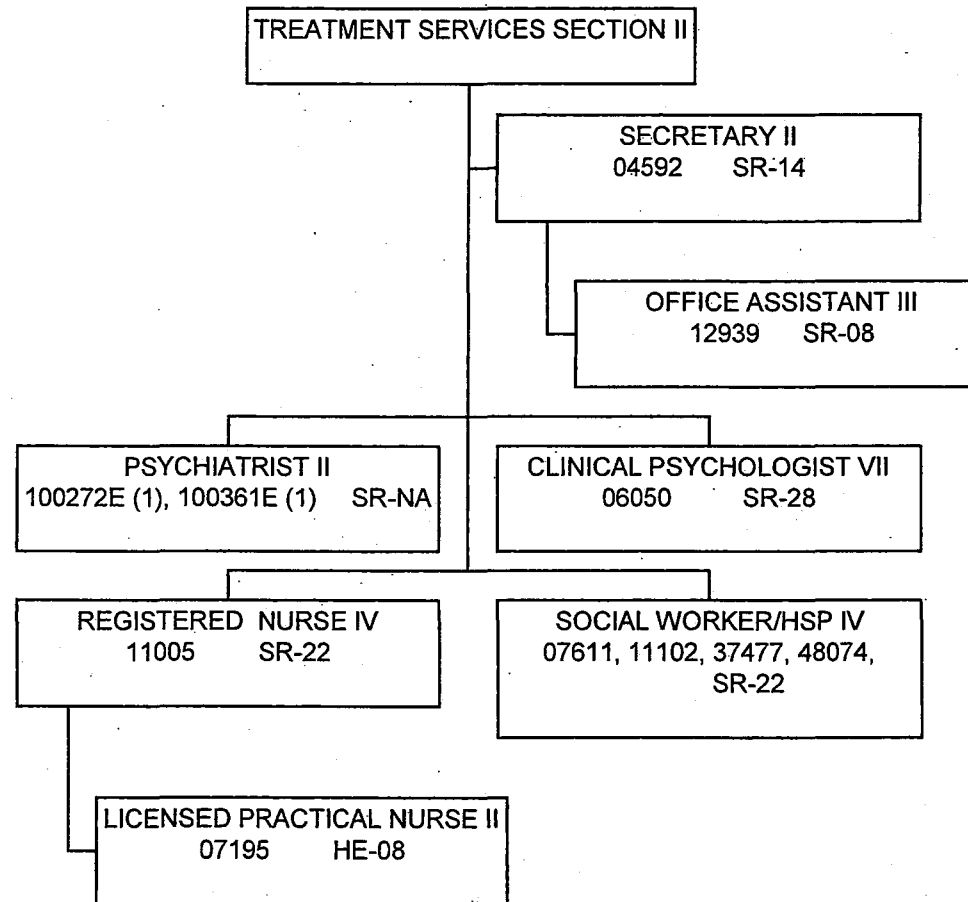


(1) NTE 6/30/15.

JUN 30 2013

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
OAHU COMMUNITY MENTAL HEALTH CENTER BRANCH

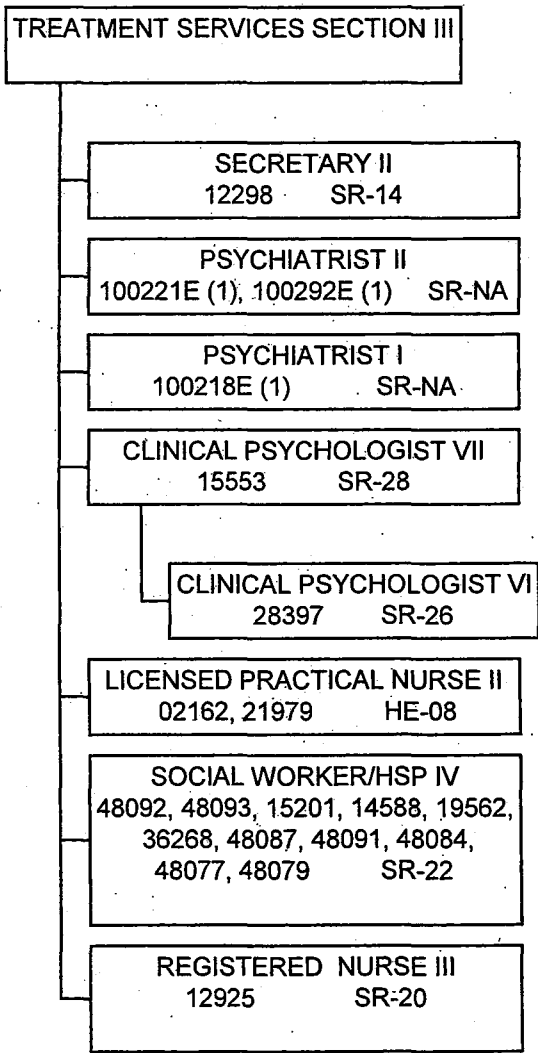
POSITION ORGANIZATION CHART



(1)NTE 6/30/15.

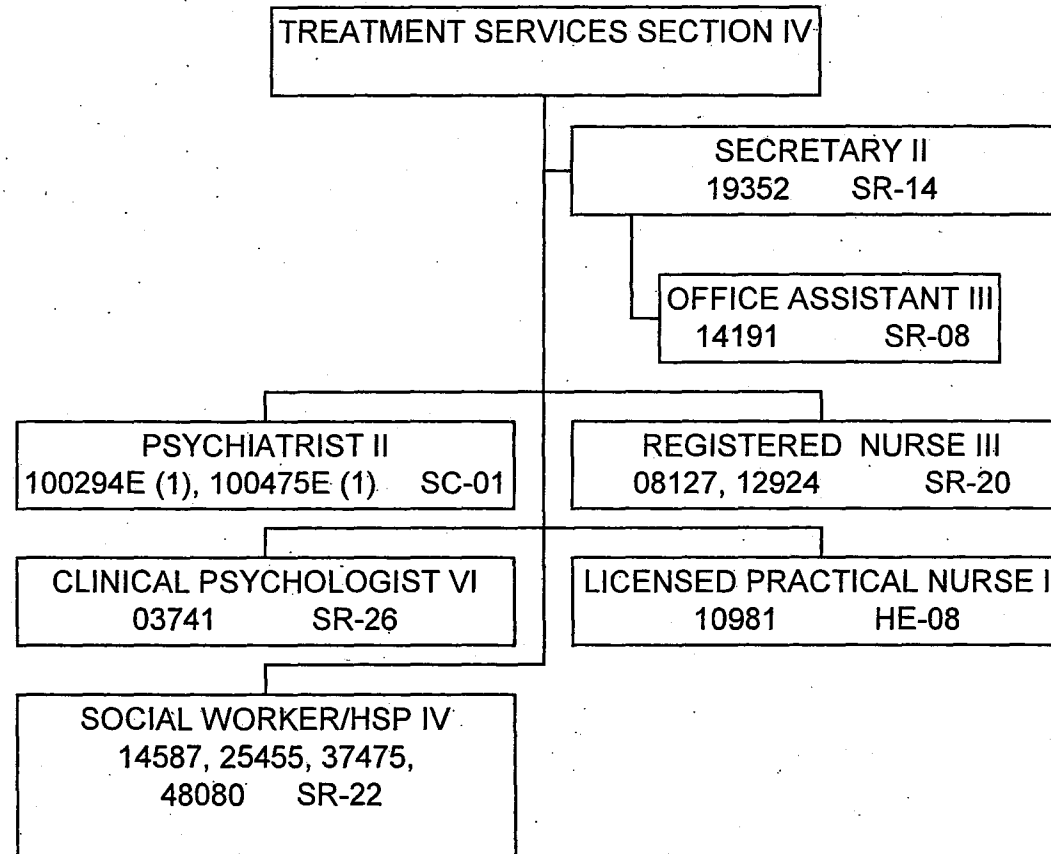
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
OAHU COMMUNITY MENTAL HEALTH CENTER BRANCH

POSITION ORGANIZATION CHART



(1) NTE 6/30/15.

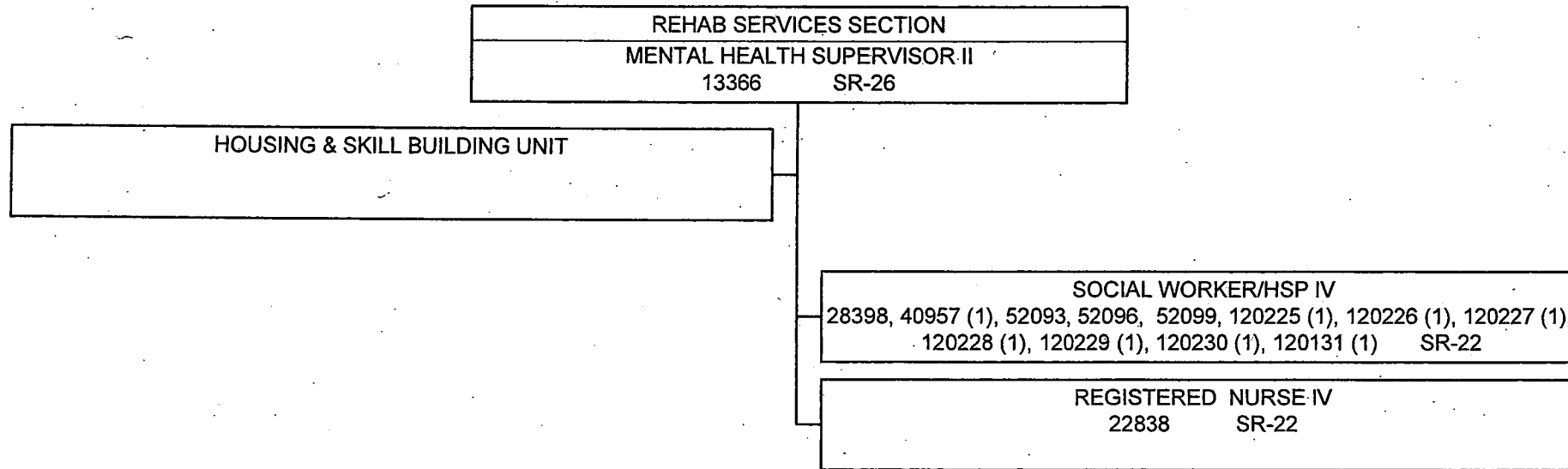
POSITION ORGANIZATION CHART



(1) NTE 6/30/15.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
OAHU COMMUNITY MENTAL HEALTH CENTER BRANCH

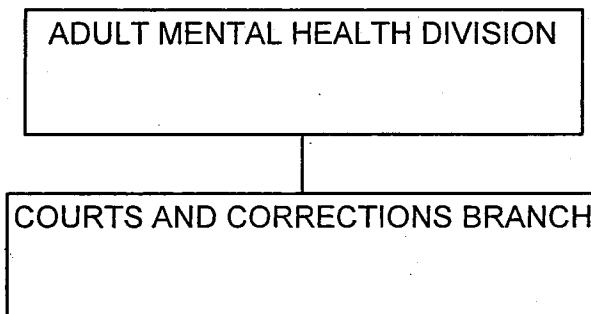
POSITION ORGANIZATION CHART



(1) NTE 6/30/15.

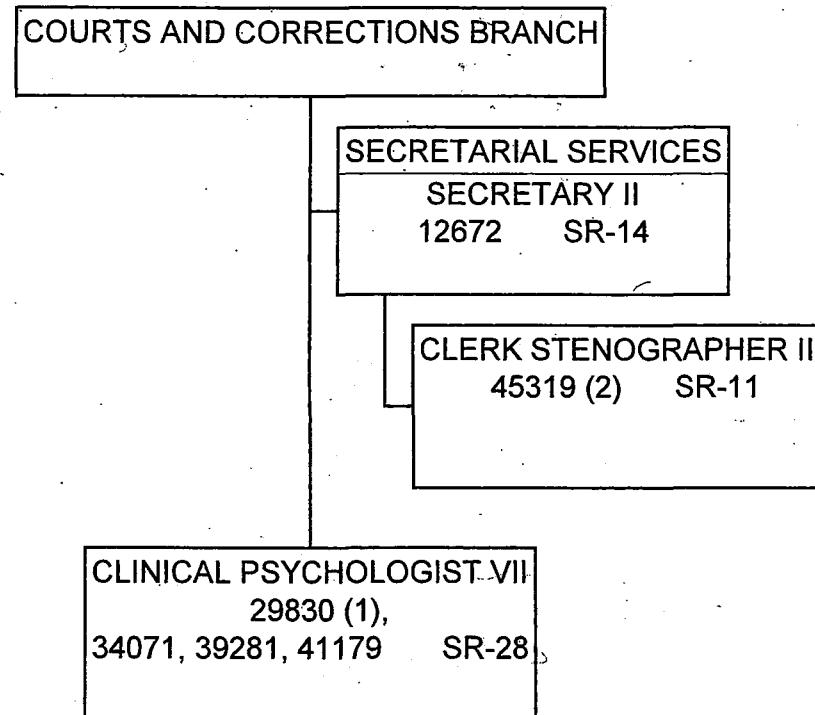
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
COURTS AND CORRECTIONS BRANCH

ORGANIZATION CHART



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
COURTS AND CORRECTIONS BRANCH

POSITION ORGANIZATION CHART



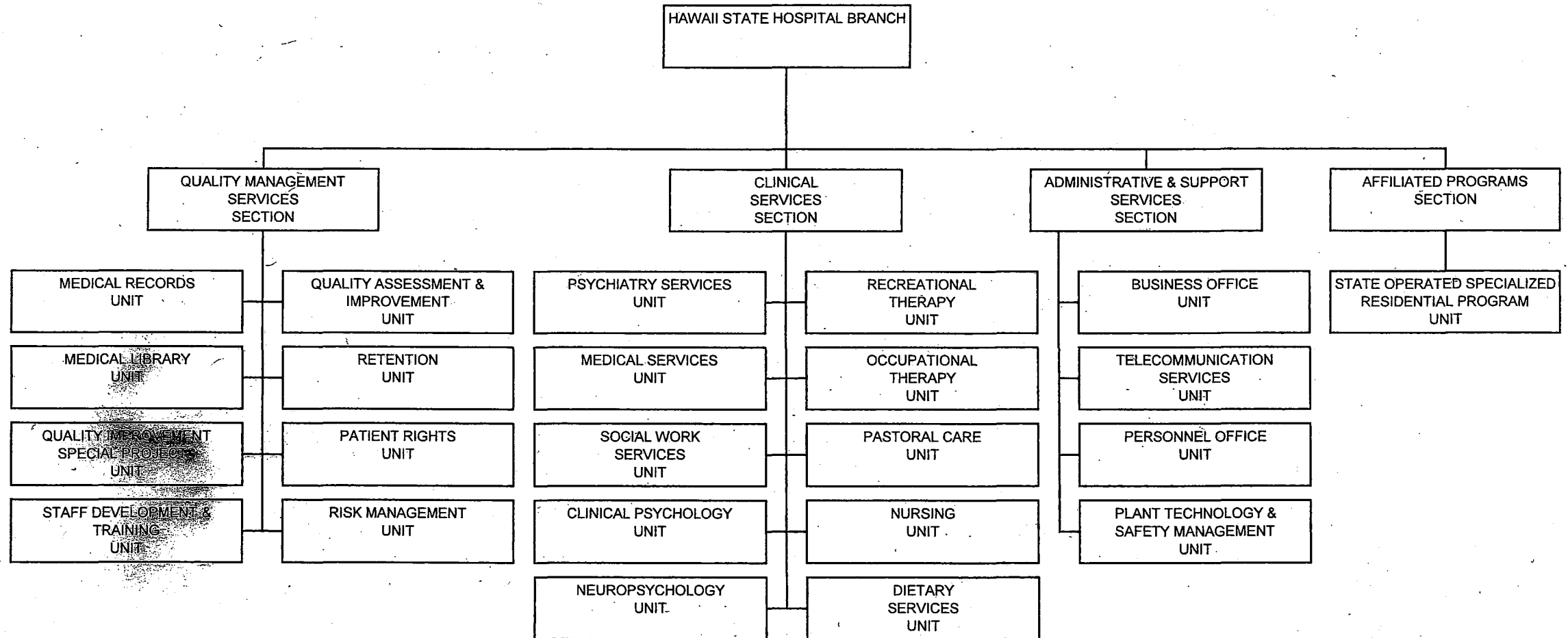
(1) .50 FTE.  
(2) TO BE REDESCRIBED.

JUN 30 2013



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH

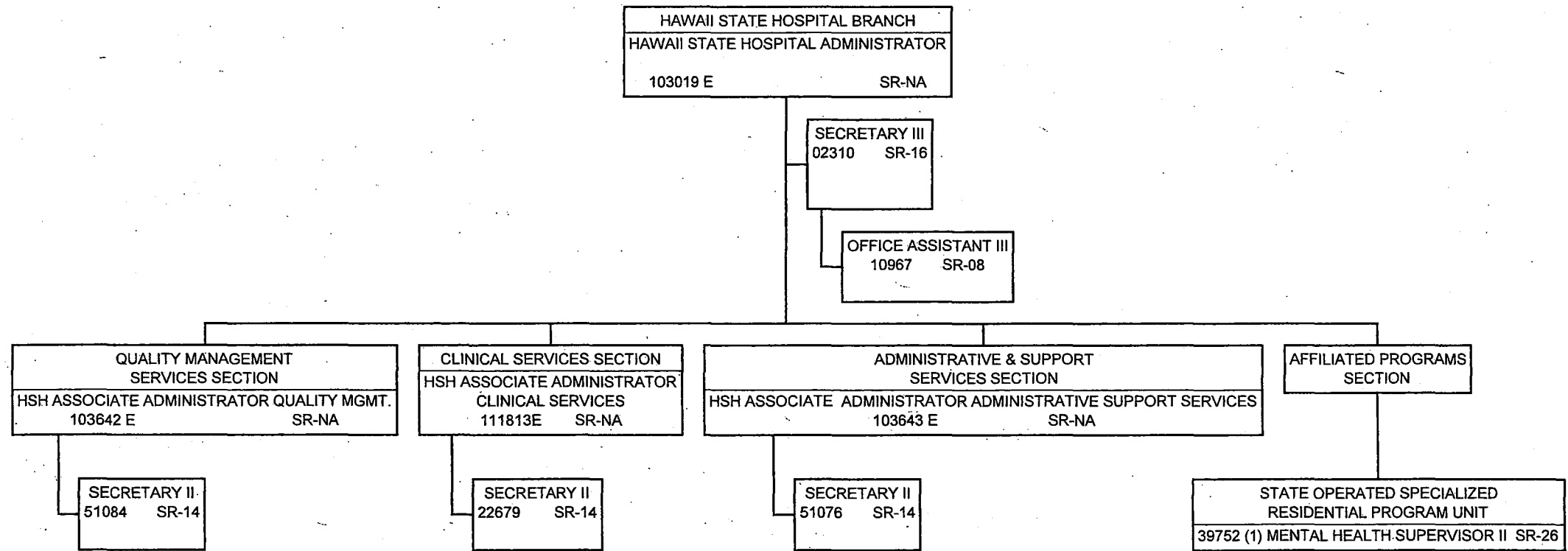
ORGANIZATION CHART



JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 BRANCH ADMINISTRATION

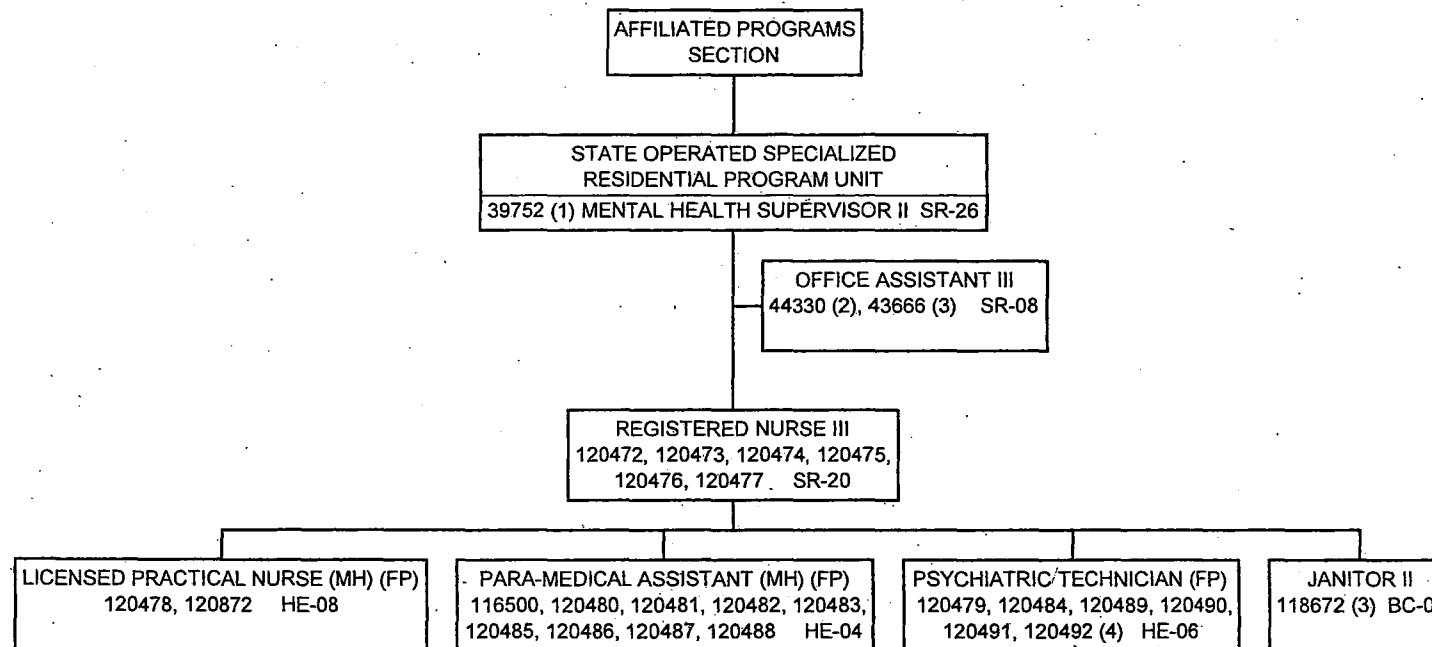
POSITION ORGANIZATION CHART.



(1) TO BE REDESCRIBED.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 BRANCH ADMINISTRATION  
 AFFILIATED PROGRAMS SECTION  
 STATE OPERATED SPECIALIZED RESIDENTIAL PROGRAM UNIT

POSITION ORGANIZATION CHART

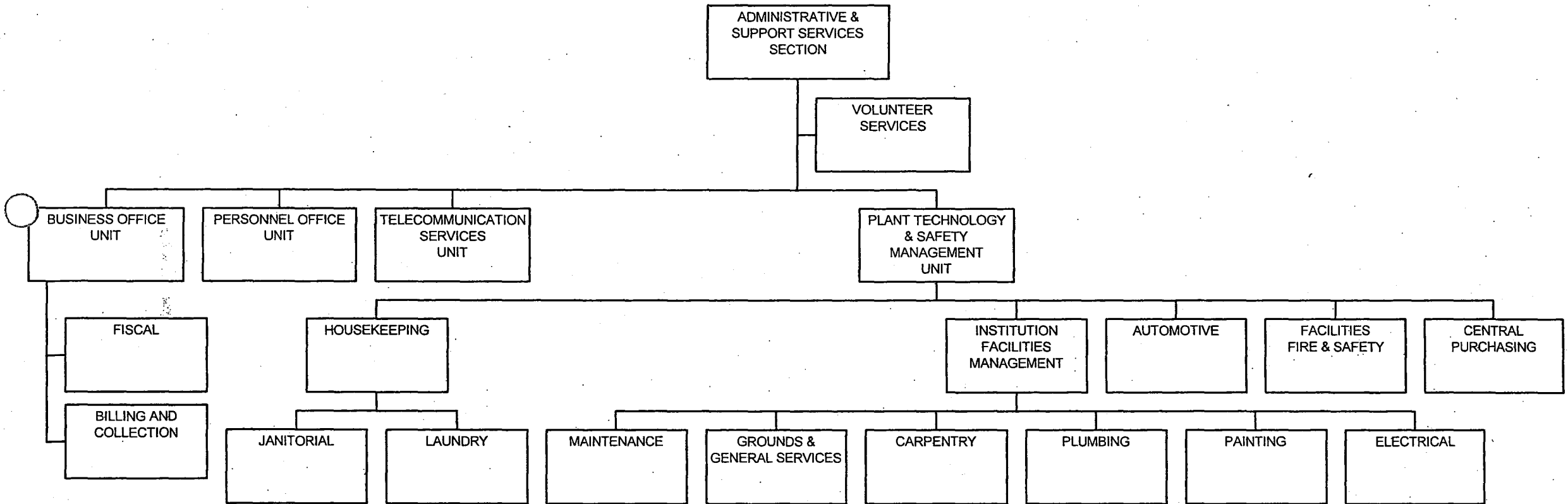


- (1) TO BE REDESCRIBED.
- (2) TEMPORARY, NTE 6/30/15.
- (3) TO BE POSITION VARIANCED.
- (4) .50 FTE.

JUN 30 2013

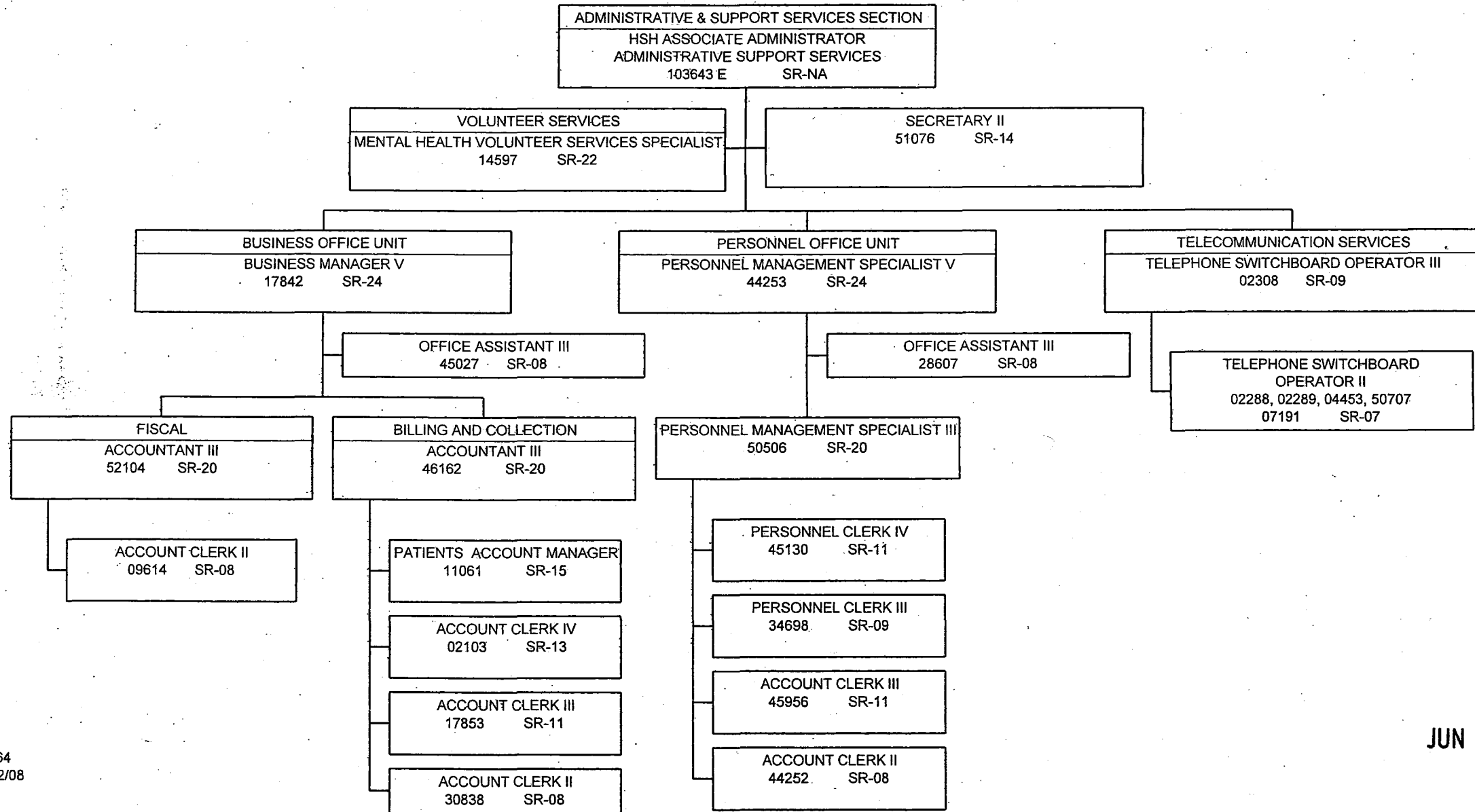
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
HAWAII STATE HOSPITAL BRANCH  
ADMINISTRATIVE & SUPPORT SERVICES SECTION

ORGANIZATION CHART



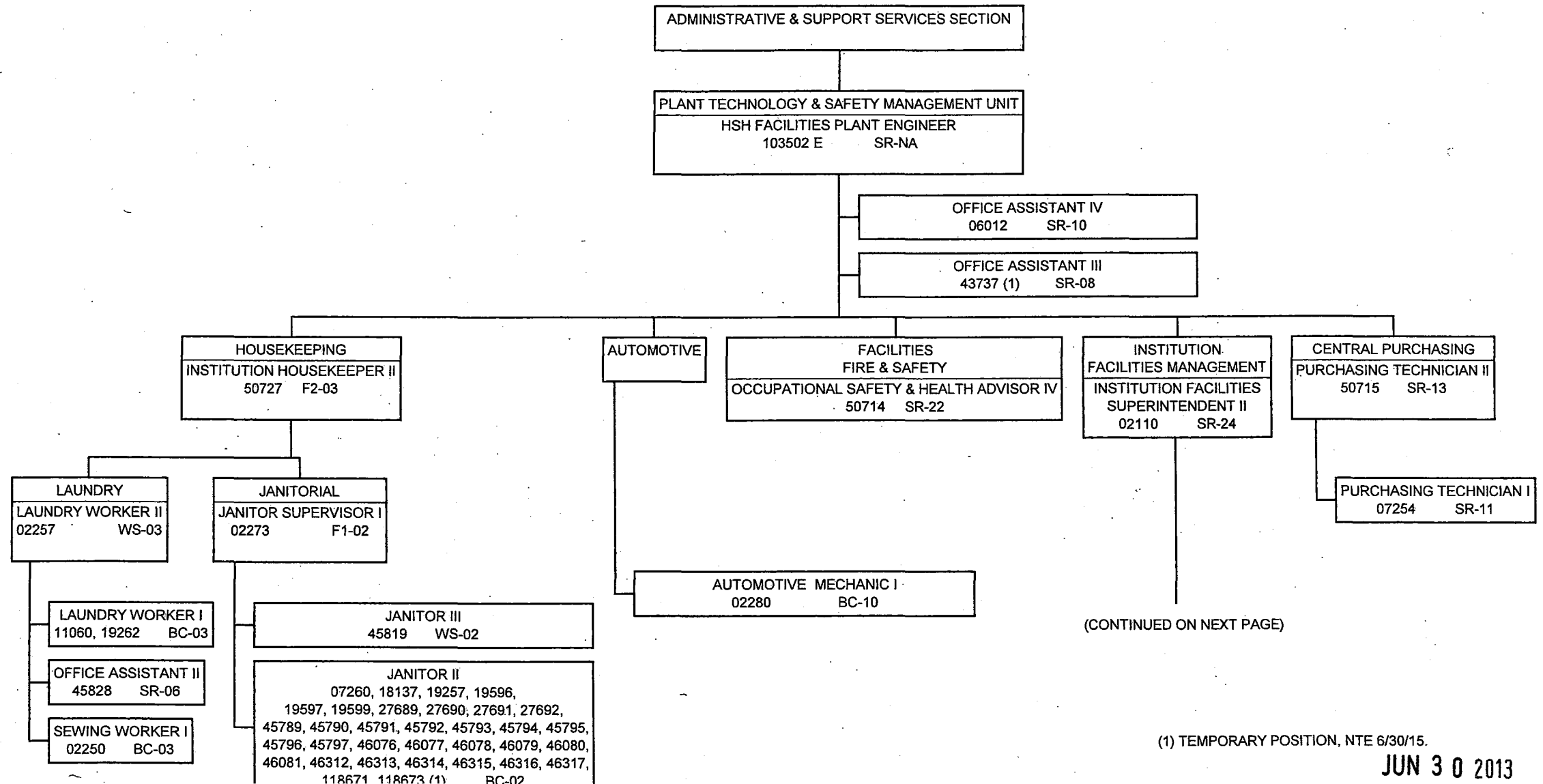
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 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 ADMINISTRATIVE AND SUPPORT SERVICES SECTION  
 ADMINISTRATIVE SERVICES UNIT

POSITION ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 ADMINISTRATIVE AND SUPPORT SERVICES SECTION  
 PLANT TECHNOLOGY AND SAFETY MANAGEMENT UNIT

POSITION ORGANIZATION CHART

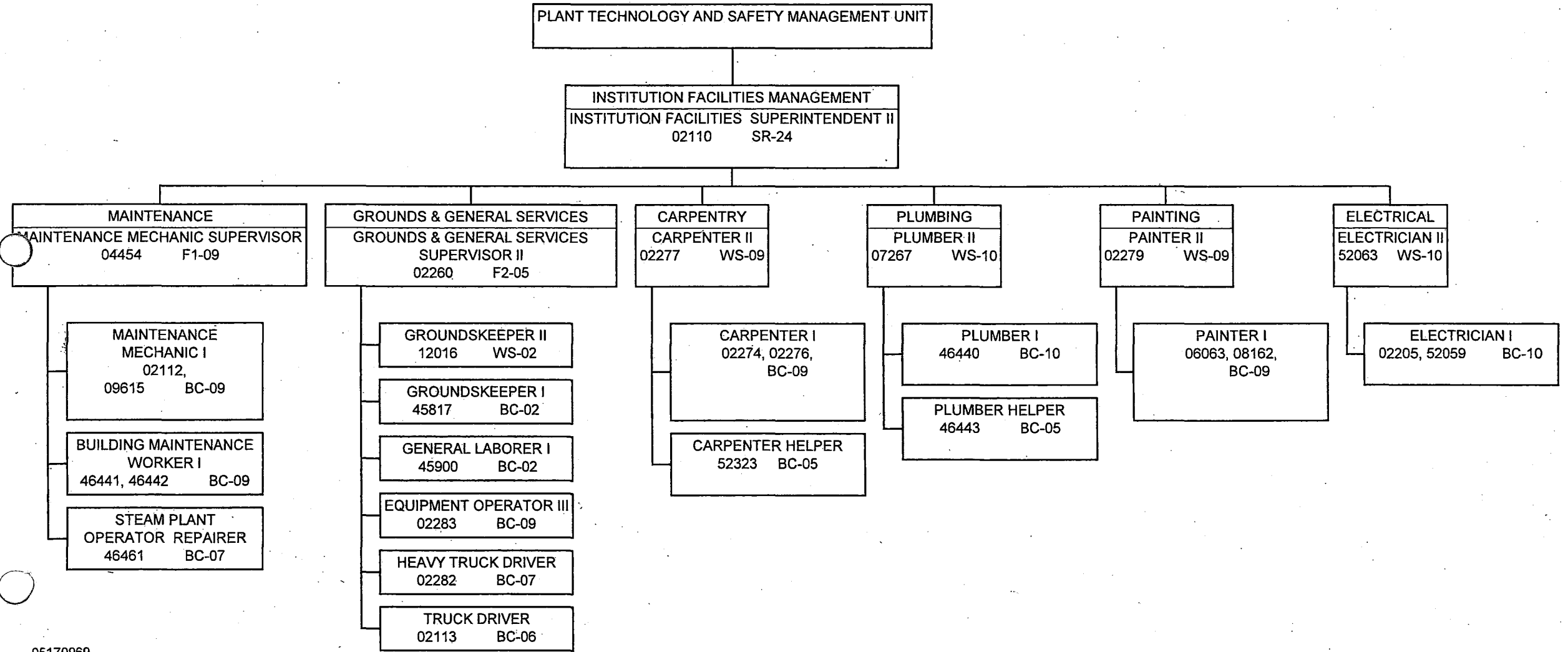


(CONTINUED ON NEXT PAGE)

(1) TEMPORARY POSITION, NTE 6/30/15.

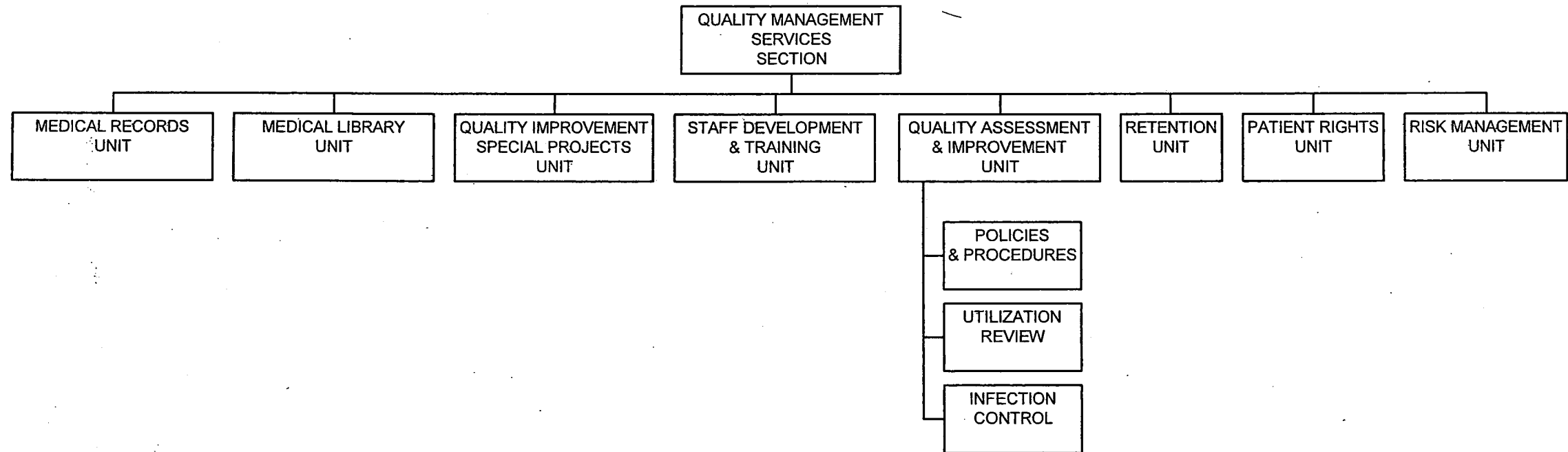
JUN 30 2013

POSITION ORGANIZATION CHART



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
HAWAII STATE HOSPITAL BRANCH  
QUALITY MANAGEMENT SERVICES SECTION

ORGANIZATION CHART

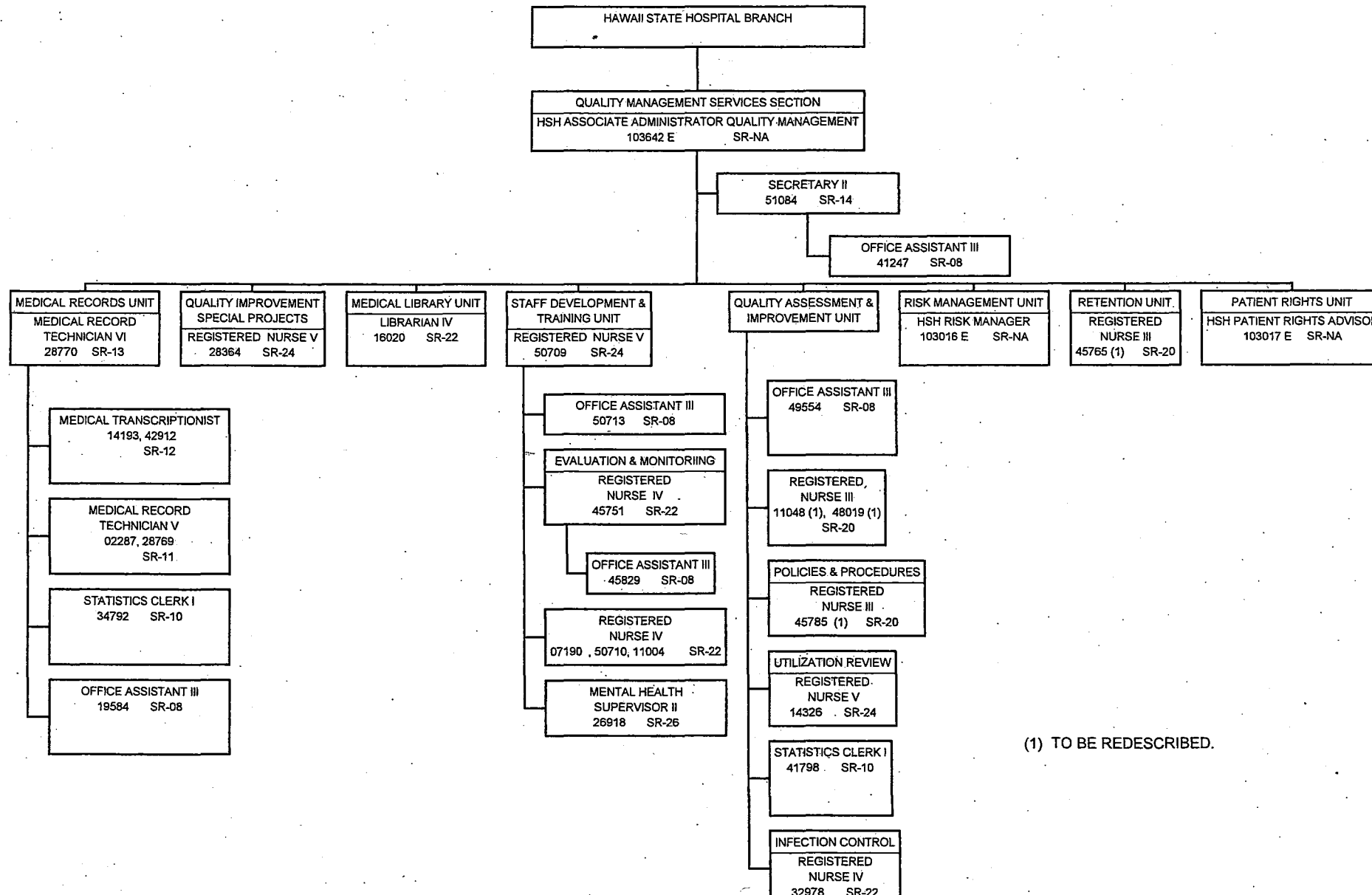


JUN 30 2013



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 QUALITY MANAGEMENT SERVICES SECTION

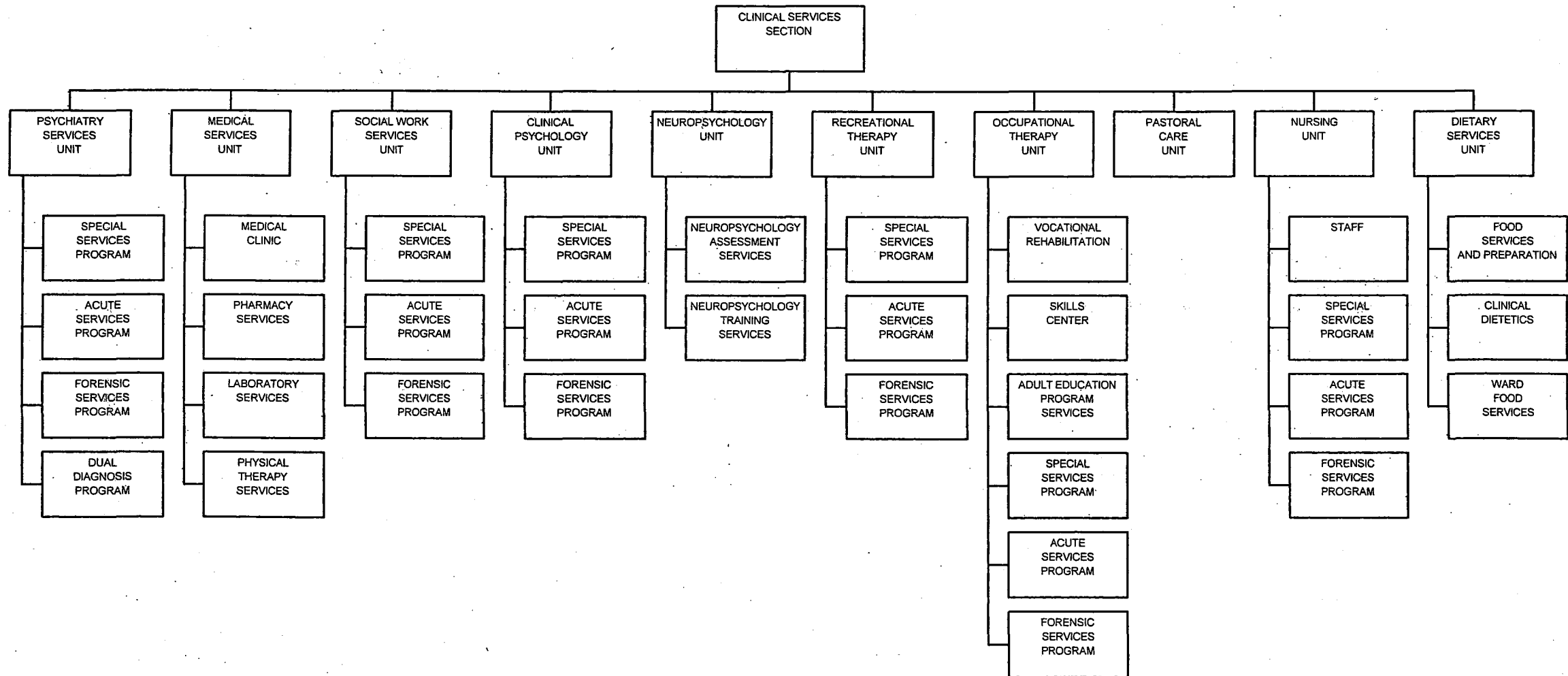
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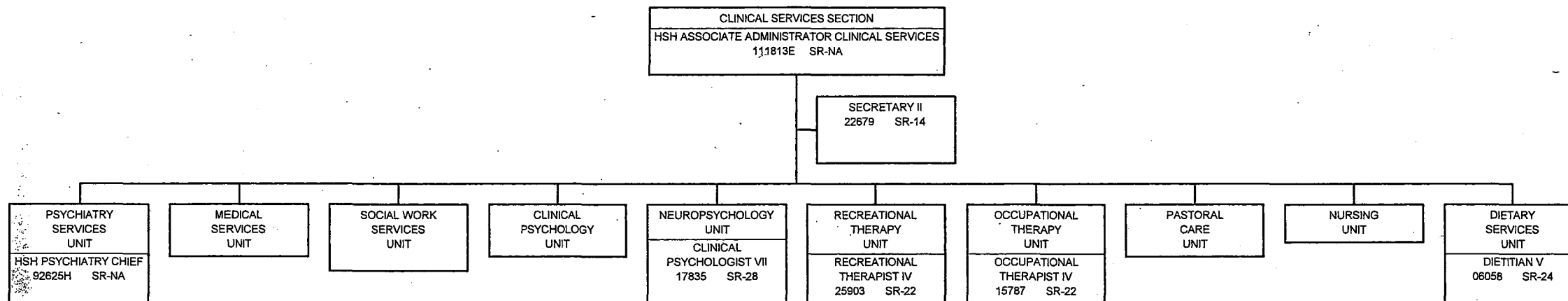
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION

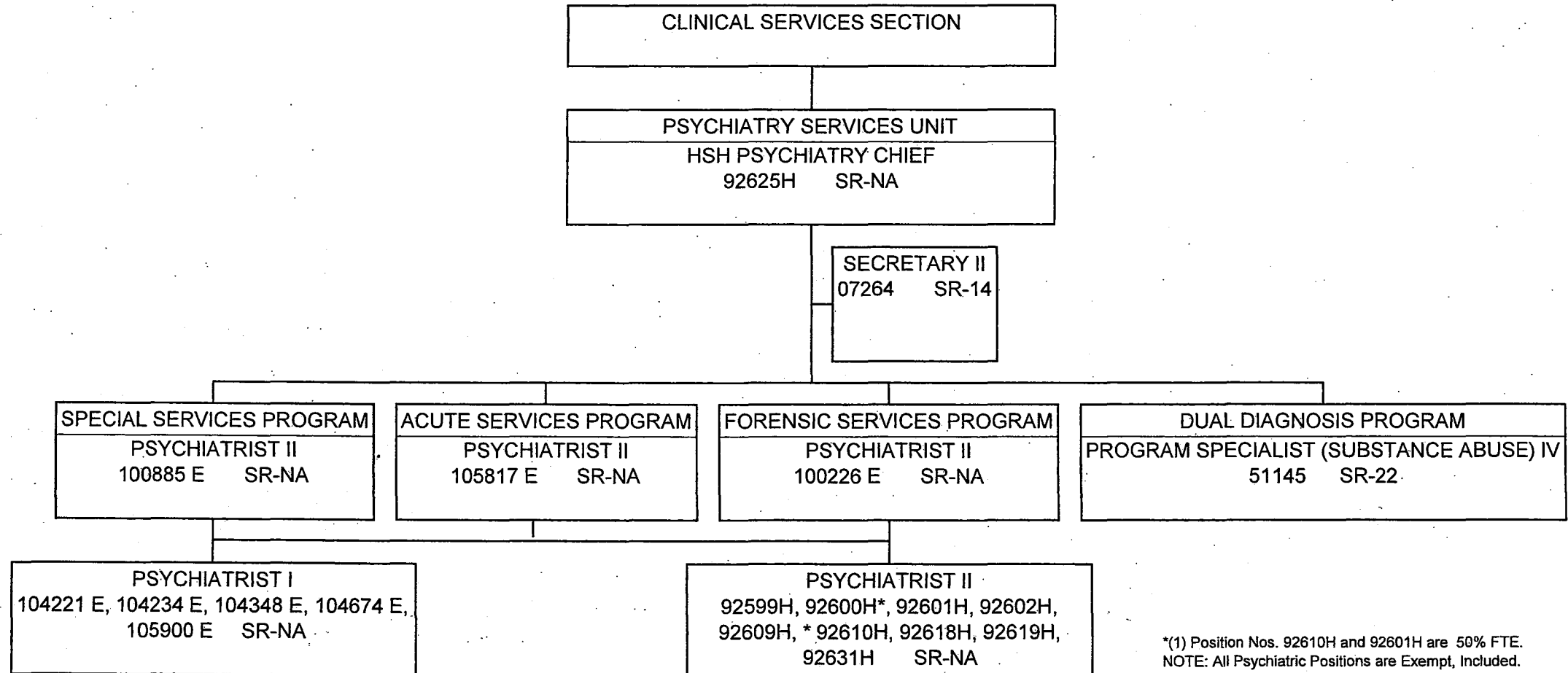
POSITION ORGANIZATION CHART



NOTE: See Separate Charts for Each Unit.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION  
 PSYCHIATRY SERVICES UNIT

POSITION ORGANIZATION CHART

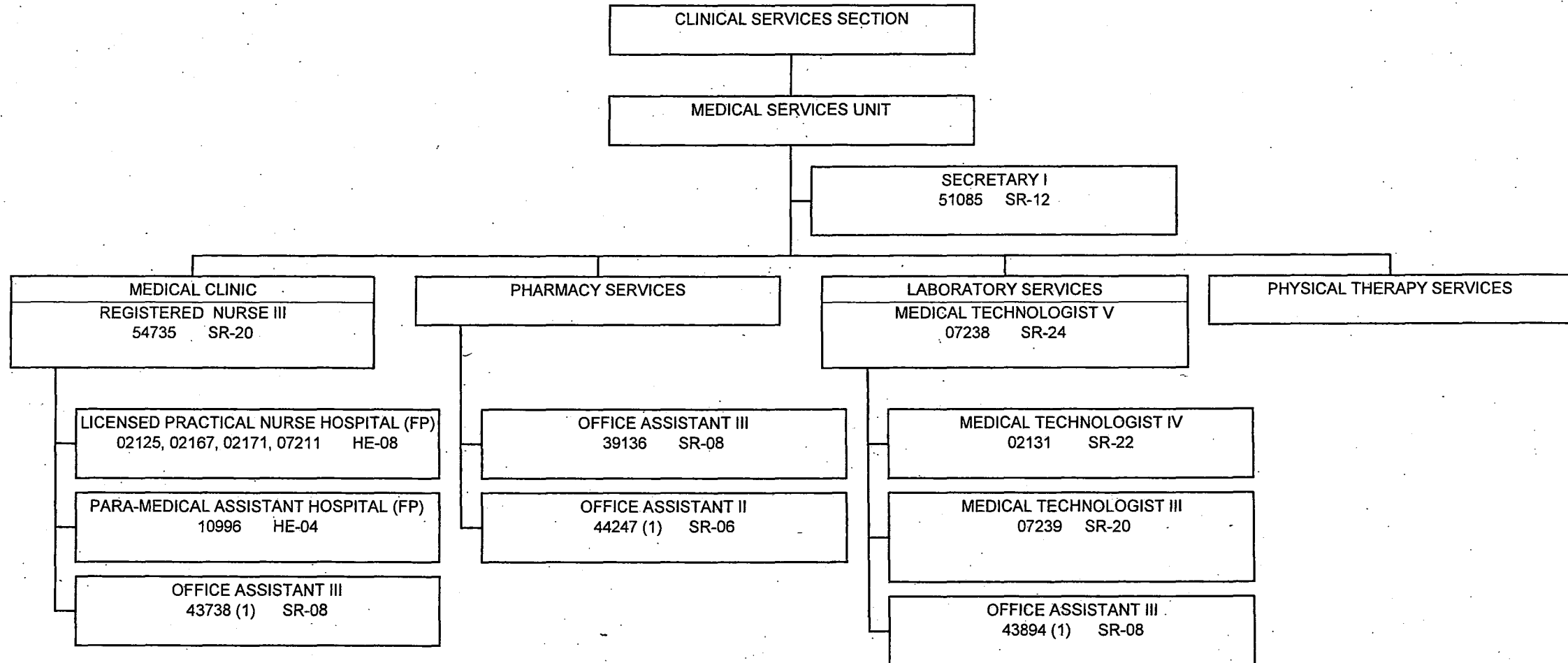


\*(1) Position Nos. 92610H and 92601H are 50% FTE.  
 NOTE: All Psychiatric Positions are Exempt, Included.  
 NTE 6/30/15.

JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION  
 MEDICAL SERVICES UNIT

POSITION ORGANIZATION CHART

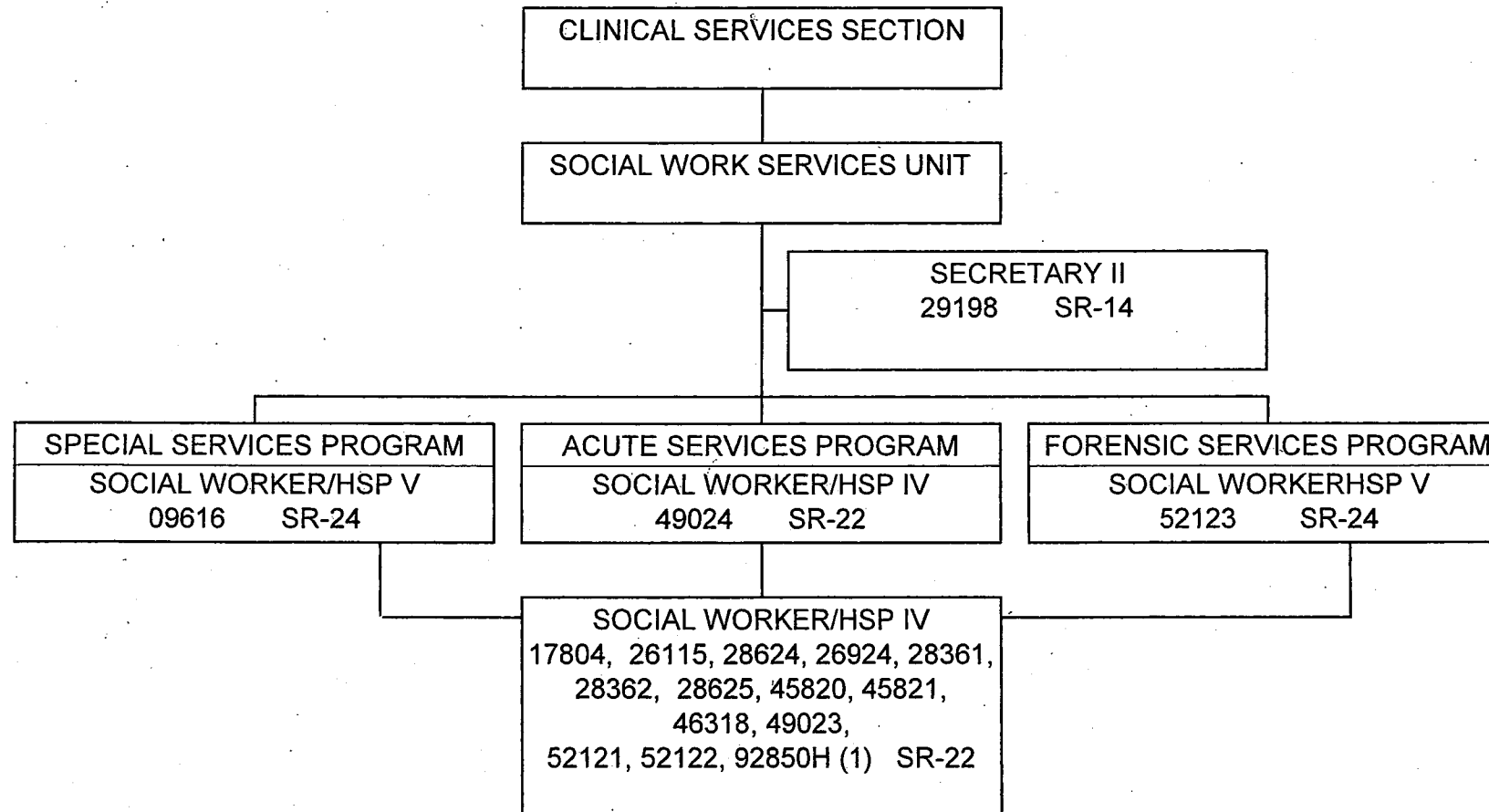


(1) Temporary positions, NTE 6/30/15.

JUN 30 2013

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
HAWAII STATE HOSPITAL BRANCH  
CLINICAL SERVICES SECTION  
SOCIAL WORK SERVICES UNIT

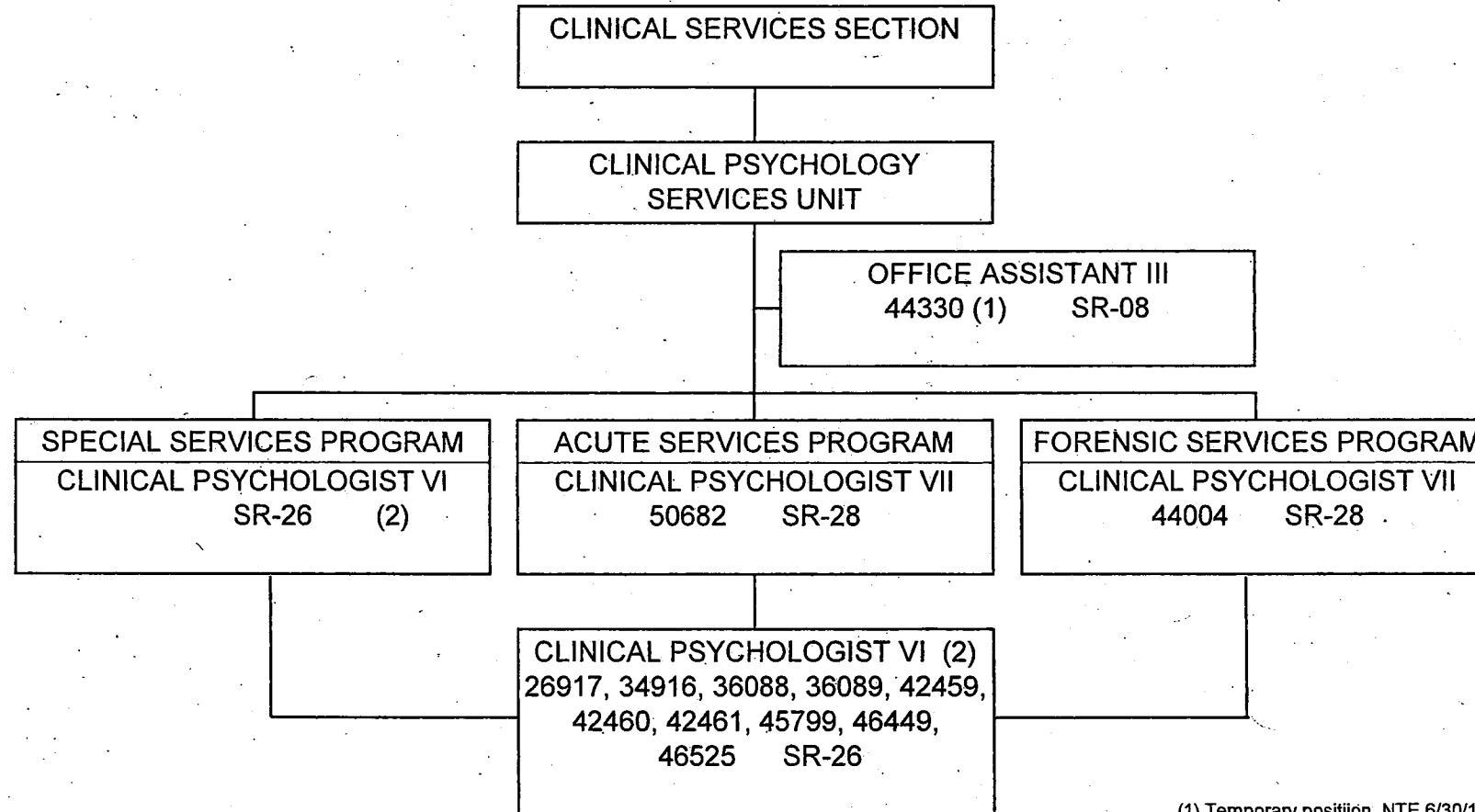
POSITION ORGANIZATION CHART



(1) .50 FTE.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION  
 CLINICAL PSYCHOLOGY SERVICES UNIT

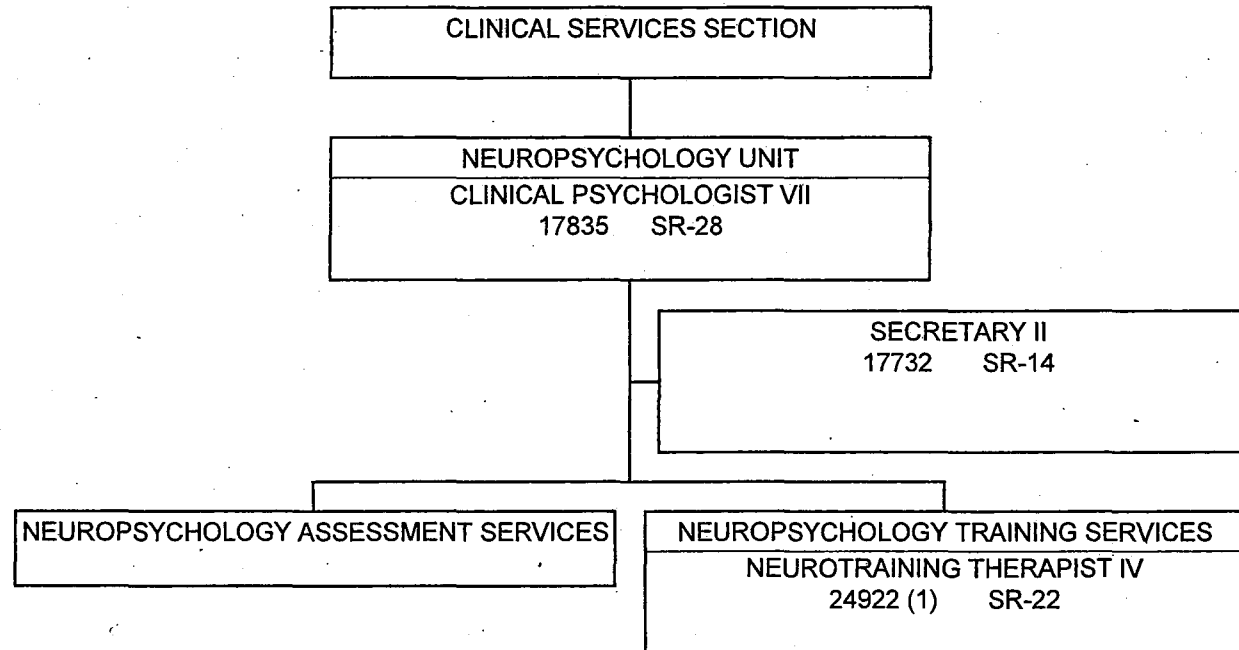
POSITION ORGANIZATION CHART



(1) Temporary position, NTE 6/30/15.  
 (2) One of the Clinical Psychologist VI positions will be  
 redescribed to Clinical Psychologist VII, SR-28.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
HAWAII STATE HOSPITAL BRANCH  
CLINICAL SERVICES SECTION  
NEUROPSYCHOLOGY UNIT

POSITION ORGANIZATION CHART

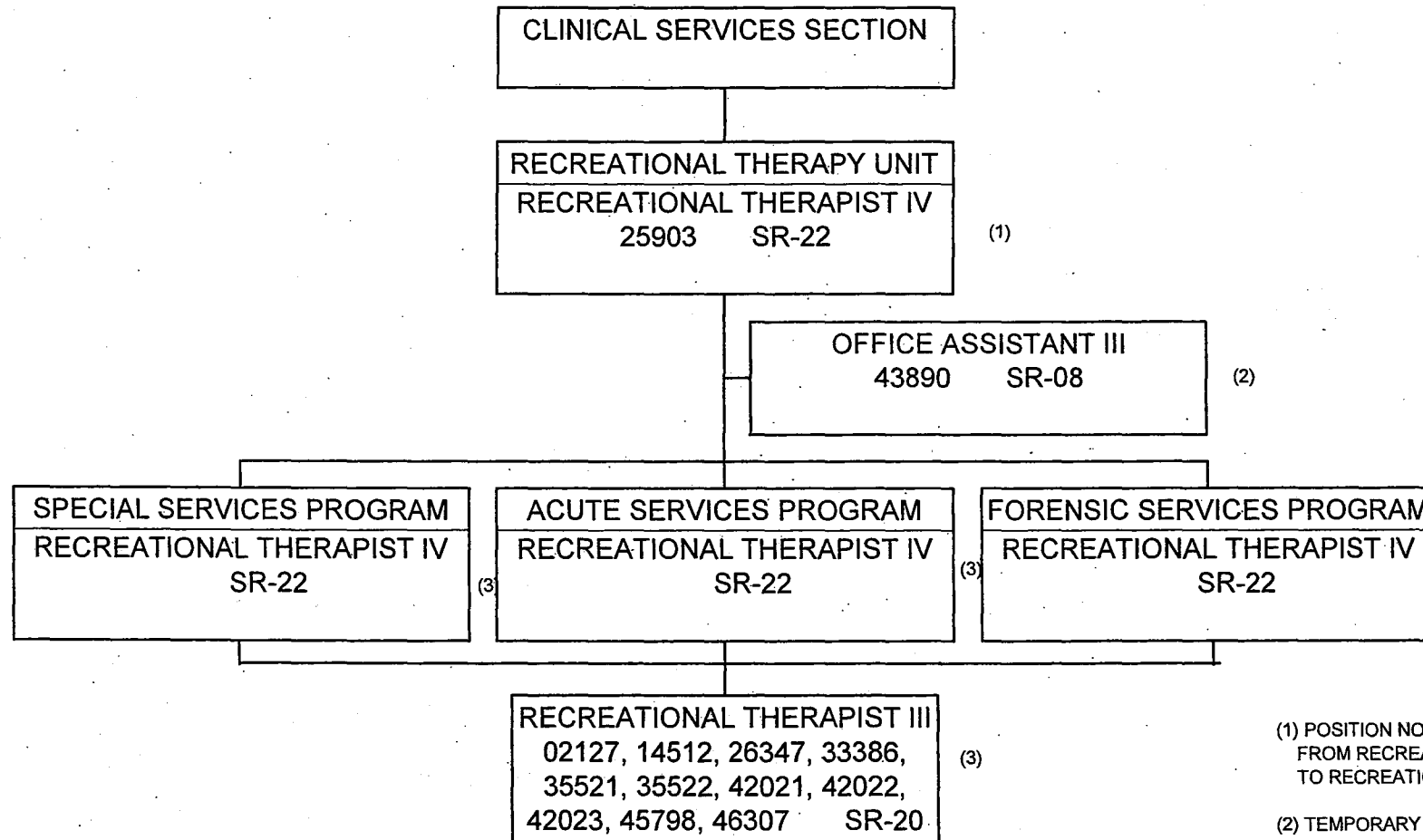


(1) TO BE REDESCRIBED.



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION  
 RECREATIONAL THERAPY UNIT

POSITION ORGANIZATION CHART



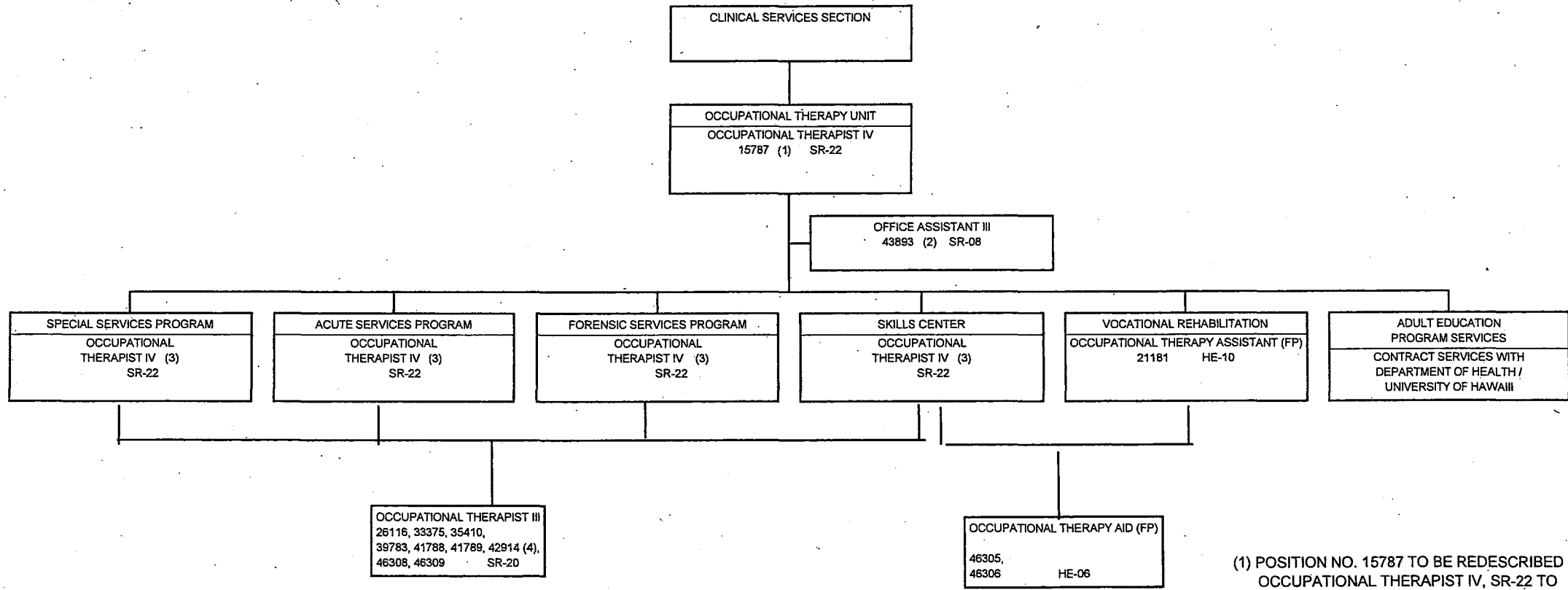
(1) POSITION NO. 25903 TO BE REDESCRIBED FROM RECREATIONAL THERAPIST IV, SR-22 TO RECREATIONAL THERAPIST V, SR-24.

(2) TEMPORARY POSITION, NTE 6/30/15.

(3) THREE OF THE RECREATIONAL THERAPIST III POSITIONS WILL BE REALLOCATED TO SUPERVISORY POSITIONS AS RECREATIONAL THERAPIST IV'S.

JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION  
 OCCUPATIONAL THERAPY UNIT  
 POSITION ORGANIZATION CHART

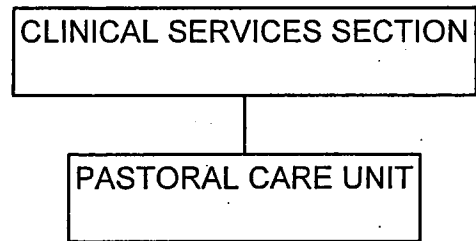


- (1) POSITION NO. 15787 TO BE REDESCRIBED FROM OCCUPATIONAL THERAPIST IV, SR-22 TO OCCUPATIONAL THERAPIST V, SR-24.
- (2) TEMPORARY POSITION, NTE 6/30/15.
- (3) FOUR OF THE OCCUPATIONAL THERAPIST III POSITIONS WILL BE REALLOCATED TO SUPERVISORY POSITIONS AS OCCUPATIONAL THERAPIST IV'S.
- (4) .50 FTE.

JUN 30 2013

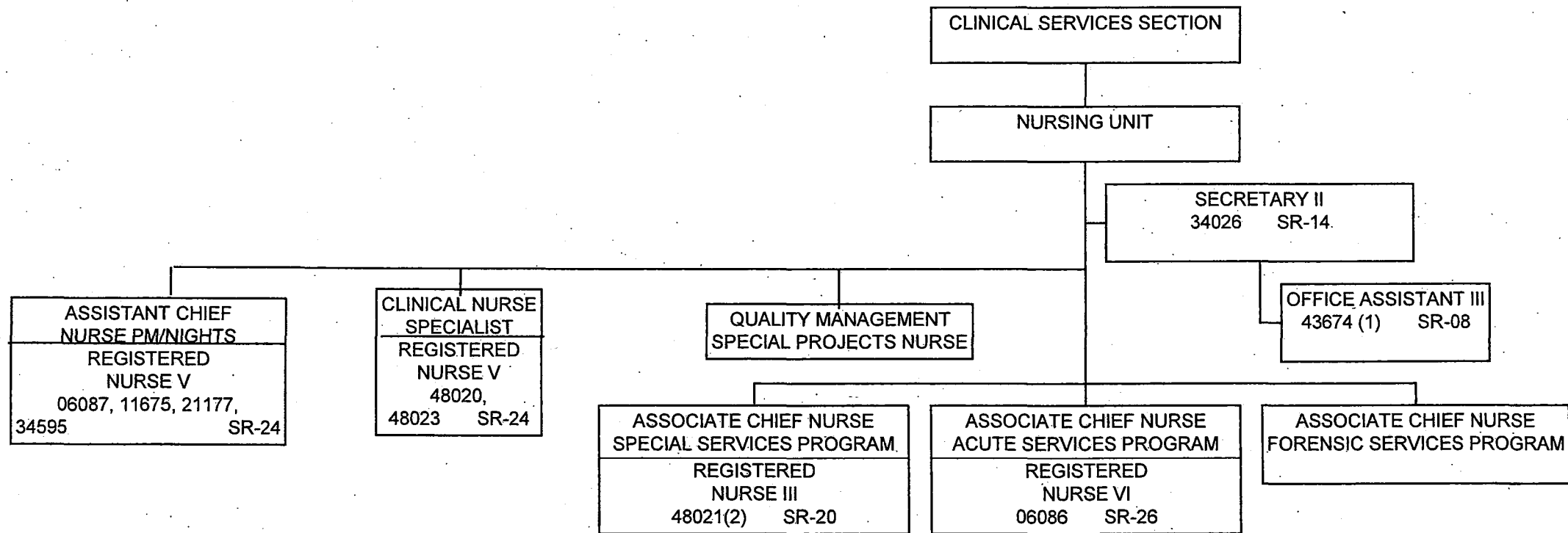
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
HAWAII STATE HOSPITAL BRANCH  
CLINICAL SERVICES SECTION  
PASTORAL CARE UNIT

POSITION ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION  
 NURSING UNIT

POSITION ORGANIZATION CHART

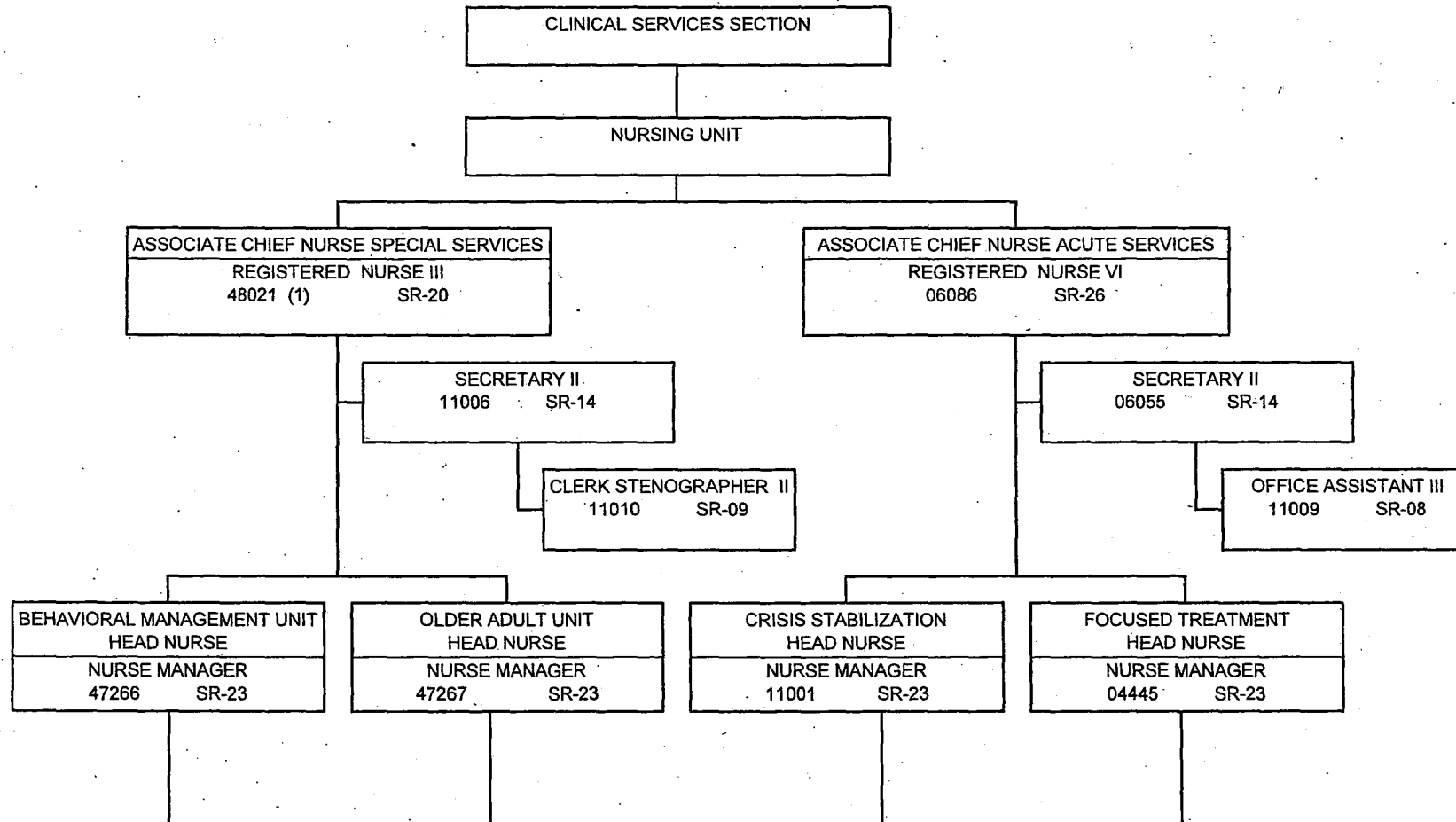


(1) TEMPORARY POSITION, NTE  
 6/30/15.  
 (2) TO BE REDESCRIBED.

JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION  
 NURSING UNIT

POSITION ORGANIZATION CHART



(1) TO BE REDESCRIBED..

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REGISTERED NURSE III

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PSYCHIATRIC TECHNICIAN (FP)

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OFFICE ASSISTANT III

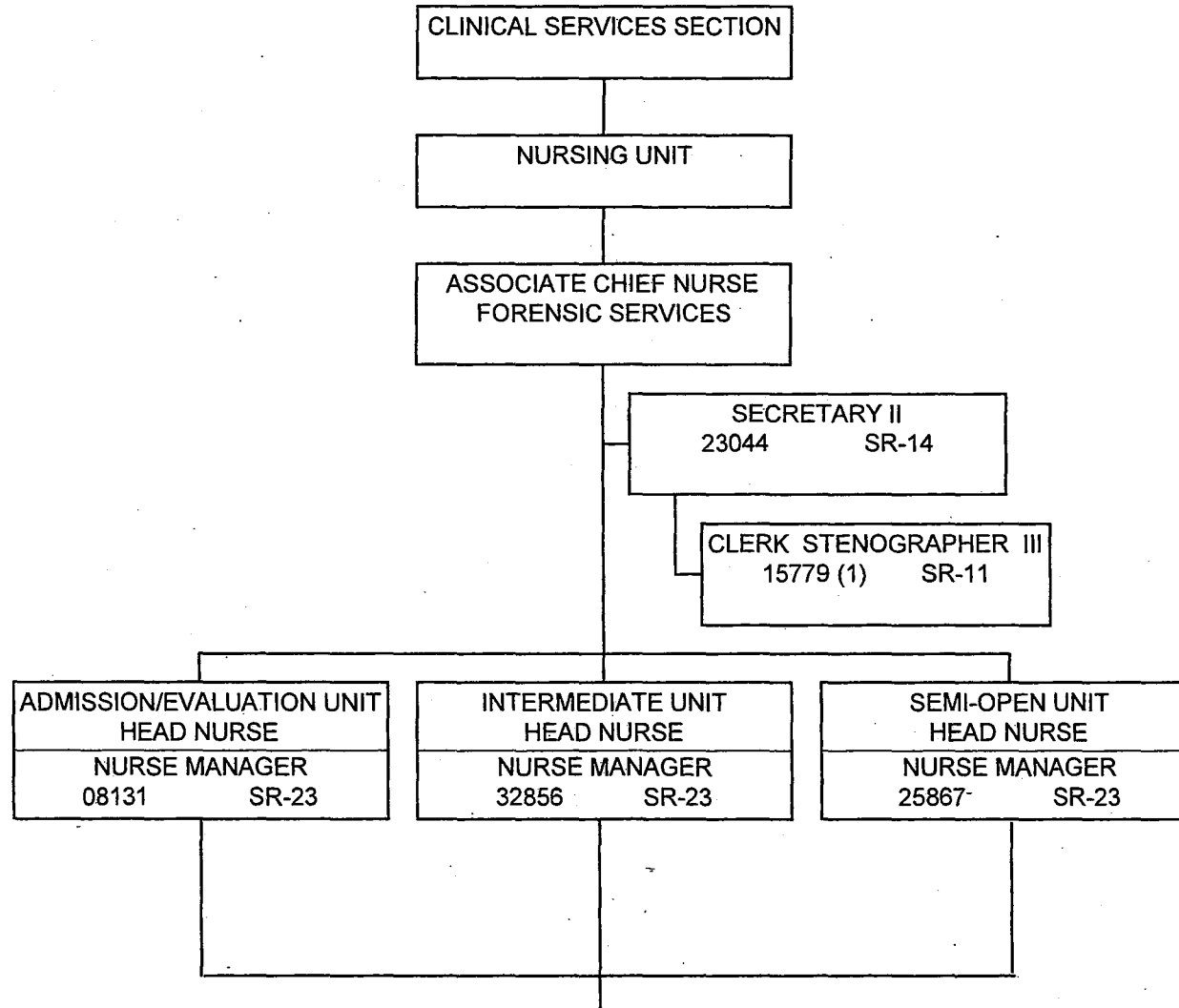
43667(1), 43672 (1), 43673 (1), 43668 (1), 118431 (1), 118432 (1) SR-08

(1) TEMPORARY, NTE  
6/30/15.  
(2) 50% FTE.

JUN 30 2013

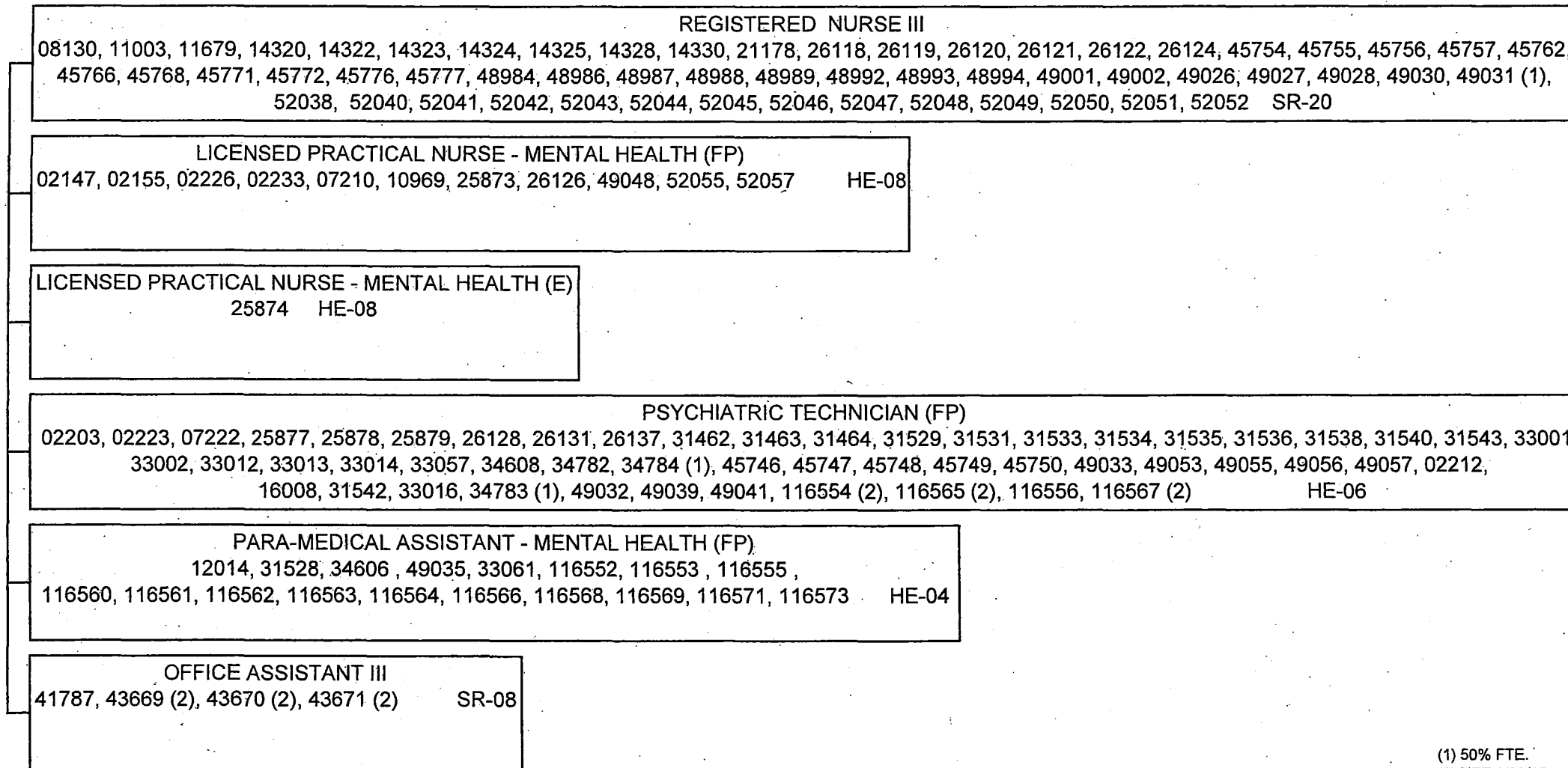
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION  
 NURSING UNIT

POSITION ORGANIZATION CHART



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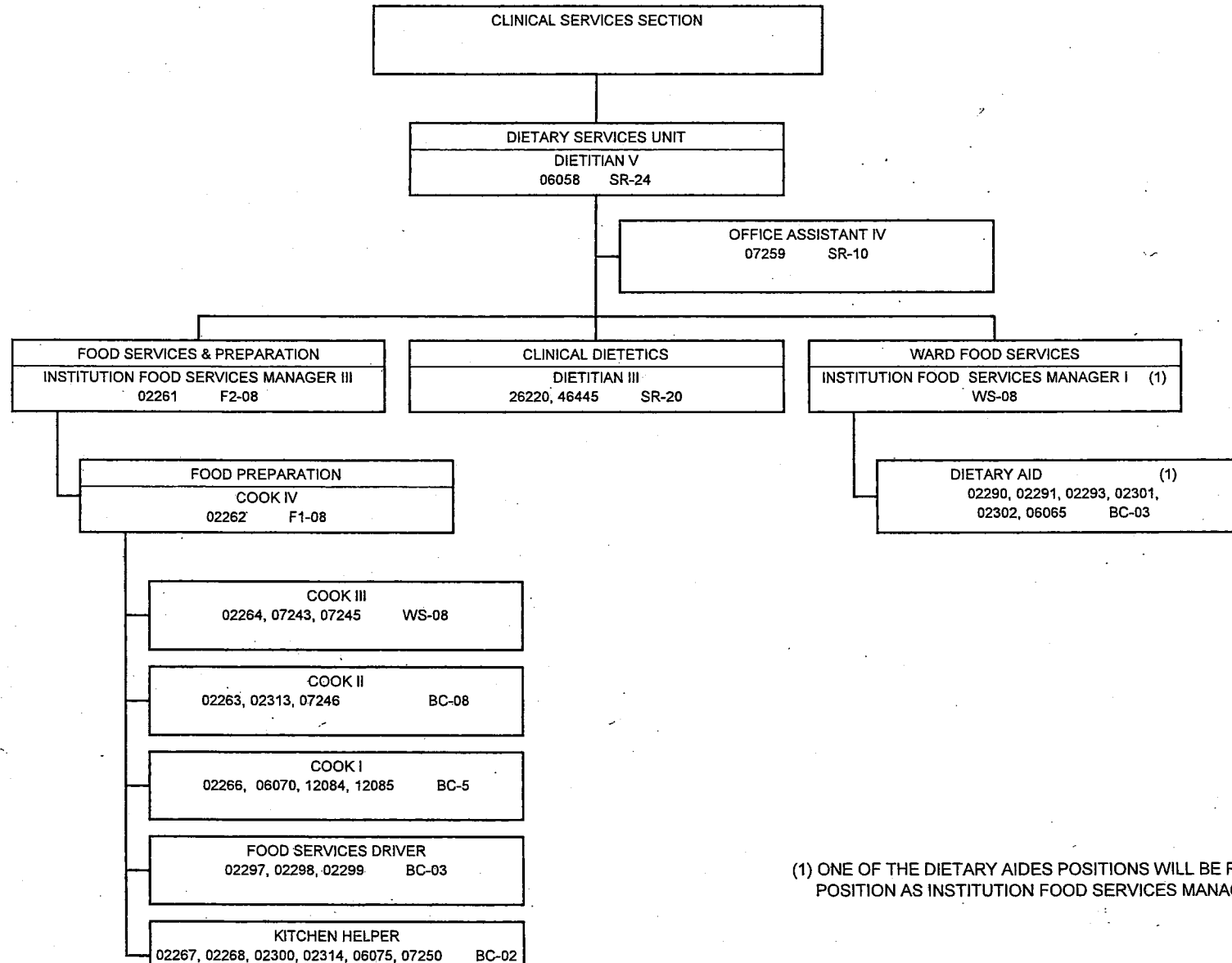
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(2) NTE 6/30/15.

JUN 30 2013



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ADULT MENTAL HEALTH DIVISION  
 HAWAII STATE HOSPITAL BRANCH  
 CLINICAL SERVICES SECTION  
 DIETARY SERVICES UNIT

POSITION ORGANIZATION CHART

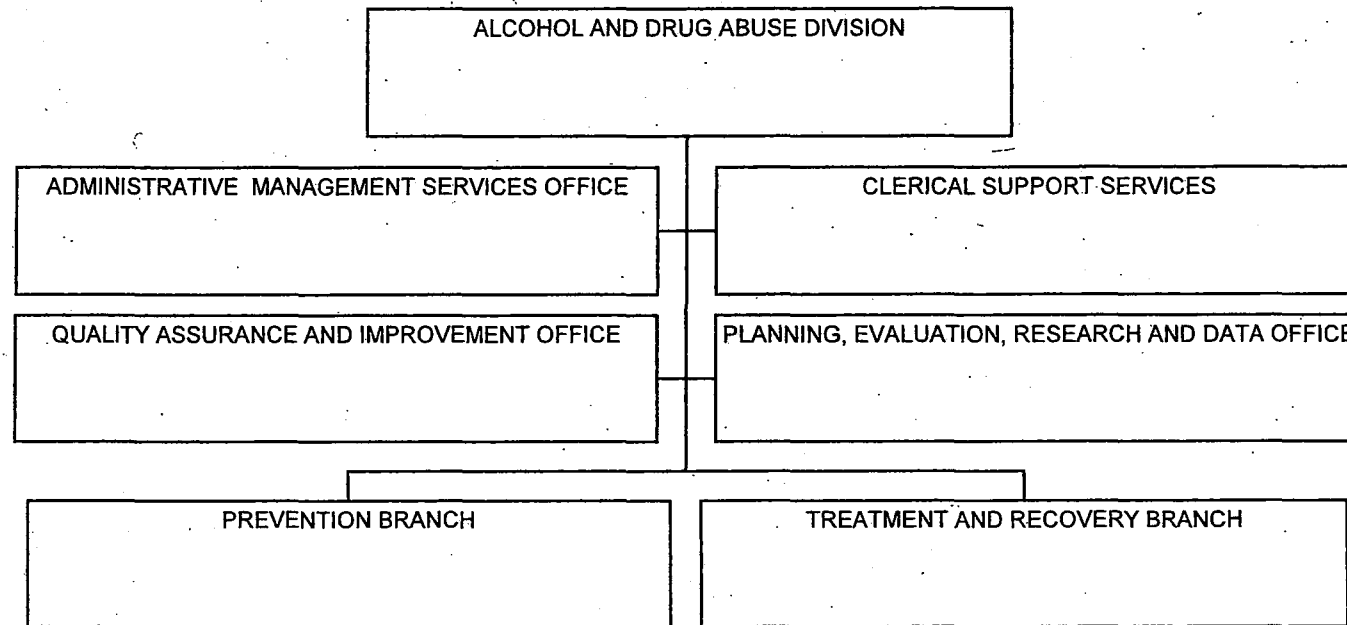


(1) ONE OF THE DIETARY AIDES POSITIONS WILL BE REDESCRIBED TO A SUPERVISORY POSITION AS INSTITUTION FOOD SERVICES MANAGER I.

JUN 30 2013

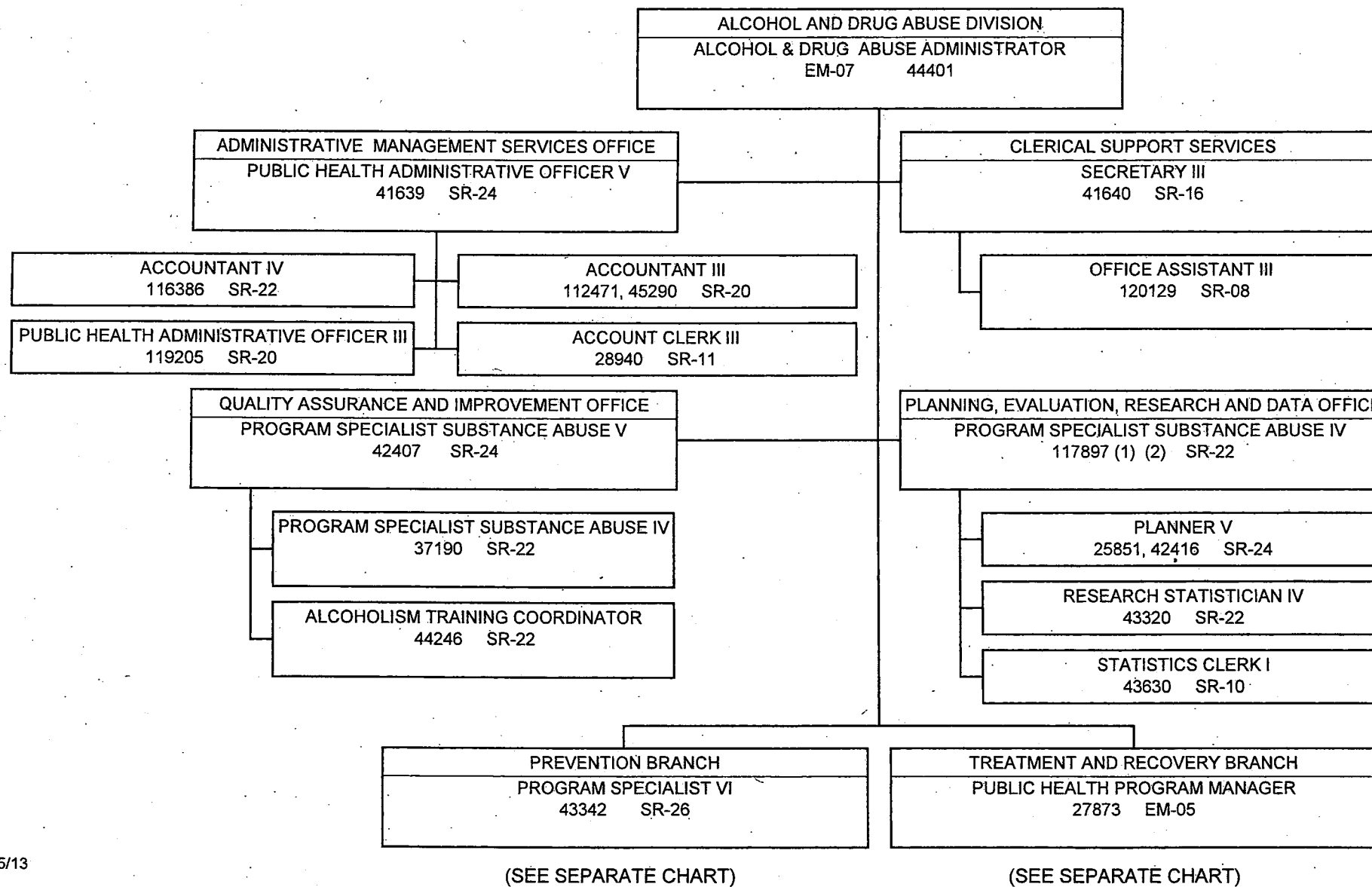
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ALCOHOL AND DRUG ABUSE DIVISION

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ALCOHOL AND DRUG ABUSE DIVISION

POSITION ORGANIZATION CHART



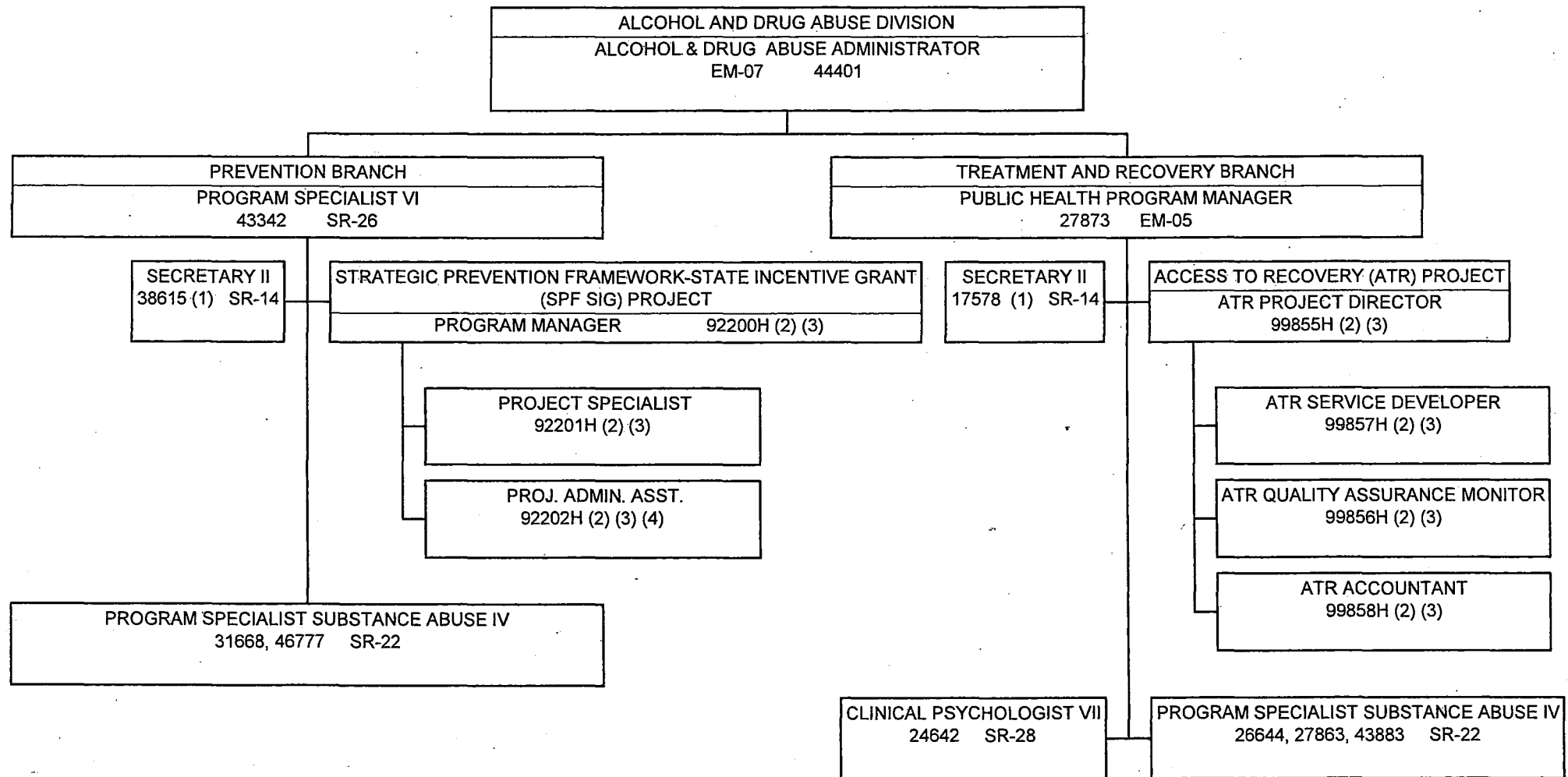
(1) TO BE REDESCRIBED.  
 (2) TEMPORARY, NTE 6/30/14.

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(SEE SEPARATE CHART)

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 ALCOHOL AND DRUG ABUSE DIVISION  
 PREVENTION BRANCH/TREATMENT AND RECOVERY BRANCH

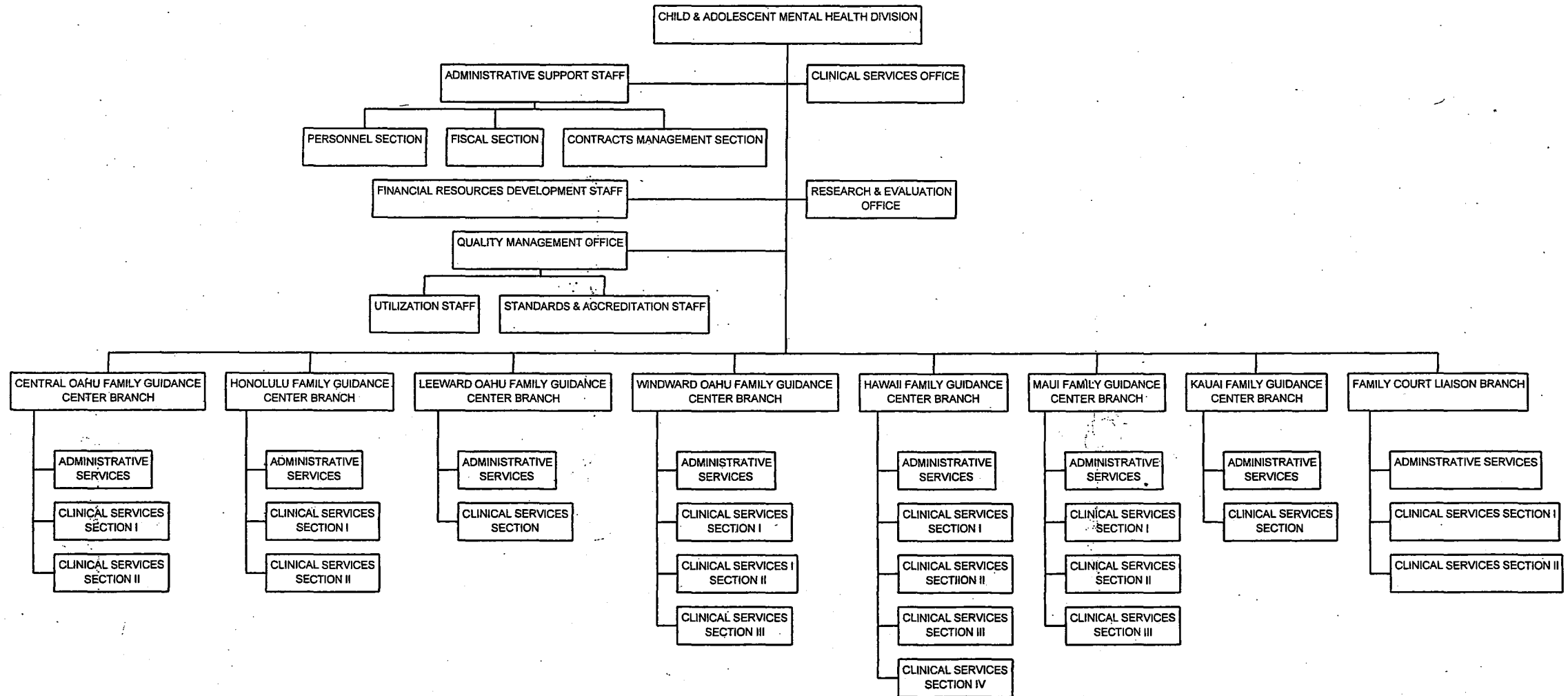
POSITION ORGANIZATION CHART



(1) TO BE REDESCRIBED.  
 (2) TO BE ESTABLISHED.  
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 (4) .50 FTE.

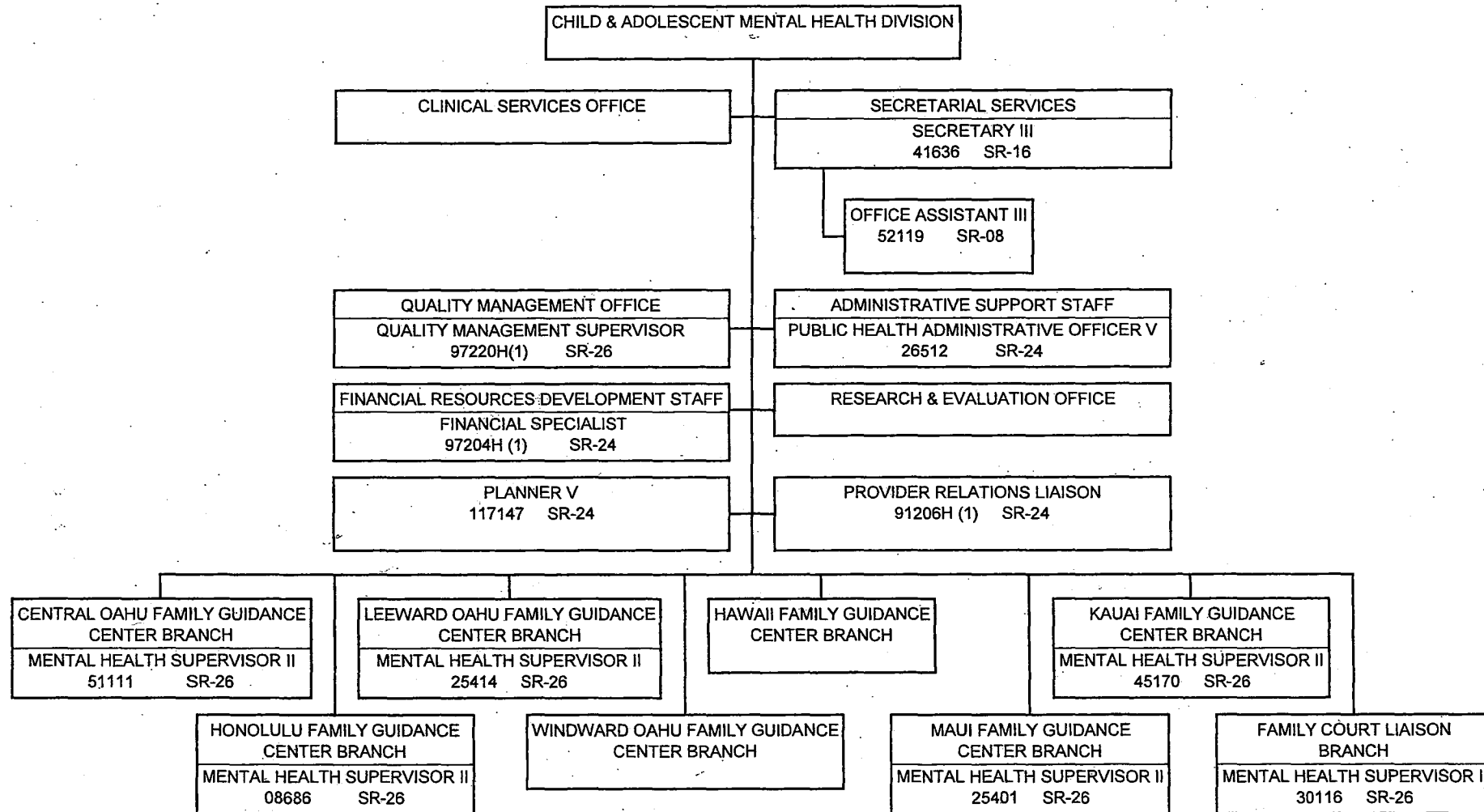
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 CHILD AND ADOLESCENT MENTAL HEALTH DIVISION

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 CHILD & ADOLESCENT MENTAL HEALTH DIVISION

POSITION ORGANIZATION CHART

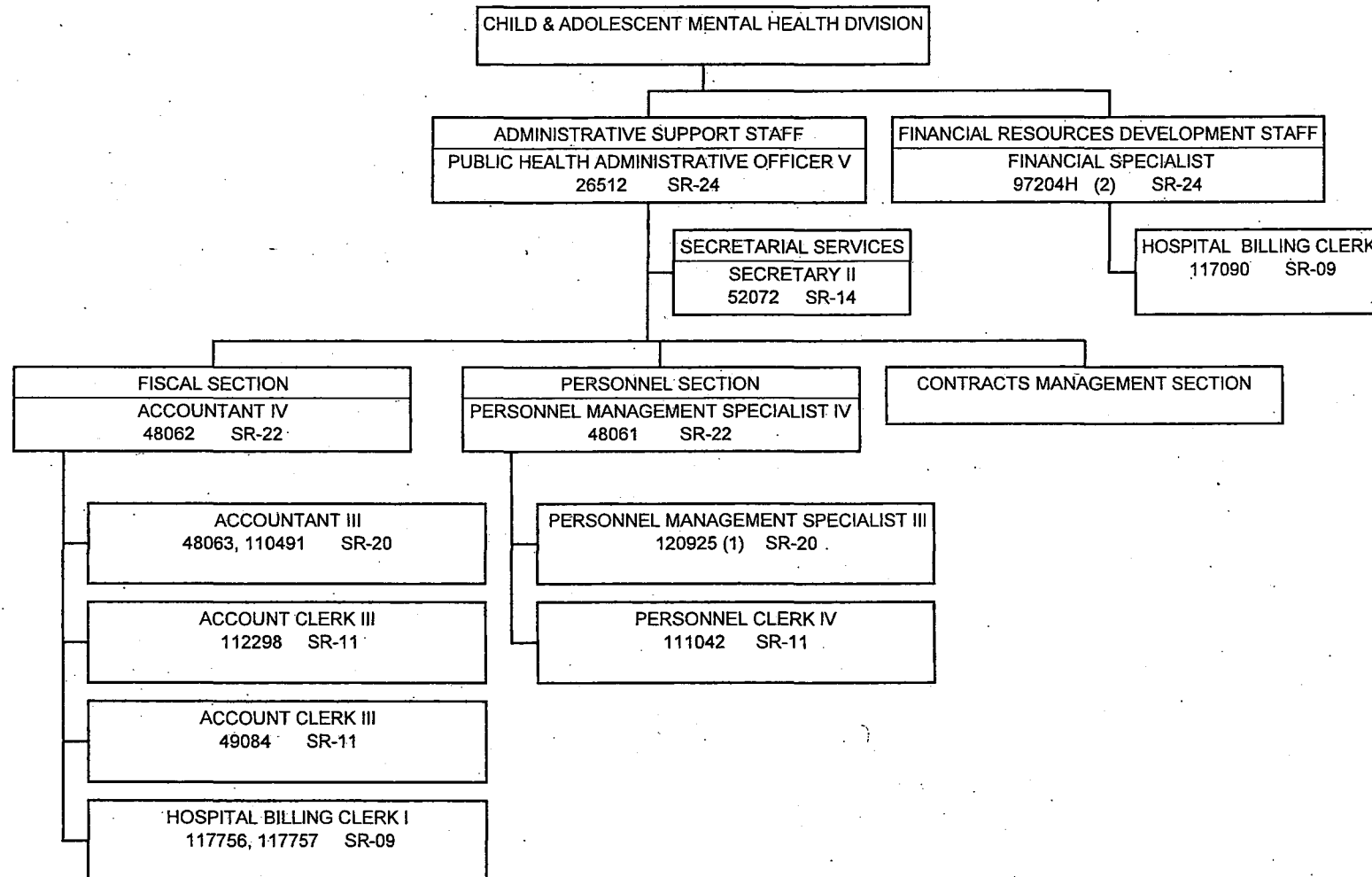


(1) TO BE ESTABLISHED.

JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
 CENTRAL ADMINISTRATIVE SERVICES

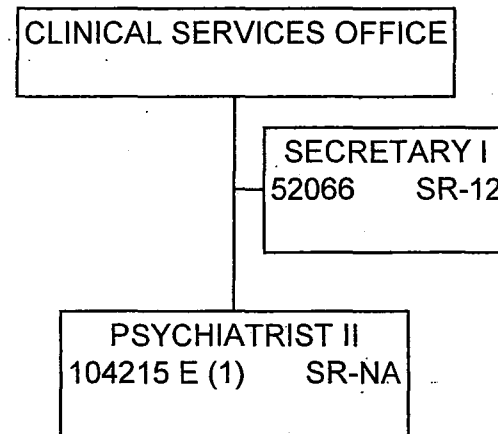
POSITION ORGANIZATION CHART



(1) TEMPORARY POSITION, NTE 6/30/14.  
 (2) TO BE ESTABLISHED.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
CLINICAL SERVICES OFFICE

POSITION ORGANIZATION CHART

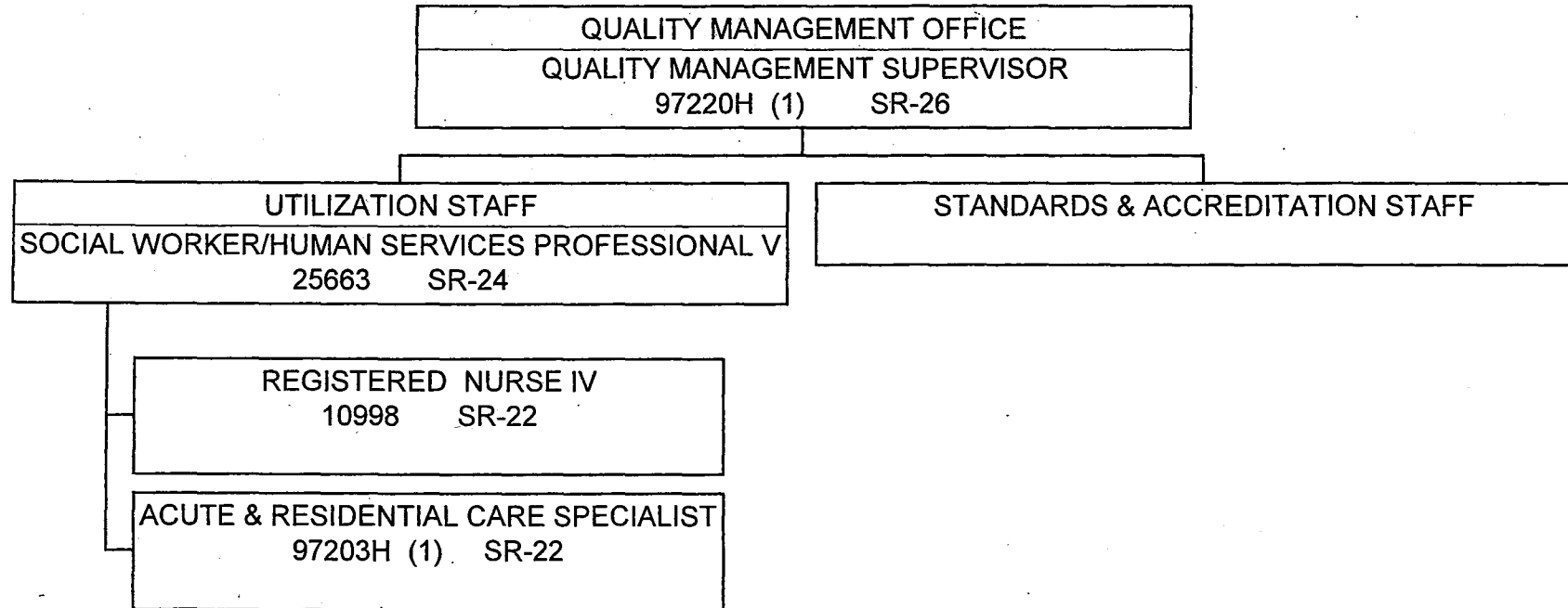


(1) TEMPORARY POSITION, NTE 6/30/14.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
QUALITY MANAGEMENT OFFICE

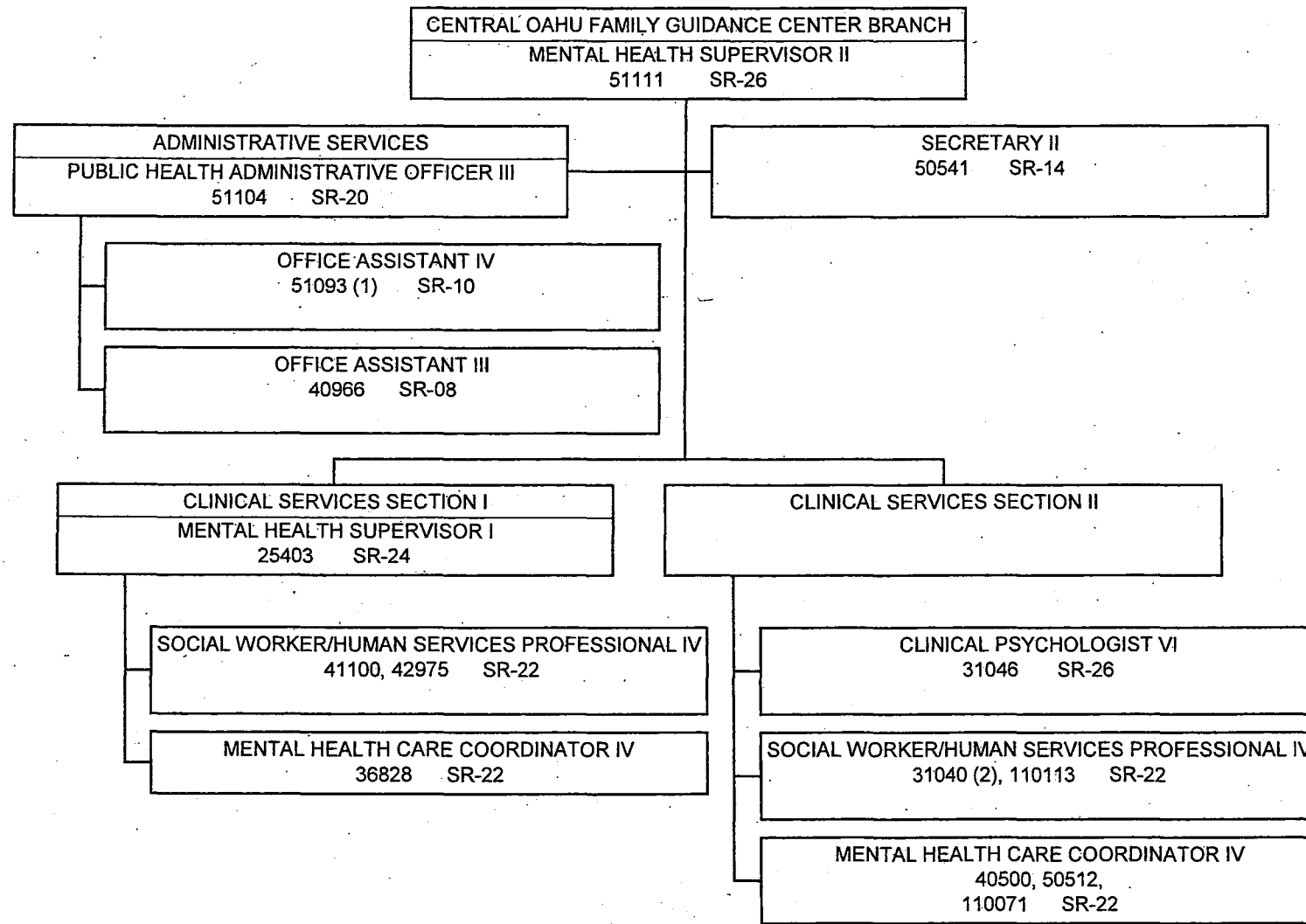
POSITION ORGANIZATION CHART



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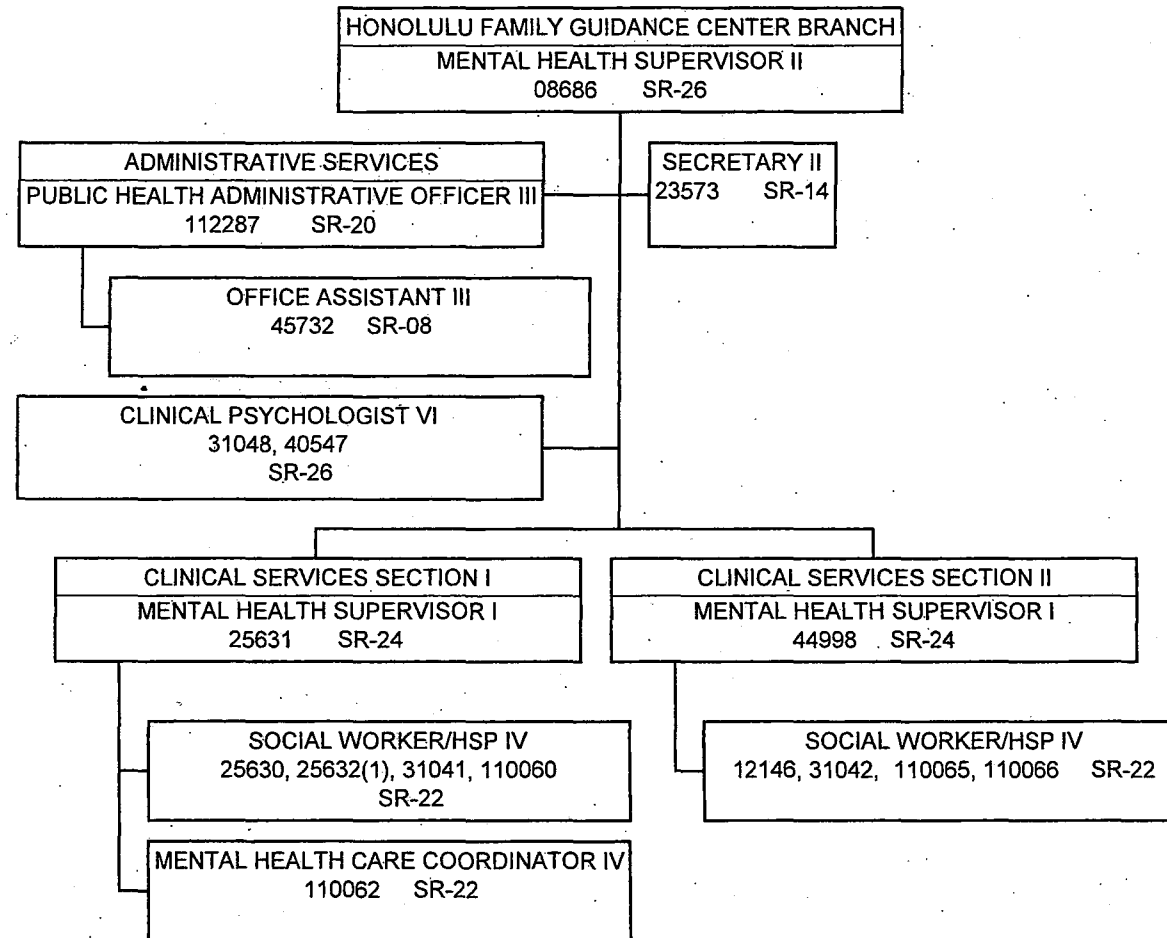
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
 CENTRAL OAHU FAMILY GUIDANCE CENTER BRANCH

POSITION ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
 HONOLULU FAMILY GUIDANCE CENTER BRANCH

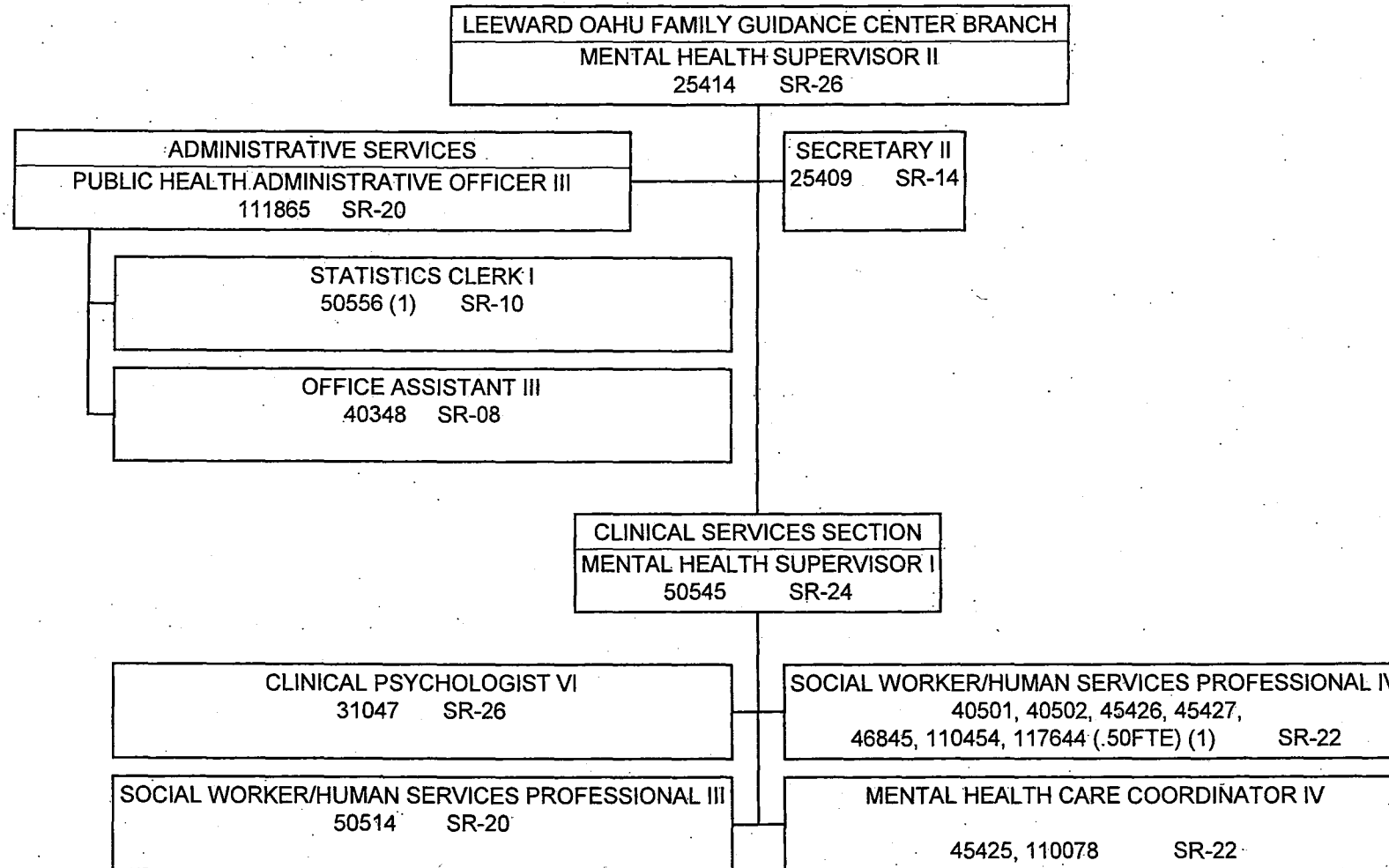
POSITION ORGANIZATION CHART



(1) ABOLISHED.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
 LEEWARD OAHU FAMILY GUIDANCE CENTER BRANCH

POSITION ORGANIZATION CHART

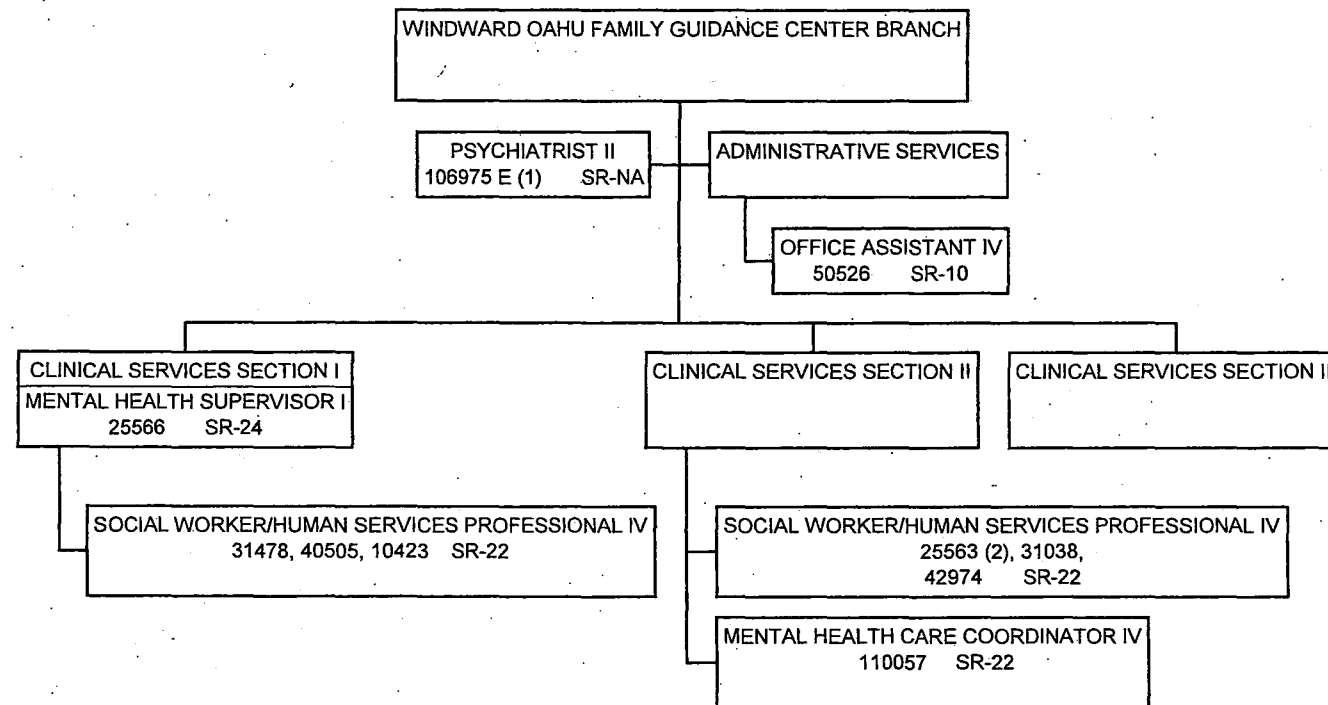


(1) TEMPORARY, NTE 6/30/14.

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STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
 WINDWARD OAHU FAMILY GUIDANCE CENTER BRANCH

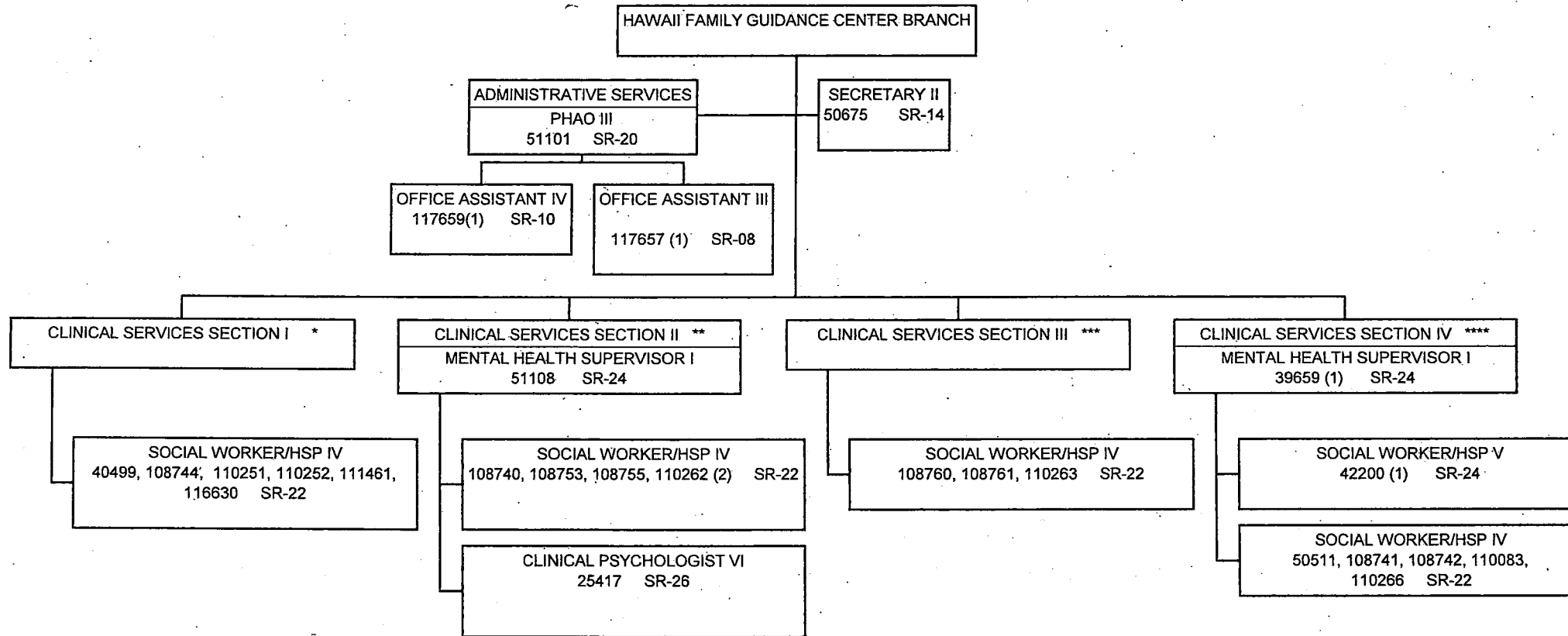
POSITION ORGANIZATION CHART



(1) TEMPORARY POSITION, NTE 6/30/14.  
 (2) ABOLISHED.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
 HAWAII FAMILY GUIDANCE CENTER BRANCH

POSITION ORGANIZATION CHART



NOTE: SERVES THE GEOGRAPHICAL AREAS:

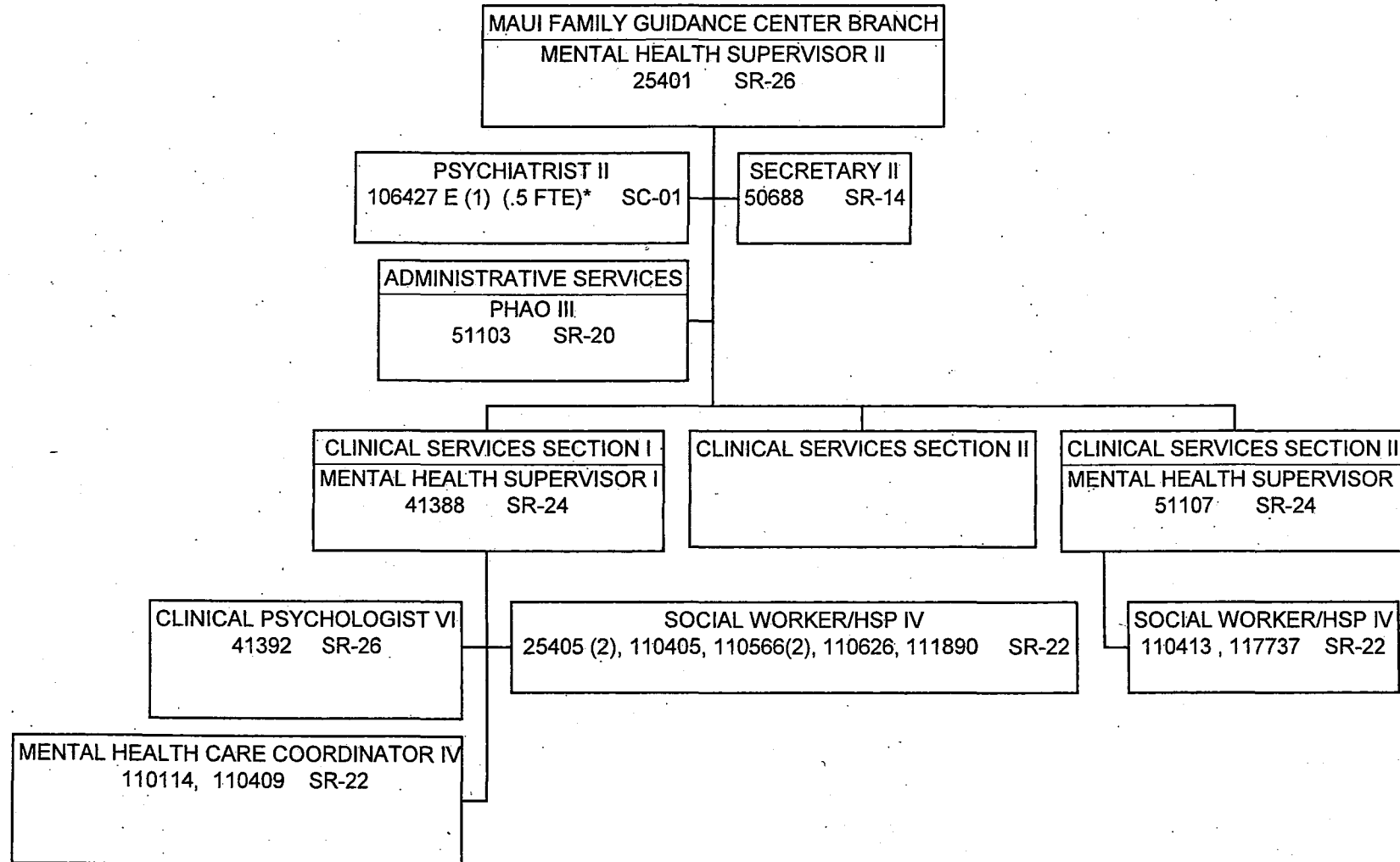
- \* HILO.
- \*\*KONA.
- \*\*\*WAIMEA
- \*\*\*\*KA'U/PUNA

- (1) TEMPORARY NTE 6/30/14.
- (2) ABOLISHED.

JUN 30 2013

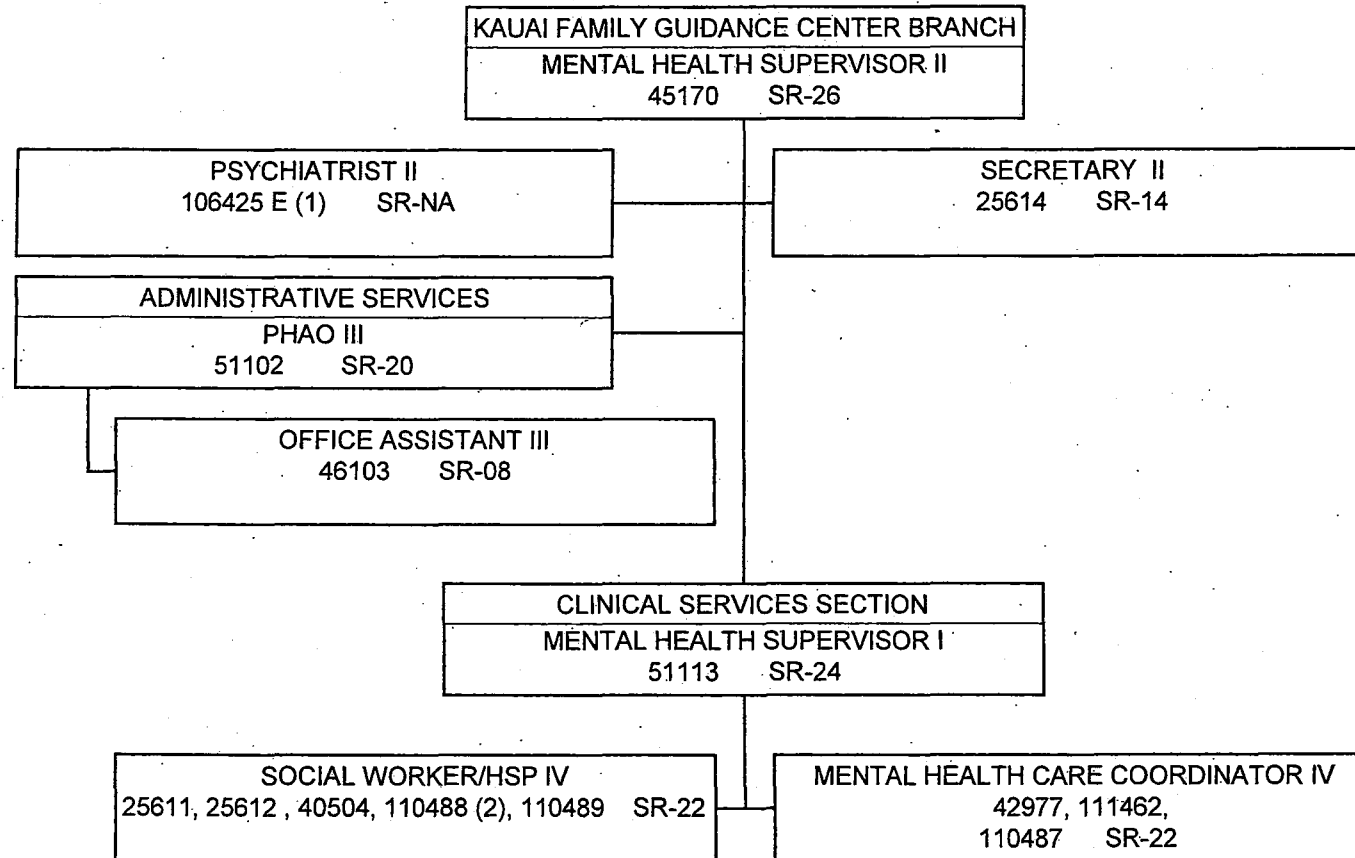
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 BEHAVIORAL HEALTH ADMINISTRATION  
 CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
 MAUI FAMILY GUIDANCE CENTER BRANCH

POSITION ORGANIZATION CHART



(1) TEMPORARY NTE 6/30/14.  
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POSITION ORGANIZATION CHART

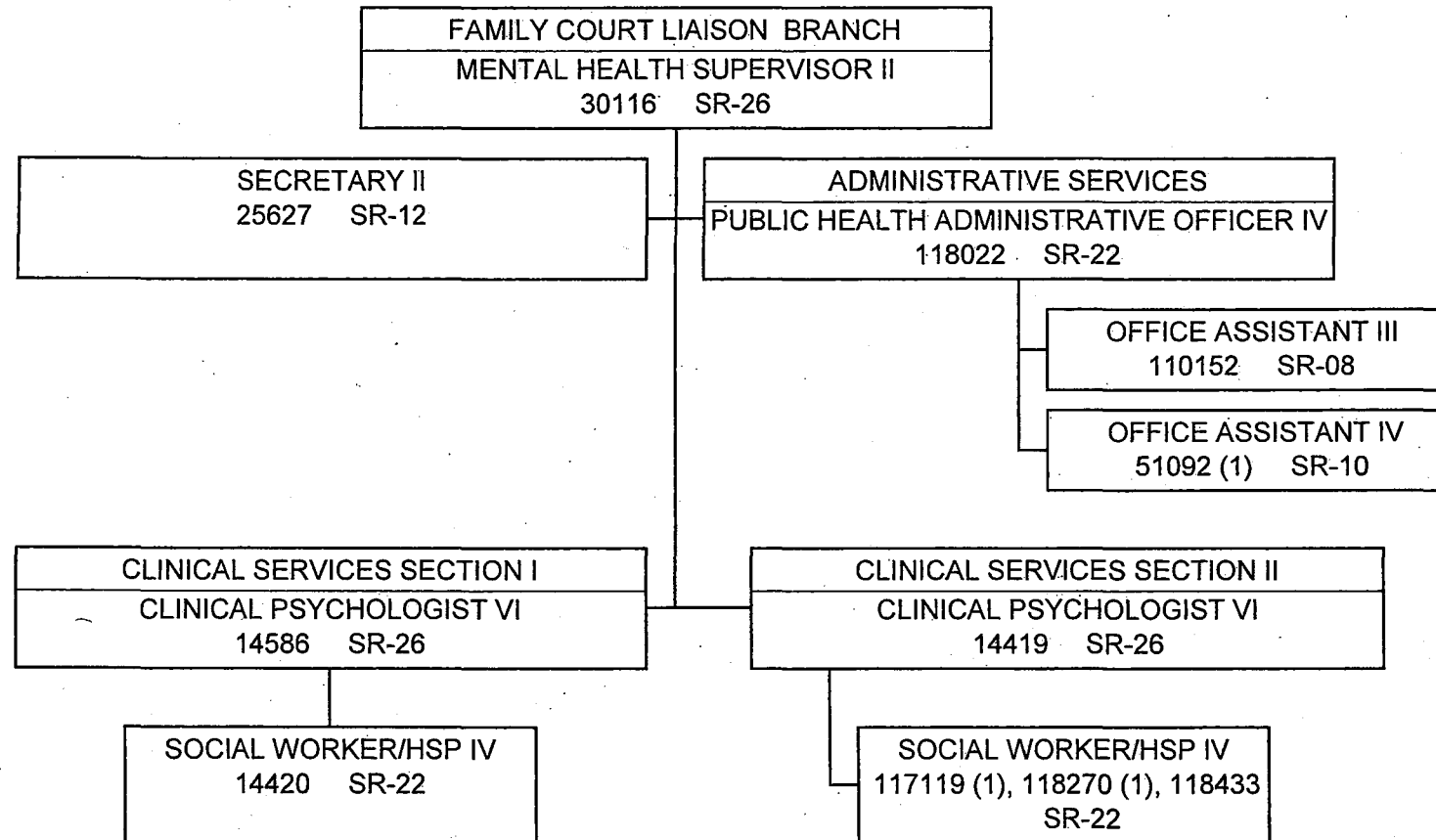


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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD & ADOLESCENT MENTAL HEALTH DIVISION  
FAMILY COURT LIAISON BRANCH

POSITION ORGANIZATION CHART



(1) TEMPORARY POSITION, NTE 6/30/14.

JUN 30 2013

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION

FUNCTIONAL STATEMENT

Under the general direction of the Director of Health, plans, directs, and coordinates the activities of the Administration in effectively performing its functions and attaining its mission within the scope of laws and established policies and regulations.

**ADULT MENTAL HEALTH DIVISION**

Plans, coordinates and promotes integrated mental health services for individuals 18 years of age and older. Public resources are focused on persons with serious mental disorders, individuals in an acute, severe mental health crisis, and those experiencing distress and trauma from a declared disaster. Services are provided at out-patient mental health center branches, at a public hospital for the seriously mentally ill, through evaluative and consultative services to the state court system, and through a network of contract service providers.

**ALCOHOL AND DRUG ABUSE DIVISION**

Plans, coordinates and implements statewide services relative to alcohol and drug abuse; certifies substance abuse counselors and program administrators and accredits substance abuse programs; provides for diagnostic, treatment services and consultative services.

**CHILD AND ADOLESCENT MENTAL HEALTH DIVISION**

Plans, coordinates and provides statewide mental health services, which include treatment, consultative, and preventive components to eligible children and adolescents through outpatient Family Guidance Center Branches, and through a network of contract providers.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION

FUNCTIONAL STATEMENT

Executes statutory responsibilities relating to adult mental illness, set fourth under Chapter 334, HRS.

Directs, coordinates, and monitors the operations of the State's adult mental health programs, services, activities and facilities.

FOUR (4) COMMUNITY MENTAL HEALTH CENTER BRANCHES

Plans, organizes and implements programs and activities to meet the mental health needs of the adults and the elderly through four community mental health center branches, one on Oahu and three on the neighbor islands.

COURTS AND CORRECTIONS BRANCH

Provides evaluation, consultation, diagnostic and treatment services to the State courts and corrections system including Oahu Community Correctional Center and Halawa High Security Facility. Conducts in-service training and research in areas related to criminal behaviors and participates in sanity reviews.

HAWAII STATE HOSPITAL

Operates and administers an adult in-patient facility for the diagnosis, treatment and rehabilitation for acute, chronically mentally ill and dual-diagnosed individuals in the State.

Reviews and approves personnel actions and investigates and resolves issues relating to adult mental health employee grievances and problems.

Establishes Divisional administrative and operational policies.

Initiates, develops and/or participates in State-level planning concerned with adult mental health or mental health related programs and services.

Plans, directs and reviews planning, programming and budgeting activities coordinated with the branches, Administrative Services Office and other agencies.

Provides for linkages with the other Divisions within the Administration, Department of Health, Federal, State and County agencies and private groups which are concerned with statewide related to adult mental health, and mental illness.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
PROGRAM SUPPORT SERVICES

FUNCTIONAL STATEMENT

Provides staff support and technical assistance to the Chief, Adult Mental Health Division.

Provides through its various Sections, staff support services, technical consultation, assistance, and direction to all organizational segments of the Division, and to community mental health center programs in the Counties of Hawaii, Maui, and Kauai in the areas of research, special studies, information and management systems, program planning, organization, program evaluation, resource mobilization, clinical service standards, training and staff development, manpower resource allocation and federal grants.

Plans, organizes, directs, coordinates, and monitors the activities of all organizational segments under Program Supports Services.

Coordinates activities with Central Administrative Services.

Monitors the Division's program for short-term psychiatric services in general hospitals.

Maintains continuing liaison with the Med-Quest Division, Department of Human Services, for the ongoing development of psychiatric and substance abuse programs under Title XIX (Medicaid).

Provides for licensing of psychiatric facilities to carry out responsibilities defined in Chapter 334-21, in conjunction with the Hospital and Medical Facilities Branch.

Prepares the Division's PPBS jointly with the Central Administrative Services including manpower resource allocation.

Clerical Services

Provides stenographic, clerical and logistic services to PSS staff.

Prepares annual vacation schedule and out-of-state travel schedule for Master Travel Plan.

Orders and supplies legal and clinical record forms, brochures, and pamphlets to all organizational segments in the Division and to the neighbor island mental health programs.

Assists with arrangements for neighbor island staff and State Advisory Council members to attend workshops and meeting held on Oahu.

Establishes and maintains a filing system and documents a resource library.

Federal Grants - establishes separate fiscal and personnel records on federally-funded projects; monitors or prepares quarterly fiscal reports or expenditures and personnel changes in conformance with federal and departmental policies; prepares fiscal and budgetary portions of Continuation Grant Application;

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
PROGRAM SUPPORT SERVICES

FUNCTIONAL STATEMENT

prepares fiscal reports.

Prepares and processes personnel forms and actions, monitors reports of employees' usage of sick leave, vacation leave, administrative leaves, overtime and time sheets and maintains these records.

Program Planning and Evaluation Staff

Performs program planning for the Division.

Reviews and assists in designing new programs and services and their costs.

Provides technical assistance in defining the goals and objectives of programs and services.

Evaluates program plans and requests for program and staffing changes of all organizational segments of the Division and the community mental health programs of the Counties of Hawaii, Kauai, and Maui.

Develops guidelines and procedures to support Divisional program policies.

Formulates program development guidelines.

Reviews, coordinates and monitors all federal grants; services as a central clearinghouse on grants development.

Assists with resource mobilization to facilitate program development.

Plans and develops coordinated programs and services in collaboration with public and private agencies, institutions and groups to carry out responsibilities defined in Chapter 334, Section 334-3(b)(4), at the Federal, State, and County levels.

Develops interagency agreements and contractual agreements.

Establishes liaison with Federal, State and County agencies and private agencies and groups which perform state or county-wide functions related to mental health, mental illness, alcoholism and drug abuse for purposes of coordinating planning efforts.

Develops the State Mental Health Program Plan.

Provides technical assistance on reorganization; reviews, evaluates and recommends revision of organizational structure.

Develops Divisional policies and procedures; reviews, updates and maintains a manual on Division Policies and Procedures.

Collects and provides statistical data and information required to carry out the functions of the mental health program in accordance with responsibility defined in Chapter 334, Section 334-3(b)(5) through the operation and maintenance of a data system.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
PROGRAM SUPPORT SERVICES

FUNCTIONAL STATEMENT

Promotes and conducts research and studies concerned with the nature, treatment, and consequences of mental illness, drug addiction and alcoholism within the State to carry out responsibility defined in Chapter 334, Section 334-3(b)(3).

Provides staff support services, technical consultation, assistance and direction in areas related to program planning and development, management and evaluation systems, manpower resource allocation, grants, research and studies.

Designs and implements program evaluation and management information systems.

Conducts statistical and program analysis to carry out responsibility defined in Chapter 334, Section 334-3(b)j(2) to evaluate preventive and treatment services in the fields of mental health within the State.

Data System Unit

Operates and maintains a data system to collect and process comprehensive data required to carry out the functions of the State mental health program in accordance with responsibility defined in Chapter 334, Section 334-3(b)(5).

Plans and conducts research and special studies utilizing the data collected.

Develops and maintains user's documentation manuals.

Provides statistical tables for information and analysis.

Provides statistical data for research and special studies.

Provides statistical analysis utilizing current techniques.

Provides consultation and technical assistance on data systems and statistical research.

Provides training on methods and forms used in the data system.

Oversees submission of inventories of federally-funded comprehensive community mental health centers.

Produces statistical tables and narrative reports for the Department's annual Statistical Report.

Planning Unit

Develops and annually updates a State Mental Health Program Plan.

Develops guidelines for program descriptions and provides technical assistance to all organizational segments in developing their program plans and goals and objectives.

Formulates program development guidelines.

Provides technical assistance and consultation in the development

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
PROGRAM SUPPORT SERVICES

FUNCTIONAL STATEMENT

and write-up of grant applications to facilitate program development.

Assists in mobilizing and utilizing community resources to facilitate services to various populations for which the Division has responsibility.

Coordinates planning activities within the Division, between counties and with other agencies, organizations, institutions and groups.

Provides staff services to the State Advisory Council on Mental Health and to other Divisional Advisory groups as appropriate.

Maintains an overview of planning activities of all organizational segments of the Adult Mental Health Division, and coordinates via site visits and scheduled meetings with Chief of Branches.

Provides technical assistance and consultation in all areas related to program planning and development of a comprehensive network of public and private mental health services to meet identifies needs within each community mental health center catchment area.

Reviews and assists in designing and costing new programs and services or the modification of existing programs and services.

Research and Evaluation Unit

Promotes and conducts evaluation to carry out responsibility defined in Chapter 334-3(b)(2) to evaluate preventive and treatment services in the field of mental health within the state.

Promotes and conducts research studies concerned with the nature, treatment, prevention, and consequences of mental illness, alcoholism and drug abuse within the State to carry out responsibility defined in Chapter 334, Section 334-3(3)(b).

Maintains an overview of evaluation and research activities within the Division.

Provides staff support services, consultation and technical assistance, in areas related to evaluation and research in mental illness, alcoholism, and drug abuse.

Provides the Chief, Adult Mental Health Division, administrators and supervisors in Branches, and relevant others within the Division and Department, with findings on special studies and research projects that have significant implications for changes in programs, services, operations, services delivery system, or target populations for appropriate action.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
PROGRAM SUPPORT SERVICES

FUNCTIONAL STATEMENT

Clinical Service Standards Staff

Develops and monitors clinical standards and the quality of services and care provided throughout the Division.

Develops and monitors personnel standards and standards of performance.

Reviews technical aspects of clinical activities of various disciplines.

Develops and monitors staffing standards.

Develops and monitors standards and regulations for psychiatric facilities.

Develops and monitors standards for the utilization of care facilities.

Provides staff support services, consultation and technical assistance in areas related to clinical service standards.

Develops means for the timely introduction of new clinical technology.

Defines and monitors clinical activities which should be utilized in providing services.

Licenses psychiatric facilities to carry out responsibilities defined in Chapter 334, Section 334-21, in conjunction with the Hospital and Medical Facilities Branch.

Training and Career Development Staff

Determines needs and establishes priorities for staff in-service training in collaboration with all Branches of the Division.

Provides for and coordinates continuing training of Division staff to upgrade the quality of services delivered to clients by increasing the technical job-related mental health skills of all personnel.

Enters into agreements with various operational segments of the Division and training institutions to coordinate training of pre-professional students in the mental health disciplines.

Establishes linkages with community career development training agencies and provides consultation, planning, implementation and assessment of orientation and training in career development for persons in the community.

Assists operating units in the Division in finding and utilizing grants and other existing or potential sources of funds to support training activities.

Provides staff support services, consultation and technical assistance in areas related to training and career development.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
CENTRAL ADMINISTRATIVE SERVICES

FUNCTIONAL STATEMENT

Plans, administers, monitors and maintains controls on the Division's expenditure plan.

Develops and monitors controls and procedures on fiscal operations and personnel actions in accordance with departmental, state and federal requirements.

Provides technical consultation and assistance to all organizational segments of the Division in the areas of routine budget, fiscal, personnel, and logistic services.

Develops, controls and assists organizational segments of the Division in meeting their staffing and fiscal requirements within the Division's authorized expenditure plan.

Establishes a system to review and coordinate all fiscal and personnel actions to assure conformance with the Division's authorized expenditure plan.

Develops policies and procedures for the third-party reimbursements for services (Medicare, Medicaid, CAMPUS, V.A., and private health insurance, i.e., HMSA, Aetna, etc.).

Establishes and maintains a system of charges for services based upon cost data, including billing, collection, write-offs, and controls of accounts receivable.

Processes contracts.

Supervises preparation of the Division's fiscal budget.

Prepares the Division's PPBS jointly with the Program Support Services.

FISCAL SERVICES

Prepares the Division's fiscal budget in accordance with an approved budget plan and in conformance with requirements of the PPBS.

Monitors the processing of requisitions and assists line staff with purchase orders, invoices and payments as needed.

Reviews and monitors day-by-day fiscal and personnel actions for conformance to the Division's approved expenditure plan, routes all actions and recommendations which do not conform with the approved expenditures to the Program Support Services.

Maintains central inventory of equipment, facilities, land, materials and supplies for the Division.

Serves as a clearinghouse of all communications systems installations.

Prepares cost analyses and other fiscal reports as necessary.

Maintains records and reports of incidents occurring within the Division and contractual agencies which indicate violations of

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ADULT MENTAL HEALTH DIVISION  
CENTRAL ADMINISTRATIVE SERVICES

FUNCTIONAL STATEMENT

laws or regulations related to fiscal or fair employment practices.

PERSONNEL SERVICES

Processes on a centralized basis premium pay sheets and Worker's Compensation claims and reports.

Maintains and prepares reports required for various collective bargaining contractors on a timely basis.

Monitors records of industrial accidents and reports, maintains Occupational Safety and Health Act and Worker's Compensation records.

Assists the Centers and Branches in the resolution of employee relations problems.

Coordinates and reviews personnel actions (related to , but not limited to, reorganization, position reallocation and description, leave request, recruitment) and advises Program Chiefs and Division Personnel on the appropriate measure so that such personnel actions in the Division are in conformance with the current budget.

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OAHU COMMUNITY MENTAL HEALTH CENTER BRANCH  
BRANCH ADMINISTRATION

FUNCTIONAL STATEMENT

The Branch Administration plans, organizes, directs, coordinates and monitors the Branch's programs, services, activities and staff toward achievement of the Adult Mental Health Division's (AMHD) mission and goals within the assigned area. It strives to provide excellence in continuously improving Branch services and to maintain high standards in ethical conduct and professional practices.

Branch Administration, within the assigned area:

- Assures that the Branch's activities are consistent with the mission statement that describes, in broad terms, the Branch's purposes, whom it serves and general areas of service. The mission statement will be consistent with and complement the mission statements of the Adult Mental Health Division and the Department of Health.
- Assures effective and ethical leadership, resourcefulness, and stability for the organization, in order that the Branch achieve its stated mission.
- Establishes Branch policies and procedures consistent with divisional policy, maintenance of high standards of operation and continuous quality improvement in Branch operations, overall.
- Plans and implements effective and efficient systems for the delivery of services throughout the Branch and its organizational segments.
- Develops, implements, and monitors goals, objectives, standards of performance, policies and procedures for the Branch to assure quality professional services.
- Develops and implements an information and communication system throughout the Branch and its organizational segments in accordance with the requirements of the Adult Mental Health Division and accrediting bodies.
- In collaboration with the AMHD, establishes priorities for mental health services and special projects based on community needs.
- Establishes and maintains positive public relations between the Branch and the community.
- Obtains input from persons served and those in the community concerned with mental health and related programs and services.
- Plans and directs the preparation of the Branch's budget request. Monitors the Branch's expenditures and personnel actions to insure they are kept within the Branch's authorized fiscal and manpower ceiling.
- Administers, reviews, and approves personnel and fiscal actions of the Branch and its organizational segments.

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ADMINISTRATIVE AND SUPPORT SERVICES OFFICE

FUNCTIONAL STATEMENT

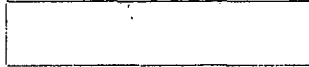
The Administrative and Support Services Office is responsible for preparing and monitoring all fiscal and personnel actions, overseeing and maintaining the physical facilities, vehicles, and equipment, and establishing and maintaining a data and billing system for services provided by the Branch.

- Plans, coordinates and prepares the Branch's budget request, which reflects and anticipates the Branch's needs and resources for realizing its goals. Monitors the Branch's expenditures and personnel actions to insure they are kept within the Branch's authorized fiscal and manpower ceiling.
- Initiates, coordinates, monitors and maintains all fiscal and personnel actions within the Branch.
- Arranges for the purchase and maintenance of vehicles, equipment, materials and supplies for the Branch and assumes responsibility for inventory control.
- Monitors and maintains the Branch's physical facilities in accordance with federal, state, and local statutes and regulations. Develops safety and disaster response programs. Conducts and documents regular disaster and emergency drills.
- Develops, implements and updates a standardized system for billing and collection of payment fees and third-party reimbursement for services. Establishes and executes a system of charges for services including billings, collections, controls of accounts receivable and recommended write-offs.

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OAHU COMMUNITY MENTAL HEALTH CENTER BRANCH  
QUALITY MANAGEMENT OFFICE

FUNCTIONAL STATEMENT



Quality Management Office assumes overall responsibility for coordinating the development, implementation, and administration of a Branch-wide, structured system for continuous improvement processes to meet consumer needs. Ensures that all licensure, accreditation, and certification requirements are met, and obtains input from consumer and community groups.

- Complies with the Division-wide program evaluation system which includes evaluating pre-established goals against the outcomes of services provided to consumers. Provides ongoing monitoring, evaluation and improvement of the Branch's programs and services by collecting and analyzing data, monitoring treatment effectiveness and patient satisfaction, and integrating the findings into the Branch's operations.
- Reviews screening, admissions, active cases and discharges for quality, cost effectiveness, and appropriateness of service/treatment provided.
- Establishes and coordinates a system for distribution of the findings of quality management activities to Branch segments and to division. Insures that changes made within the Branch are coordinated into policies and procedures to assure continuity, eliminate duplication of effort and increase compliance.
- Provides a system to make the Branch's policies and procedures available to all staff.
- Assesses the objectives, scope, and effectiveness of the quality management effort. Recommends improvements for system advancement.
- Identifies staff training and educational needs. Plans or coordinates appropriate programs. Maintains records of staff training profiles.
- Develops, implements and evaluates a risk prevention program. Evaluates the risk prevention and management plan to ensure that it is current, complies with new statutes, accreditation standards, and current developments in the field of mental health as it relates to liability and malpractice issues.
- Coordinates and facilitates risk prevention and corrective activities Branch-wide.
- Provides information and training to consumers, staff and others about the rights of the mentally ill.
- Maintains, evaluates and amends a system to deal with grievances and appeals concerning the rights of the person served.

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- Obtains input from and provides linkages to interested consumer and community groups on issues regarding mental health delivery.
- Develops and monitors a uniform system of clinical record keeping.
- Maintains the Branch's library of psychiatric and allied reference books and publications. Maintains current copies of Branch and Division policies and procedures, Hawaii Revised Statutes, and related administrative rules.
- Develops and implements a system for obtaining and keeping current documentation of professional credentials for all clinical staff.

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OAHU COMMUNITY MENTAL HEALTH CENTER BRANCH  
TREATMENT SERVICES SECTIONS I, II, III, IV

FUNCTIONAL STATEMENT



This section has the primary responsibility for providing community-based mental health treatment services, utilizing a multidisciplinary framework, to meet the needs of the eligible population of persons with mental health disorders, as defined by AMHD. The staff of Treatment Services Section will assist the consumer in understanding and managing his/her mental disorder.

The Treatment Services Section consists of the clinical disciplines of Psychiatry, Psychology, Social Work, Nursing, and allied mental health professionals. The Section Head coordinates the planning organizing, implementation, and monitoring of the clinical services of this section. The Section Head and his/her staff have the responsibility for ensuring that the clinical services provided meet local and national standards and requirements, and for assuring accountability for all professional activity within the Branch.

- Provides case finding and outreach to persons with serious mental illness.
- Follows screening, eligibility determination, intake and admission procedures for persons applying or referred for services.
- Provides comprehensive assessments and evaluations, including diagnostic assessment, level of functioning, psychological, psychosocial, nursing, and medical/dental, for each consumer who is admitted for services.
- Develops, reviews and monitors treatment plans. Insures that treatment plans are individualized, appropriate to the needs of the consumer, contain measurable, observable goals and objectives that incorporate the unique strengths, abilities, needs, and preferences of the consumer.
- Provides treatment including medication assessment, prescription, monitoring, and individual, group and/or family therapy.
- Provides immediate assessment and appropriate care to persons or families in mental health crisis situations.
- Provides case management functions which include, linkage, monitoring, and advocacy for consumers.
- Provides psycho-educational modules, other skill training, and support groups to the consumer, their families and significant others.
- Collaborates with community agencies, hospitals and other providers to facilitate continuity of care for consumers.

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- Participates, coordinates, and provides services to consumers following their discharge from in-patient psychiatric or correctional facilities.
- Encourages consumers and their families to participate in treatment decisions including discharge planning. Arranges follow-up and linkages for discharged consumers.
- Provides consultation, education, and advocacy, to the community on mental health issues.

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REHABILITATION SERVICES SECTION

FUNCTIONAL STATEMENT

This section has the principal responsibility for providing a range of rehabilitative services to adults with serious mental illness. The primary mode of service provision will be through the clubhouse model pioneered by Fountain House. Clubhouse services are designed to foster and support optimal levels of independent functioning and community reintegration. Services are provided by an interdisciplinary team which will assume overall responsibility for the operation and functioning of the clubhouse. However, staff and members form an essential partnership for the organization and implementation of rehabilitative tasks and responsibilities.

- Assesses the rehabilitation needs of each member. Develops a comprehensive rehabilitation plan which specifies measurable goals and objectives consistent with member's needs and preferences.
- Monitors and evaluates rehabilitation plans to determine participation, progress and outcomes achieved, especially as related to successful community reintegration.
- Provides in vivo education, training, skill building, problem solving and other activities to enhance personal functioning.
- Ensures a structured and therapeutic environment with strong, supportive work-mediated relationships that foster mutual respect. Empowers members through inclusion in decision making and shared participation in tasks and responsibilities of the clubhouse.
- Implements a work-ordered day within the clubhouse to maintain structured, five-day-per-week, opportunities to engage the members in meaningful contributions towards the functioning of the clubhouse.
- Develops and maintains a clubhouse-supported Transitional Employment Program which generates job training and placements in a variety of external work settings.
- Develops and maintains a Supportive Educational Program to assist members with their academic goals and completion of academic degrees.
- Provides discharge planning, outreach, and follow-up services for members exiting or lapsed from clubhouse participation and attendance.
- Provides consultation, education, and advocacy, to the community on mental health issues.

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REHABILITATIVE SERVICES SECTION  
HOUSING AND SKILL BUILDING UNIT

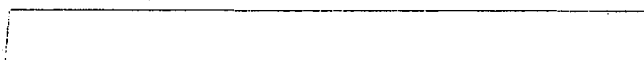
FUNCTIONAL STATEMENT



This unit provides rehabilitative services to clients residing in various group and supportive living situations and coordinates psycho educational classes and skill building groups for clients at the four treatment services sections.

- Provides "in vivo" rehabilitation services to clients residing in various group and supportive living situations.
- Teaches clients skills needed to assist them to live as independently as possible in the least restrictive setting (ie.: budgeting, shopping, food preparation, housekeeping, etc.).
- Develops new housing opportunities for clients.
- Coordinates the psycho educational and skill building classes at the four treatment sites. Leads some of the psycho educational classes and skill building groups.

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ADULT MENTAL HEALTH DIVISION  
COURTS AND CORRECTIONS BRANCH

FUNCTIONAL STATEMENT

The Courts and Corrections Branch is assigned by law from the Department of Health, Adult Mental Health Division, to the State courts and corrections system.

Provides case and program consultation to staff to all programs in the State courts and corrections system.

Evaluates every youth and adult entering correctional institutions and upon returning to the community.

Provides diagnostic and treatment services to inmates of the psychiatric ward at the Oahu Community Correctional Center and Halawa Correctional Facility.

Provides evaluation and consultation to the State court system on the disposition of convicted persons.

Evaluates persons being held for trial at the request of the court.

Performs evaluations for sanity commissions.

Provides groups therapy to selected inmates in correctional programs.

Provides social work care services to all incarcerated adult male and female inmates of state correctional programs.

Provides inservice training to staff of the various programs served.

Provides technical consultation on the planning and development of community resources and services in the areas of delinquency and crime with community agencies and groups.

Participates in the review and assessment of the appropriateness of laws and procedures in the criminal justice system relative to the overall mental health aspects of the system.

Provides case consultation on situations involving delinquents, probationers and parolees to the community mental health branches and units and to other law enforcement agencies not within the State courts and corrections system.

Provides consultation on the planning and development of mental health service to delinquents, probationers and parolees to the community mental health centers, its sections and units.

Provides inservice training to staff of community mental health centers on treatment of juvenile and adult offenders.

Makes referrals to and receives referrals from community mental health centers.

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COURTS AND CORRECTIONS BRANCH

FUNCTIONAL STATEMENT

Conducts research in areas related to criminal behavior.

Provides psychiatric, psychology and social work intern training in cooperation with training institutions.

Maintains records on individuals and groups serviced; prepares reports; handles correspondence; prepares and submits various reporting forms on a timely basis.

Plans, organizes, directs, coordinates, and monitors the Branch's services, activities, and staff toward achievement of efficient and effective service delivery.

Selects and develops staff to work efficiently and effectively toward achievement of program objectives.

Implements operational procedures to facilitate effective management of the Branch and its Units.

Applies clinical and performance standard in implementing the Branch's functions and activities.

Provides information and data for program evaluation and management purposes on a timely basis.

Coordinates services of the various Units with services of other agencies and groups to whom team services are provided as well as with the community mental health centers.

Cooperated in the development of joint programs with other private and public agencies concerned with the criminal justice system.

Initiates personnel and fiscal actions in conformance with the Branch's approved fiscal and manpower ceilings; maintains employee leave record.

Handles personnel grievances and, as needed, enlists the assistance of the Division Chief, for the resolution of personnel problems.

Plans and directs preparation of the Branch's budget request in accordance with Divisional guidelines.

Secretarial Services

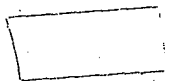
Provides secretarial services to the branch.

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BRANCH ADMINISTRATION

FUNCTIONAL STATEMENT

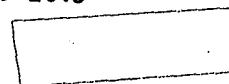
- Operates and administers a public hospital for the diagnosis, treatment and rehabilitation of special problem mentally ill persons and substance abusers in the State.
- Plans, organizes, directs, coordinates and monitors the Branch's programs, services, activities and staff toward achievement of the State's mental health program's goals and objectives.
- Selects and develops staff to work efficiently and effectively toward achievement of program objectives.
- Establishes operational procedures for effective administration and management of the Branch, its sections and units.
- Plans and implements effective and efficient systems for the delivery of services throughout the Branch and its organizational segments. In particular, provides overall supervision of three major sections headed by Associate Administrators. These are Quality Management, Clinical, and the Administrative and Support Services.
- Develops and implements clinical and performance standards, and a systematic reporting of information and data for program evaluation and management in all organization segments of the Branch.
- Plans with the Chief of the Adult Mental Health Division to meet the needs of the Community Mental Health Center Branches and other units for highly specialized consultative and intensive care or treatment services beyond that which can be provided by the Community Mental Health Centers and establishes priorities for such services.
- Provides for service on psychiatric commissions as ordered by the court.
- Selects personnel to represent the Branch on Division committees or task forces or to attend meetings as Branch representative.
- Identifies agencies and groups with whom linkages should be established in relation to highly specialized services and assigns staff to serve as liaison with such agencies and groups.
- Establishes and maintains relations among Hawaii State Hospital (HSH), employee organizations and the community.
- Administers and reviews the Branch's fiscal/budgetary and personnel actions to ensure that they are conducted in keeping with established policies and procedures.
- Develops and implements a system of ensuring the rights of patients, the physically disabled and minorities.
- Appears before legislative and/or other governmental or planning committees to explain the functions of HSH operation, costs, statistics, etc.
- Serves as the overall hospital administrator of all functions of HSH not specifically delegated to others.

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- Provides secretarial and general clerical services to HSH administration and to other organizational segments in HSH.

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BEHAVIORAL HEALTH ADMINISTRATION  
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HAWAII STATE HOSPITAL BRANCH  
QUALITY MANAGEMENT SERVICES SECTION

FUNCTIONAL STATEMENT

The Quality Management Services Section has the overall responsibility for ensuring quality in all facets of Hawaii State Hospital's (HSH) activities and services by constantly making improvements, preventing errors and striving to develop and support a work environment in which each employee's capability is improved, where there is an environment of open communication, innovation and creativity. Quality Management Services also will foster a work environment which values diversity and sustains multiculturalism.

The mission of Quality Management Services is to develop a structured system for creating organization-wide participation in planning and implementing a continuous improvement process to meet and exceed patient needs.

MEDICAL RECORDS UNIT

Under the general supervision of the Associate Administrator for Quality Management, maintains HSH patient medical records, ensuring that records are confidential, secure, readily accessible, timely, properly authenticated, legible and complete. Provides medical transcription services, handles correspondence, release of information and enters and compiles statistical data.

- Plans, develops, and prepares policies, procedures and guidelines for the medical record system of HSH to meet Joint Commission on Accreditation of Healthcare Organizations and Medicare requirements.
- Monitors Unit quality management activities as well as participates and provides assistance in hospital-wide quality improvement activities.
- Files, stores and retrieves medical records; retrieves medical records from storage upon readmission of patients, for medical record reviews, studies, research and as otherwise requested.
- Performs quantitative reviews on discharged medical records, citing deficiencies for appropriate corrective action. Notifies HSH staff of deficiencies, and assists them in the completion of deficiencies as necessary.
- Reviews and codes psychiatric and medical diagnoses on all HSH discharges using current International Classification of Disease (ICDA) Manual and Diagnostic and Statistical Manual (DSM) of Mental Disorders.
- Enters medical diagnoses into the computer and maintains patient database on all HSH cases.
- Provides concurrent medical record reviews on all admission wards to monitor the presence of and timeliness of admission data.
- Transcribes various psychiatric reports, medical consultations, etc.
- Responds to correspondence and written inquiries on discharged cases from families, agencies and others, protecting confidentiality in compliance with legal requirements related to litigation risks. Receives incoming telephone inquiries about patients from agencies and families with proper referral for handling follow-up.

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**Medical Records Unit**

- Responds to subpoenas, court orders and depositions in accordance with guidelines established by HSH administration, Adult Mental Health Division, and Hawaii Department of Attorney General.
- Computes, compiles and distributes daily HSH patient census data.
- Prepares regular statistical reports regarding utilization of HSH beds, length of stay, number of admissions/ discharges, and catchment areas of patients. Interfaces with Utilization Review Unit regarding patient statistics.
- Prepares numerical data in various forms for computer processing, planning, programming, statistical analysis, and reports in support of the management information system and research studies.
- Purges and streamlines medical records in preparation for microfilming; assists in the process of microfilming and inspects the returned microfilm for accuracy.
- Provides clerical services to the organizational segment.

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QUALITY MANAGEMENT SERVICES SECTION

FUNCTIONAL STATEMENT

MEDICAL LIBRARY UNIT

Provides comprehensive library services in the technical specialties of psychiatry and related disciplines to the professional staffs of the Hawaii State Hospital (HSH), the Adult Mental Health Division, and the Department of Health state-wide. Facilitates access to information to provide quality patient care. Maintains resource collection and liaisons with other libraries to meet the educational and informational needs of staff.

- Operates and maintains a centralized library of psychiatric and allied reference books and publications.
- Provides assistance in locating and securing reference materials.
- Provides consultation on library resources.
- Provides liaison between state, federal and private libraries throughout the United States for professional library services (interlibrary loan system).
- Conducts searches through the automated library database system to determine the availability of subject matter being requested.
- Provides assistance to other organizational segments of the Adult Mental Health Division upon request.
- Provides assistance to university and college affiliated students who are training at HSH.
- Maintains records on individuals and groups served; handles correspondence; collects data and prepares reports as requested on a timely basis.

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ADULT MENTAL HEALTH DIVISION  
HAWAII STATE HOSPITAL BRANCH  
QUALITY MANAGEMENT SERVICES SECTION

FUNCTIONAL STATEMENT

QUALITY IMPROVEMENT SPECIAL PROJECTS

Under the general supervision of the Associate Administrator for Quality Management Services, provides for overall coordination, management and analysis of quality improvement teams, thereby documenting performance improvement.

- Establishes and coordinates all activities of the Hawaii State Hospital (HSH) Quality Council whose members include the Hospital Association Administrators, Director of Nursing and staff members of Quality Management Services Section.
- Analyzes all information prior to presentation to the HSH Quality Council to promote informed decision making.
- Acts as a resource in developing recommendations to the HSH Quality Council.

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QUALITY MANAGEMENT SERVICES SECTION

FUNCTIONAL STATEMENT

STAFF DEVELOPMENT AND TRAINING UNIT

Under the supervision of the Associate Administrator for Quality Management Services, provides training and educational services to all disciplines and programs at Hawaii State Hospital (HSH) and other branches of the Adult Mental Health Division, through inservice programs, outservice seminars and workshops, staff consultation, and support services.

- Develops and presents facility and clinical orientation to all new employees.
- Monitors the clinical orientation of nursing staff, by assigning a preceptor who facilitates the orientation process, identifies additional training needs, and provides feedback to the Nursing Unit regarding needs identified.
- Conducts orientation sessions for HSH staff, students, university faculty, and volunteers. Coordinates classroom space and equipment for students and faculty.
- Selects trainers, evaluates training programs and trainers, modifies schedules and program design as required to meet the needs of the staff/facility.
- Consults with HSH and community center staff to identify training and educational needs. Plans appropriate programs, using Adult Mental Health or outside resources. Attends and participates in HSH standing committees.
- Disseminates, through Staff Development and Training Newsletter, information regarding current educational offerings.
- Contracts with local and mainland experts in mental health, and related topics, to conduct seminars addressing identified patient population problems.
- Plans and develops curriculum for training programs in HSH total quality management related domains (e.g., fire and electrical safety, management of aggressive and non-aggressive behavior, cardiopulmonary resuscitation, infection control, charting, and psychoeducational training programs).
- Facilitates audio and teleconference retrieval and continuing education credit offerings in current multidisciplinary topics, creating a learning environment that maximizes staff potential.
- Provides video/audio equipment, Computer Aided Instruction and Design, Interactive Video Learning Station, testing and written materials with clerical and technical assistance to staff and students.
- Networks with other educational institutions, providing speakers and consultative services.
- Provides clerical services to the organizational segments.

Evaluation and Monitoring

- Identifies staff educational needs.
- Maintains computerized database of staff training profiles which includes annual up-to-date training attendance.

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HAWAII STATE HOSPITAL BRANCH  
QUALITY MANAGEMENT SERVICES SECTION

FUNCTIONAL STATEMENT

QUALITY ASSESSMENT AND IMPROVEMENT UNIT

Under the general supervision of the Associate Administrator for Quality Management Services, provides for planning, developing, organizing, directing, educating and reviewing all continuous quality improvement efforts throughout the Hawaii State Hospital (HSH). It also manages a policy and procedure system, an infection control program, and a utilization review function. To provide those served, externally and internally with quality services is a primary goal of Quality Assessment and Improvement.

- Establishes and maintains a hospital-wide system of ongoing monitoring, evaluation and improvement of identified HSH activities.
- Integrates and coordinates all HSH quality management activities through systematic review by the Quality Management Committee.
- Provides a method for the distribution of the findings of quality management activities to HSH staff, the Hospital Superintendent and internal HSH committees.
- Integrates the findings of quality management activities into the delineation of clinical privileges and evaluation of staff performance as specified in the plan for clinical privileges and medical staff by-laws.
- Tracks the status of identified problems and corrective action plans to assure improvement or resolution.
- Recommends adequate resources for hospital-wide assessment and improvement activities.
- Assures that all quality management standards set by the Joint Commission on Accreditation of Healthcare Organizations (JCAHO), Department of Justice (DOJ) and other regulatory organizations requirements are met.
- Annually assesses the objectives, scope, organization and effectiveness of the quality management program with revision as necessary for review by the Hospital Superintendent and internal HSH committees.
- Provides education, support and consultation hospital-wide regarding the activities of the quality management program.
- Provides secretarial and clerical services to the organizational segment.

Policies and Procedures

- Provides a uniform format, maintaining precise definitions of format headings and creates an index which increases the user's ability to read and comprehend efficiently, thereby reducing the likelihood of errors.
- Ensures that changes made within the HSH system are coordinated into policies and procedures to assure continuity, eliminate duplication of effort and increase compliance.

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**Quality Assessment and Improvement Unit**

- Makes recommendations to all organizational segments for changes in policies and procedures to improve compliance with JCAHO, DOJ, and other regulatory agencies.
- Facilitates required participation in the process of policy and procedure formulation as required by JCAHO.
- Seeks approval for policies and procedures from the proper authorities.
- Distributes hospital-wide policies and procedures to all organizational segments.
- Provides a basis for quality management through review of HSH policies and procedures.
- Conducts an annual evaluation of hospital-wide policies and procedures and reports to the Hospital Superintendent and internal HSH committees.

**Utilization Review**

- Reviews all admissions and extended lengths of stay in HSH by analyzing the psychiatric necessity of the admission, the appropriateness of extended stays, the quality of care provided and the necessity of tests and procedures ordered during the hospitalization.
- Maintains a system of monitoring all admissions to assure review of extended stays on a timely basis.
- Consults with patients' attending physicians to clarify/elaborate on plan of treatment.
- Consults with a physician reviewer on all cases where level of care is questionable and/or when questionable data are found in the health care delivery process.
- Collects data and prepares reports as needed or required.
- Maintains liaison with all organizational segments and outside agencies as needed.
- Collects and organizes data on major aspects of care utilizing measurable, Unit-specific indicators.
- Prepares and presents reports to pertinent internal HSH committees.
- Prepares and submits reports to outside agencies as required.

**Infection Control**

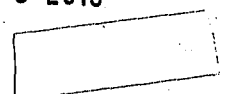
- Disseminates through Quality Assessment and Improvement information to educate, inform and alert employees in matters that relate to infection control.
- Develops indicators for surveillance in the area of infection control and performs chart audits to monitor compliance with said indicators.
- Reviews all microbiology reports and compiles monthly summaries of infection to appropriate units.

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## Quality Assessment and Improvement Unit

- Implements immunizations/screening protocols (Hepatitis B Virus [HBV], pneumonia/influenza, tuberculosis, Human Immunodeficiency Virus [HIV] testing with follow-up prophylaxis).
- Provides through inservice training, guidelines and requirements regarding HIV-HBV and universal precautions.
- Makes recommendations for treatment and prevention related to specific incidences of infection and presents it to organizational segment staff members and/or supervisors with follow-up surveillance.
- Provides consultation in relation to guidelines for: Sterilization and disinfection, infectious waste handling, equipment and supplies, special inservice training such as HIV/HBV.
- Documents the effectiveness of recommendations (sick-call/progress notes). Quarterly summaries of infection control reports are sent to Quality Assessment and Improvement supervisor, Infection Control Committee and Nursing Unit for evaluation of infection control programs.
- Provides for the routine collection of data regarding infection control.

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ADULT MENTAL HEALTH DIVISION  
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QUALITY MANAGEMENT SERVICES SECTION

FUNCTIONAL STATEMENT

RETENTION UNIT

Under the general supervision of the Associate Administrator for Quality Management Services, coordinates with personnel hiring of qualified personnel in order to comply with the minimum staffing requirements, set forth by an agreement between regulatory agencies including the Joint Commission on Accreditation of Healthcare Organizations and the Department of Justice and establishes and implements retention programs which will contribute to job satisfaction and employee morale.

- Builds Hawaii State Hospital (HSH) image and disseminates job information through advertising campaigning, development of promotional materials, direct mail campaign, campus job fairs, presentations to student clubs/classes and HSH open house.
- Meets flexible scheduling needs by the development and implementation of FLEX scheduling and child care programming.
- Meets the need to update skills by subsidizing additional training; develops and implements training programs and personal career counseling to sell psychiatric nursing and what nursing is like at HSH.
- Meets career/promotional opportunity needs by developing and implementing clinical career ladder, review of professional training programs and available opportunities.
- Facilitates promotional opportunities within HSH through internal promotion requests and in-house requests for transfers.
- Establishes recognition programs for all HSH personnel to help promote employee morale through Employee of the Quarter Award, Service Award, Circle of Excellence Award, and the Incentive and Service Awards Program (ISAC).
- Establishes a hospital-wide retention committee to decrease staff turnover and to increase job satisfaction of those currently employed.

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DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
HAWAII STATE HOSPITAL BRANCH  
QUALITY MANAGEMENT SERVICES SECTION

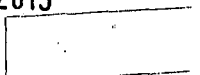
FUNCTIONAL STATEMENT

PATIENT RIGHTS UNIT

Under the supervision of the Superintendent, Hawaii State Hospital (HSH), advises staff, patients, and other interested groups on patient rights. Provides ongoing education and training relating to patient rights. Assists in the development and/or revision of HSH policies and procedures relating to the rights of psychiatric inpatients. Strives for continuing improvement in staff awareness of, and adherence to, the laws regarding the rights of inpatients.

- Reviews and recommends revisions to current rights-related policies, procedures and practices. Recommends new policies, procedures and practices by facilitating the interaction of rights-related concerns with staff, patients, and various HSH committees.
- Maintains, evaluates, and amends, as needed, a coordinated system to deal with patient grievances and appeals concerning the rights of mentally ill persons.
- Reviews the quality and quantity of grievance resolutions, reports or findings, and recommends changes to grievance and appellate practices.
- Provides education and training to mentally ill patients, HSH staff, and others about the rights of mentally ill persons.

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RISK MANAGEMENT UNIT

Under the general direction of the Associate Administrator for Quality Management, identifies areas of potential loss and facilitates corrective actions through a coordinated effort to continuously improve the quality of patient care. Researches and maintains knowledge of statutes in the area of patient rights. With the assistance of the State Attorney General's Office, identifies current trends and issues in litigation at the state and federal levels. Strives for continuous improvement in staff awareness of risk in the area of inpatient psychiatric care.

- Responsible for the development and implementation of a hospital-wide risk prevention program. Evaluates, at least annually, the risk prevention and management plan to ensure that it is current, taking into account new statutes, legal interpretations, accreditation standards, and current developments in the field of liability and malpractice relating to mental health law.
- Assists Branch Administration in developing written testimony for submission to the State Legislature supporting changes in existing statutes or enactment of new statutes relating to mental health law, and other related matters.
- In coordination and collaboration with the State Attorney General's Office, brings to the attention of Branch Administration those issues and events that are likely to result in future litigation against Hawaii State Hospital and its staff.
- Receives, logs, and maintains incident/accident reports and information.
- Prepares appropriate statistical data, analyses, and reports from gathered information.
- Initiates immediate corrective actions to risk problem situations.
- Coordinates and facilitates risk prevention and corrective activities branch-wide.

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CLINICAL SERVICES SECTION

FUNCTIONAL STATEMENT

The Clinical Services Section has the overall responsibility for providing the highest quality, active mental health treatment services using a biopsychosocial model within a multidisciplinary framework in order to meet the needs of severely mentally ill adults at Hawaii State Hospital (HSH). The staff of Clinical Services will attempt to help the patients at HSH to understand and manage their mental disorders; develop their knowledge and skills; acquire the supports and resources that they need; to live, learn and work where they choose; and to direct their lives so that they might act as responsible members of their community. The mission, philosophy, goals, and objectives articulated in the HSH mission statement are fully supported and incorporated into the mission statement of the Clinical Services Section.

The Clinical Services Section is comprised of the clinical disciplines of psychiatry, nursing, social work, clinical psychology, neuropsychology, occupational therapy, recreational therapy, and the ancillary services of pastoral care, dietary services, and medical services. The Associate Administrator for Clinical Services (AACS) supervises all of the discipline chiefs and unit heads, plans, organizes, implements, and monitors all clinical services at HSH. The AACS and his/her staff have the responsibility for ensuring that the clinical services provided meet or exceed local and national standards and requirements, and for assuring accountability for all professional activity within HSH.

PROGRAM DESCRIPTION, CLINICAL SERVICES SECTION

There are three primary clinical service programs at HSH: Acute Services Program, Special Services Program, and Forensic Services Program.

Special Services Program

- Provides special treatment services for those patients who have failed to respond to previous treatments. Diagnostic re-evaluations are carefully made with complete psychopharmacological re-evaluation and treatment. Psychosocial factors involved in sustained chronic mental illness are evaluated and individualized, specific, behavioral treatments focused on behavioral deficits are formulated.
- Provides evaluation, treatment, and specific interventions to patients who have neuropsychiatric impairments. These include elderly persons and others with neurological impairment. These specific interventions include neuropsychological assessment and training, speech pathology interventions and a whole range of psychosocial training.
- Provides special services for those patients who are almost ready for community reintegration. Treatment is reality oriented and focused on the skills necessary for independent and semi-independent living in the community.
- As in all HSH programs, treatment is multidisciplinary, outcome-based, and involvement with family and community providers is maintained.

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## Program Description, Clinical Services Section

Acute Services Program

- Provides admitting and triage services to patients referred from community hospital emergency rooms or as transfers from other hospitals. Initial diagnostic evaluations and assessments are performed, and decisions are made by multidisciplinary teams as to which programs would best serve the patient.
- Provides crisis stabilization procedures which include work with the patient's family and with outpatient mental health providers to relieve family tensions and exploration of critical family relationships in order to relieve intra-familial problems and issues.
- Individualized, multidisciplinary treatment plan is formulated which includes input from the patient, family, and community mental health provider.
- Provides intensive, acute psychiatric treatment to permit the patient to return to the community in the shortest possible time. Attempts to resolve acute problems relating to suicidal intent, dangerousness, substance abuse, and acute psychosis through intensive treatment of the patient's biopsychosocial needs.
- Provides intermediate treatment for those patients who require more extensive treatment. It is for those individuals whose psychiatric disorder is complicated by substance abuse and/or mental retardation and who need help with abilities to work, maintain satisfactory interpersonal relations, and to maintain activities of daily living.

Forensic Services Program

- Provides inpatient psychiatric services, in a secure setting, to persons referred by the criminal courts after they have committed a crime, as defined by the Hawaii Revised Statutes.
- Provides comprehensive examinations and evaluations of persons referred by the courts to determine whether they are able to understand the criminal charges against them and to participate in their own defense (fitness to proceed).
- Provides meaningful forensic reports to the courts, and presents expert testimony when necessary.
- Treats criminal offenders with a view to eliminating, reducing, or controlling mental illness or criminal behaviors that result from that illness.
- Provides psychiatric inpatient treatment for patients transferred from the Department of Public Safety.
- Provides a secure setting for treatment of those persons who have been found, by the courts, to be not guilty by reason of insanity, and who are dangerous and mentally ill.
- Provides the same multidisciplinary, outcome-based biopsychosocial treatment as the other programs, but with specialized expertise in forensic assessment and treatment.

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## Program Description, Clinical Services Section

Dual Diagnosis Program

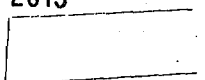
The mission of the Dual Diagnosis Program at HSH is to provide help to psychiatrists, nurses, social workers and other staff to assess and treat patients with substance use disorders combined with other mental illnesses. Education is provided to patients on substance abuse/dependence and how they affect mental illness. Patients learn new coping skills, enabling them to make healthier choices not involving drugs or alcohol. This will ultimately improve their functioning and reduce relapse into mental illness and substance abuse.

- Provides services throughout HSH for any patient that has a DSM-IV substance use disorder that is a focus of treatment or concern.
- Develops and monitors the Chemical Use History (CUH).
- Responds to referrals generated by use of the CUH.
- Performs routine assessments for inclusion in groups as well as psychiatric assessment for more complex cases with diagnostic dilemmas or treatment impasses.
- Consults as requested on any patient whose substance use disorder has complicated diagnosis, treatment or discharge planning.
- Supervises psychiatric residents, medical officer students from Ponape and social work students.
- Facilitates weekly substance abuse groups, tailored to the needs of each unit and the patient's needs as identified by the individualized treatment plan. All groups are psychoeducational/process oriented.
- Provides data weekly on patients' participation in groups to their respective units.
- Develops program outlines for each group and instruments for tracking, subjectively and objectively, patients' progress. We have developed modules within the new Kulia Program for psychosocial rehabilitation.
- Develops special needs groups such as the women's group for survivors of trauma.
- Acts as a resource for staff social workers, social work students and nursing staff as well as psychiatry and medical services.
- Responds to requests for community placement and integration of dually diagnosed patients.
- Provides a video and print library of substance abuse materials for both patient and staff education.
- Responds to community requests for information and education.
- Coordinates 12-step meetings and functions.
- Provides opportunities for continuing education for all staff.
- Participates in the HSH quality management program.

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- **Participates in required meetings as well as committees and task forces.**

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PSYCHIATRY SERVICES UNIT

Has overall responsibility for the organization and provision of multidisciplinary, biopsychosocial treatment at Hawaii State Hospital (HSH). Provides direct patient care services in the form of assessment and treatment of persons having psychiatric disorders. Assists in the education and training of students and of staff. Participates in research and evaluation. Through cooperative efforts between the staff of Psychiatric Services, administration, the medical staff, and other professional disciplines, strives to provide quality medical and psychiatric care. Continuous improvement in patient care, as well as high standards in ethical conduct and professional practices of individual psychiatrists are primary goals for Psychiatry Services.

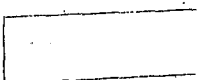
- Provides direct clinical psychiatric services to patients.
- Develops, reviews, approves, and signs all patients' treatment plans. Authorizes all treatment interventions of all disciplines included in the treatment plan.
- Performs the following functions, as ordered by the courts: comprehensive examination, evaluation, and assessment of the patient in question; comprehensive review of all relevant materials; the preparation of a meaningful forensic report; the preparation with counsel for testimony, when necessary; the presentation of expert psychiatric testimony either at deposition or in court, when necessary.
- Treats criminal offenders with a view to eliminating, reducing, and controlling mental illness or criminal behaviors which result from that illness. Provides acute psychiatric treatment for patients transferred to and from the Department of Public Safety.
- Makes decisions as to the admission and civil commitment of patients. Makes application to the court with respect to such decisions when it is appropriate to do so, and testifies accordingly.
- Provides clinical leadership for other staff members.
- Participates in the HSH quality management activities and continuously strives to improve the quality of patient care.
- Participates in required meetings; participates in committees as required by HSH and medical staff by-laws. Presides over Nursing Unit meetings, and participates in decisions regarding the management of ward milieus.
- Consults with Branch Administration regarding clinical and administrative issues.
- Practices adherence to standards of the Department of Health, Adult Mental Health Division, and other regulatory and accrediting agencies. Complies with by-laws and rules and regulations of the medical staff of HSH.

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**Psychiatry Services Unit**

- Provides supervision, education, and training for medical students, psychiatric residents, and other graduate students in the mental health professions. Participates in and provides continuing education services for HSH staff, the Department of Psychiatry, John Burns Medical School, and the psychiatric community.
- Conducts research activities to enhance knowledge and to improve care and treatment of severely and persistently mentally ill individuals.
- Provides secretarial services to the organizational segment.

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FUNCTIONAL STATEMENT

MEDICAL SERVICES UNIT

Provides quality physical health services that are necessary for the evaluation and treatment of mental and physical health needs of its patients and to assist, promote, and maintain physical wellness among patients and staff in order to facilitate and protect the effective functioning of the therapeutic environment.

- Interfaces with HSH administration and clinical director to carry out functions as medical services provider.
- Provides medical services under the following broad areas:
  - Medical Clinic;
  - Pharmacy Services;
  - Laboratory Services; and
  - Physical Therapy Services.
- Provides and/or coordinates full range physical health care services for the patient population of HSH.
- Provides and/or coordinates limited physical health care services for the employees of HSH. This includes screening health examinations, evaluation and first line treatment of on the job injury or illness, blood work as needed, vaccination and immunization programs, and promotion of physical wellness.
- Participates in the interdisciplinary treatment team to provide a total care plan for the patient, to include evaluations to distinguish physical conditions from somatization complaints and psychiatric modifiers of physical illness.
- Facilitates liaisons with outside treatment facilities to increase the likelihood of delivery of physical health care to the psychiatric patient.
- Conducts reviews and serves on various committees concerning quality management, delineation and promotion of health and safety standards, and other regulatory issues.
- Provides secretarial and clerical services to the organizational segment.

Medical Clinic

Offers physical health care services, including direct patient care, maintenance of medical supplies and equipment, and a limited employee health program.

- Interfaces with Medical Services physician to carry out its functions, and conducts all operations within standards of applicable federal, state and professional licensing and oversight entities.
- Provides through the sick-call clinic comprehensive admission and annual health evaluations and routine health care.

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**Medical Services Unit**

- Provides and/or coordinates medical, surgical, dental and other physical health care services, and facilitates liaisons with outside providers or treatment facilities for patients with health care needs that cannot be met on site.
- Provides limited employee health services -- to include screening health examinations, evaluation and first line treatment of on the job injury or illness, blood work as needed, annual tuberculosis screening, immunizations and related screening tests, and the promotion of physical wellness.
- Provides emergency services for patients and staff in conjunction with the members of the medical staff.
- Procures and maintains medical supplies and equipment as required to meet the needs of HSH.
- Conducts quality management studies of health care practices and outcomes for review and appropriate action by hospital-wide quality assurance director and other regulatory or reviewing entities.
- Provides scheduling, clerical, and secretarial support to accomplish above described tasks and to maintain health and treatment records and quality management data for all patients and employees.
- Provides secretarial and clerical services to Medical Clinic.

**Pharmacy Services**

Provides each patient with the best pharmaceutical care possible, by careful and consistent application of clinical standards, and in accordance with state and federal regulations, under the supervision of the Medical Services physician.

- Conducts all activities of pharmaceutical service, including controlled drugs, in HSH according to law.
- Dispenses all drugs for inpatients, patients on pass, on leave, and for patients being discharged according to doctor's orders.
- Applies for all license permits for both federal and state for the proper handling of controlled drugs. Takes yearly inventory of all drugs and supplies, including controlled substances. Keeps separate file for controlled drug purchases.
- Purchases all drugs and supplies for Pharmacy, including narcotics and Class II drugs on special blanks as an exempt official.
- Reports to the Pharmacy and Therapeutics Committee, including formulation and updating of policies and procedures, HSH drug formulary, etc.
- Inspects Nursing Unit medication areas routinely and visits wards periodically to review/observe medication dispensing practices and patient records to obtain compliance with legal requirements. Also, reviews regularly, drug utilization and stocking practices on the wards.
- Checks and stocks emergency night cabinet daily; reviews withdrawals to ensure proper use of emergency drugs.

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**Medical Services Unit**

- Contacts drug company representatives for information on drugs and prices.
- Maintains patient drug profiles on the computer.
- Provides drug information to clinical staff and patients as needed.
- Participates in the selection and drawing up of specifications for drugs that will be purchased by all state-run hospital and medical/health facilities.
- Attends meetings, collects data, and prepares reports as required on a timely basis.
- Participates in the HSH quality management program; reports to the HSH Quality Management Committee; provides information to the medical staff quality management program for follow up.
- Reports to the Medical Services Operational Committee as a member.
- Maintains emergency drug boxes on each unit.
- Monitors appropriateness of drug therapy, includes drug-drug interaction, allergies, and clinical prescribing indicators.
- Picks up medication orders and delivers medications; picks up and delivers patient medication cassettes.
- Provides secretarial and clerical services to Pharmacy Services.

**Laboratory Services**

Provides objective data to help physicians diagnose, treat, and monitor their patients' medical and psychiatric parameters for optimum patient care. Coordinates between the medical laboratory, other units and outside services for efficient and regular transfer of information for proper specimen collection, handling, and reporting of results.

- Develops laboratory standard operating procedures, policies, work schedules and methods in cooperation with the Medical Services Director and/or the consulting pathologist in conformance with Joint Commission on the Accreditation of Healthcare Organizations, Medicare and State requirements.
- Draws blood, accepts other specimens, and performs tests in bacteriology, chemistry, urinalysis, hematology, and parasitology. Records and distributes results. Files, stores, and retrieves duplicate laboratory reports.
- Arranges with reference laboratories for the transportation and performance of routine and emergency tests not performed at HSH.
- Schedules and performs electrocardiograms, electroencephalograms and spiograms, forwards tracings, and distributes reports. Prepares, files and retrieves tracings and duplicate reports.
- Provides 24-hour, seven days/week laboratory coverage.

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**Medical Services Unit**

- Plans, in consultation with the consulting pathologist and Medical Services Director, the addition, changing of, and deletion of test procedures.
- Provides HSH employees with laboratory services as requested by employee health program, Occupational Safety and Health Administration or other regulatory agency requirements.
- Participates in proficiency testing programs and monitors same.
- Participates in quality management programs and monitors same.
- Attends HSH safety and infection control meetings.
- Collects data and prepares reports as required on a timely basis.
- Provides secretarial and clerical services to Laboratory Services.

**Physical Therapy Services**

Staffed by fully trained and licensed personnel in the field of physical therapy, provides services to patients in an attempt to restore physical capacities to their maximum; prevents or minimizes residual physical disabilities with goals to return the patient to optimum and productive living within his or her physical abilities, under the supervision of the Medical Services physician.

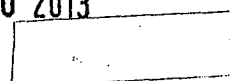
- Upon physician's orders, the physical therapists provide information needed for diagnosis and evaluation of the physical problems of the patient for the doctors and other health professionals.
- Provides treatment by utilizing therapeutic exercises, gait training, muscle strengthening and other modalities, to assist in the relief, prevention, and correction of the patient's disabilities or potential handicapping conditions.
- Discusses and coordinates with the health care team in conferences, with the patient, and if possible with the family, the physical therapy treatment plan and progress within treatment of the patient.
- Participates actively in treatment planning, in group conferences and other therapeutic community interactions for the betterment of the patient.
- Provides consultation services to HSH, the Community Mental Health Centers, and other physical health centers.
- Provides administrative services such as maintaining appropriate records, supervising operational costs, unit budget, and staff personnel data.
- Provides continuing education for the Physical Therapy staff, both inservice and outservice, for the purpose of maintaining professional standards of excellence.
- Trains health personnel, such as para-medical aides and the nursing staff, in various rehabilitation modalities for the patient, when indicated by the master treatment plan.

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**Medical Services Unit**

- Maintains Hawaii state license credentials and participates in professional organizations, such as the American Physical Therapy Associations, and other related mental health groups.
- Participates in the recruitment of new physical therapists by providing orientations of the Unit and lectures to interested high school and college students upon request.

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SOCIAL WORK SERVICES UNIT

As an integral part of patient care, provides social work services to severely mentally ill patients, their families, and other persons significant to the patient, in coordination with the treatment team members and community providers. Provides special, acute and forensic services.

- Develops a psychosocial assessment of each patient. Participates as part of the interdisciplinary treatment team in the development of an individualized treatment plan.
- Aids in engaging the patient and his family in treatment.
- Develops therapeutic relationships to assist patients and their families in resolving problems and conflicts, and in utilizing their coping skills and outside resources to meet their needs.
- Engages patients, their families and community providers in discharge and aftercare planning to provide for patients' efficient and comfortable exit from the inpatient treatment program and reassimilation into the home and community setting.
- Initiates funding requests for patients being placed in the community who have no resources, or until other funding can be mobilized.
- Ensures that patients' psychosocial and environmental needs are addressed through consultation with and referral to community providers.
- Preserves patients' rights for privacy and confidentiality.
- Unifies social work services with other entities of HSH and the community.
- Ensures that all data relevant to the provision of social work is documented in a consistent and organized fashion, and that the documentation of social work service activities relate to the patient's individualized treatment plan.
- Provides necessary documentation and reports for day-to-day operation as well as data necessary for program evaluation and retention of records mandates.
- Ensures that important aspects of patient care and services are objectively and systematically monitored on an ongoing basis for the purpose of improving patient care.
- Participates in the provision of a safe environment for patients and staff.
- Develops a well trained and competent staff to ensure that patients are adequately assessed and provided optimal social work services.
- Provides training and supervision for graduate students in social work and allied mental health professions, as required.
- Provides secretarial services to the organizational segment.

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FUNCTIONAL STATEMENT

CLINICAL PSYCHOLOGY UNIT

Provides for planning, developing, organizing, directing, monitoring, and reviewing the provision of a continuum of therapeutic psychological services throughout Hawaii State Hospital (HSH). Provides indirect and direct patient services, interdisciplinary treatment team functioning, training and education functions, program development and research activities. Works with other disciplines and community resources to coordinate services. Clinical Psychology provides special, acute and forensic services.

- Provides individual, group, and family therapy directly to patients according to the needs as identified by the individualized treatment plan.
- Develops individualized behavior change plans as needed as addenda to individualized master treatment plan.
- Performs systematic assessment of patients to collect information and data for purposes of diagnoses and treatment planning.
- Participates in initial individualized treatment planning and review of treatment plans on a regular basis and/or as necessary.
- Conducts data collection for quality management and other research purposes. Assesses need for psychology specific and interdisciplinary treatment programming, and helps design, implement and evaluate the clinical programming.
- Attends committee meetings and staff meetings, including psychology staff meetings, program-wide meetings, Unit meetings, community meetings, etc.
- Provides training and supervision for graduate students and interns, as assigned and develops and delivers inservice training programs for HSH staff in such areas as behavioral management and psychological understanding of behavior.
- Keeps abreast of developments in the field of psychology, including psychotherapeutics/treatment, and assessment and diagnostics.
- Serves on hospital-wide committees and accepts special duties as assigned.
- Participates in development of hospital-wide research plans and activities.
- Provides coordination and liaison with other community agencies in the provision of psychology services.
- Provides secretarial and clerical services to the organizational segment.

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NEUROPSYCHOLOGY UNIT

Provides evaluation and rehabilitative treatment to persons, state-wide, whose mental functions have been compromised by brain injury or disease.

- Provides consultation, technical assistance, and support in the development and coordination of services by the Adult and Child and Adolescent Mental Health Divisions to brain-injured persons and their families.
- Maintains a patient data record-keeping system which provides a full and complete record for all neuropsychology patients.
- Provides relevant education and training in the knowledge and methods of neuropsychology for students of appropriate medical, educational, psychological and other disciplines or specialties from the University of Hawaii and other accredited institutions.
- Maintains an ongoing research program to study and improve the assessment and cognitive rehabilitation techniques used in evaluation and treatment of brain-injured and learning disabled individuals.
- Expands the funding base for neuropsychological services through utilization of other private and public resources.
- Provides training and supervision in neuropsychology for graduate students in psychology and allied mental health fields.
- Provides secretarial services for the organizational segment.

Neuropsychology Assessment Services

- Provides neuropsychological assessment and evaluation through standardized assessment procedures to assist in the diagnosis and treatment of persons with known or suspected brain dysfunction or mental disorder associated with disease of or injury to the brain.
- Prepares reports summarizing findings and make recommendations which address issues of cognitive, intellectual, behavioral, emotional and social functioning in the context of personal and social daily living competence, educational or vocational prospects, and general rehabilitative prospects.
- Provides case consultation and training and education in neuropsychological assessment techniques and interpretation to psychologists and other professional staff.
- Provides neuropsychological consultation services in the form of technical assistance and expert witness reports and testimony to legal-justice system agencies and programs.

Neuropsychology Training Services

- Provides comprehensive cognitive rehabilitation services including neuropsychology training therapy for persons in need of and able to benefit from such treatment.

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- Provides case consultation, case supervision, and staff training for professional staff and volunteers of other public and private agencies, (e.g., community hospitals, Easter Seals, Department of Education) who work with brain-injured and learning disabled individuals.

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RECREATIONAL THERAPY UNIT

Improves and maintains functional abilities related to leisure; promotes the acquisition and application of leisure-related skills, knowledge, and attitudes; and provides opportunities for patients for voluntary involvement in recreational interests and activities within Hawaii State Hospital (HSH) and the community. Provides special, acute and forensic services.

- Plans, organizes, implements and supervises programs of recreational therapy for patients.
- Reviews and evaluates recreational programs and recommends changes as needed.
- Documents progress in progress notes on each patient at least monthly.
- Administers a recreational therapy admission assessment on each patient that is admitted to HSH.
- Maintains records of recreational therapy activities and establishes standards for individual patient records pertaining to recreation.
- Provides training and supervision for recreational therapy students.
- Provides clerical services to the organizational segment.

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OCCUPATIONAL THERAPY UNIT

Provides individualized therapeutic programs to referred adult psychiatric patients in a central clinic, on wards and at work sites through occupational therapy (special, acute and forensic), vocational rehabilitation and education services. Evaluates, prevents, restores, corrects and develops those functions and performance skills that are essential for achieving optimal levels of function in areas of sensory motor, daily living, coping, cognition, socialization, work, education and leisure. Teaches skills through "acting-doing" experiences to develop patterns of behavior to ensure a more productive return to the community.

Vocational Rehabilitation

Provides vocational assessment and training to develop work related skills, habits, attitudes and knowledge that facilitate the patients' choosing, acquiring and maintaining work opportunities. Work training programs are actual work experiences provided by a sheltered workshop, and a contracted, community-based, work training program. Provides the Hawaii State Hospital (HSH) industrial therapy program.

Skills Center

As an off-ward, centralized program, provides occupational therapy, vocational rehabilitation and education for patients who no longer require the restrictiveness of the wards; patients from the entire HSH may be referred on an escorted or independent basis. Provides opportunity for patients to develop independence, responsibility, time management and the ability to follow a schedule. The Skills Center tasks are discharge-oriented and specifically focused on the preparation of the patient to function in living, work, social and leisure situations.

Adult Education Program Services

Offers remedial education experiences in order to diminish learning deficits, reduce learning problems, to increase functional literacy and/or to work toward a General Equivalency Diploma (GED) or Competency high school diploma. Education is provided through the Department of Education adult education program.

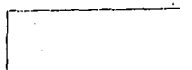
- Participates, as a member of the multidisciplinary treatment team, in the treatment planning process to develop master treatment plans (Registered Occupational Therapists [OTRs] only).
- Evaluates and assesses patients for purposes of developing individualized goals, treatment plans and therapeutic programs.
- Plans and implements individualized, culturally and economically relevant programs according to treatment plans.
- Evaluates patients' progress on an ongoing basis and adjusts goals, plans and programs accordingly.

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Occupational Therapy Unit

- Documents progress and changes consistent with changes in patient's occupational performance and performance components.
- Participates in both discipline and ward program planning.
- Participates in continuing education.
- Trains and supervises occupational therapy students (OTRs only).

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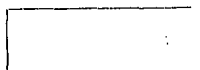
FUNCTIONAL STATEMENT

PASTORAL CARE UNIT

As an integral part of Hawaii State Hospital's (HSH) overall treatment milieu, assures patients of their right to practice their religious beliefs, and assists them in the utilization of their religious and spiritual resources to facilitate and enhance their return to the community. Provides liaison, coordinating, supportive and educational services for the HSH staff, Adult Mental Health Division, patient's family, and the religious community.

- Maintains a religious profile of HSH patients and provides a religious assessment of patients when requested by treatment teams and/or clinical staff members.
- Participates in the multidisciplinary treatment teams as indicated.
- Provides pastoral counseling for patients, their family members and staff on religious and moral matters.
- Plans, supervises, and conducts regular and special religious services and programs.
- Makes referral of religious patients to community churches/temples in accord with the principles of continuity of religious care.
- Organizes and conducts accredited Clinical Pastoral Education (CPE) for community clergy, seminarians, and qualified lay persons.
- Provides educational workshops dealing with mental illness in cooperation with the Adult Mental Health Division and community churches/temples.
- Provides training and supervision for graduate students in the field of pastoral care.

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DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ADULT MENTAL HEALTH DIVISION  
HAWAII STATE HOSPITAL BRANCH  
CLINICAL SERVICES SECTION

FUNCTIONAL STATEMENT

NURSING UNIT

PHILOSOPHY

Nursing is an interpersonal encounter in which the nurse, patient, family and community participate in defining and meeting health care needs. The practice of nursing includes utilization of the nursing process, interdisciplinary collaboration, and respect for the rights and dignity of each patient. While implementing the nursing process, it is recognized that people are complex biological, psychological, social and spiritual beings influenced by their environment. Health and illness are viewed on a continuum which may change with time and circumstances.

Nursing's goal for patients is their movement toward increasing levels of health reaching and maintaining their maximum potential. Throughout, the patient has the right to expect the nursing staff to have the necessary knowledge and skill to deliver safe, competent, and therapeutic care. The spirit and intent of Hawaii State Hospital's (HSH) mission, philosophy, goals and objectives are fully supported and incorporated into this statement of nursing philosophy.

MISSION STATEMENT

To help mentally ill persons return to their families and community by providing the highest standards of care through the provision of special, acute and forensic services.

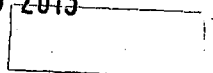
- Provides high quality psychiatric nursing care services to each patient from the time of admission to discharge in accordance with state licensing requirements, ethical principles for nursing personnel, and national accreditation requirements.
- Ensures a safe and therapeutic environment for patients, which will maximize quality care and treatment. Prepares an individualized nursing care plan for each patient, which is revised and modified as necessary from admission through discharge. Encourages patients to collaborate in the formulation of his/her care plan.
- Participates as integral members of multidisciplinary treatment teams in the active treatment of patients. Ensures that patients have a knowledge of planned treatments and understanding of intended results. Provides patients with opportunities to participate in his/her progress towards meeting goals and outcomes of planned interventions.
- Develops goals, objectives, standards of performance, policies and procedures for the Nursing Unit in accordance with legal and organizational guidelines.
- Provides responsibility and accountability for patient care, coordination of nursing activities, and leadership through a supervisory system that includes supervision and coordination of hospital-wide nursing services on evenings, nights, weekends and holidays; program-level supervision and coordination of the therapeutic milieu; and consultation regarding specialized and patient-centered, quality psychiatric nursing care.
- Provides supervision, education and training for nursing students. Coordinates with various schools of nursing and monitors student nurses using HSH for clinical education.

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**Nursing Unit**

- Develops, implements, and evaluates a quality management plan for the Nursing Unit in collaboration with nurse managers and staff nurses. Assures that the Nursing Unit's quality management plan is fully integrated into the HSH quality management plan.
- Participates in research projects, disseminates research findings and supports the integration of such findings into the delivery of nursing care.
- Participates in meetings and committees as required by HSH policies and procedures and by-laws. Participates in decisions regarding programs and management of ward milieus.
- Provides secretarial and clerical services to the organizational segment.

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DIETARY UNIT

Plans, organizes and provides dietary services for patients and Hawaii State Hospital (HSH) personnel. Provides nutritious meals as well as therapeutic services, such as diet and drug-food interaction instruction to patients and consultation to the treatment team to facilitate holistic/quality patient care.

- Establishes and implements policies and procedures for menu formation, food preparation, distribution and service, budgeting, purchasing, sanitation standards, safety practices, staffing, staff development, clinical dietetics, and quality management.
- Confers with other units to ensure that dietary services are integrated appropriately and efficiently throughout HSH.
- Prepares, distributes and serves meals to patients and HSH employees.
- Coordinates with the Department of Education in the procurement of USDA Federal Commodities Program.
- Conducts studies in dietary and nutritional areas in cooperation with other disciplines within HSH as well as outside agencies.
- Provides inservice training in nutrition, food production and service, sanitation, safety and other related topics.
- Participates in hospital-wide orientation program.
- Participates in hospital-wide committees, such as Safety, Infection Control, Quality Management, and Clinical Services Management.
- Provides clerical services to the organizational segment.

Food Services

Plans, prepares, and distributes meals and snacks to patients and HSH employees.

- Plans, prepares and serves food for special occasions, such as board meetings, medical staff buffets, recognition dinners, and other related HSH functions.
- Plans and directs the procurement of food, supplies and equipment, including proper methods of purchasing, receiving, storing and using of daily and weekly purchases. Cooperates with the storekeeper in receipt, storage, issuance and stock control of non-perishable food items. Maintains inventory records.
- Maintains sanitary conditions in all food preparation, serving, and storage areas.
- Maintains records and reports concerning technical and administrative operations, such as number of meals served, menus, analyses of diets, food cost, supplies issued, repairs of equipment, maintenance service and costs, personnel data, and continuous inventory of supplies on hand.

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**Dietary Unit**

- Plans and implements orientation, training and inservice education program for Food Service employees and participates in the orientation of new nursing personnel and students, such as medical, social services, and pastoral care students.
- Participates in hospital-wide vocational training program by training and supervising patients assigned to the food service area.
- In coordination with recreational therapy services, provides and distributes food for special patient activities, such as picnics, cookouts, and dances.

**Clinical Dietetics**

Plans, organizes and provides therapeutic services directly to the patients and indirectly by acting as a consultant to the treatment team. There are many nutrition related problems manifested by mentally ill persons which require dietitian intervention, such as a variety of eating disorders, morbid obesity, medication side-effects, and drug-nutrient interactions. In addition, patients with illnesses such as diabetes and hypertension require special diets, diet instruction prior to discharge, and appropriate referral and follow-up in the community.

- Acts as a consultant to the treatment team and participates in the treatment planning process. Works closely with other disciplines, such as psychiatry and nursing, to provide comprehensive patient care (e.g., participate on multidisciplinary eating disorder treatment team).
- Provides nutrition education groups to patients, such as weight control, diabetes management, basic nutrition and cooking classes. Works closely with rehabilitative services to provide the patients with "hands-on experience," such as a visit to the grocery store to learn supermarket survival.
- Provides inservice training to other disciplines on nutrition related topics, such as management of eating disorders, weight reduction, diabetes management, drug-nutrient interaction, and management of compulsive overeating in patients with dual diagnosis and/or substance abuse problems.
- Participates in discharge planning for patients with special dietary needs, and follow-up in the community setting.
- Interviews patients to obtain information regarding food habits and preferences for guidance in planning the patient's diet. Provides diet instruction, counseling and follow-up to patients requiring nutrition intervention. Assesses patient meal acceptance via evaluations and feedback from patients.
- Documents nutritional assessments and progress notes in referred patients' medical records.
- Assists with the HSH orientation program, training and inservice education of clinical employees, and the orientation of new nursing personnel and medical students.

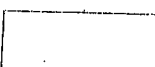
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Ward Food Services

- Serves meals and snacks directly to the patients on the wards. Picks up daily patient diet lists from nursing and updates patient records to ensure appropriate diet is served.
- Maintains inventory of ward kitchen supplies, and requisitions supplies from Food Services as needed.
- Distributes weekly food and paper supplies to the patient units, such as peanut butter, bread, juice, butter, coffee, tea, cups, napkins, and plastic cutlery.

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DEPARTMENT OF HEALTH  
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ADMINISTRATIVE AND SUPPORT SERVICES SECTION

FUNCTIONAL STATEMENT

The Administrative and Support Services Section (ASSS) has the overall responsibility for the Business, Personnel, Telecommunication, Volunteer Services and Plant Technology and Safety Management of Hawaii State Hospital (HSH). The mission of ASSS is to develop a sound system which ensures financial responsibility, efficient personnel administration and communications, promotes the help of the community through volunteer services, and provides a physical environment which meets fire, life and safety standards.

**VOLUNTEER SERVICES UNIT**

As an integral part of the overall HSH treatment milieu, responsible for recruitment, training and assigning volunteers to assist patients and/or to augment regular staff within HSH. Works with various unit heads to assess volunteer needs and arranges for suitable assignments by volunteers. Maintains liaisons with the community, including various organizations and businesses, and distributes materials and funds contributed for the patients' benefit. Makes an important contribution toward fulfillment of these needs by extending, enhancing and supplementing the services provided by paid staff.

- Plans with staff the objectives and scope of the volunteer services program.
- Recruits and interviews applicants to determine their aptitudes, abilities and other qualifications for suitable placement.
- Conducts orientation of new volunteers that includes description of HSH, its purposes and organization, programs and policies of the Volunteer Services Unit. Also, if needed, arranges for further in-depth training for the volunteer.
- Confers with staff to plan volunteer programs consistent with HSH needs, recommends establishment of policies and procedures for the volunteer services programs. Meets with staff to determine volunteer services needs and to interpret volunteer services policies and procedures.
- Conducts surveys and meets with staff to evaluate the effectiveness of the volunteer services program. Devises methods for improving, modifying, or expanding the program and recommends changes in established policies and procedures. Arranges for appropriate recognition of the volunteer.
- Prepares manuals and guides covering policies, procedures and programs.
- Distributes materials and funds which have been donated after evaluating and determining the specific needs of the organizational segments within HSH, and as appropriate, to the rest of the Division, etc.
- Maintains records on individuals and groups served, collects data and prepares reports as requested on a timely basis.

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FUNCTIONAL STATEMENT

**BUSINESS OFFICE UNIT**

Under the general direction of the Associate Administrator for Administrative and Support Services, provides fiscal, budgeting, billing and collection services of the Hawaii State Hospital (HSH).

**Fiscal**

- Plans and directs the day-to-day fiscal and accounting operations including the continuing review, evaluation and updating of accounting policies and procedures and work methods.
- Prepares the HSH budget request in accordance with Division guidelines and in conformance with requirements of the Department of Budget and Finance.
- Develops and monitors the HSH fiscal and accounting operation to assure compliance with state and federal guidelines.
- Reviews, processes, and approves expenditures to ensure that they are kept within fiscal ceilings. Processes all purchase orders for encumbrance. Prepares budget reports.
- Informs and advises management of HSH's financial condition.
- Prepares fiscal and accounting reports and cost analyses and other reports as required.
- Assists in development and processing of contracts for purchase of services and monitoring of such contracts.
- Gathers data and assists program in preparation of budget expenditure operational plan and evaluating institutional cost and operational data.
- Prepares and processes payroll for the patients who work in institution work project.
- Prepares and submits cost analyses and other fiscal reports, and conducts fiscal audits as necessary.
- Provides clerical services to the Unit.

**Billing and Collection**

- Establishes institution policies and procedures in compliance with state, federal and departmental directives; provides for the receipt of monies for services and other reimbursable categories and for maintenance of accounts, records, and control of various funds; prepares and certifies vouchers for all expenditures against institutional funds.
- Provides centralized billing and collections of monies for HSH and maintains accounts, records and controls of various funds and patient and staff accounts.
- Collects financial data on admission for all patients. This data serves as the basis for billing and collection of monies.

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- Keeps accounts for advancements and reimbursements from petty cash fund.
- Maintains personal fiscal accounts for each patient admitted to HSH, makes collections on patients' behalf, and approves expenditures therefrom for payment of patients' liabilities to third parties upon patients' written authorization; disburses approved requests for withdrawals from patients' accounts.
- Provides custody and safekeeping of patients' cash and valuables admitted to HSH.
- Assists in investigations and procedures for patients' financial benefit, funds due them by former employers, debtors, government agencies and insurance companies.
- Provides for the disposition of deceased patients' funds and effects through appropriate legal procedures when patients die while in HSH.
- Maintains cost records for annual Medicare reports and federal and state agencies as required by laws, regulations and guidelines.

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FUNCTIONAL STATEMENT

PERSONNEL OFFICE UNIT

Develops and oversees the implementation of the Hawaii State Hospital personnel management policies, guidelines and procedures to include such functions as: recruitment and placement, position classification and pay, labor relations, employer/employee relations, personnel transactions and records.

- Processes requests for internal posting and/or open competitive announcements in attempting to fill position vacancies.
- Assists in the formulation and implementation of recruitment methods for "special" classes of work.
- Recommends alternatives for placement of applicants and employees.
- Initiates action to create, reallocate and redescribe positions.
- Generates monthly vacancy report and maintain current employee/position listing.
- Prepares annual update of organization and position organization chart.
- Performs payroll duties of auditing time sheets, preparing premium pay reports and distributing pay checks.
- Serves as liaison between the employee and union in labor relation matters including grievances and discipline.
- Responds to employment verifications and other requests for pertinent personnel information.
- Processes job performance reports for review by departmental officers.
- Processes paperwork for worker's compensation claims and follow-up on pay and leave status of employee.
- Processes employee transactions including appointments, movements and separations.
- Provides clerical services to the Unit.

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FUNCTIONAL STATEMENT

TELECOMMUNICATION SERVICES UNIT

Under the general direction of the Associate Administrator for Administrative and Support Services, provides all 24-hour communication services to Hawaii State Hospital (HSH) including emergency services.

- Provides switchboard and telephone services to HSH including paging of personnel with remote pagers.
- Operates two-way radio control for those units so equipped.
- Monitors fire alarm and panic alarm systems.
- Issues remote pagers, radios, batteries, and chargers to authorized individuals, and maintains records regarding such issuance.
- Receives cash and other valuables for safekeeping when the Business Office is closed. Transfers same to the custody of Business Office personnel on the next working day.
- Keeps sets of keys for emergency use for selected parts of HSH and for certain HSH vehicles. Makes these keys available to authorized personnel only for bona fide purposes, and maintains a log recording the lending and return of such keys.
- Receives requests for emergency maintenance needs after regular working hours, and transmits such information to designated Administrative and Support Services personnel.
- Provides after-hour, weekend, and holiday emergency telephone and communication services for the entire Department of Health (DOH). Receives emergency calls and refers such calls to appropriate DOH action officers.
- Participates in HSH quality management procedures and operations. Collects data and prepares reports, as required, on a timely basis.

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FUNCTIONAL STATEMENT

PLANT TECHNOLOGY AND SAFETY MANAGEMENT UNIT

Under the general direction of the Associate Administrator for Administrative and Support Services and under the direct supervision of the Hawaii State Hospital (HSH) Plant Manager, plans, organizes, coordinates, and implements a program to maintain buildings, grounds, and allied equipment to ensure safe, efficient, and effective operation of the HSH plant and equipment. The elements involved in the Plant Technology and Safety Management Unit are: Housekeeping, Institution Facilities Management, Automotive, Facilities Fire and Safety, and Central Purchasing.

- Provides clerical services to the Unit.

Housekeeping

Janitorial:

- Maintains the HSH environment in a sanitary, attractive, and orderly condition. Maintains open communication with other units regarding factors which interfere with the housekeeping function.
- Prepares work reports, adheres to standards, and performs other record-keeping duties. Regularly inventories housekeeping supplies to ensure adequate supplies and ensures that all equipment are in proper working condition.
- Provides training in janitorial duties to patients assigned by Vocational Rehabilitation Unit.

Laundry:

- Launders linens, towels and clothing, observing infection control procedures, as required.
- Works with other units within HSH to properly manage linen use and replacement.
- Operates power sewing machines to meet the various sewing needs of HSH.

Institution Facilities Management

Establishes a strong emergency repair system to permit fast, efficient emergency repairs. Provides training in maintenance specialties to patients who are assigned through Vocational Rehabilitation. Composed of the following trade and craft sub-units: Maintenance, Grounds and General Services, Carpentry, Plumbing, Painting, and Electrical. These sub-units provide periodic inspection of buildings and systems to determine the need for repairs, preventive maintenance, and alterations; plan, schedule and perform construction, repair, and maintenance throughout HSH.

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**Maintenance:**

- Services and maintains auxiliary power plant and boiler equipment. Services and maintains kitchen equipment such as potato peelers, toasters, steam cookers, mixers, etc. Maintains and repairs water pumps, electric motors, and piping of water distribution systems. Maintains and repairs refrigeration systems and electrical appliances; maintains laundry equipment, medical equipment; and performs other skilled mechanical repair work.
- Inspects and locates conditions needing repairs, and works with allied trades in completing work requests and responding to emergencies.
- Performs a variety of skilled building maintenance and repair tasks as a regular and continuing work assignment. Performs skilled maintenance work in the repair of buildings, structures, and facilities at HSH including the patching of roofs, adjusting and rehangng doors, replacing screens and window panes, patching floors, replacing floor coverings, etc.

**Grounds and General Services:**

- Maintains HSH grounds, including regular cutting of grass, and trimming of trees and shrubs on the grounds.
- Provides moving and hauling services for HSH.
- Picks up and arranges for the disposal of rubbish.
- Furnishes plants to HSH offices and wards.
- Provides messenger and laundry pickup and delivery services for HSH.
- Performs a variety of unskilled and semi-skilled tasks involving the maintenance of roads, buildings and other structures.
- Performs heavy physical labor such as clearing gutters and drains of debris, patching road surfaces, lifting containers onto and off trucks.
- Uses common hand tools and equipment. Drives trucks and operates other types of heavy equipment.

**Carpentry:**

- Builds, fabricates and repairs walls, cabinets, doors, windows. Performs skilled carpentry work in the construction, alteration, and repair of wooden articles and structures.
- Repairs and maintains masonry walls, and structures of masonry, block stone.
- Responsible for the repair and maintenance of all locks and door closure hardware. Duplicates keys, and maintains and operates key-fabricating machinery.



## Plant Technology and Safety Management Unit

**Plumbing:**

- Maintains and repairs plumbing fixtures, sewer systems, water distribution lines, and fire hydrants.
- Performs necessary functions such as threading pipe, caulking joints, reading blueprints, and performing other skilled plumbing work.

**Painting:**

- Applies paint and other protective coatings to inside and outside of buildings and structures by brush, roller, and spray gun, as required.
- Mixes and matches paint, erects scaffolding, prepares surfaces and participates in preventative maintenance in cooperation with other skilled trades.

**Electrical:**

- Installs and repairs electrical equipment such as primary electrical lines, transformers, circuit breakers, panel boards, motors, switches, etc.
- Inspects equipment and wiring systems for needed repairs. Provides servicing and maintenance of electrical equipment, systems, and appurtenant fixtures.

**Automotive**

- Repairs and maintains motor vehicles of this Branch, and performs emergency services to other state agencies, as required.
- Provides gasoline pump services to HSH vehicles, and other approved state agencies, as required.
- Assists skilled trades such as carpentry, plumbing in routine and emergency repairs.
- Cleans mechanical equipment, and engages in continuous heavy physical labor.

**Facilities Fire and Safety**

- Develops and implements comprehensive, hospital-wide safety program designed to enhance safety within HSH and on its grounds.
- Coordinates safety rules and practices for every service/unit within HSH.
- Convenes the Safety Committee, at least monthly, and more often if needed.
- Establishes an incident reporting system for documenting and evaluating all incidents.
- Provides safety-related information on new employee orientation and for continuing education of all HSH employees.
- Serves as a resource person/consultant for all safety-related issues at HSH.

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## Plant Technology and Safety Management Unit

Central Purchasing

Centralizes the authority and responsibility for the hospital-wide purchasing function for all supplies and materials except for medical/surgical supplies and pharmaceutical which are the responsibility of Medical Services. Administers storage, inventory management and disposal.

- Manages the procurement of supplies and equipment, assists and counsels units, on behalf of administration, regarding new product review, selection, and standardization.
- Orders, bids and negotiates with vendors for the purchase of supplies and equipment.
- Develops, recommends and adheres to policies and procedures related to the purchasing, storage, distribution and disposal of supplies and equipment.
- Determines the most cost-effective and prudent method of purchase for every purchase, except for those reserved for Medical Services.
- Responsible for the receiving process, which includes detection of errors, substitutions, damaged or defective material, and quantity shortages.
- Accounts for supplies and equipment through stock control and inventory control procedures. Is responsible for maintaining master inventory lists. Prepares necessary inventory and stock control reports.
- Maintains records, files, stock cards, catalogs, vendor names and codes, in the purchasing and stores activity.
- Ensures the proper storage of supplies and equipment, and establishes inventory reorder points.
- Establishes policies and procedures for the efficient and environmentally correct disposal of broken, worn-out, obsolete, unstable supplies and equipment.
- Processes and reprocesses reusable supplies and material.
- Conducts reviews of HSH supplies, inventories, and expenditures, in collaboration with the Business Office. Reviews vendor performance and quality.
- Produces reports, as needed, which evaluate the material management operation.

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STATE OF HAWAII  
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ALCOHOL AND DRUG ABUSE DIVISION

FUNCTIONAL STATEMENT

Under the general direction of the Deputy Director, Behavioral Health Administration, plans, directs and coordinates the substance abuse activities within the scope of Federal and State laws, rules, regulations and policies.

Plans, develops, coordinates and implements statewide plans and services relative to alcohol and drug abuse; certifies substance abuse counselors and program administrators; accredits substance abuse programs; and provides for education, prevention, diagnostic, treatment and consultative services.

Develops and maintains effective working relationships with other organizational entities, both public and private.

Prepares related operating and capital budgets, justifies budget before reviewing and approving authorities, and exercises control over funds appropriated.

Develops, coordinates and supports the implementation of innovative substance abuse services and programs.

Prepares grant applications and administers funds awarded to support substance abuse services, research and education.

Provides technical leadership in coordinating activities to provide uniform substance abuse prevention and treatment services throughout the State.

Represents the Department in providing information and making presentations before the Legislature and community groups, both public and private, related to substance abuse.

Directs the Department's legislative program and activities in the area of substance abuse, and provides for effective intra- and inter-departmental coordination.

Advises on the need for public health regulations relating to the substance abuse area; drafts rules and rule amendments and conducts public hearings; and develops policies and procedures relating to substance abuse.

Recommends to the Deputy Director, Behavioral Health Administration the establishment of and changes to organizational structure and programs and, after approval, directs their implementation.

CLERICAL SUPPORT SERVICES

Provides secretarial and clerical support to the Division Administration; and Administrative Management Services Office; Planning, Evaluation, Research and Data Office; and Quality Assurance and Improvement Office.

ADMINISTRATIVE MANAGEMENT SERVICES OFFICE (AMS)

Develops and monitors controls and procedures on fiscal operation, processing of contracts, and personnel actions in accordance with departmental, state and federal requirements.

Establishes and maintains a system to review and coordinate all fiscal, contractual, and personnel actions to assure conformance with the Division's authorized expenditure plan.

Develops and prepares the budget for the Division.

Develops and prepares the Division Program Planning and Budgeting System (PPBS) documents jointly with organizational segments of the Division.

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STATE OF HAWAII  
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ALCOHOL AND DRUG ABUSE DIVISION

FUNCTIONAL STATEMENT

Identifies, coordinates, tracks and otherwise participates in the receipt and administration of Departmental appropriations and grant awards for substance abuse programs.

Establishes and maintains a system of charges for services based upon cost data, including billing, collections, write-offs, and controls of accounts receivable.

Verifies billings and makes payments to service providers.

Establishes and maintains a system for third party reimbursements.

Develops policies and procedures for the third-party reimbursements for services (Medicare, Medicaid, CHAMPUS, U.S. Department of Veterans Affairs, and private health insurance, such as HMSA, Aetna, etc.).

Plans, administers, monitors and maintains controls over the Division's expenditure plan.

Monitors, controls and assists organizational segments of the Division in meeting their staffing and fiscal requirements within the Division's authorized expenditure plan.

Maintains the Division's personnel records, including vacation and leave records, employee performance appraisals and other personnel related documents; oversees and coordinates the Division's recruitment and hiring practices and procedures to ensure that the Division is compliant with Departmental and State policies as well as other legal requirements; and processes the Division's worker's compensation, injury and disability cases.

Provides consultation and technical assistance on matters related to budgets, contracts, fiscal requirements, personnel actions, and logistic services to all organizational segments of the Division.

Provides consultation and technical assistance on matters relating to the procurement of services to ensure compliance with applicable State and federal laws, rules, regulations and guidelines.

Administers and monitors the management of the Division's contracts to assure budget accuracy, format correctness, and timely execution of documents.

Completes periodic monitoring of substance abuse contract agencies related to fiscal requirements.

Processes and tracks all Division contracts through the approval process, including coordination efforts with appropriate State agencies and contracted organizations.

Supports day-to-day Division operational requirements with respect to: office space, equipment, communications, supplies, intra- and inter-state travel, training, etc..

Oversees, manages and completes all required physical inventory efforts to account for all assets purchased and maintained by the Division or by service providers supported by Division resources that are required to be maintained on the Division's inventory list.

PLANNING, EVALUATION, RESEARCH AND DATA OFFICE (PERD)

Plans, coordinates, and conducts planning, evaluation, research and data collection and analysis to support the development of policies, programs, state plans and services related to substance abuse.

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FUNCTIONAL STATEMENT

Prepares and compiles program data, statistical analysis, and evaluation results for the Division for quality assurance and improvement purposes.

Conducts substance abuse prevention and treatment needs assessments in collaboration with community groups, public and private agencies, service providers, and consumers of service.

Plans and coordinates information data systems requirements with the Health Information Systems Office, federal agencies, contracted agencies, and service providers.

Provides training and technical assistance to service providers in entering data into the Division's designated information systems to assess the effectiveness of services and develop plans.

Provides technical assistance to organizational segments within the Division on data for planning and reporting purposes, assessing outcomes and the effectiveness of services and other evaluations.

Secures and administers public or private funds and grants to maintain, expand or improve substance abuse programs and services.

Collects and analyzes substance abuse program data for dissemination to programs, planners and other interested parties to assist in the development of various reports, submission of grant applications, and other research and evaluation efforts.

Responds to inquiries and requests related to plans and services that address substance abuse.

Provides data support and reporting to implement third-party reimbursements for services (Medicare, Medicaid, CHAMPUS, U.S. Department of Veterans Affairs, and private health insurance, such as HMSA, Aetna, etc.).

Identifies and updates changes necessary to maximize third party reimbursements.

Collects, analyzes, interprets and disseminates information on substance abuse issues at the national, state and community levels, including but not limited to data on trends, prevalence, and the need, demand and utilization of substance abuse prevention and treatment services.

Coordinates the Division's responses to Legislative proposals and requests as well as testimonies for measures scheduled for public hearing, and provides legislative coordination services for the Division.

Convenes a research committee that includes membership composed of interested public and private sector organizations to foster research, review existing plans, and to coordinate efforts.

Develops and maintains working relationships with statutorily mandated bodies, task forces, community groups, public and private agencies, and service providers to assist in the development and improvement of statewide substance abuse plans, programs and services.

Facilitates development and maintenance of comprehensive statewide plans for substance abuse prevention and treatment.

Fosters and conducts research and disseminates information on emerging trends to develop or improve policies, programs and services related to substance abuse.

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Prepares and coordinates budget and expenditure information and reports with the Division's Administrative Management Services Office.

QUALITY ASSURANCE AND IMPROVEMENT OFFICE (QAI)

Develops and implements a system-wide quality assurance and improvement program that incorporates staff, community, and consumer involvement.

Provides knowledge and expertise in and assures technology transfer related to approaches, methods, and techniques to effectively address quality assurance and improvement in substance abuse prevention and treatment services.

Represents the Department on international, national, and local consortiums, work groups, and meetings related to the certification of substance abuse counselors and accreditation of substance abuse programs.

Develops, coordinates, implements, maintains, and reviews the Department's certification requirements for substance abuse program administrators and counselors.

Develops and coordinates initiatives to improve and increase the effectiveness of substance abuse prevention and treatment services in collaboration with Prevention Branch staff, Treatment and Recovery Branch staff, community groups, public and private agencies, and other funding agencies.

Develops, coordinates, implements, maintains, and reviews the Department's accreditation requirements for residential substance abuse treatment programs and therapeutic living programs.

Provides substance abuse quality assurance and improvement expertise in securing and administering public or private funds and grants.

Responds to inquiries and requests related to substance abuse quality assurance and improvement issues.

Develops and provides technical assistance and training to public and private agencies and organizational segments within the Division related to substance abuse prevention and treatment.

Develops and implements plans and activities to address a broad range of workforce development issues in order to improve, strengthen, and support individuals employed in the substance abuse workforce.

Develops and provides training programs for prospective counselors to attain certification and for certified substance abuse counselors to obtain continuing education units required for certification renewal.

Prepares and coordinates budget and expenditure information and reports with the Division's Administrative Management Services Office.

TREATMENT AND RECOVERY BRANCH (TRB)

Coordinates, develops and administers programs that promote access to clinically sound and cost effective substance abuse treatment, recovery and support services.

Provides knowledge and expertise in the field of substance abuse treatment and assures technology transfer to support and improve substance abuse treatment services.

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ALCOHOL AND DRUG ABUSE DIVISION

FUNCTIONAL STATEMENT

Develops performance standards and outcomes to be achieved by service providers contracted to provide substance abuse treatment services in compliance with federal and state requirements.

Develops, executes, and monitors contracts for substance abuse treatment services. Monitoring activities shall assure contract compliance, the provision of quality services, and the achievement of the desired performance outcomes.

Provides substance abuse treatment related consultation and assistance to other divisions within the Department, other state departments and private sector organizations.

Collaborates and coordinates substance abuse treatment services with other organizational segments of the division, other divisions, other state departments, community groups, and service providers.

Provides substance abuse treatment expertise in securing and administering public or private funds and grants.

Administers special projects, including but not limited to the Access to Recovery (ATR) Project, which address substance abuse treatment and recovery services.

Responds to inquiries and requests related to substance abuse treatment issues and clinical issues.

Participates in work groups, committees, and meetings related to substance abuse treatment as a representative of the Division, the Behavioral Health Administration or Department.

Promotes and develops innovative treatment services for substance abuse clientele utilizing public or private funding.

Educates the public and provides expertise to the Legislature regarding clinical issues in substance abuse treatment.

Provides substance abuse related technical assistance and consultation in clinical areas to public and private individuals or agencies.

Develops, maintains and implements a comprehensive statewide plan for substance abuse treatment services.

Provides secretarial and clerical support to the Treatment and Recovery Branch.

Prepares and coordinates budget and expenditure information and reports with the Division's Administrative Management Services Office.

ACCESS TO RECOVERY (ATR) PROJECT

Provides access to a range of recovery support services and provides independent choice of service providers for individuals in treatment or in recovery to: reduce substance abuse among families in the Department of Human Services' Child Welfare Services (CWS) system; support the prevention of future child abuse cases; and support the reunification of families within the CWS system.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ALCOHOL AND DRUG ABUSE DIVISION

FUNCTIONAL STATEMENT

PREVENTION BRANCH (PB)

Coordinates and collaborates in the planning and implementation of effective substance abuse prevention services with community groups, private and public agencies, federal funding sources, and consumers.

Provides knowledge and expertise in the field of substance abuse prevention and assures technology transfer to support and improve substance abuse prevention services.

Develops performance standards and outcomes to be achieved by service providers contracted to provide substance abuse prevention services in compliance with federal and state requirements.

Develops, executes, and monitors contracts for substance abuse prevention services. Monitoring activities shall assure contract compliance, the provision of quality services, and achievement of the desired performance outcomes.

Provides substance abuse prevention related consultation and assistance to other divisions within the Department, other state departments and private sector organizations.

Collaborates and coordinates substance abuse prevention services with other organizational segments of the division, other divisions, other state departments, community groups, and service providers.

Provides substance abuse prevention expertise in securing and administering public or private funds and grants.

Administers special projects, including but not limited to the Strategic Prevention Framework – State Incentive Grant (SPF-SIG) Project, which address substance abuse prevention services.

Responds to inquiries and requests related to substance abuse prevention issues.

Participates in work groups, committees, and meetings related to substance abuse prevention as a representative of the Division, Behavioral Health Administration or Department.

Promotes and develops innovative substance abuse prevention programs and services with the assistance of public or private funding.

Educates the public and provides expertise to the Legislature regarding substance abuse prevention.

Provides substance abuse related technical assistance and consultation in substance abuse prevention to public and private individuals or agencies.

Develops, maintains and implements a comprehensive statewide plan for substance abuse prevention services.

Provides secretarial and clerical support to the Prevention Branch.

Prepares and coordinates budget and expenditure information and reports with the Division's Administrative Management Services Office.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
ALCOHOL AND DRUG ABUSE DIVISION

FUNCTIONAL STATEMENT

STRATEGIC PREVENTION FRAMEWORK – STATE INCENTIVE GRANT (SPF-SIG)  
PROJECT

Provides for preventing the onset and reducing the progression of substance abuse, including childhood and underage drinking; reducing substance abuse-related problems in communities; and building prevention capacity and infrastructure at the State and community levels.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION

FUNCTIONAL STATEMENT

Executes statutory responsibilities relating to child and adolescent mental health and mental illness set forth under Chapters 334 and 321, Hawaii Revised Statutes (HRS).

- Designs and manages the state's comprehensive child and adolescent mental health system.
- Directs, coordinates, monitors, and evaluates the effectiveness of the operations of the state's child and adolescent mental health programs, services, and activities.
- Formulates plans, policies, and operating principles for the Division based on assessment of needs, availability of resources, utilization patterns, and outcome data.
- Provides for linkages with other divisions within the Department of Health, other departments, state offices, legislature, federal, state, and county agencies and other groups concerned with child and adolescent mental health service and planning.
- Provides administrative and clinical oversight for the statewide child and adolescent behavioral health system consistent with Child and Adolescent Service System Program (CASSP) principles and evidence-based practices.
- Serves as liaison with the departmental planning office, the legislature, the Department of the Attorney General, and local governments on legal and policy issues related to child and adolescent mental health.
- Provides leadership in expanding resources, enhancing capacity, and increasing the knowledge base in child and adolescent mental health.
- Establishes and maintains regular communications between CAMHD and its network of mental health providers, including information on changes and updates to standards, policies and procedures.
- Serves as liaison to CAMHD's network of mental health providers, and resolves issues and disputes between CAMHD and its providers.

SECRETARIAL SERVICES:

- Provides secretarial and clerical support services to the division and its staff services.

RESEARCH AND EVALUATION OFFICE

Designs and oversees a comprehensive, statewide evaluation and reporting systems for the purpose of improving effectiveness and efficiency, improving clinical practice and client outcomes, and maximizing federal reimbursements and external funding.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION

FUNCTIONAL STATEMENT

- Conducts special studies, surveys, and analyses related to key strategic objectives.
- Promotes revenues maximization through grant writing and evaluation.
- Performs division-wide training and consultation on use of data to improve decision-making and operations.
- Designs and builds decision support tools to promote evidence-based services and use of best practices across divisional functions.
- Provides liaison with external researchers interested in studying mental health in Hawaii.
- Broadly disseminates annual evaluation results to stakeholders and public policy makers to promote public accountability and operational transparency.

SEVEN (7) REGIONAL FAMILY GUIDANCE CENTER BRANCHES AND ONE (1) FAMILY COURT LIAISON BRANCH:

- Plans, organizes, implements, and monitors programs and activities to meet the mental health needs of children, adolescents, and their families in a locally-based and culturally sensitive manner. Four Family Guidance Center Branches are located on Oahu. Each of the islands of Hawaii, Maui, and Kauai has a Family Guidance Center Branch.
- Family Court Liaison Branch provides screening, assessment, evaluative, diagnostic, treatment and consultative services to youth involved in the juvenile justice system.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
QUALITY MANAGEMENT OFFICE

FUNCTIONAL STATEMENT

Assumes responsibility for development, implementation and monitoring of a Division-wide, structured system for continuous organizational improvement. Oversees program and clinical service standards to insure high quality, timely, and cost-effective treatment services. Ensures that standards for licensure, accreditation, and credentialing are met.

STANDARDS AND ACCREDITATION UNIT

- Develops, coordinates and monitors the clinical standards of the various programs within the child and adolescent mental health system of care.
- Provides all organizational units of the Division with technical assistance and consultation in areas related to clinical service standards.
- Oversees and monitors staffing standards, as defined by regulatory and accrediting agencies and by sound clinical practice.
- Develops and monitors professional personnel standards and standards of performance including credentialing and privileging criteria for the mental health professions.
- Assures that all organizational, program, and other accreditation standards set by the Commission on Accreditation of Rehabilitation Facilities (CARF), the Joint Commission and other regulatory and accrediting agencies are met.
- Identifies current licensing categories for state and contract providers, and develops and recommends new categories, as needed.
- Establishes and coordinates procedures for consumer, grievances and mechanism for systematic and ongoing input by consumers, their families, and community groups regarding mental health services and unmet needs.
- Assures that all state-supported child and adolescent mental health services are directed by written operational policies and procedures which are approved and formally adopted by the Division.
- Oversees the process of developing written operational policies and procedures for all organizational units of the Division. Reviews all proposed policies and procedures for consistency with existing policies and the established mission, values, and goals of the Division.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
QUALITY MANAGEMENT OFFICE

FUNCTIONAL STATEMENT

- Maintains current copies of the Division policies and procedures manual and the policy and procedure manuals of all organizational units of the Division.
- Coordinates and supervises the development of legislative testimony and other forms of official communication to be submitted to the legislature through the office of the Director of Health.
- Serves as liaison with the Departmental Office of Policy, Planning, and Program Development, the legislature, the Department of the Attorney General, and local governments on legal and policy issues related to child and adolescent mental health.
- Responsible for developing and monitoring health and safety policies and procedures including emergency plans and procedures that deal with natural disasters, medical emergencies, bomb threats, fires and power failures.

UTILIZATION STAFF

- Assures that the Division remains in compliance with the terms of the U.S. Department of Justice Settlement Agreement.
- Assures that deadlines and time frames set by the Felix Consent decree are met, as they relate to quality management.
- Develops mechanisms to assess the utilization of services and the extent to which these services meet the needs and preferences of consumers and their families.
- Coordinates the services among the state agencies working with the most difficult cases of emotionally disturbed and developmentally disabled children and adolescents.
- Monitors the progress of children and adolescents receiving in-patient psychiatric services from contract providers. Ensures that children are served in least restrictive environments.
- Monitors service utilization patterns to minimize restrictive options such as out-of-home and out-of-community placements.
- Monitors medication and medical conditions of children and adolescents in contracted facilities through chart audits.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
QUALITY MANAGEMENT OFFICE

FUNCTIONAL STATEMENT

- Provides technical assistance, consultation and coordination to the branches in developing and implementing "wraparound" services for difficult cases of emotionally disturbed children and adolescents. These are community-based, individualized, and interdisciplinary services in three or more life domain areas, such as, family, social, educational/vocational, psychological/emotional and legal.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
CLINICAL SERVICES OFFICE

FUNCTIONAL STATEMENT

The Clinical Services Office has overall responsibility for providing clinical oversight, technical assistance, and staff training at CAMHD branches. The Clinical Director and his/her staff have the responsibility for ensuring that clinical services provided meet or exceed local and national standards and requirements.

- Provides clinical leadership to branch and division personnel.
- Assures accountability for all professional services provided within the division.
- Provides clinical-administrative oversight of all regional clinical programs.
- Participates in CAMHD quality management activities and continuously strives to improve the quality of care provided by the branches.
- Collaborates with the Quality Management Office in monitoring of policies and procedures by regional branches. Provides assistance to the branches in policy and program development.
- Responsible for assessment of service capability in order to define the services that CAMHD can provide. Assists other divisional segments in development of organizational goals and objectives based on periodic and systematic analysis of the needs of current and potential consumers.
- Insures adequate resources and personnel are located in geographic regions.
- Provides technical assistance when needed at the branch level.
- Provides guidance and education to branch personnel regarding Division policy.
- Provides technical assistance on reorganizations within the Division. Reviews, evaluates, and recommends revisions of organizational structures.
- Assists Branch administrators in identifying staff training needs and the development of training programs.
- Provides, coordinates, and assists in the development of continuing professional educational opportunities.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
ADMINISTRATIVE SUPPORT STAFF

FUNCTIONAL STATEMENT

Prepares, coordinates, and reviews revenue and expenditure plans. Maintains a Division-wide system of ongoing fiscal monitoring and evaluation. Responsible for personnel resource management, information management and fiscal oversight of contracts.

Secretarial Services:

- Provides secretarial and clerical support services to the staff.

Fiscal Section:

- Prepares the Division's fiscal budget in accordance with executive guidelines and in conformance with requirements of the Planning, Programming Budget System (PPBS).
- Coordinates, develops, and reviews the preparation of the fiscal budgets for all organizational segments of the Division.
- Coordinates, develops, and reviews the preparation of the Division's Operational Expenditure Plan (OEP) in accordance with executive guidelines and the fiscal budget, in collaboration with the Accounting Section.
- Maintains a central inventory of equipment, furniture, and supplies for the Division.
- Prepares and coordinates all budget and fiscal-related reports as required and requested by the Division, the Department, the legislature, and other state departments and agencies, in collaboration with the Accounting Section.
- Serves as liaison with the Department's Administrative Services Office on budget and fiscal matters, and oversees the Division's compliance with relevant federal, state, and local laws, administrative rules, and regulations regarding budget and fiscal matters.
- In collaboration with the Department's Health Information Systems Office, designs, operates, and maintains a Division management information system to collect and process comprehensive data to carry out the functions of the Division.
- Assures that the management information system provides Division's managers and clinicians with information which is accurate, timely and complete, and meets their needs for administrative planning processes.
- Provides consultation and technical assistance to all organizational segments of the Division in areas of information systems operation and data collection, processing, analysis, and interpretation.
- Develops and maintains user manuals for the management information



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
ADMINISTRATIVE SUPPORT STAFF

FUNCTIONAL STATEMENT

system.

- Designs and delivers standardized and special management information reports determined to be necessary to the routine operations of the Division.
- Plans, administers, analyzes, and monitors the Division's expenditures in relation to the OEP.
- Monitors and assists all organizational segments of the Division in the processing of requisitions and purchase orders, as needed.
- Serves as liaison with the Department's Administrative Services Office on expenditure matters, and oversees the Division's compliance with relevant federal, state, and local laws, administrative rules and regulations regarding procurement matters.
- Prepares and processes all requisitions and purchase orders related to payment of the Division's administrative office expenditures.
- Collaborates with the Contracts Management Section in the preparation and administration of contracts and the issuance of Requests for Proposals (RFPs) for Purchase of Services (POS).

Personnel Section:

- Coordinates with the Department's Personnel Office to ensure that personnel files, transactions, records and reporting systems are maintained in a current and correct manner.
- Coordinates, guides, and advises Division and Branch administrators on human resource management issues.
- Performs payroll duties of auditing timesheets, preparing premium pay reports, and distributing paychecks.
- Assists and advises Division management in solving labor relations problems including interpretation of collective bargaining agreements, and the settlement of grievances and labor-management disputes.
- Represents the employer at workers' compensation hearings. Coordinates with the Department's Workers' Compensation Officer for the management of worker's compensation cases.
- Processes requests for internal recruitment and/or open competitive announcements to fill position vacancies.
- Analyzes, evaluates, and recommends position descriptions relating to establishment, reallocation and redefining of positions within the Division.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
ADMINISTRATIVE SUPPORT STAFF

FUNCTIONAL STATEMENT

Prepares forms necessary for justification of classification factors and class standards of submitted position descriptions.

- Maintains up-to-date Division employee and/or position listings and monthly vacancy reports.
- Provides guidance in personnel matters relating to reorganizations, staffing patterns, and organization charts.

Contracts Management Section:

Formulates, initiates, and oversees the work carried out by contract agencies for the Division. The activities of this section are closely coordinated with the activities of other Divisional segments and programs.

- Responsible for the preparation and issuance of contracts for Purchase of Services (POS) and the issuance of Requests for Proposals (RFP). Reviews and coordinates with Fiscal Section staff and development of all contracts to assure budget accuracy and format correctness in accord with state and federal requirements.
- Develops and implements a system for evaluation of proposals and awarding of contracts.
- Provides ongoing administrative monitoring and evaluation of all POS contracts.
- Coordinates with private providers in the development, negotiation, execution, and amendment of contracts.
- Coordinates the preparation and administration of contracts, in collaboration with the Fiscal Section of the Administrative Support Staff and Program Support Services Office.
- Assures conformance of contractors with stated program requirements, declared service delivery goals and objectives, and federal, state and local laws and regulations.
- Assists contractors in effective program management through achieving or improving program goals, meeting legal requirements, more effective staff utilization, methods of record maintenance, etc.
- Serves as liaison with the Department's contract specialist for the administration, coordination, and preparation of the Division's contracts.
- Oversees the Division's compliance with all relevant federal, state, and local laws, administrative rules, regulations, and public policies regarding contracts for services.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
FINANCIAL RESOURCES DEVELOPMENT STAFF

FUNCTIONAL STATEMENT

The primary function of the Financial Resources Development Staff is to maximize alternative funding sources, other than the state's general fund, in order to provide the array of mental health services.

- Develops, implements, and monitors policies and procedures for maximizing third-party and other sources of reimbursement for services provided.
- Establishes, maintains, and monitors a system of charges for services based on cost data, including billing, collections, deposits, write-offs, and controls on accounts receivable.
- Collaborates with Administrative Support Staff personnel in designing and costing new programs and/or services or the modification of existing services in order to increase revenues.
- Promotes the development of programs that increase federal funding and other financial reimbursement for the Division. Attempts to maximize funding through compliance with requirements from sources such as federal Block Grants, and Title XIX, Title IV-E, and Title IV-A federal funds.
- Develops and determines fee structures, costing methodologies, and revenue options.
- Collaborates with other segments within the Department, other departments, and state and federal agencies on health care financing issues.
- Provides technical assistance, consultation, and training to all organizational segments of the division in areas of billing, claims administration, and revenue recoupment.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
FAMILY GUIDANCE CENTER BRANCHES

FUNCTIONAL STATEMENT

- Manages building operations, develops safety and disaster programs, refers problems, as appropriate, to the Department of Accounting and General Services, and to the Divisional and Department Administrative Support and Administrative Services Offices.

**CLINICAL SERVICES SECTIONS**

- Provides and assures provision of comprehensive mental health evaluations.
- Develops, reviews, approves, and monitors treatment and service plans. Assures that plans are individualized, appropriate to the needs of the consumer and family, and contain measurable, observable goals and objectives that incorporate the unique strengths, abilities, needs, and preferences of the consumer and his/her family.
- Provides care coordination and service authorization when other agencies are providing services, and case management functions such as assessment, planning coordination, monitoring, advocacy and linkage.
- Assures that treatment plans are fully implemented by the provision of needed services by Division clinical staff or through the services of a contracted agency. Provides service authorization to contract providers, assistance in transition to other programs, and adequate follow-up services.
- Provides treatment and training activities and programs specific to the needs of child and adolescent consumers to enable them to thrive in the community and to make effective school adjustment.
- Coordinates and collaborates with the Division's Clinical Services Office to assure services are consistent with Child and Adolescent Service System Program (CASSP) principles and evidence-based practices. Participates in practice development, training and mentoring to assure quality care coordination and supervision practice.
- Coordinates and collaborates with Division staff in quality management activities for the branch, such as chart reviews, development of quality management plans at the branch level, development of protocols for ongoing assessment, treatment planning, etc.
- Develops and monitors procedures for assuring accessibility to services provided by the branch, and assures continuity of care to consumers and their families.
- Provides outreach and intensive case management services as needed.
- Provides liaison to schools within assigned geographic catchment areas to assist in identifying children and youth who may be in need of mental health services.
- Provides consultation, technical assistance and education to school counselors, teachers, and other school personnel in the identification and screening of children and adolescents who may be in need of mental health services.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
FAMILY COURT LIAISON BRANCH

FUNCTIONAL STATEMENT

**BRANCH ADMINISTRATION**

Provides screening, assessment, evaluative, diagnostic, treatment and consultative services to youth involved with the Juvenile Justice system that have mental health challenges. Provides mental health treatment linkages between the Family Court (FC), Hawaii Youth Correctional Facility (HYCF), and Detention Home (DH). Works in partnership with families and the juvenile justice system to design and implement evidence-based individualized service/treatment plans that are appropriate to the mental health needs of the youth.

- Establishes policies and procedures for effective administration of the Branch in accordance with the Division's policies and procedures.
- Plans and implements effective and efficient system for delivery of services throughout the Branch and its organizational sections.
- Implements a uniform data reporting system in all organizational sections of the Branch in accordance with the requirements of the Division.
- Assists in the development and evaluation of the Division's quality management standards and implements these standards within the Branch.
- Serves as the Division's liaison to FC, HYCF, DH, Department of Education and other involved state and community entities.
- Oversees the direct services for the youth at DH and HYCF.
- Supports and participates in interagency service delivery planning and implementation.
- Manages the transitions of youth as they enter and exit from HYCF and DH.
- Advocates for the mental health services for youth in the juvenile justice system.
- Manage youths with intensive mental health needs who have been charged with a very serious offense while interfacing with the legal system.

**ADMINISTRATIVE SERVICES**

- Coordinates the development of the Branch budget, manages and monitors all fiscal and personnel actions with the Branch.
- Coordinates and manages the Branch information management system with Division and Health Information Systems Office including but not limited to service authorization and utilization, electronic clinical assessment tools and electronic billing.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
FAMILY COURT LIAISON BRANCH

FUNCTIONAL STATEMENT

- Maintains all Branch requirements for Health Plan status in collaboration with the Division for third-party payment for services.
- Manages building operations, develops safety and disaster programs, refers problems, as appropriate, to the divisional, departmental, and other state agencies.
- Assists with program and organizational planning. Monitors progress with Branch annual plans, division initiatives, etc.
- Provides clerical services to the Branch and its staff services. Assists other organizational segments with clerical services, as needed.

CLINICAL SERVICES SECTION I (Detention Home)

CSS I provides brief, time-limited mental health services to the high volume, high turnover statewide population at Detention Home. For youth with or suspected of having mental health needs, CSS I provides direct services, including risk assessments, crisis and suicide management and brief mental health treatment and consultation. CSS I coordinates care with agencies involved with the youth.

- Provides mental health risk assessments for youth upon entry to the facility and as needed throughout the stay in the facility.
- Provides mental health crises response and interventions.
- Provides mental health assessments and direct treatment for youth.
- Provides psychological evaluation, mental health consultation, case reviews and court-ordered/related clinical assessments.
- Provides care coordination services.
- Provides clinical documentations in accordance to CAMHD clinical standards, and policies and procedures.
- Provides mental health trainings.
- Collaborates with other child serving agencies on system and service improvements for youth involved with the juvenile justice system.

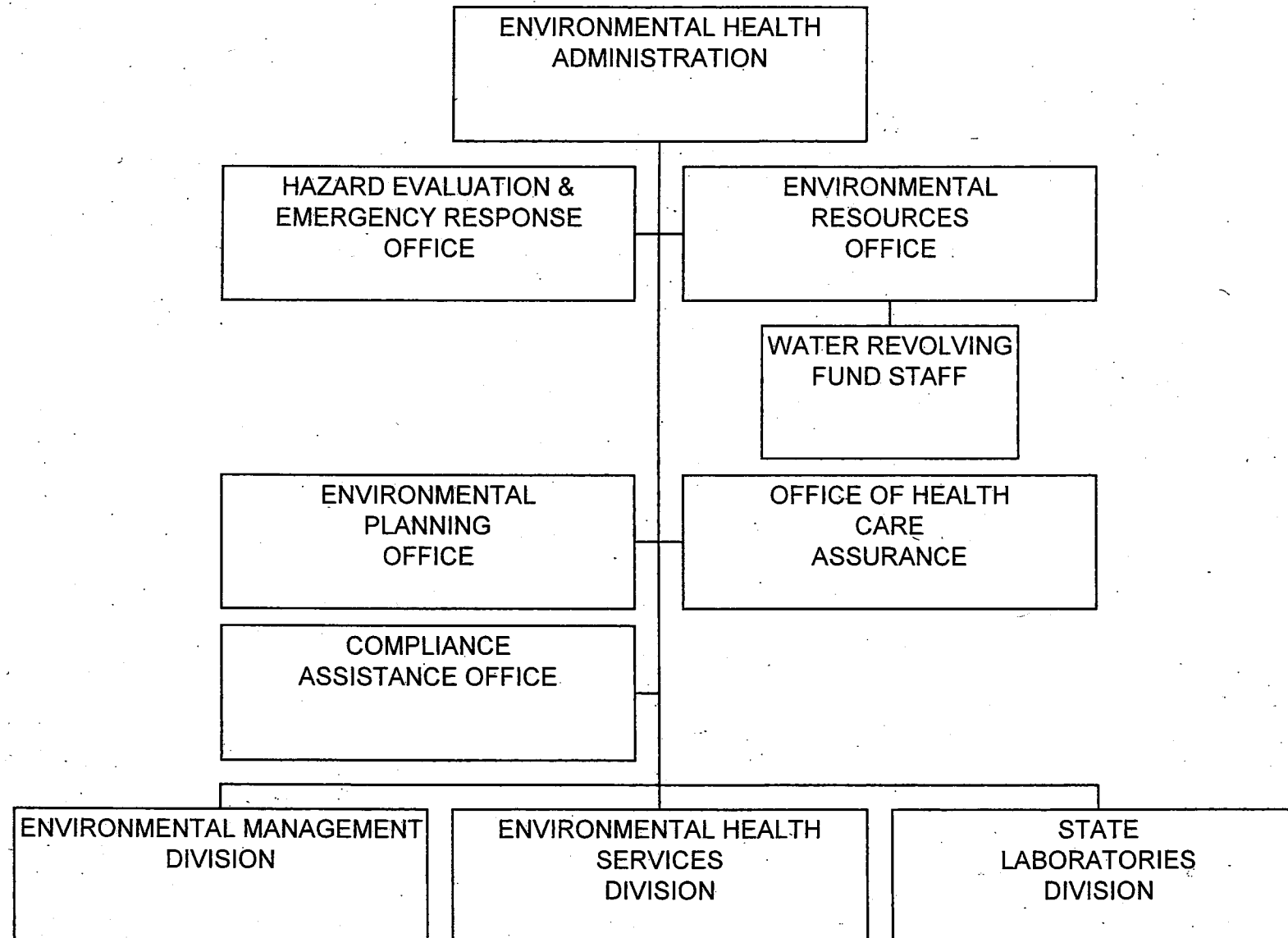
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
BEHAVIORAL HEALTH ADMINISTRATION  
CHILD AND ADOLESCENT MENTAL HEALTH DIVISION  
FAMILY COURT LIAISON BRANCH

FUNCTIONAL STATEMENT

CLINICAL SERVICES SECTION II (Hawaii Youth Correctional Facility)

CSS II provides mental health services to the statewide incarcerated youth population at Hawaii Youth Correctional Facility. CSS II provides direct services, including risk assessments, crisis and suicide management, psychological evaluations, mental health treatment and consultation, and intervention for co-occurring substance abuse/dependency. CSS II coordinates care with agencies involved with the youth.

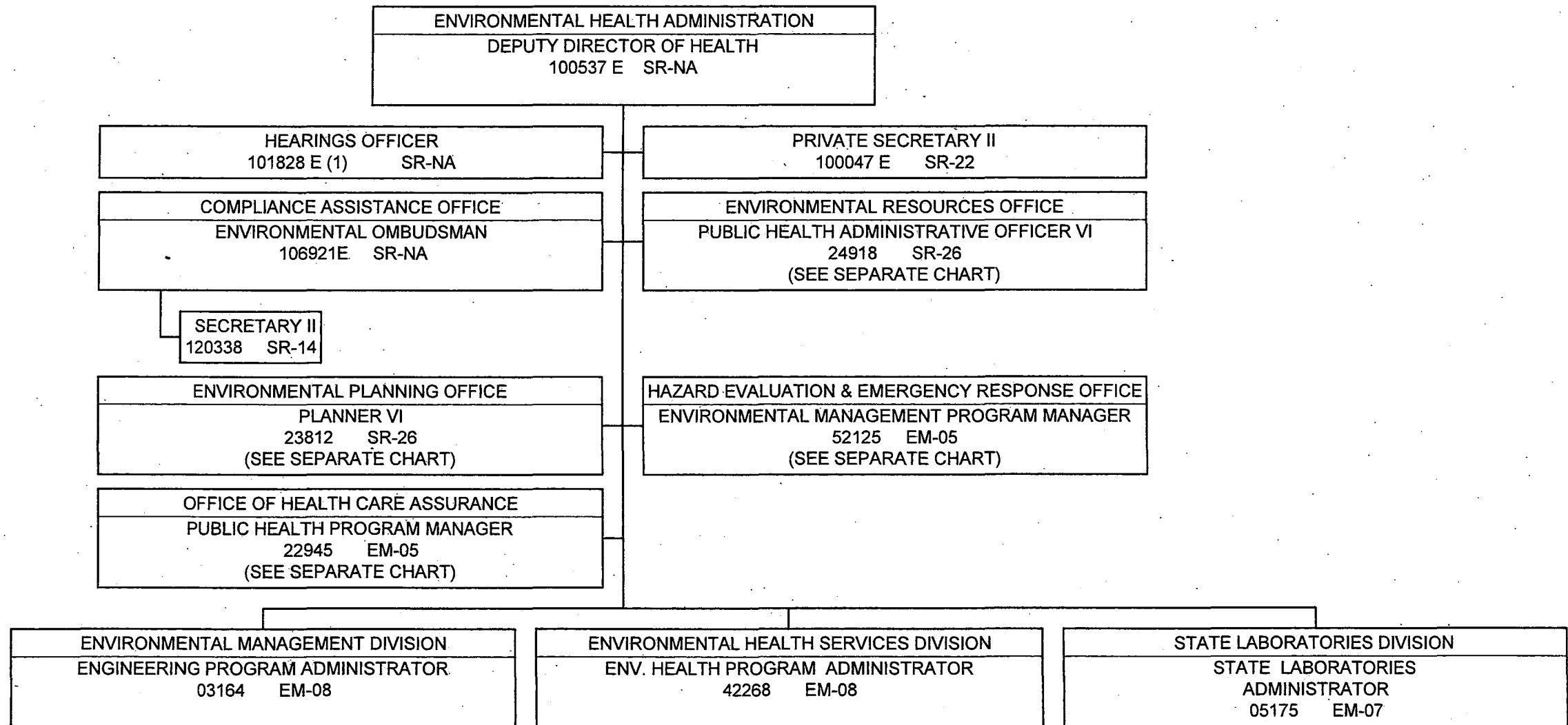
- Provides mental health risk assessments for youth upon entry to the facility and as needed throughout the stay in the facility.
- Provides mental health crisis response and interventions.
- Provides mental health assessments and direct treatment for youth.
- Provides psychological evaluation, mental health consultation, case reviews and court-ordered/related clinical assessments.
- Provides care coordination and substance abuse intervention services.
- Provides clinical documentations in accordance to CAMHD clinical standards, and policies and procedures.
- Provides mental health training.
- Collaborates with other child serving agencies on system and service improvements for youth involved with the juvenile justice system.





STATE OF HAWAII  
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 ENVIRONMENTAL HEALTH ADMINISTRATION

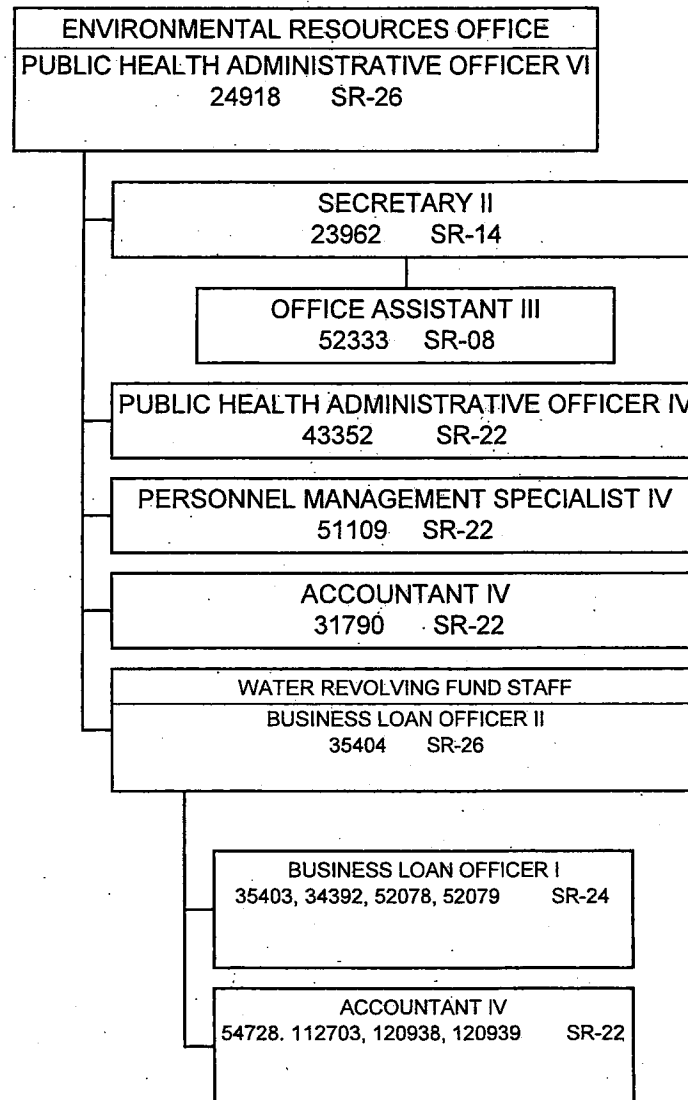
POSITION ORGANIZATION CHART

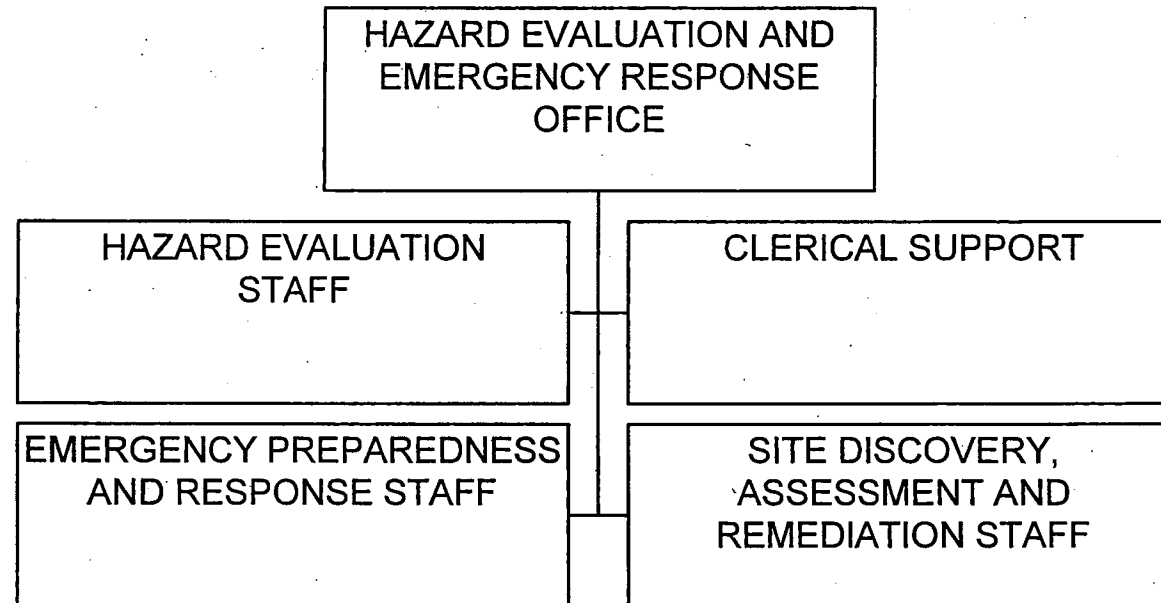


(1) TEMPORRY NTE 6/30/15.

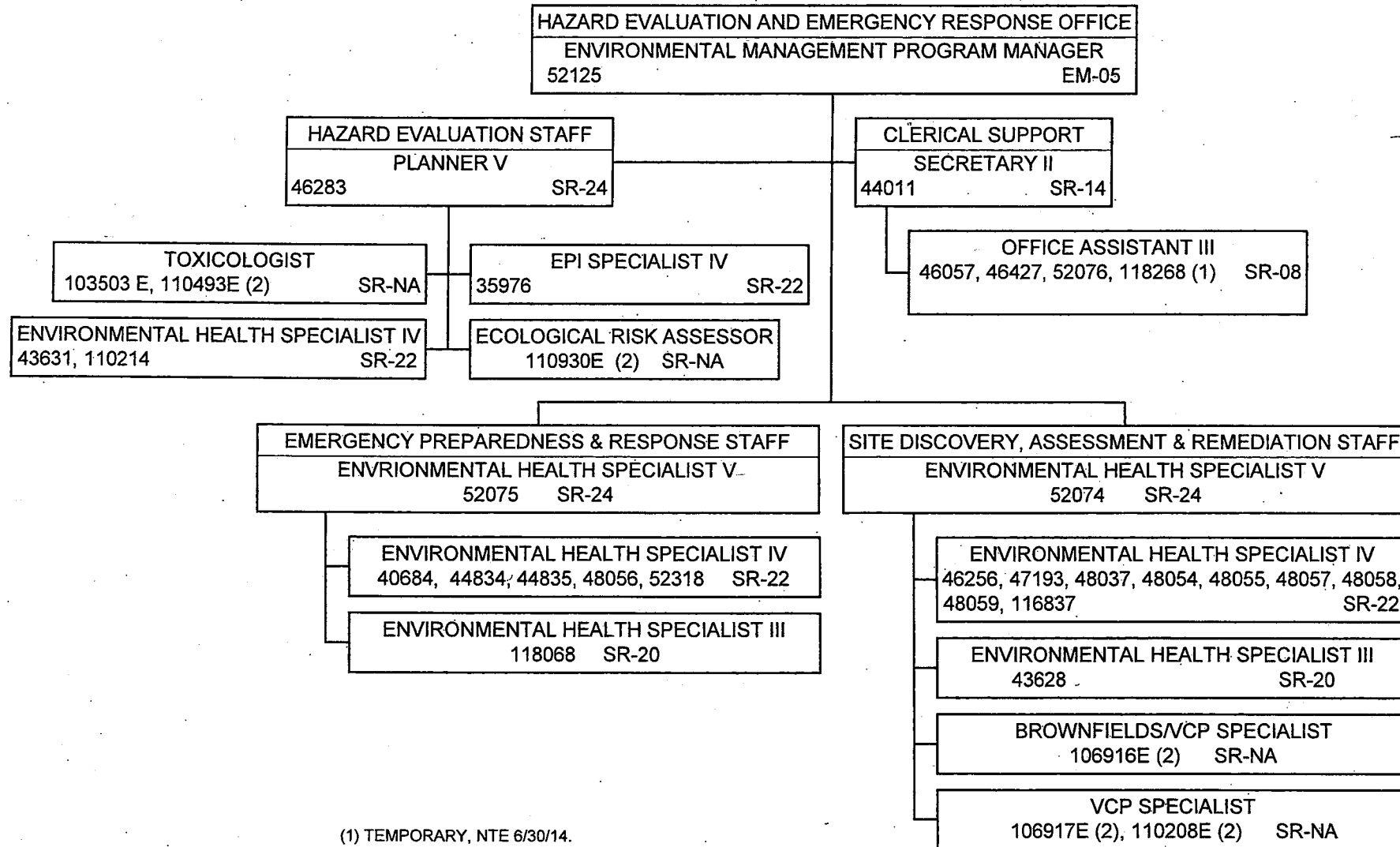
JUN 30 2013

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL RESOURCES OFFICE  
POSITION ORGANIZATION CHART

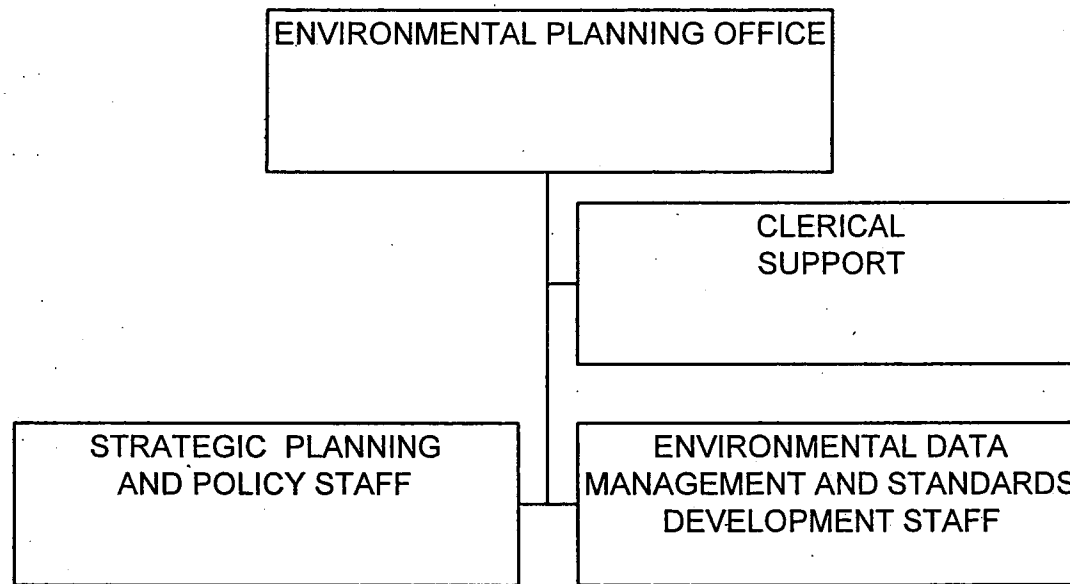




ORGANIZATION CHART

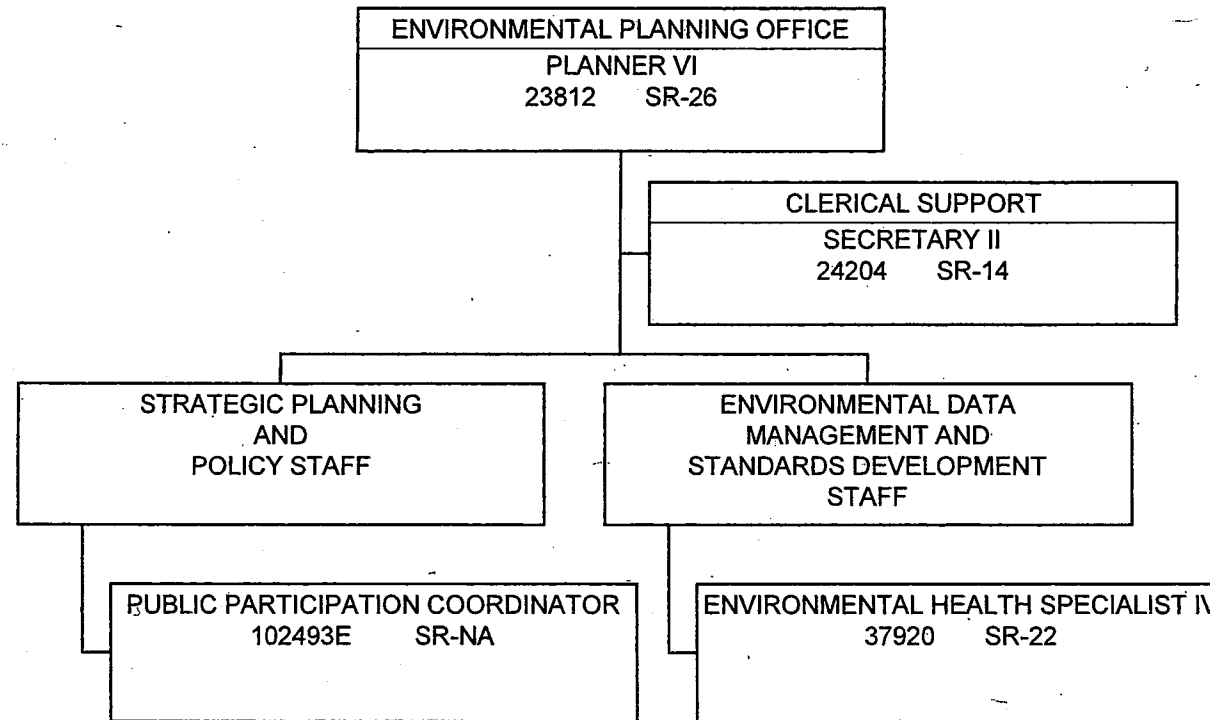


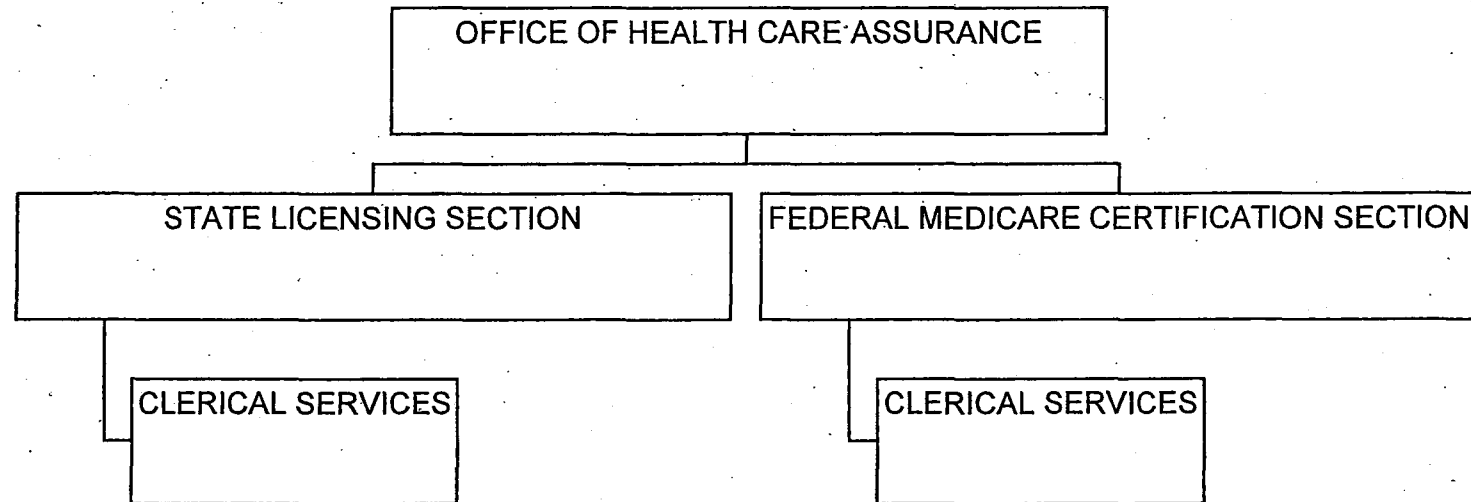
(1) TEMPORARY, NTE 6/30/14.  
 (2) TEMPORARY, NTE 6/30/15.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL PLANNING OFFICE

POSITION ORGANIZATION CHART



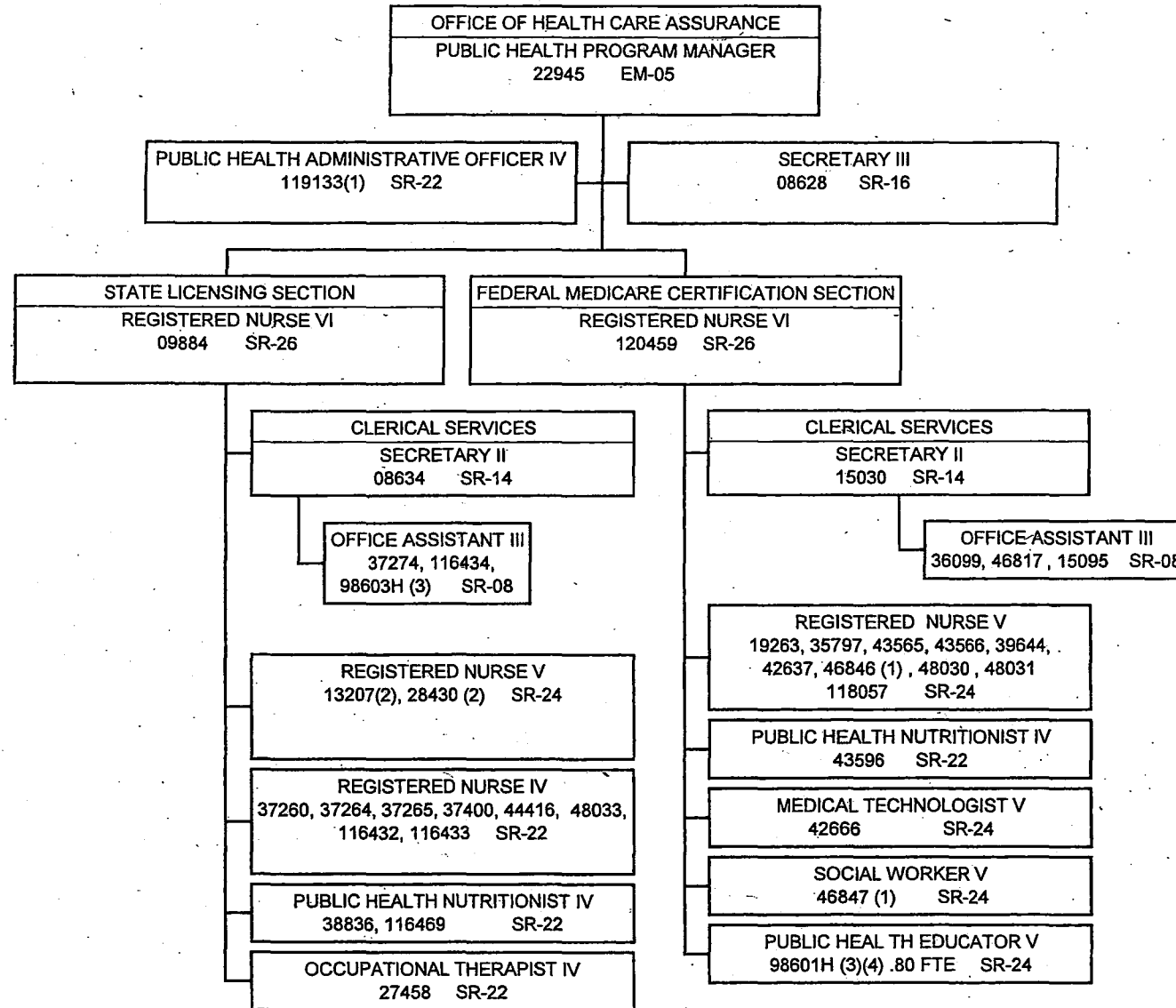


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STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 OFFICE OF THE DEPUTY DIRECTOR OF HEALTH

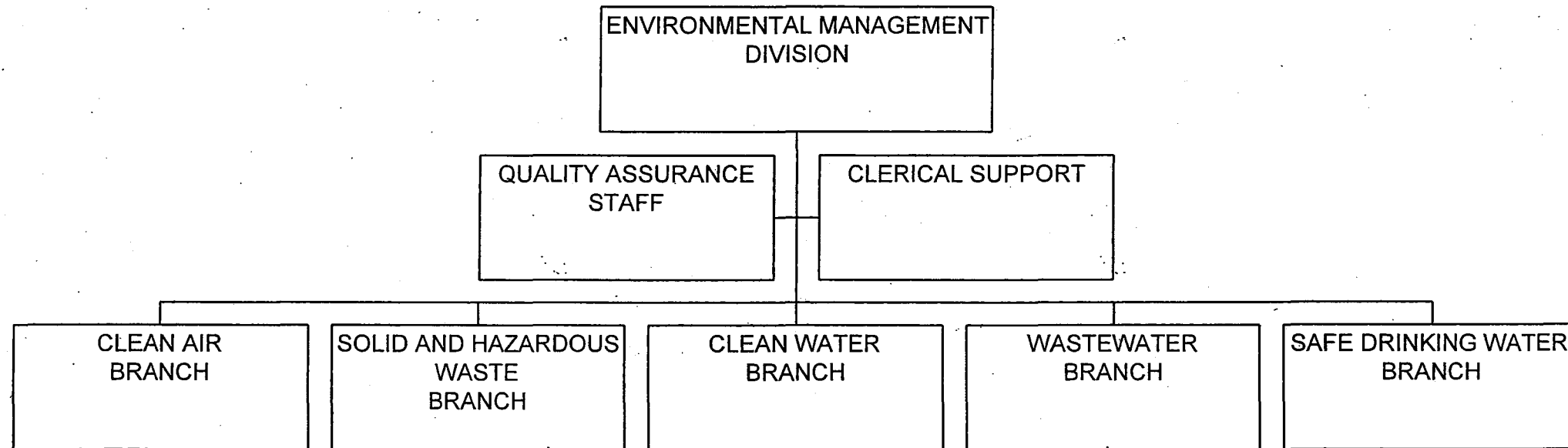
OFFICE OF HEALTH CARE ASSURANCE

POSITION ORGANIZATION CHART



- (1) 80% FED FUNDS; 20% GEN FUNDS.
- (2) TO BE REDESCRIBED.
- (3) TO BE ESTABLISHED.
- (4) TO BE POSITION VARIANCED.

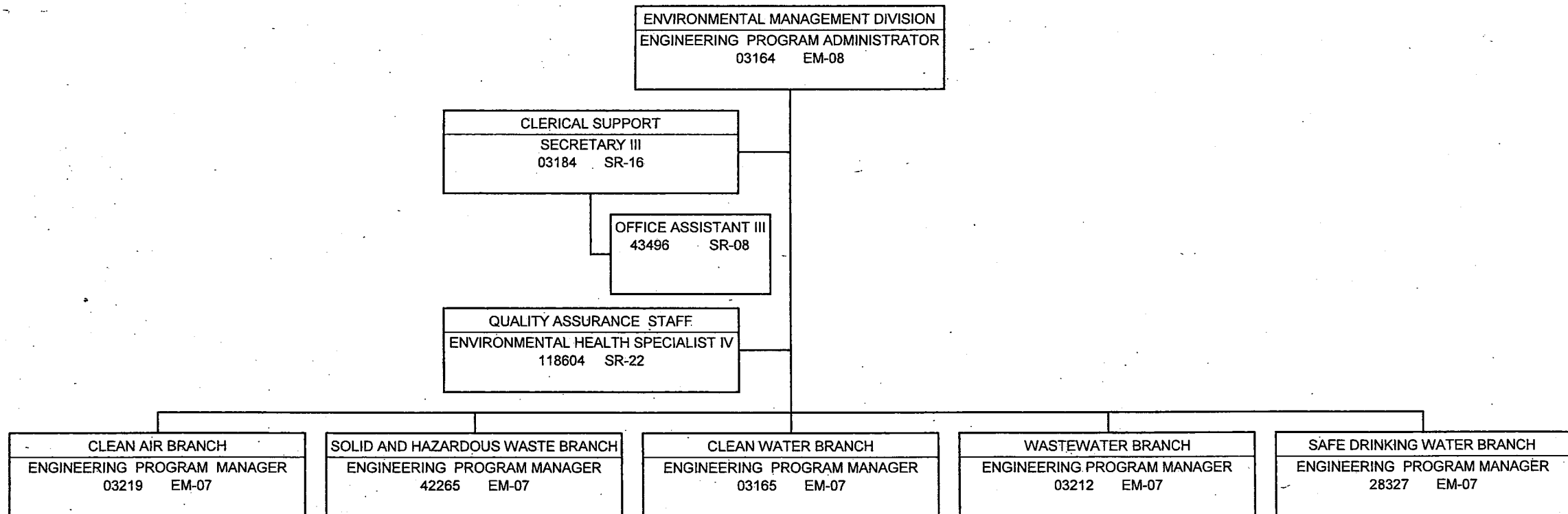




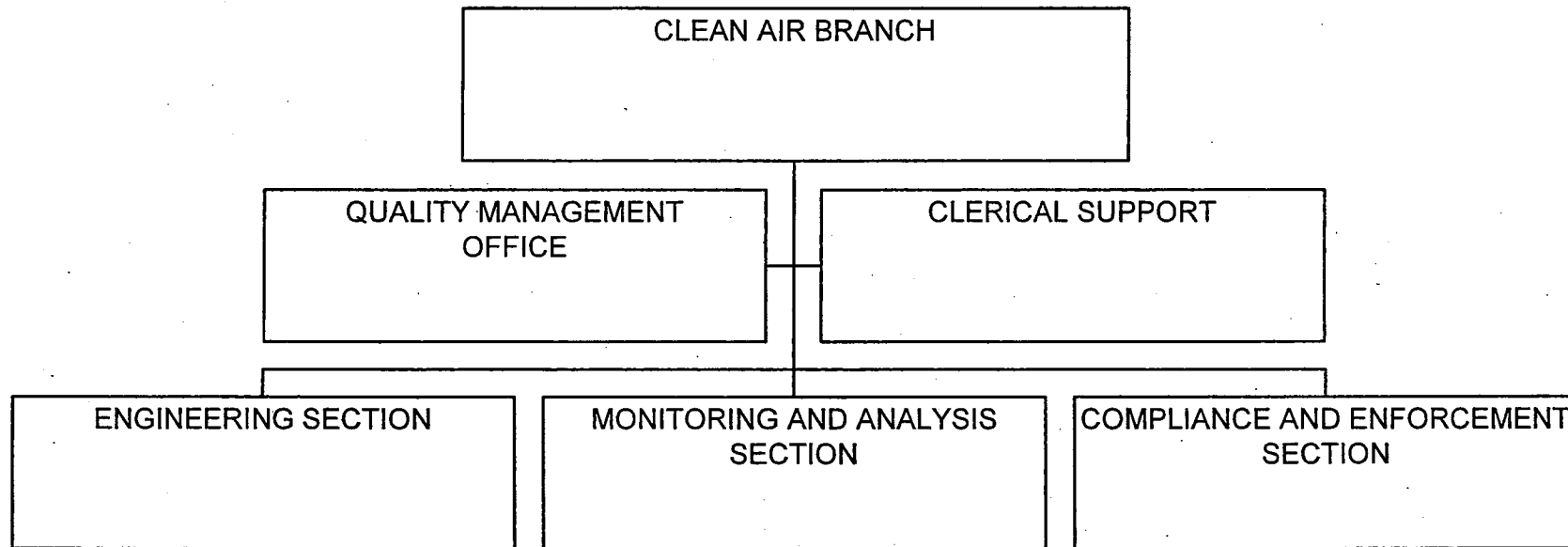
JUN 30 2013

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION

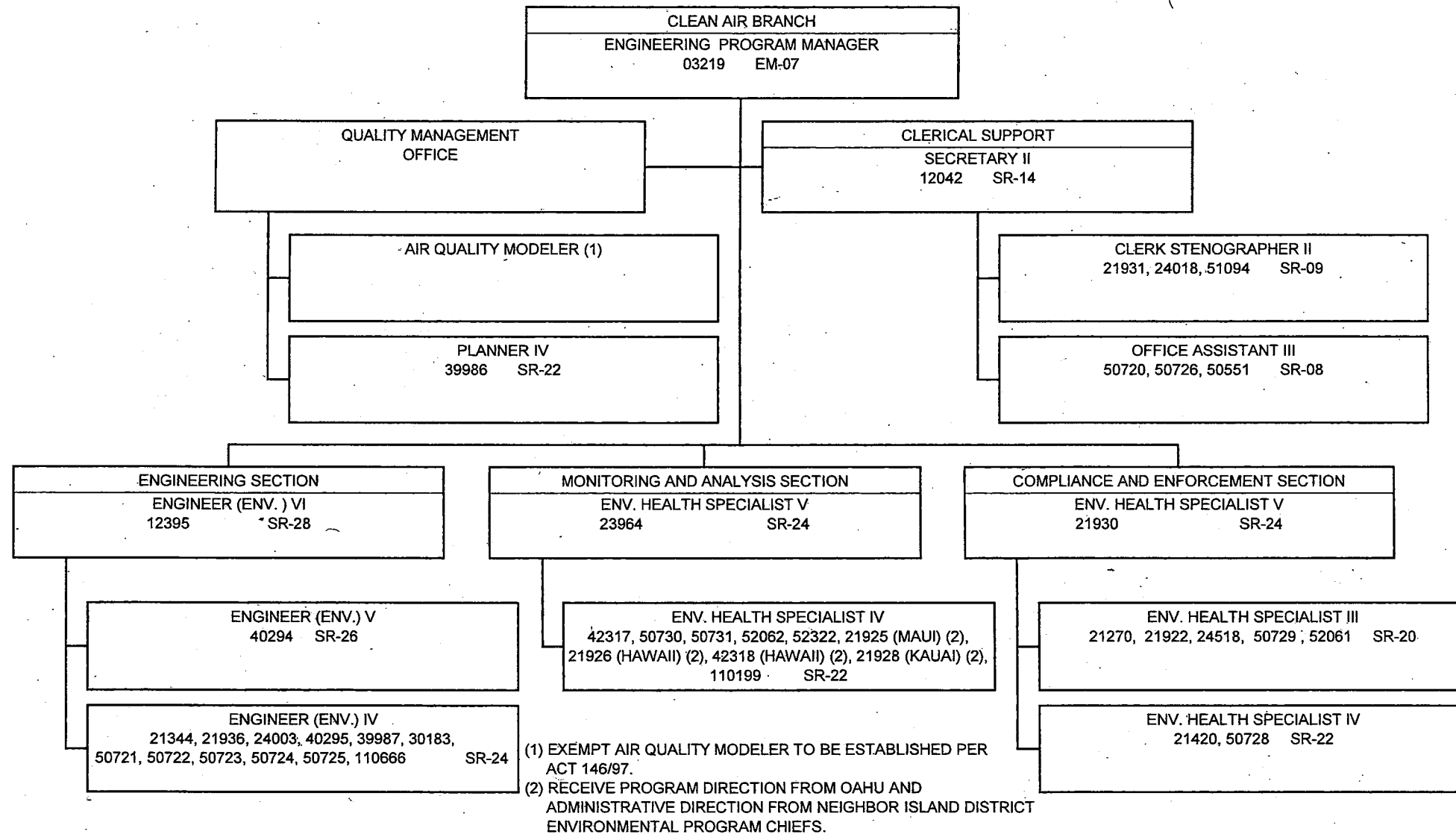
POSITION ORGANIZATION CHART



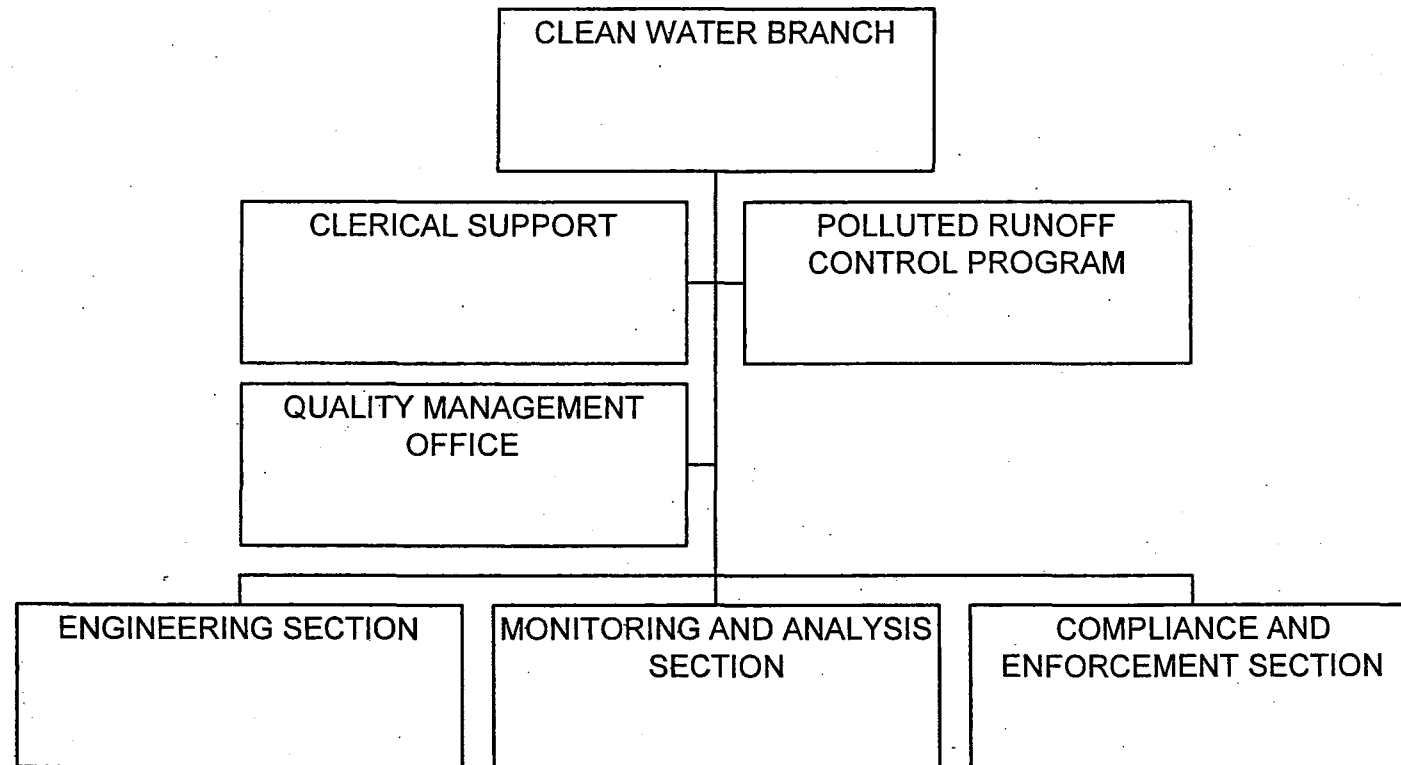
JUN 30 2013



POSITION ORGANIZATION CHART

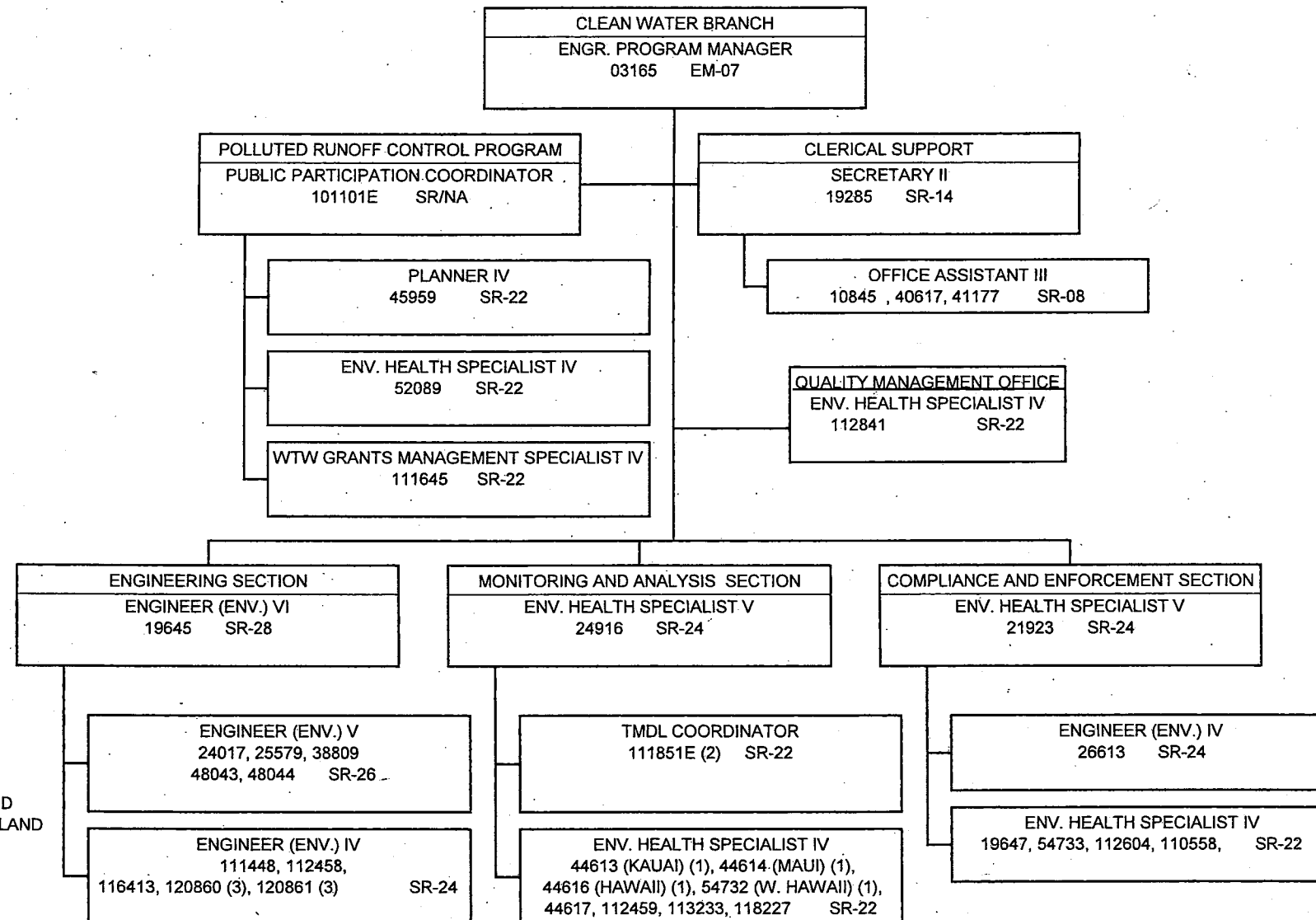


JUN 30 2013



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 ENVIRONMENTAL HEALTH ADMINISTRATION  
 ENVIRONMENTAL MANAGEMENT DIVISION  
 CLEAN WATER BRANCH

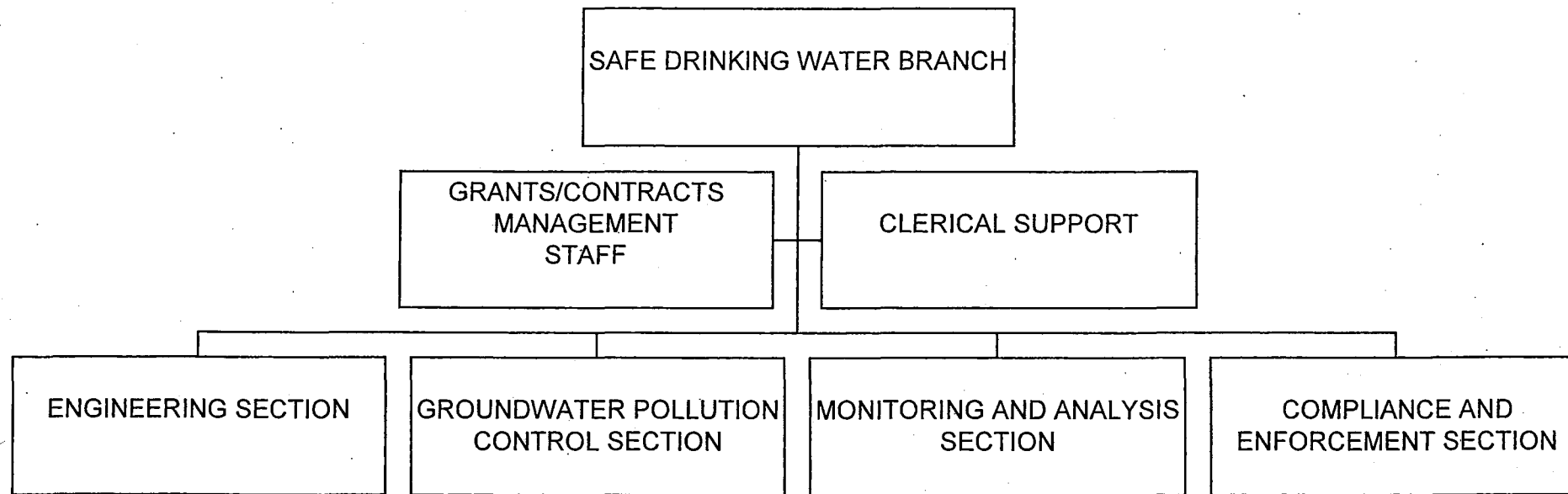
POSITION ORGANIZATION CHART



(1) RECEIVES PROGRAM DIRECTION FROM OAHU AND ADMINISTRATIVE DIRECTION FROM NEIGHBOR ISLAND CHIEF SANITARIANS.

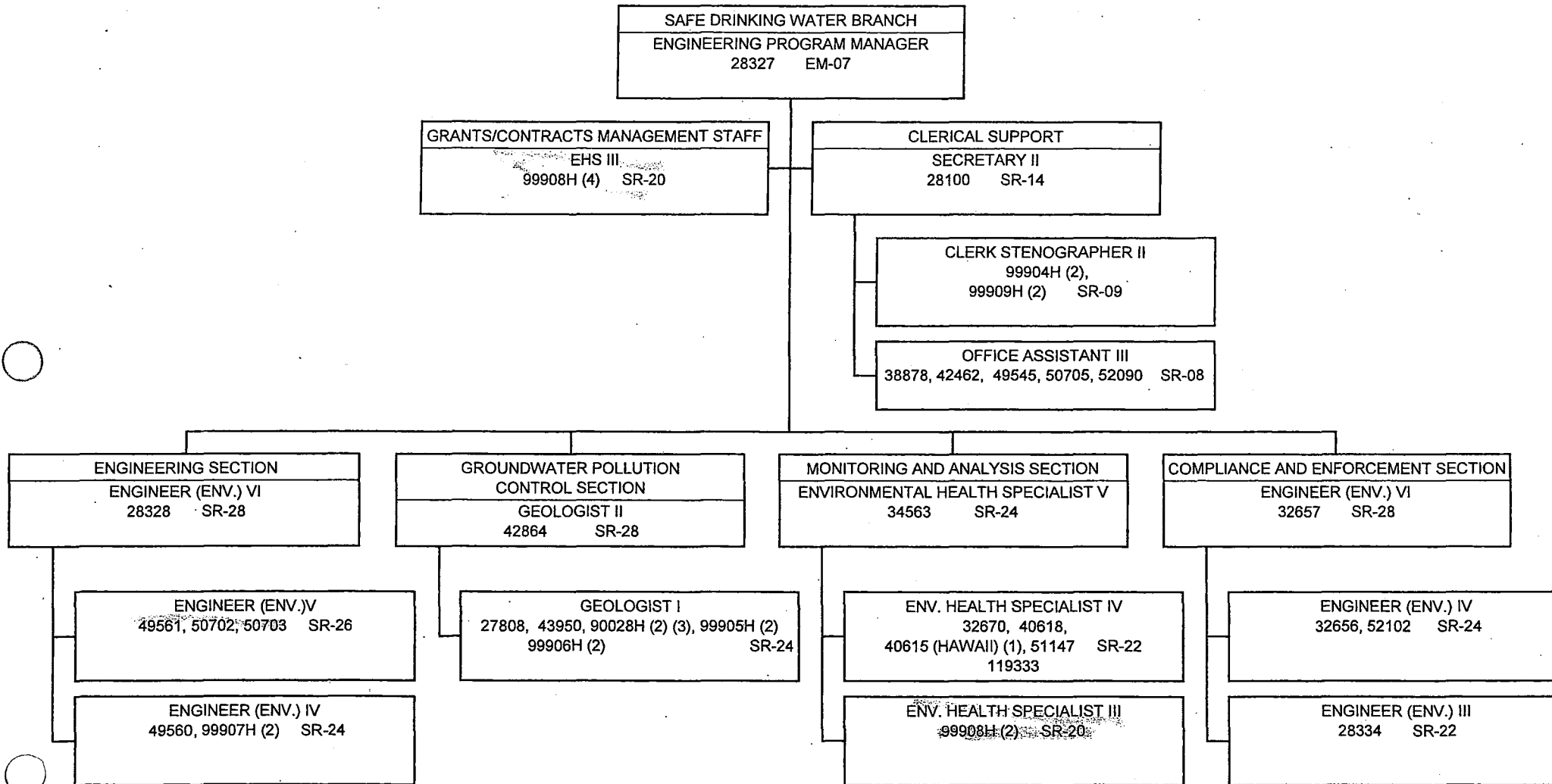
(2) TEMPORARY, NTE 6/30/14.

(3) DOT FUNDED POSITIONS.



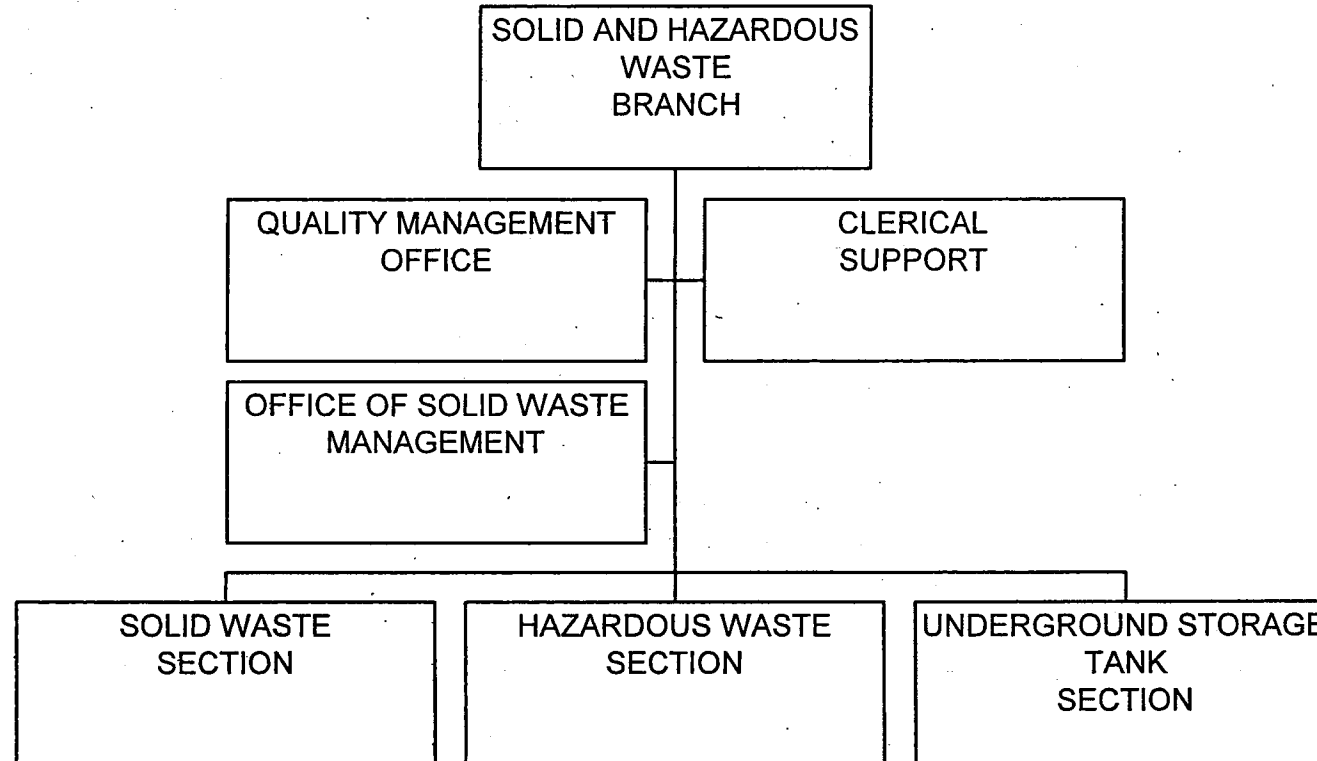
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 ENVIRONMENTAL HEALTH ADMINISTRATION  
 ENVIRONMENTAL MANAGEMENT DIVISION  
 SAFE DRINKING WATER BRANCH

POSITION ORGANIZATION CHART



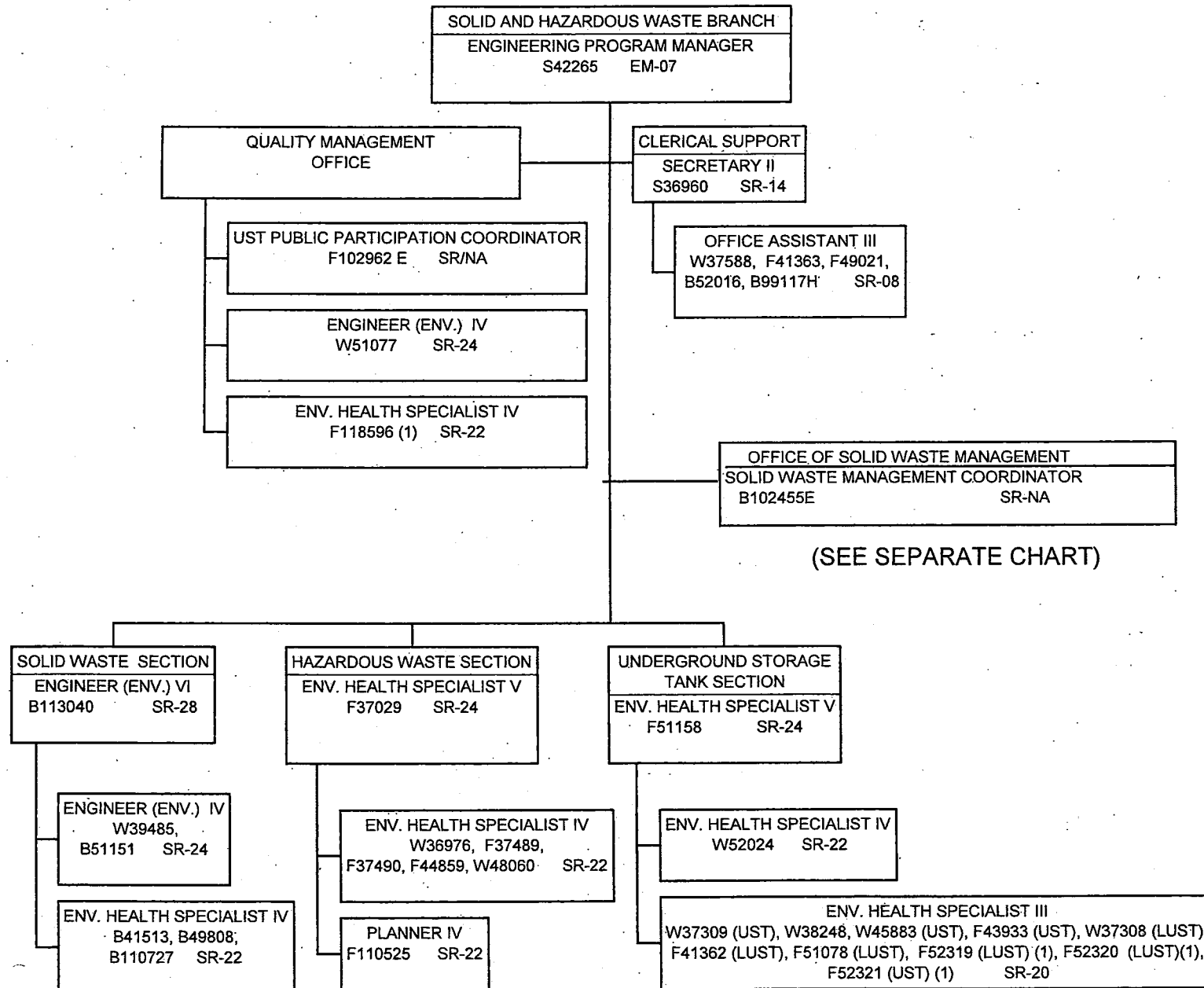
- (1) RECEIVE PROGRAM DIRECTION FROM OAHU AND ADMINISTRATIVE DIRECTION FROM NEIGHBOR ISLAND ENVIRONMENTAL HEALTH PROGRAM CHIEFS .
- (2) TO BE ESTABLISHED.
- (3) TEMPORARY, NTE 6/30/14.
- (4) TO BE POSITION VARIANCED.





STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 ENVIRONMENTAL HEALTH ADMINISTRATION  
 ENVIRONMENTAL MANAGEMENT DIVISION  
 SOLID AND HAZARDOUS WASTE BRANCH

POSITION ORGANIZATION CHART

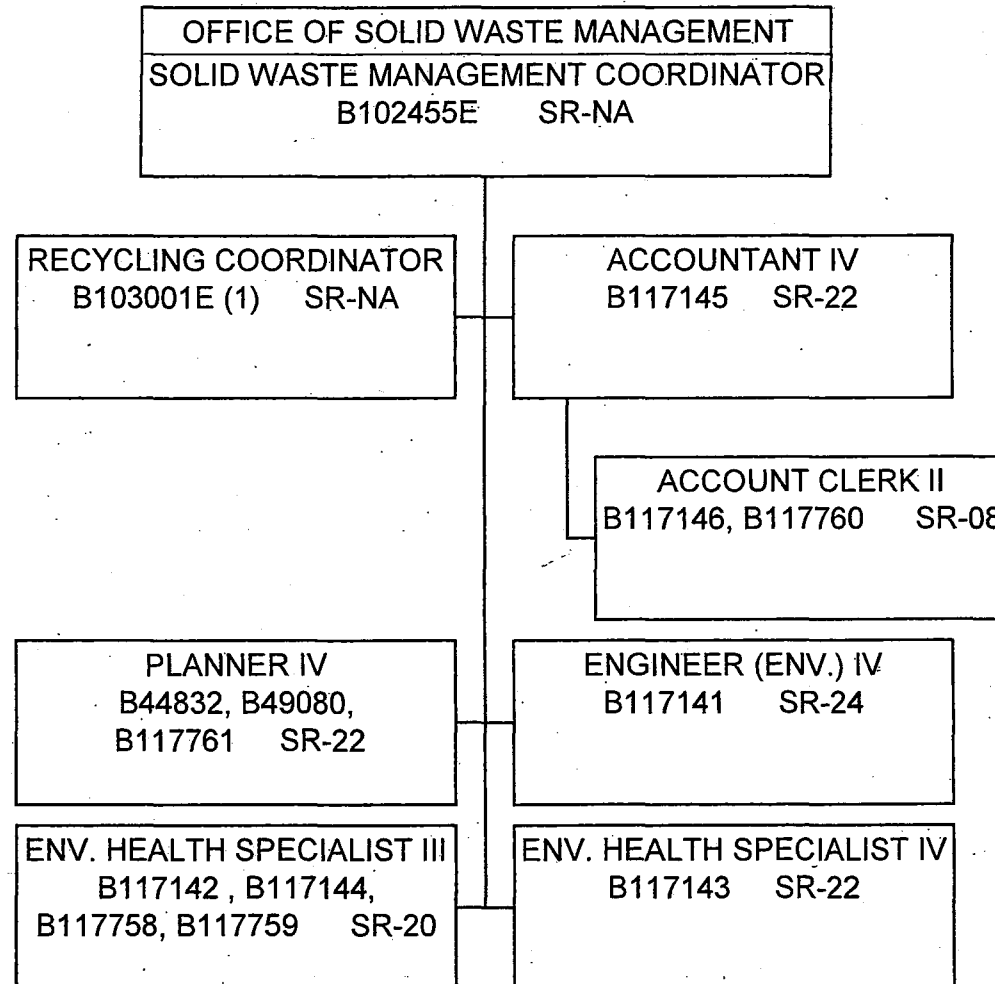


S - STATE FUNDS  
 F - FEDERAL FUNDS  
 B - SPECIAL FUNDS  
 W - REVOLVING FUNDS

(1) TEMPORARY,  
 NTE 6/30/15.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
SOLID AND HAZARDOUS WASTE BRANCH  
OFFICE OF SOLID WASTE MANAGEMENT

POSITION ORGANIZATION CHART

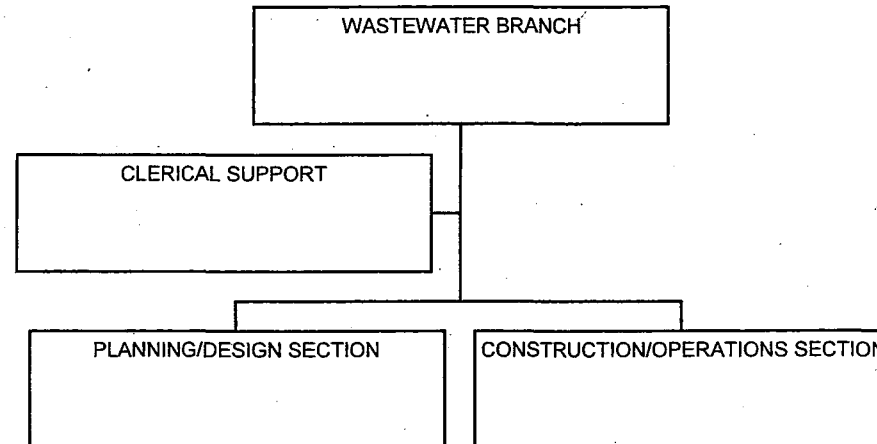


S - STATE FUNDS  
F - FEDERAL FUNDS  
B - SPECIAL FUNDS  
W - REVOLVING FUNDS

(1) NTE 6/30/15.

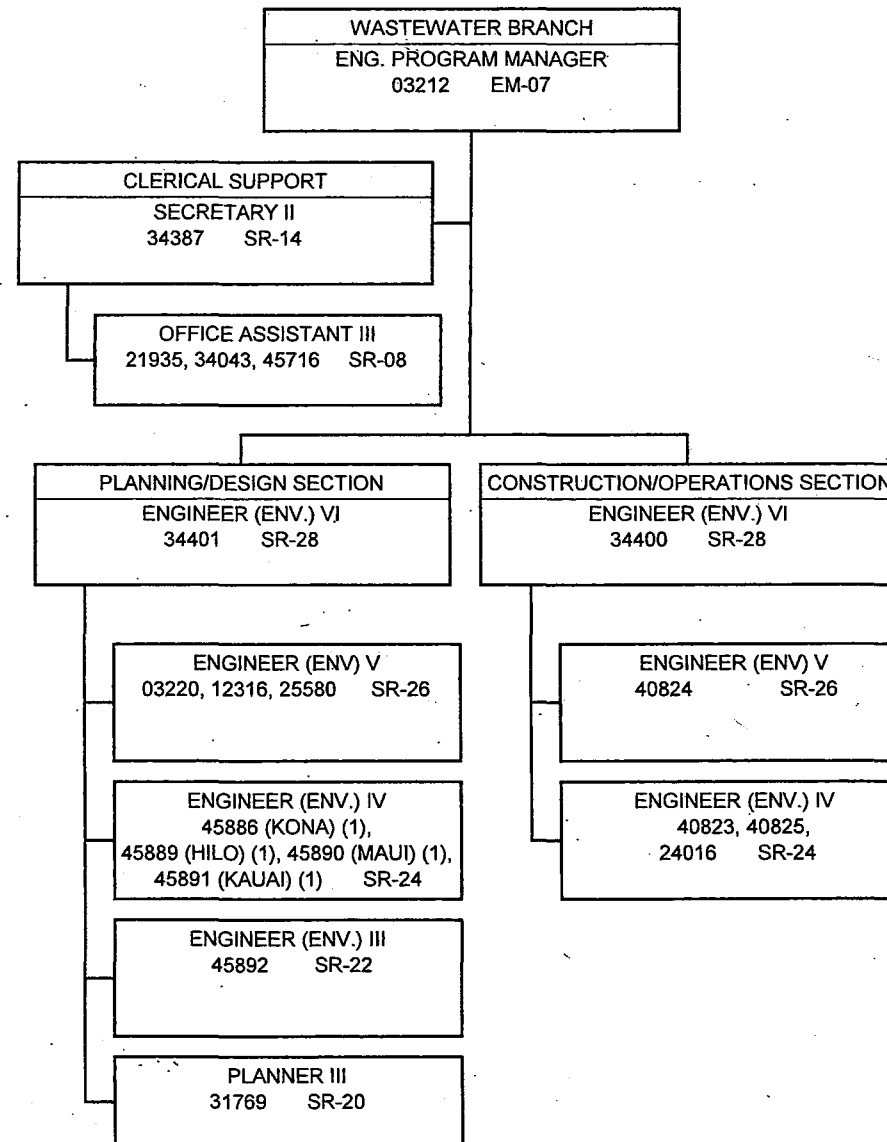
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
WASTEWATER BRANCH

ORGANIZATION CHART

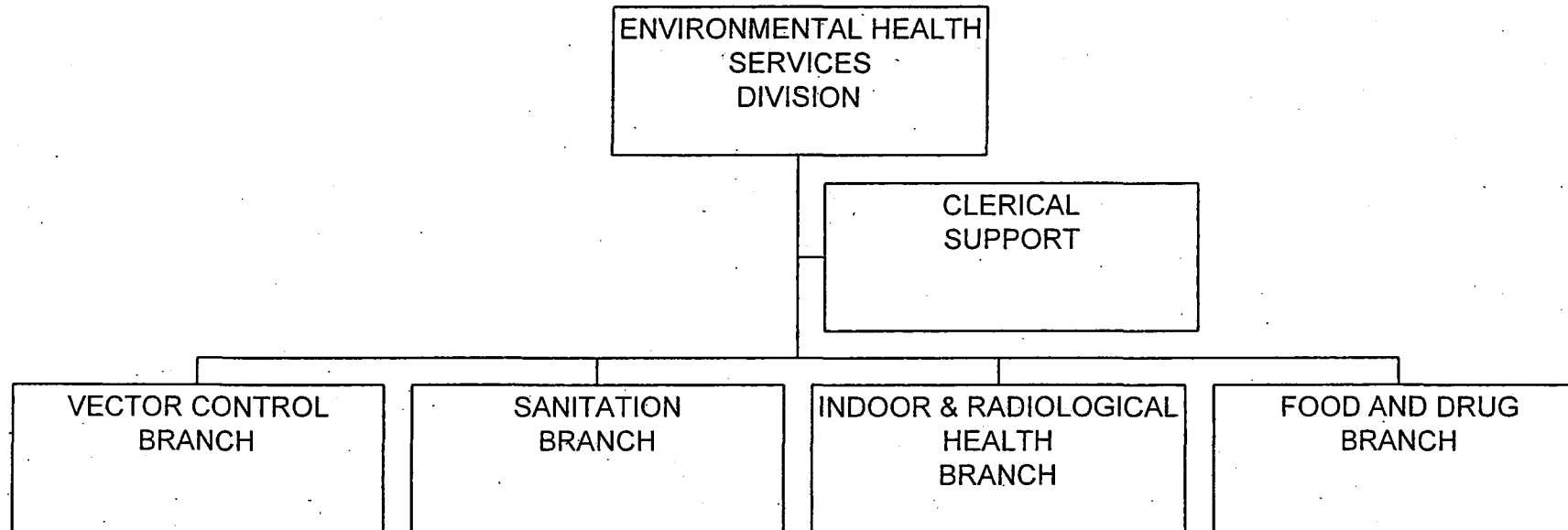


STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 ENVIRONMENTAL HEALTH ADMINISTRATION  
 ENVIRONMENTAL MANAGEMENT DIVISION  
 WASTEWATER BRANCH

POSITION ORGANIZATION CHART

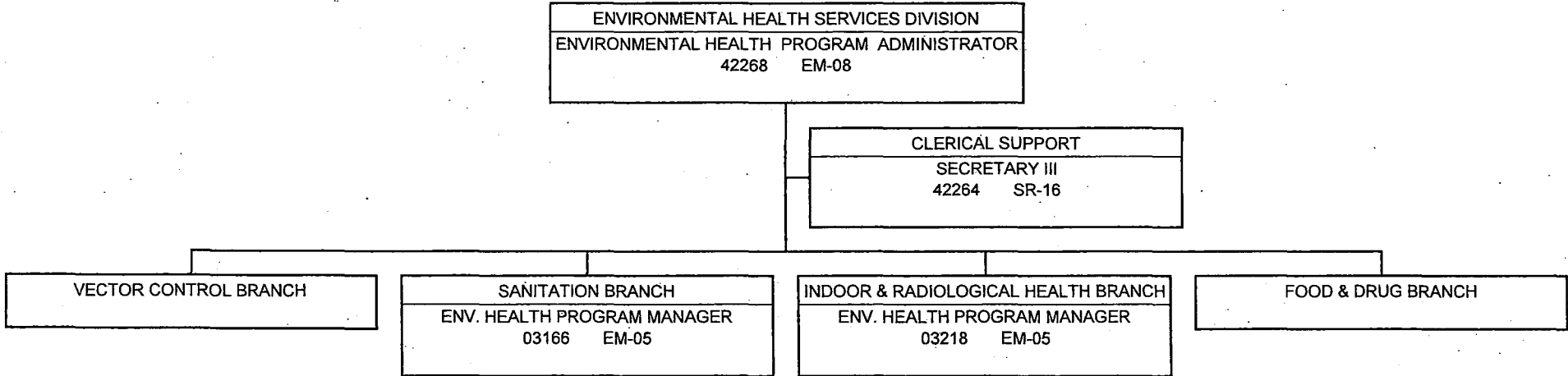


(1) RECEIVE PROGRAM DIRECTION FROM OAHU AND RECEIVE ADMINISTRATIVE DIRECTION FROM NEIGHBOR ISLAND CHIEF SANITARIANS.



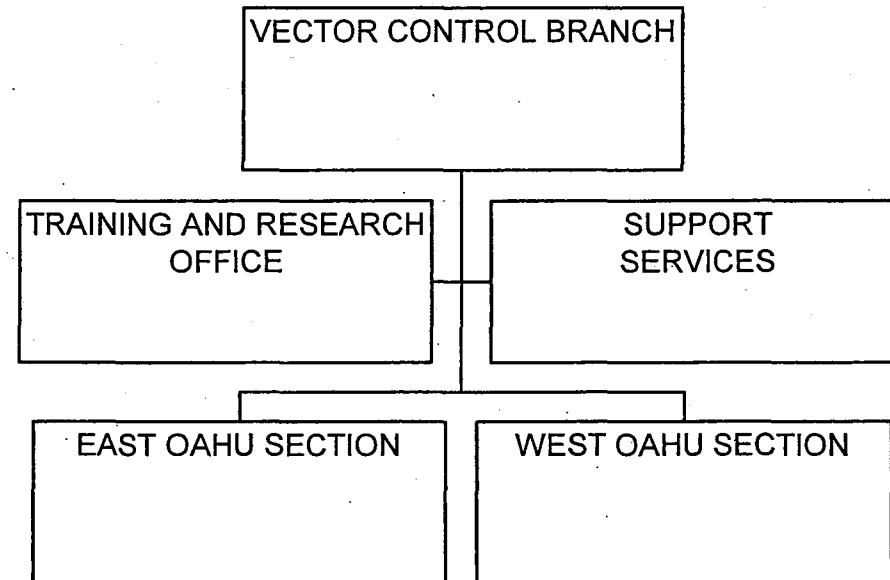
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION

POSITION ORGANIZATION CHART



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
VECTOR CONTROL BRANCH

ORGANIZATION CHART

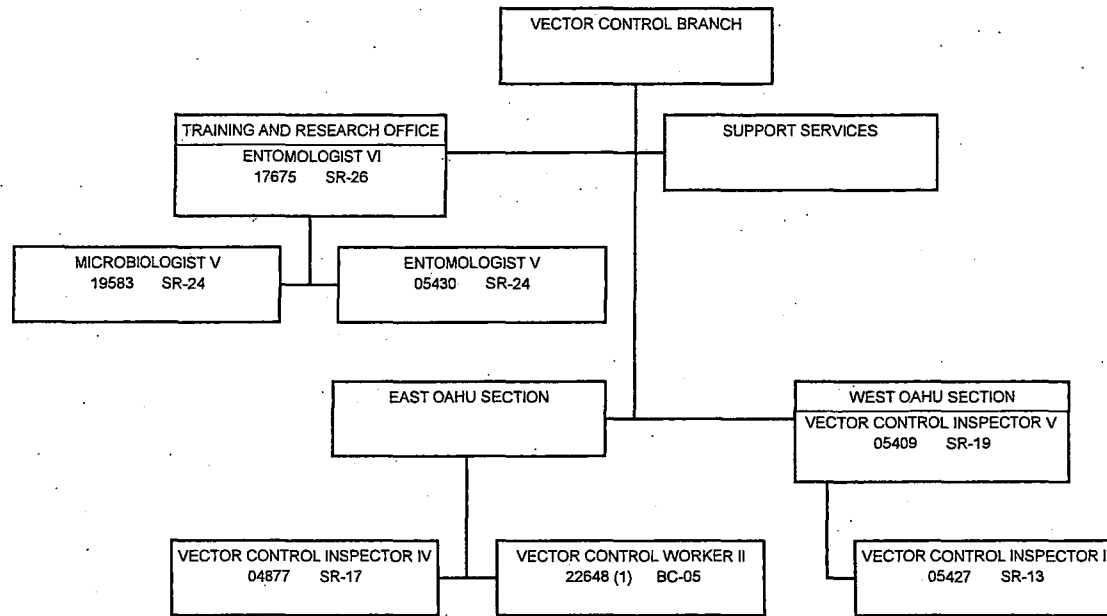


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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
VECTOR CONTROL BRANCH

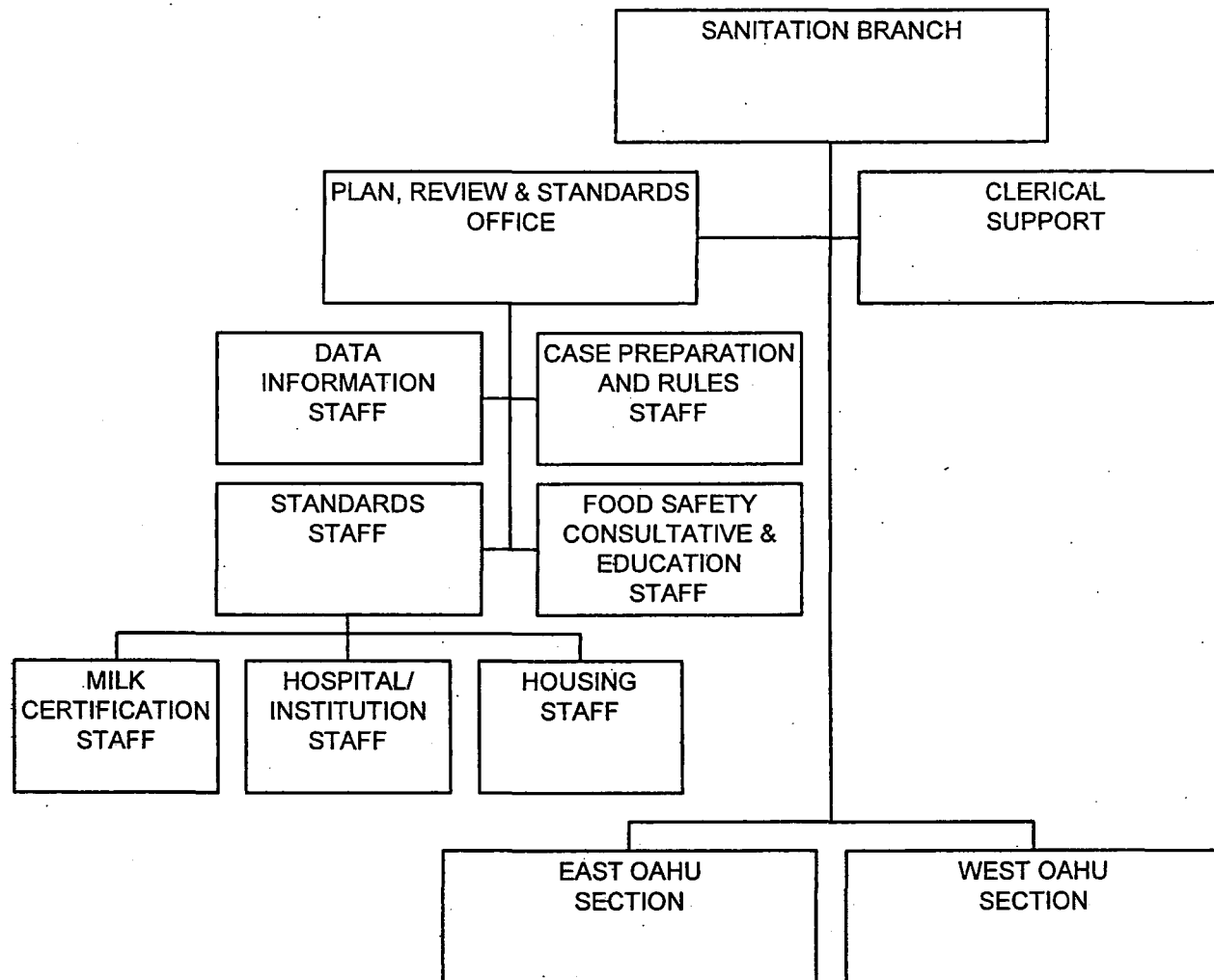
POSITION ORGANIZATION CHART



(1) DOT FUNDS.

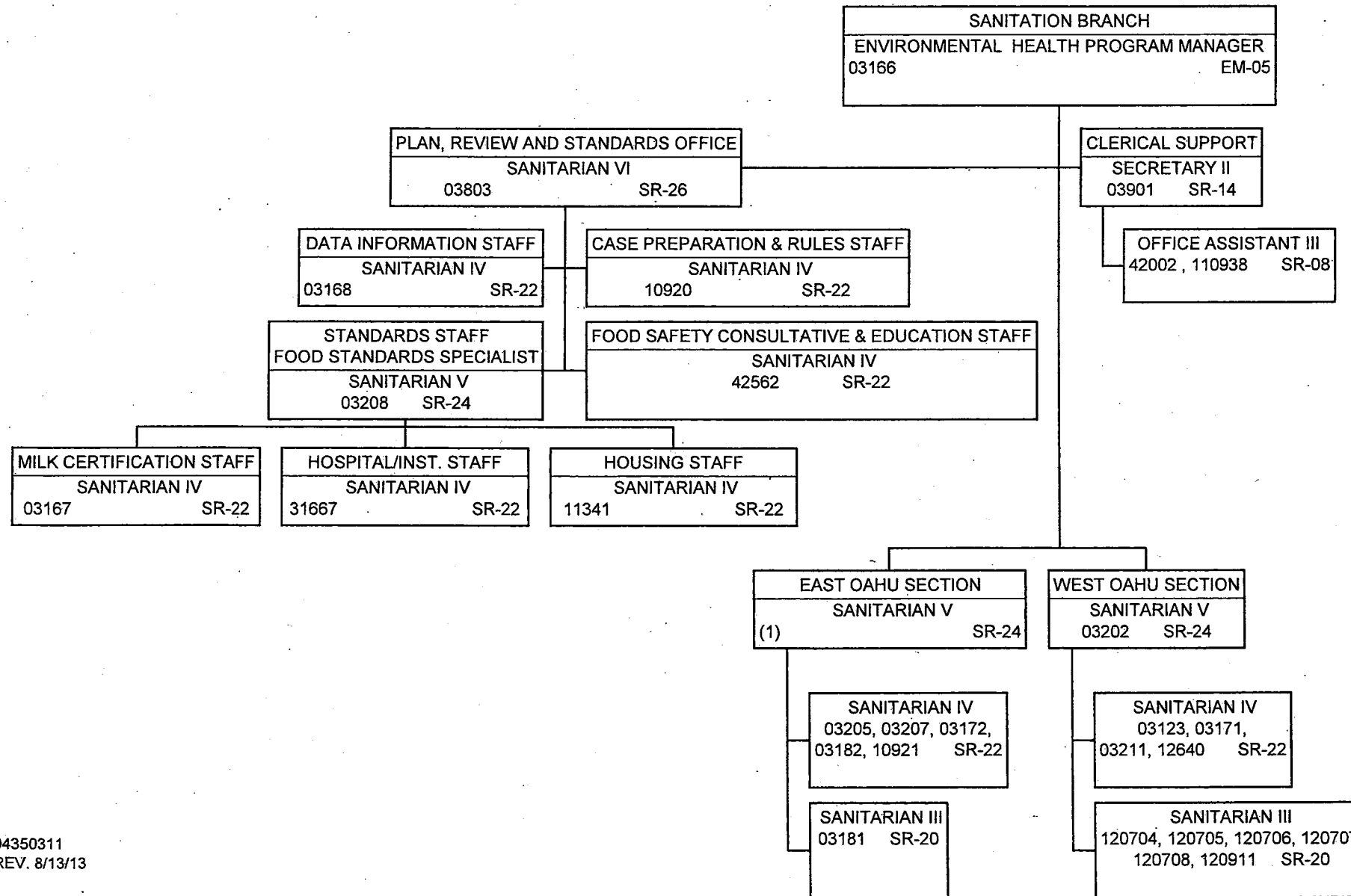
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
SANITATION BRANCH

ORGANIZATION CHART



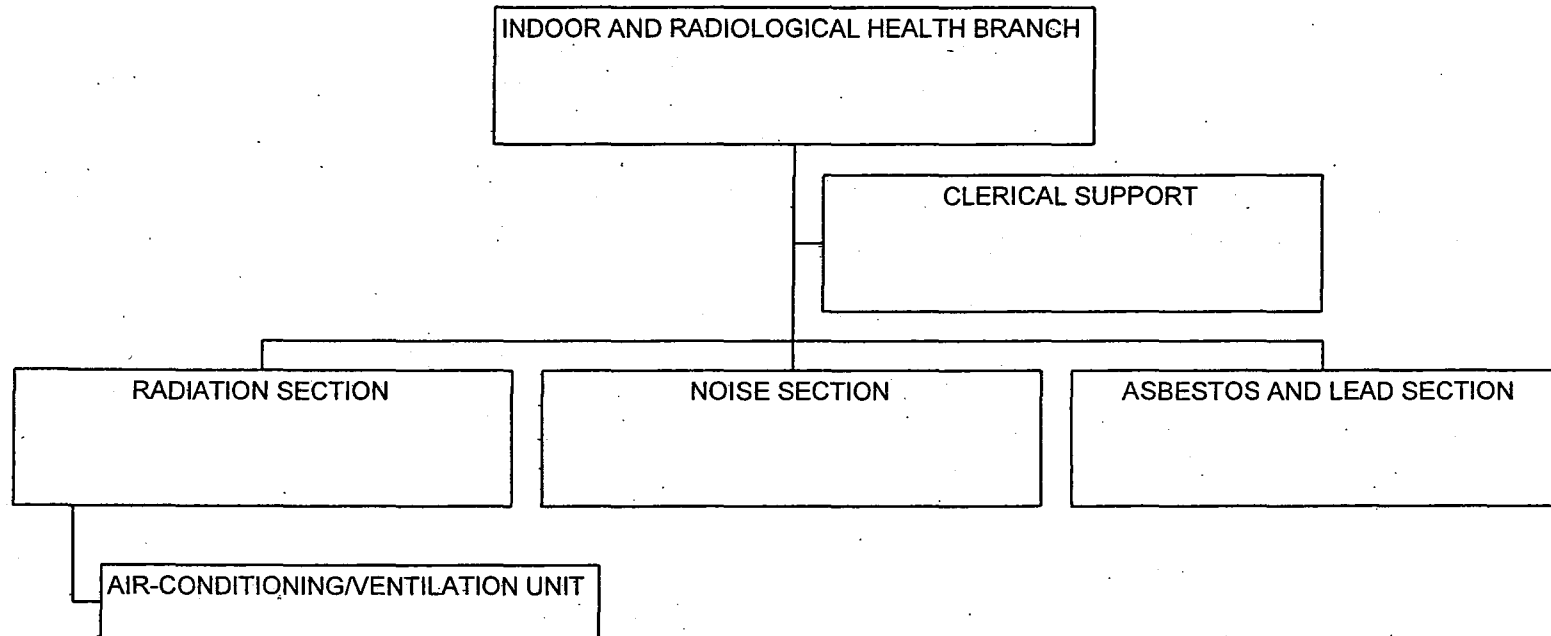
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 ENVIRONMENTAL HEALTH ADMINISTRATION  
 ENVIRONMENTAL HEALTH SERVICES DIVISION  
 SANITATION BRANCH

POSITION ORGANIZATION CHART



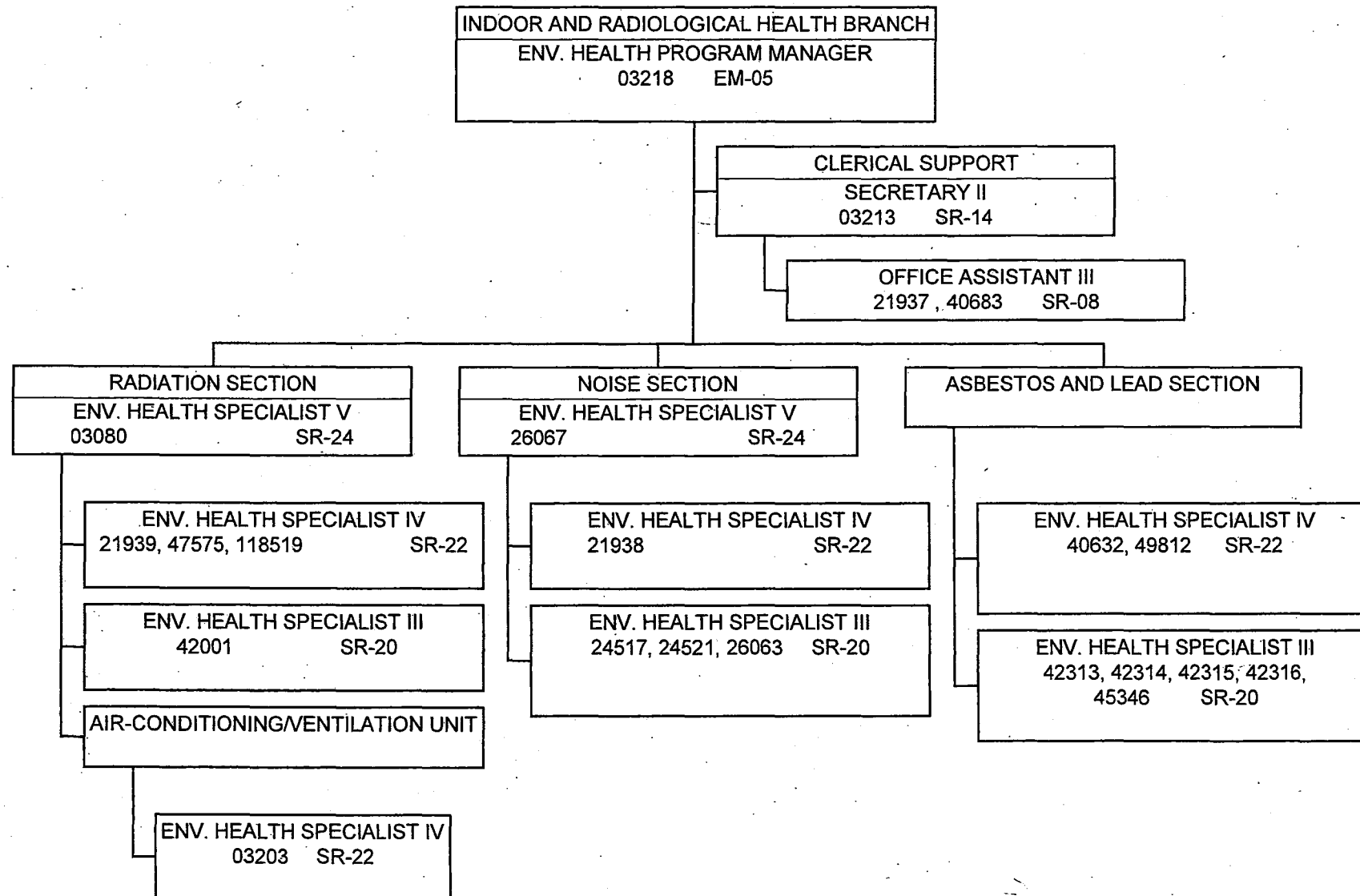
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
INDOOR AND RADIOLOGICAL HEALTH BRANCH

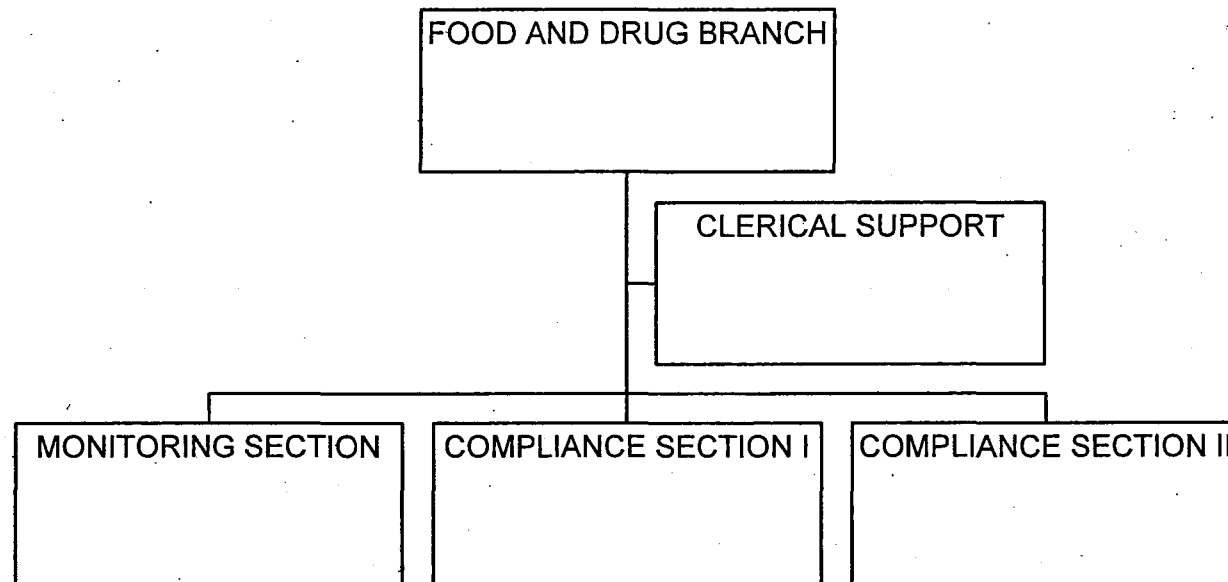
ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 ENVIRONMENTAL HEALTH ADMINISTRATION  
 ENVIRONMENTAL HEALTH SERVICES DIVISION  
 INDOOR AND RADIOLOGICAL HEALTH BRANCH

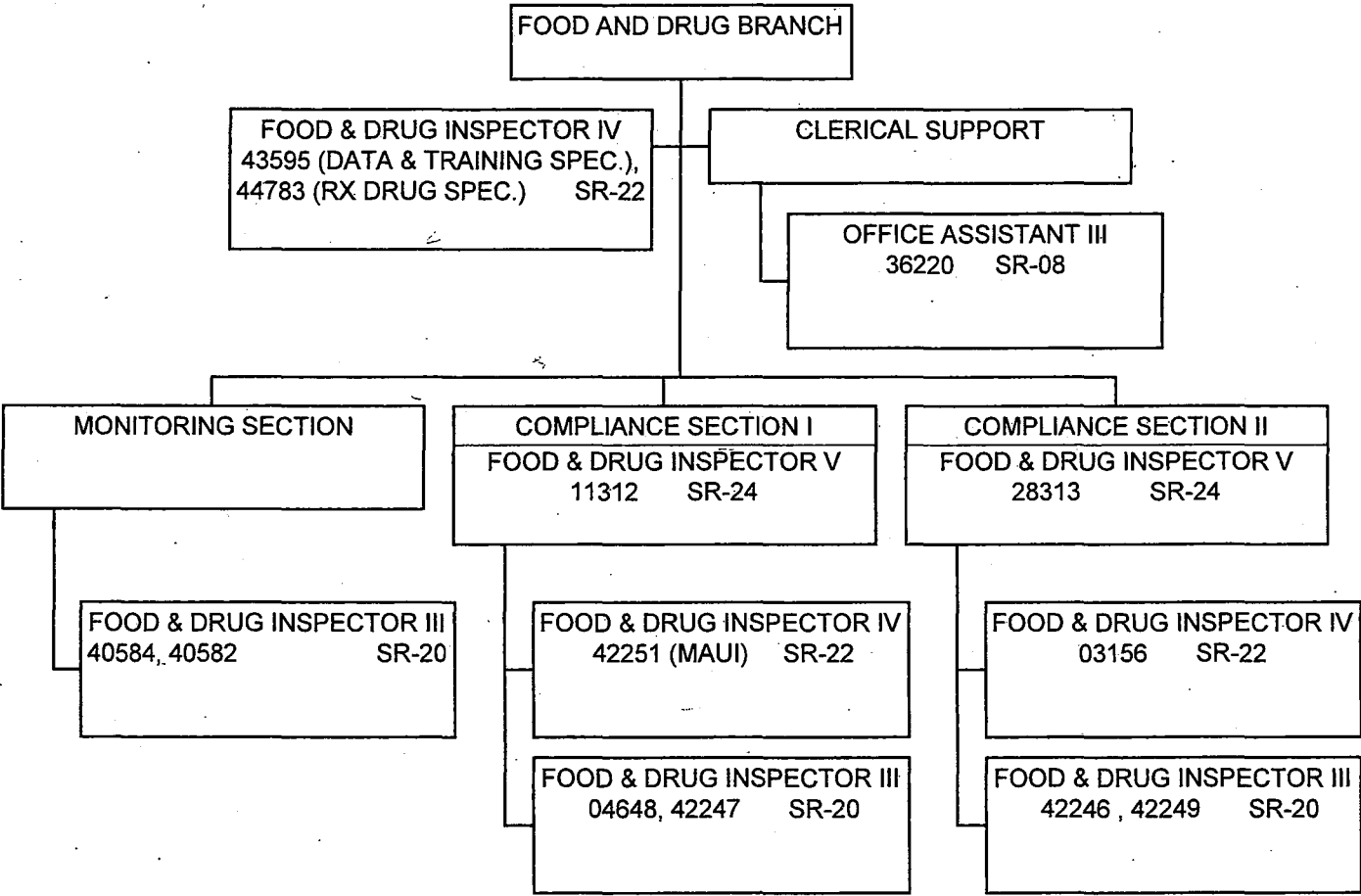
POSITION ORGANIZATION CHART



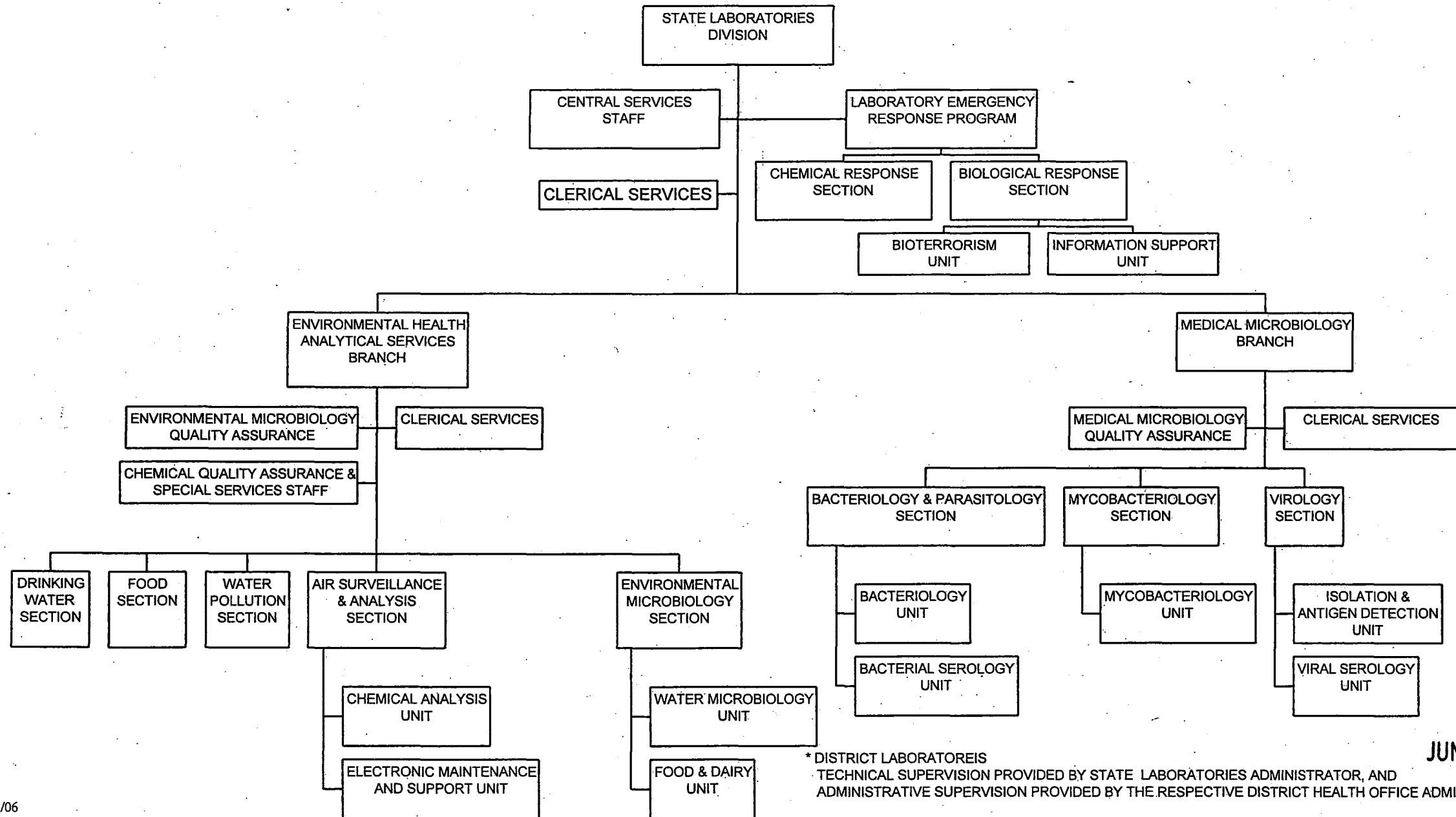


JUN 30 2013

POSITION ORGANIZATION CHART



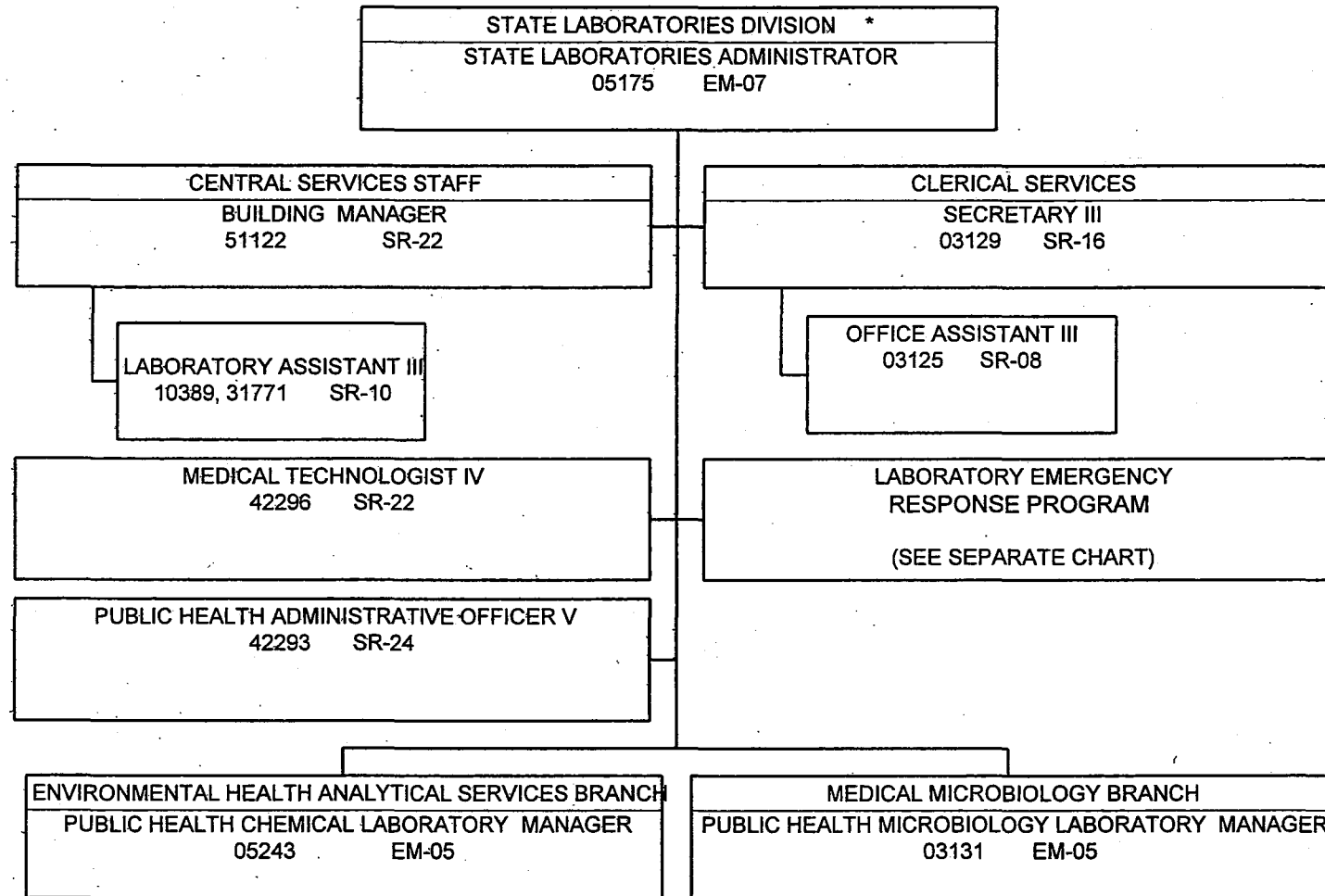
ORGANIZATION CHART





STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 ENVIRONMENTAL HEALTH ADMINISTRATION  
 STATE LABORATORIES DIVISION

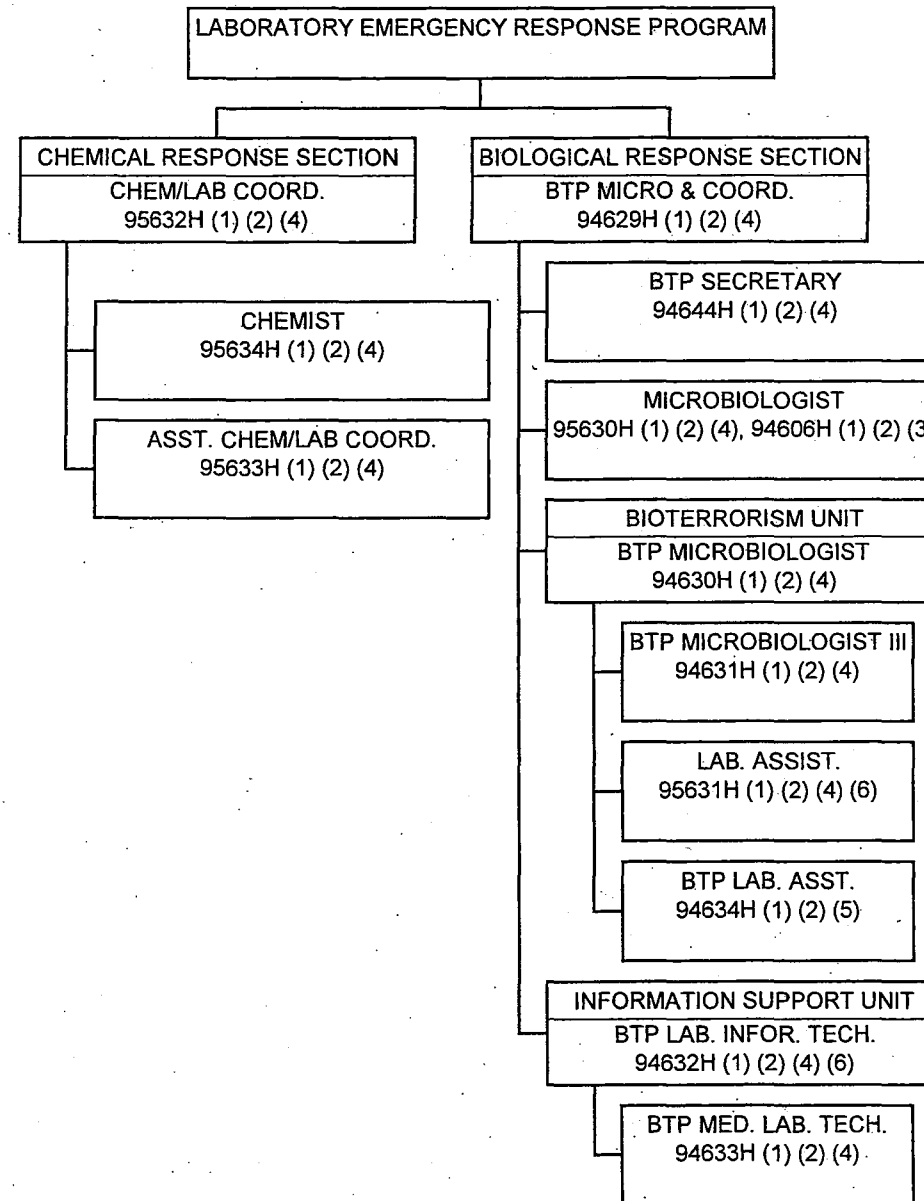
POSITION ORGANIZATION CHART



\* DISTRICT LABORATORIES  
 TECHNICAL SUPERVISION PROVIDED BY THE STATE LABORATORIES  
 ADMINISTRATOR AND ADMINISTRATIVE SUPERVISION PROVIDED BY  
 THE RESPECTIVE DHO ADMINISTRATOR.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 ENVIRONMENTAL HEALTH ADMINISTRATION  
 STATE LABORATORIES DIVISION

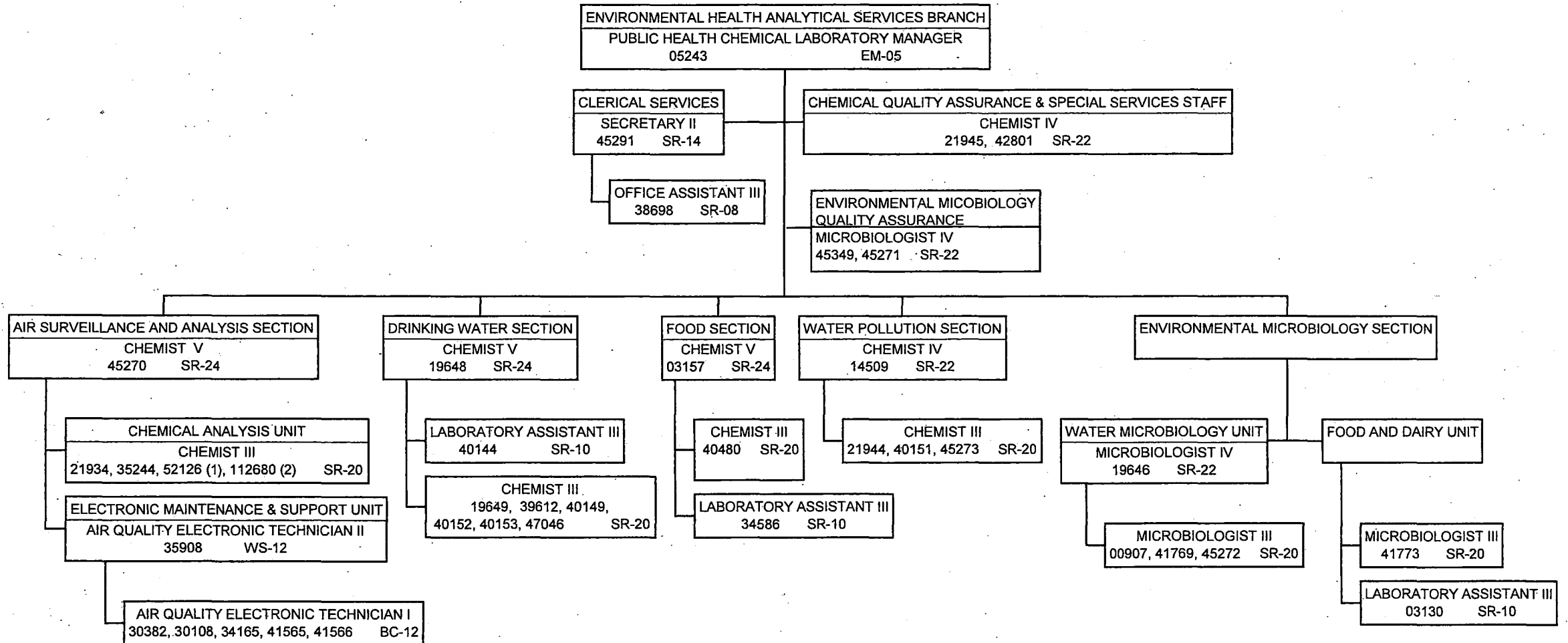
POSITION ORGANIZATION CHART



- (1) TO BE ESTABLISHED.
- (2) NTE 6/30/14
- (3) FUNDED BY HTH 131/DJ.
- (4) FUNDED BY HTH 131/DB.
- (5) FUNDED BY HTH 710/MK.
- (6) TO BE DELETED.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 ENVIRONMENTAL HEALTH ADMINISTRATION  
 STATE LABORATORIES DIVISION  
 ENVIRONMENTAL HEALTH ANALYTICAL SERVICES BRANCH

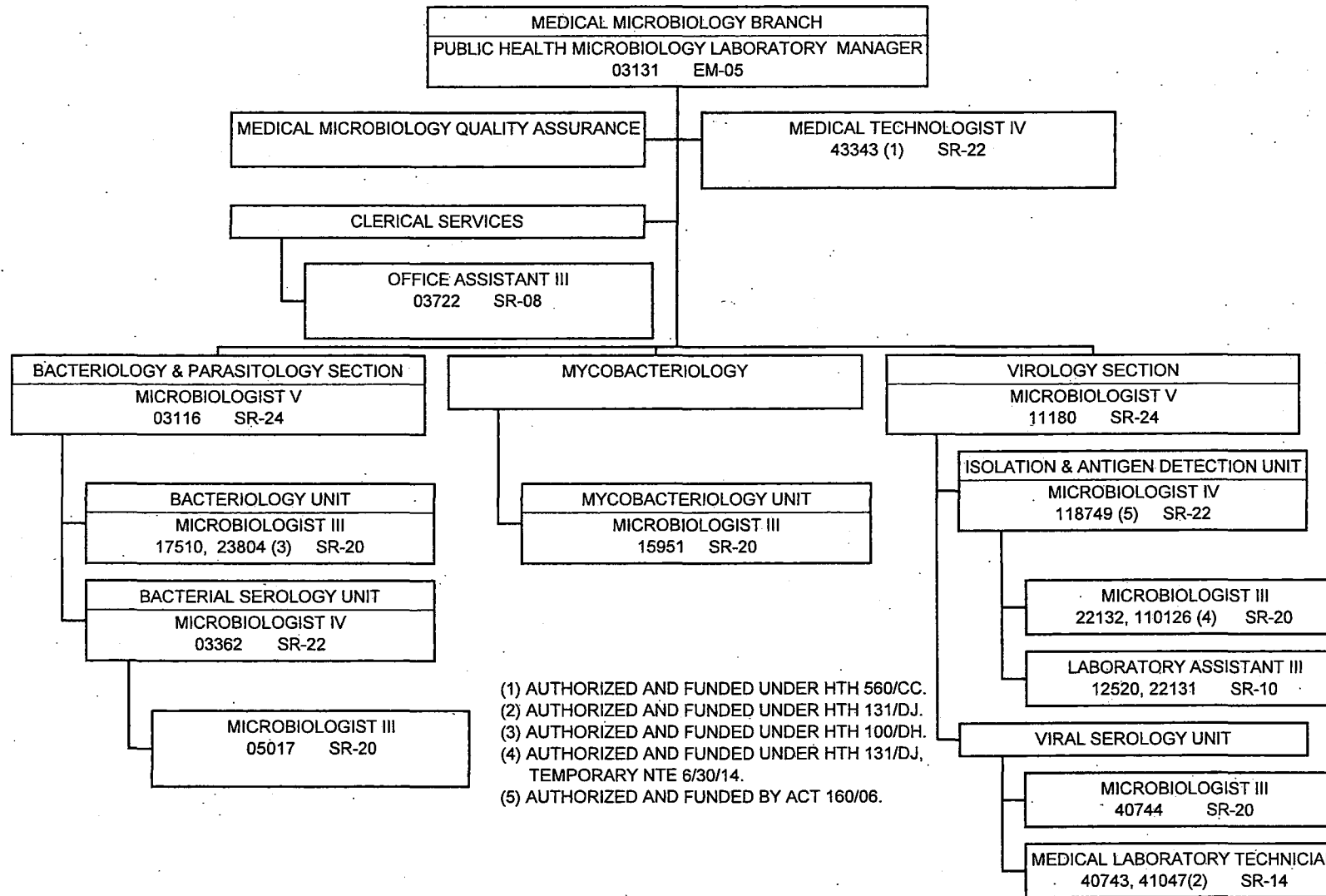
POSITION ORGANIZATION CHART



(1) AUTHORIZED AND FUNDED BY HTH 840/FF.  
 (2) AUTHORIZED AND FUNDED BY HTH 840/FO.

JUN 30 2013

POSITION ORGANIZATION CHART



- (1) AUTHORIZED AND FUNDED UNDER HTH 560/CC.
- (2) AUTHORIZED AND FUNDED UNDER HTH 131/DJ.
- (3) AUTHORIZED AND FUNDED UNDER HTH 100/DH.
- (4) AUTHORIZED AND FUNDED UNDER HTH 131/DJ, TEMPORARY NTE 6/30/14.
- (5) AUTHORIZED AND FUNDED BY ACT 160/06.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION

FUNCTIONAL STATEMENT

Under the general direction of the Director of Health, plans, directs and coordinates the activities of the Administration in effectively performing its functions and attaining its mission, within the scope of laws and established policies and regulations.

Administers statewide programs concerned with the control of air pollution; recreational and navigable water pollution; solid and hazardous waste; the purity of drinking water; and the financing, construction, operation and maintenance of public wastewater treatment works. Administers programs which concern the provision of community health services related to environmental health including public sanitation, vector control, indoor air quality, noise, radiation, air-conditioning/ventilation, asbestos, and lead, and the purity of food and drugs. Conducts epidemiological investigations of environmentally associated conditions which may affect the health of people adversely with the aim of preventing such occurrences. Administers statewide programs to manage the State licensing and Federal certification of medical and health care facilities, agencies, and services.

- Maintains effective working relationships between other organizational entities, both public and private.
- Directs the preparation of related operating and capital budgets, justifies budgets before review and approving authorities, and exercises control of funds appropriated.
- Provides technical direction to neighbor island district health offices and coordinates activities between and among the districts and Oahu to provide uniform services throughout the State.
- Represents the Administration and Department before the Legislature and community groups, both public and private.
- Directs the Administration's legislative program and activities, and provides for effective coordination within the Department.
- Advises on the need for public health regulations and amendments thereto and conducts public hearings thereon.
- Evaluates, develops and recommends administrative rules, regulations, policies and procedures for the Administration.
- Recommends to the Director the establishment of and changes to organizational structure and programs and after approval, directs their implementation.
- Develops and coordinates innovative environmental programs.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
COMPLIANCE ASSISTANCE OFFICE

FUNCTIONAL STATEMENT

Provides technical support and compliance information to those small businesses subject to the provisions of HRS Chapters 340, 342, and other environmental program requirements.

- Develops, collects, and coordinates information concerning compliance methods and technologies for small businesses to comply with the requirements of the clean air, clean water, safe drinking water, solid and hazardous waste, and other environmental programs.
- Assists small businesses with pollution prevention and accidental release detection and prevention, including providing information concerning alternative technologies, process changes, products, and methods of operation that help reduce pollution;
- Assists small businesses in determining applicable requirements and in obtaining permits pursuant to the environmental program requirements in a timely and efficient manner;
- Assures that small businesses receive, in a timely manner, notice of their rights and of any applicable rules or standards proposed or adopted pursuant to environmental program requirements;
- Informs small business stationary sources of their obligations pursuant to the environmental program requirements;
- Develops procedures for referring small businesses to qualified consultants in evaluating the operations of such sources, and in determining compliance with environmental regulations; and,
- Develops procedures to consider requests from small businesses for modification of:
  - Any work practice or technological compliance methods; or,
  - The milestones for implementing such work practice or compliance method;

based on the technological and financial capability of any such small business. No modification may be granted unless it is in compliance with the applicable requirements of state and federal environmental laws.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
HAZARD EVALUATION AND EMERGENCY RESPONSE OFFICE

FUNCTIONAL STATEMENT

Implements and maintains the environmental response programs for planning for, responding to, and preventing releases of, hazardous substances into the environment and affecting the natural resources of the State of Hawaii as defined in Chapter 128D, HRS, Chapter 128E, HRS: the federal Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); the Emergency Planning and Community-Right-to-Know Act; and the Oil Pollution Act of 1990.

Clerical Support

Provides stenographic, clerical and typing services for segments of the organization.

Hazard Evaluation Staff

Investigates adverse health natural resources damage effects associated with environmental hazards when there are no applicable guidelines or standards.

Prepares quantitative human health and natural resources risk assessments to assist in the regulatory decision-making process.

Develops and maintains coordinated clean-up policies and criteria for oil and hazardous substances, emergency removal, and remedial response activities.

Enforces the Hawaii State Contingency Plan under Administrative Rule, Chapter 11-451, which implements HRS Chapter 128D, Environmental Response Law.

Emergency Preparedness and Response Staff

Maintains the statewide emergency plan and system for response to releases, and potential releases of hazardous substances.

Maintains a 24-hour emergency response program for releases of oil and hazardous materials.

Maintains a cost reimbursement program to collect clean-up costs from the responsible party.

Site Discovery, Assessment and Remediation Staff

Identifies, assesses, and prioritizes sites of hazardous substance releases which may pose a threat to human health and the environment.

Oversees military clean-ups to assure that the clean up activities meet the State's criteria.

Provides management assistance and makes recommendations for activities which are appropriate for the State pertaining to pre-remedial, removal and other response actions.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
HAZARD EVALUATION AND EMERGENCY RESPONSE OFFICE

FUNCTIONAL STATEMENT

Plans, reviews, and implements clean-up activities for historical sites, including sites on the National Priorities List, Federal Facilities sites, and State sites.

Maintains a cost recovery program for costs associated with historical sites.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL PLANNING OFFICE

FUNCTIONAL STATEMENT

The function of the Environmental Planning Office is to provide risk-based strategic planning services for pollution prevention and control programs under the direction of the Deputy Director for Environmental Health of the Environmental Health Administration (EHA). Strategic planning functions include developing and coordinating both short term and long term environmental program strategies, and ensuring that they are compatible with federal and state environmental laws, regulations, and policies; writing and managing grants and contracts needed to implement strategies and ensure adequate funding from federal sources; developing program goals and program performance indicators; coordinating programs with county, federal, and other state agencies; setting standards for baseline evaluations of environmental quality; providing liaison services for legislative activities; and providing environmental mapping and database management services needed to facilitate decision-making by program managers.

Clerical Support:

Provides stenographic, clerical, and typing services for all segments of the organization.

EPO Staff Support Two Primary Functions within EHA:

Strategic Planning and Policy Staff

Coordinates strategic planning and policy discussions; drafts and reviews documents needed by EHA and federal agencies, especially the U.S. Environmental Protection Agency (EPA); and uses environmental indicators and program performance measures to track implementation of EHA strategic plans.

Coordinates, compiles, and distributes comments on all land use planning documents received in EHA; compiles coordinated replies to correspondence on environmental management issues received in the office of the Director of Health.

Requests feedback from DOH stakeholders regarding EHA environmental management policies; improves communication with agencies that play an important role in State environmental management; and reviews and comments on technical peer reviews of scientific policies and documents.

Liaises with other EHA programs to assure timely and coordinated legislative document review and submission to the legislature.

Reviews and submits annual federal work plans prepared within EHA, including review for consistency with program strategic plans.

Environmental Data Management and Standards Development Staff:

Provides information management and technical support for Geographic Information Systems and related databases, and develops administrative rules for databased standards for environmental quality.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL RESOURCES OFFICE  
FUNCTIONAL STATEMENT

Plans, directs and reviews fiscal planning, programming and budgeting activities coordinated with the divisions, staff offices, Administrative Services Office and the Department of Budget and Finance.

Coordinates personnel activities of all of the environmental programs with the Human Resources Office and Department of Human Resource Development.

Maintains and analyzes expenditure reports and prepare detailed reports for State and Federal fiscal activities.

Establishes and maintains master schedules of grants and contracts for all environmental programs.

Provides program control activities for all cost and schedule items.

Reviews all environmental legislation for fiscal content.

Coordinates facilities requirements for all environmental programs.

Establishes and maintains a detailed employee time and effort reporting system for allocation of personnel costs.

Administers the financial activities of the Water Pollution Control Revolving Fund (WPCRF) and Drinking Water Treatment Revolving Loan Fund (DWTRLF) programs.

Water Revolving Fund Staff

Provides administrative, fiscal, and accounting services to ensure that the funds operate in perpetuity.

Develops and monitors loan or grant agreements/amendments. Reviews the official loan or grant document for legal and administrative compliance. Develops and coordinates project expenditures and cash flow projections for Federal and State funds programs with federal and county officials.

Interprets EPA/State loan and grant policies and procedures to program officials, loanees and grantees. Provides authoritative assistance in connection with the policies and regulations of other agencies that impact on Wastewater Branch.

Processes the Federal/State construction grant or loan offer in the most orderly, prompt and efficient manner. The nomenclature "grant offer" includes grant increases/decreases and other amendments required from time to time in the overall construction grant and loan process.

Visits grantees to evaluate their loan and grant program procedures and techniques, including fund and cost accounting procedures. Monitors loan and grant operations and resolves specific problems that may arise. Makes authoritative recommendations on loan/grant management questions.

Assures all projects are in compliance with the State and Federal regulations and guidelines prior to the processing of the projects' closeout and administrative completion.

Processes interim and final construction grant and loan payments and perform project closeout.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL RESOURCES OFFICE  
FUNCTIONAL STATEMENT

Conducts contract compliance activities including conferences, reviews and investigations necessary to assure compliance with all relevant federal laws and rules, regulations and relevant orders of the Administrator of the U.S. Environmental Protection Agency (EPA) and of the Secretary of the U.S. Department of Labor.

Reviews and approves documentation of procedures taken to procure minority and women business in accordance with the Minority Business Enterprise (MBE)/Women Business Enterprise (WBE) Program including developing quarterly reports to EPA for MBE and WBE participation and maintaining a list of MBE and WBE forms.

Reviews and evaluates loanees' financial management capacities; assesses the risk of outstanding loan portfolios; and makes recommendations to take proper actions to safeguard loan funds.

Ensures that EPA promptly receives all protests and appeals and provides EPA all information needed for the resolution thereof.

Delineates requirements for maintenance, storage and retirement of the official construction grant and loan files administered under P.L. 92-500.

Responds to Congressional, State Legislature, management inquiries requiring extensive research into loan and grant projects and application of loan and grant policies.

Ensures that all the nonexempt records, contained in the EPA official grant files maintained by the Department of Health (DOH) will be available for public disclosure upon request, by processing requests for disclosure of the records in accordance with the requirements of the Freedom of Information Act (FOIA), 5 USC 552, and EPA Regulations, 40 CFR Part 2.

Develops, maintains, and updates in a timely manner, specific portions of a data collection and reporting system, including the National Information Management System (NIMS) for EPA and provides early warning of potential problems within the program.

Provides accounting and fiscal control to safeguard the financial integrity of WPCRF and DWTRLF. Accounts for the use of the revolving funds and its set-aside programs to ensure that the use of funds is in compliance with State and Federal regulations and guidelines.

Performs daily accounting work to keep track of the program fiscal information and statistic data. Performs financial mathematical calculations to account and maintain the program loan portfolios.

Prepares a comprehensive annual report in accordance with the standard set by the Government Accounting Standard Board.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
OFFICE OF HEALTH CARE ASSURANCE  
FUNCTIONAL STATEMENT

- Manage the State licensing and Federal certification of medical and health care facilities, agencies, and services provided throughout the State in order to ensure acceptable standards of care provided and to ensure compliance with State and Federal requirements.
- Maintain effective liaison with other divisions and branches of the State Health Department, the Department of Human Services, Executive Office of Aging, local medical, nursing, hospital trade associations and/or societies and representatives of professional and para-professional disciplines. This liaison shall be to the extent necessary to ensure that there is a minimum of duplication and maximum cooperation and coordination of all efforts towards providing appropriate levels of medical care, as defined in the State licensing and Medicare Conditions of Participation of the various providers of services.
- Evaluate the health care system plan and implement measures to design or establish whatever types of facilities and services are deemed necessary to meet existing needs. Collaborate with other agencies and programs to address community and infrastructure needs.
- Represent the OHCA in administrative, legislative matters, promoting measures which will provide quality assurance in delivery of health care services, and implementing changes as deemed necessary.
- Promulgate and update State rules and regulations as authorized by legislature and interpret State regulations and Federal certification standards for health care facilities. Make recommendations to the Director regarding waivers and other matters affecting licensure and/or certification.
- Coordinate OHCA activities and functions within the Department in Civil Defense and other emergency situations. Provide necessary information to the Centers for Medicare & Medicaid Services (CMS) as required for Medicare/Medicaid Certified facilities.
- Initiate and coordinate the issuance of remedial actions as necessary in cooperation with the Attorney General and under purview of appropriate administrative rules.
- Maintain a registry of pertinent data regarding medical and health care facilities and health care

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
DEPUTY DIRECTOR OF ADMINISTRATION  
OFFICE OF HEALTH CARE ASSURANCE  
FUNCTIONAL STATEMENT

licensure activities in the State.

- Assist in the provision and development of training programs for providers in all health care settings in coordination with health care organizations, providers, quality improvement organizations, private resources, University of Hawaii, and other departments as necessary.
- Establish a system to ensure ongoing quality improvement measures for OHCA in all areas of functioning.
- Provide administrative and clerical support services for the OHCA.
- Participate with public and private stakeholders on ongoing assessments of community needs and infrastructure development.
- Pursue grants or other collaborative opportunities to establish projects to improve internal and community workforce, obtain training materials and opportunities, improve the survey process, identify patient safety initiatives, and other objectives, as deemed appropriate through needs assessments.
- Ensure the proper management of all grants received and ensure compliance to all requirements.
- Ensure a comprehensive quality assurance/improvement system to ensure compliance with OHCA and departmental mission, taking into consideration best practices and current standards of health care.
- Work with CMS, providers, organizations and community agencies in initiatives regarding patient safety. Additionally act as the representative of the department in the Patient Safety Task Force or any other such task force as is appropriate to safeguard the public while in the care of these health care organizations.

State Licensing Section

- Implement provisions of HRS Chapter 321 as relating to licensing of health care settings by promulgating licensing rules and developing standards as required to ensure quality of care for certain medical facilities which must be licensed by the State, but not certified for Medicare participation, which include Adult Residential Care Homes, Expanded Adult Residential Care Homes, Developmental Disabilities

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
DEPUTY DIRECTOR OF ADMINISTRATION  
OFFICE OF HEALTH CARE ASSURANCE  
FUNCTIONAL STATEMENT

Domiciliary Homes, Special Treatment Facilities, Therapeutic Living Programs, and Assisted Living Facilities.

- Plan and coordinate inspection surveys for the purpose of annual licensure, follow-up on correction of deficiencies, and investigation of complaints by teams of specialists appropriate to the nature of the facility in order to determine compliance with State and County requirements, and to ensure that a basic quality of care is being provided.
- Coordinate enforcement activities, issuance of sanctions, and hearings with the Attorney General's office in accordance with pertinent statutes.
- Maintain a registry of facilities and vacancy listing as required by law, as well as maintaining data relative to evaluating the status of licensed facilities and the sectional activities. Facilities include Adult Residential Care Homes, Expanded Adult Residential Care Homes, Developmental Disabilities Domiciliary Homes, Special Treatment Facilities, Therapeutic Living Programs, and Assisted Living Facilities.
- Provide or arrange for specialized consultation by nursing, physical therapy, occupational therapy, nutrition, sanitation and other professional staff to facilities and their owners or operators to provide continuing education which will assure appropriate care.
- Stimulate and assist community action to provide quality resident care and integration of residents into appropriate community activities.
- Conduct or ensure that criminal history back ground checks are conducted as per HRS 321 and 846 on employees, licensees, and operators of health care settings that require licensure and/or certification of caregivers of all care facilities under the section's responsibility and authority.
- Set standards, assist in rule-making, inspect for compliance with rules, and license Adult Residential Care Homes, Expanded Adult Residential Care Homes, Developmental Disabilities Domiciliary Homes, Special Treatment Facilities, Therapeutic Living Programs, and Assisted Living Facilities.
- Conduct surveys to inspect for compliance with rules on all designated health facilities, coordinating such inspections with other regulatory agencies at the State and local level.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
DEPUTY DIRECTOR OF ADMINISTRATION  
OFFICE OF HEALTH CARE ASSURANCE  
FUNCTIONAL STATEMENT

- Prepare consolidated reports of inspections, forwarding to operators of facilities lists of deficiencies and providing follow-up surveys to verify correction of deficiencies as indicated by the circumstances.
- Investigate complaints involving designated health care facilities.
- Interpret regulations to operators, public, Legislature, State agencies and other agencies, as requested.
- Certify caregivers of developmental disabilities domiciliary homes along with the licensing of such homes.
- Conduct Occupational Therapy assessments of residents in all provider types upon referral of nurse consultants to determine resident ability for self preservation ability, activities of daily living, instrumental activities of daily living, ambulation, fine motor coordination/dexterity and other areas of need.
- In cooperation with the Community Colleges, develop training modules for operators and providers caring for residents with special needs, and foster appropriate continuing education programs for caregivers.
- Conduct assessment of all provider types to determine need for training and/or in-service education.
- Arrange and provide in-depth training for all State Licensing surveyors in survey procedures and interpretation of rules so that consistency in interpretation and in surveys is achieved.

Clerical Services

- Provide administrative and clerical services necessary to support the program, including preparation of correspondence and reports, maintaining records, manuals, rules and other publications essential to the program.
- Maintain and update data in computer files.
- Provide all clerical services to section.
- Set up and maintain facility files, including all reports, correspondence, and other related materials.

Federal Medicare Certification Section

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
DEPUTY DIRECTOR OF ADMINISTRATION  
OFFICE OF HEALTH CARE ASSURANCE  
FUNCTIONAL STATEMENT

- Implement the agreement between the State of Hawaii and the Centers for Medicare & Medicaid Services (CMS) or as it exists or may be amended in the future pursuant of section 1864 of the Social Security Act, Medicare.
- Maintain a continuing surveillance of certified health care facilities to ensure that the quality of care is being delivered and that participants are maintaining standards in accordance with the Conditions of Participation in Medicare. This includes initial and annual surveys, follow-up surveys, and complaint investigations.
- Maintain effective liaison with the Department of Human Services, the Department of Commerce and Consumer Affairs, the Executive Office of Aging, and the State hospitals and long term care associations to ensure understanding and cooperation in coordinating efforts toward providing satisfactory standards of health care.
- Arrange and provide in-depth training for all Medicare surveyors in survey procedures and interpretation of rules so that consistency in interpretation is achieved.
- Plan and schedule unannounced surveys for licensure, certification and follow-up inspections, and arrange for prompt investigation of complaints regarding licensed/certified facilities by teams of appropriate professionals.
- Make maximum utilization of the professional and administrative personnel within the Department in implementing the State's responsibilities in the program. Arrange for consultative services in the professional level and para-professional areas not available within the Department.
- Write, update, and interpret State licensing regulations and interpret Federal certification regulations for hospitals; skilled nursing/intermediate care facilities; home health agencies; freestanding surgical outpatient facilities; small and large intermediate care facilities for the mentally retarded; renal dialysis; adult day health centers; clinical laboratories; and other certified facilities.
- Transmit survey certification data to CMS Regional or Central Offices of the Centers for Medicare & Medicaid Services offices through Federal system of data management, as required.
- Conduct or ensure that criminal history background checks are conducted on providers as per HRS 321 and 846 for

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STATE OF HAWAII

DEPARTMENT OF HEALTH

DEPUTY DIRECTOR OF ADMINISTRATION

OFFICE OF HEALTH CARE ASSURANCE

FUNCTIONAL STATEMENT

employees, licensees and report findings of criminal action taken against certified nurse aides to the Department of Commerce and Consumer Affairs who is responsible to maintain the State Registry for Certified Nurse Aides.

- Conduct assessment of all provider types to determine need for training and/or in-service education.
- Develop training programs for all provider types in coordination with provider organizations, CMS, community resources, individual providers and various professional organizations.

Clerical Services

- Provide all administrative and clerical services necessary to support the Federal Medicare Certification Section, including preparation of correspondence and reports, maintaining records, manuals, rules and other publications essential to the program.
- Maintain and update data in computer files.
- Set up and maintain facility files, including all reports, correspondence, and other related materials.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION

FUNCTIONAL STATEMENT

The Environmental Management Division is responsible for implementing and maintaining the statewide programs for Air Pollution Control, Water Pollution Control, Safe Drinking Water, Solid Waste Management, Wastewater Management, Federal programs to implement the Clean Air Act, Clean Water Act, Safe Drinking Water Act, and Resource Conservation and Recovery Act, and State programs to enforce Hawaii Revised Statutes Chapters 321-11(21), 321 Part IV, 339K, 340A, 340E and 342; and Administrative Rules, Title 11, Chapters 11-19, Emergency Plan for Safe Drinking Water; 11-20, Potable Water; 11-21, Cross Connection and Backflow Control; 11-23, Underground Injection Control; 11-54, Water Quality Standards; 11-55, Water Pollution Control; 11-57, Sewage Treatment; 11-58, Solid Waste Management Control; 11-59, Ambient Air Quality Standards; 11-60, Air Pollution Control; and 11-61, Certification Standards for Personnel Operating Wastewater Treatment Plants.

This Division establishes broad program policies and oversees the management of the associated activities of the various branches.

Clerical Support:

- Provide secretarial services to the Chief, Environmental Management Division.
- Establish and enforce clerical procedures for all Division secretarial and clerical personnel.
- Make arrangements for meetings and conferences on a statewide basis, including space, time, people and travel.
- Review and process all divisional purchasing and personnel documentation.

Quality Assurance Staff:

- Develop, implement, and maintain Quality Management Plan.
- Coordinate and oversee the development and submittal of Quality Assurance Project Plans by grantee programs.
- Administer quality assurance policies and procedures.
- Assure compliance with federal quality assurance requirements in 40CFR31.45 and in 40CFR35.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
CLEAN AIR BRANCH

FUNCTIONAL STATEMENT

The Clean Air Branch is responsible for the planning, implementation, and maintenance of the statewide Clean Air Program through services which include engineering analyses and permitting; air quality modeling analyses; monitoring and investigations; and enforcement of the Federal Clean Air Act; Hawaii Revised Statutes, Chapters 342 B, Air Pollution Control, and 342 C, Ozone Layer Protection; and Hawaii Administrative Rules, Title 11, Chapters 11-59, Ambient Air Quality Standards; and 11-60, Air Pollution Control.

Clerical Support:

Provides stenographic, clerical, and typing services for all segments of the organization.

Quality Management Office:

Reviews air quality modeling analyses and the air monitoring protocols, meteorological monitoring protocols, quality assurance plans, and emission source inventories as they relate to air modeling. Provides technical support to the engineering, monitoring, and enforcement sections.

Performs air quality modeling analyses to replicate questionable modeling results, to determine potential air impacts from air emission releases, and to assess the ambient air quality in conjunction in special studies or the State Implementation Plan.

Prepares, executes, and monitors consultant contracts; arranges and coordinates public notices, hearings, informational and advisory meetings; produces program summary, data, and status reports; develops and provides public informational and educational material; and assists with legislative activities and information requests.

Engineering Section:

Reviews and approves or disapproves applications for an air permit to construct and operate a potential air pollution source.

Evaluates through application of mathematical modeling the potential impact of an air pollution source on the ambient air.

Evaluates and determines through engineering analyses the potential emissions of air pollutants from stationary sources.

Compiles and develops annual statewide air emission inventory for both stationary and mobile sources.

Monitoring and Analysis Section:

Identifies sources of pollution through area surveillance, routine inspection, and investigation of complaints.

Evaluates the public health significance of pollutants and determines compliance

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ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
CLEAN AIR BRANCH

FUNCTIONAL STATEMENT

with rules and permit conditions through source testing, ambient sampling, and special studies. Forwards monitoring data to the Compliance and Enforcement Section for those permittees not in compliance with approved permits.

Establishes ambient air monitoring stations and conducts special studies on air pollutants, including air toxics.

Analyzes trends in air quality at established ambient air monitoring stations.

Supports other monitoring programs on the neighbor islands as needed.

Compliance and Enforcement Section:

Analyzes data received from Monitoring and Analysis Section to determine degree of noncompliance and/or progress toward meeting ambient air quality standards.

Institutes corrective measures through conferences and administrative or court actions.

Conducts "smoke reading" training classes to provide continuing certification of inspectors in the technique of evaluating visible smoke intensities through training with a smoke generator.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
CLEAN WATER BRANCH

FUNCTIONAL STATEMENT

The Clean Water Branch is responsible for the planning, implementation, and maintenance of the statewide Clean Water Program for recreational and navigable waters through services which include engineering analyses, permitting, monitoring and investigations, and enforcement of the Federal Clean Water Act, P.L. 95-217; Hawaii Revised Statutes, Chapter 342D and 342E; and Administrative Rules, Title 11, Chapters 11-54, Water Quality Standards, and 11-55, Water Pollution Control.

Clerical Support:

Provides stenographic, clerical, and typing services for all segments of the organization.

Polluted Runoff Control Program:

- Fosters partnerships with other agencies involved in polluted runoff control.
- Promotes community-based watershed management through education and voluntary compliance.
- Provides federal dollars for demonstration projects for the public and private sectors relating to polluted runoff control.
- Encourages and supports programs for environmental education.

Quality Management Office:

- Develops, establishes, and assures procedures and practices which will produce high quality data through ongoing improvements in methods and practices in generating data.
- Implements a review process, develops and recommends policy relating to data management and data quality to assure program accountability for data management and all other data-related matters.

Engineering Section:

- Administers the National Pollutant Discharge Elimination System (NPDES) permit program for storm water and discharges of wastewater from new, old, or modified point sources of wastewater from municipal, industrial, and Federal facilities.
- Conducts engineering analyses of storm water and wastewater discharge monitoring reports of all wastewater facilities with NPDES and zone-or-mixing permits.
- Administers the Federal Small Business Loan program for EPA.
- Oversees the City and County of Honolulu in administering a Publicly-Owned Treatment Works (POTW) Pretreatment Program.

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CLEAN WATER BRANCH

FUNCTIONAL STATEMENT

Monitoring and Analysis Section:

Identifies sources of pollution through area surveillance, routine inspection, and investigation of complaints.

Evaluates public health significance of pollutants and determines compliance with regulations and permit conditions through source monitoring, ambient sampling, and special studies. Forwards monitoring data to the Compliance and Enforcement Section for those permittees not in compliance with approved permits.

Conducts special studies of streams and beaches for pollution to identify new sources caused by natural or man-made means.

Conducts studies of the impact of pollutants on fish and other marine life.

Compliance and Enforcement Section:

Conducts analyses of all other related activities in the State's nearshore waters for compliance with Water Quality Standards and Section 401 of the Clean Water Act.

Institutes corrective measures through conferences and administrative or court actions.

Analyzes data received from Monitoring and Analysis Section to determine degree of noncompliance.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
SAFE DRINKING WATER BRANCH

FUNCTIONAL STATEMENT

The Safe Drinking Water Branch is responsible for implementing and maintaining the statewide program for Public Water System Supervision activities under the Federal Safe Drinking Water Act, Hawaii Revised Statutes Chapter 340E, Safe Drinking Water, and 340F, Hawaii Law for Mandatory Certification of Operating Personnel in Water Treatment Plants; and Administrative Rules, Title 11, Chapters 11-19, Emergency Plan for Safe Drinking Water; 11-20, Rules Relating to Potable Water Systems; 11-21, Cross-Connection and Backflow Control; 11-23, Underground Injection Control; 11-25, Rules Relating to Certification of Public Water System Operators; and 11-65, Environmental State Revolving Funds.

The Safe Drinking Water Branch is also responsible for the implementation of the Groundwater Protection Program.

Clerical Support

- Provide clerical support services for all segments of the organization.

Grants/Contracts Management Staff

- Reviews DWSRF Set-Asides and Safe Drinking Water Act (SDWA) grant applications and contracts with contractors.
- Ensures compliance with Federal and State requirements relating to SDWA grants and State procurement law.
- Oversees the administrative and financial components of the DWSRF Set-Asides contract documentation, requests for proposals (RFPs) and other procurement-related activities, and maintains the SDWB's appropriation accounts and budgets.
- Provides assistance to applicants seeking DWSRF Set-Aside and/or SDWA grant funding.
- Prepares the fiscal section of the SDWB's annual EPA Workplan and schedule of tasks.

Engineering Section

- Reviews and approves engineering plans, specifications, and capacity applications for new and substantially modified water systems and water treatment facilities.
- Provides technical assistance to water suppliers and other programs.
- Reviews and approves plans, specifications, and reports for new sources of drinking water, servicing a public water system.
- Implements the cross-connection prevention and backflow control program.
- Conducts special studies, as necessary, for the effective administration and operation of the drinking water program.
- Performs all planning and engineering review functions of the Drinking Water Treatment Revolving Loan Fund program (a.k.a., Drinking Water State Revolving Fund or DWSRF).
- Works closely together with the Water Revolving Staff of the Environmental Resources Office to ensure compliance with all DWSRF loan reporting, monitoring, and record keeping requirements.

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DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
SAFE DRINKING WATER BRANCH

FUNCTIONAL STATEMENT

Groundwater Pollution Control Section

- Reviews and processes permit applications for Underground Injection Control facilities (includes new permits, renewals, and well abandonment).
- Conducts analyses of the impact of injection wells on groundwater resources.
- Documents, develops, and processes enforcement cases, and follows-up on compliance of underground injection facilities.
- Provides technical assistance to drinking water and other program staff.
- Conducts special studies, as necessary, for the effective administration and operation of the Underground Injection Control program.

Monitoring and Analysis Section

- Reviews, develops and maintains monitoring plans, schedules, standards for all Drinking Water Rules.
- Coordinates the statewide compliance sampling of public water systems, together with the State Laboratories Division.
- Works closely together with the State Laboratories Division to determine the analytical capabilities for statewide testing and notifies water systems where it is necessary for them to contract with outside laboratories.
- Prepares reports and compiles data as prescribed by Federal and State requirements.
- Reviews, maintains, and manages all historical drinking water quality data (hard copy and electronic formats) for public water systems.
- Works closely together with the Compliance and Enforcement Section and the State Laboratories Division to ensure compliance with required monitoring frequencies and all applicable standards.
- Develops and implements the groundwater protection strategy.
- Performs and coordinates the groundwater monitoring and assessment functions with all other agencies.

Compliance and Enforcement Section

- Prepares and submits enforcement documents.
- Prepares reports and data for violating systems.
- Initiates corrective measures through conferences, administrative or court actions.
- Establishes compliance schedules for those drinking water purveyors who do not meet drinking water standards.
- Works closely together with the Monitoring and Analysis Section and the State Laboratories Division to ensure compliance with required monitoring frequencies and all applicable standards.
- Reviews, develops, and implements rules and regulations for the certification of public water system operators.



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ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
SAFE DRINKING WATER BRANCH

FUNCTIONAL STATEMENT

- Develops procedures for the qualification and examination of prospective candidates, and the issuance, renewal, and revocation of certifications.
- Coordinates or provides training for all levels of water treatment plant and distribution system operators.
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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
SOLID AND HAZARDOUS WASTE BRANCH

FUNCTIONAL STATEMENT

The Solid and Hazardous Waste Branch is responsible for implementing and maintaining the statewide regulatory programs for solid waste, hazardous waste and underground storage tanks, under the Federal Resource Conservation and Recovery Act, P.L. 94-580 as amended, Hawaii Revised Statutes, Chapter 342, Parts G, H, I, J, L, and N, and Administrative Rule, Title 11, Chapter 11-58-1, Solid Waste Management Control and Chapters 11-260, -261, -262, -263, -264, -265, -266, -268, -270, -271, -279, and -280, Hazardous Waste Management.

Clerical Support:

Provides stenographic, clerical and typing services for all segments of the organization.

Quality Management Office:

Provides engineering analyses and assists the Underground Storage Tank Section in the review of underground storage tank design, including piping and required monitoring systems, spill and overflow prevention devices.

Provides engineering and technical environmental analysis to assist the Hazardous Waste, Solid Waste and Underground Storage Tank Sections in the review of site assessment and action plans required in response to contamination of soils and ground water from the improper handling of hazardous wastes, solid waste or releases from underground storage tanks, and the Resource Conservation and Recovery Act (RCRA) Brownfields Prevention Initiative.

Provides engineering and technical environmental analysis to assist the Hazardous Waste Section in the review of facilities that treat, store, and dispose of hazardous waste.

Provides engineering and technical analysis to assist in the review of facilities undergoing hazardous waste closure and corrective action.

Establishes and maintains public participation, public education and public information for federally-funded programs.

Solid Waste Section:

Develops and implements departmental rules on solid waste management activities, implements the requirements of the Resource Conservation and Recovery Act (40 CFR Parts 257 and 258), and promotes the achievement of the waste diversion goals of the State Integrated Solid Waste Management Act (Act 324, SLH 1991).

Responds to requests for public information regarding solid waste management and recycling activities.

Reviews and comments on proposed land use changes, zoning applications and environmental impact statements as they relate to impacts on solid waste

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SOLID AND HAZARDOUS WASTE BRANCH

FUNCTIONAL STATEMENT

generation and waste reduction goals.

Develops and implements quality and personal protection assurance programs.

Reviews and approves or disapproves applications for permit for solid waste management, used oil, special waste, and materials recycling facilities.

Inspects and assures compliance of permitted waste management facilities.

Investigates and initiates enforcement actions against violators and illegal operations.

Analyzes monitoring data relating to groundwater contamination, ash management and landfill gas generation.

Responds to complaints regarding illegal dumping or disposal of solid waste, used oil or other special wastes.

Office of Solid Waste Management

Reviews and approves County Integrated Solid Waste Management Plans as required under Act 324, SLH 1991.

Develops technical database and provides technical assistance to municipal and private waste diversion activities.

Develops and coordinates a State Agency Office Recycling Program.

In conjunction with DAGS, develops state procurement policies for recycled products.

In coordination with DBEDT, develops a state program to promote the local use of recycled materials in manufacturing.

Coordinates statewide education and outreach programs relating to waste reduction and diversion, and pollution prevention.

Coordinates statewide household hazardous waste collection and disposal activities.

Develops and implements departmental rules on the Deposit Beverage Container Program.

Responds to requests for public information regarding recycling activities.

Reviews and approves or disapproves applications for certified redemption centers.

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ENVIRONMENTAL HEALTH ADMINISTRATION  
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SOLID AND HAZARDOUS WASTE BRANCH

FUNCTIONAL STATEMENT

Inspects and assures compliance of facilities subject to the Deposit Beverage Container Program.

Investigates and initiates enforcement actions against violators and illegal operations.

Responds to complaints regarding the Deposit Beverage Container Program.

Hazardous Waste Section:

Develops and implements departmental rules on hazardous waste management.

Develops and implements quality and personal protection assurance programs.

Provides technical assistance to the public and private sector on the safe use, handling, and disposal of hazardous waste.

Operates an inspection program which monitors the use, handling, storage, disposal, and transport of hazardous wastes, including the monitoring of a hazardous waste manifest tracking system.

Develops enforcement actions, as applicable, for violations of hazardous waste management rules.

Approves and monitors facilities who treat, store, and/or dispose of hazardous wastes.

Approves and monitors hazardous waste facilities that are undergoing closure and/or corrective action.

Researches and develops federally-mandated capacity assurance studies that profile hazardous waste generation and potential for on-island management of those wastes.

Establishes and implements a hazardous waste minimization program to assist regulated community in reducing the volume of waste generated (short-and long-term).

Implements public and regulated industry outreach programs, including public education and public notices.

Establishes and maintains detailed databases of hazardous waste facilities, regulatory status, waste profiles, designs and specifications, environmental site conditions, etc.

Responds to request for public records regarding hazardous waste generators, records or releases, etc.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
SOLID AND HAZARDOUS WASTE BRANCH

FUNCTIONAL STATEMENT

Underground Storage Tank Section:

- . Develops and implements departmental rules on underground storage tank systems containing petroleum and hazardous substances.
- . Develops and implements quality and personal protection assurance programs.
- . Operates an inspection program which monitors the installation, testing and closure of underground storage tanks.
- . Initiates enforcement actions, as applicable, for violations of underground storage tank rules. Forwards preliminary enforcement data to EPA for formal enforcement action.
- . Provides technical assistance to the public and private sectors regarding requirements of the Underground Storage Tank regulations.
- . Develops and implements a priority system for addressing underground storage tank release sites to ensure highest priority for sites posing the greatest impact to human health and the environment.
- . Develops systems and procedures for leaking underground storage tank (LUST) enforcement actions.
- . Develops the authority and capability to carry out effective corrective actions to protect human health and the environment.
- . Establishes and operates a trust fund for corrective action with respect to petroleum releases.
- . Implements public and regulated industry outreach programs, including public education and public notices.
- . Establishes and maintains detailed databases of Underground Storage Tank facilities, regulatory status, waste profiles, designs and specifications, environmental site conditions, etc.
- . Responds to request for public records regarding underground storage tank facilities, record of releases, etc.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
WASTEWATER BRANCH

FUNCTIONAL STATEMENT

Provides engineering and inspectional support to assure cost, schedule and technical performance are adhered to in the construction of public wastewater treatment works. Regulates all new and existing wastewater treatment plants and all new individual wastewater systems in the State pursuant to Chapter 11-62, "Wastewater Systems," of the Department Administrative Rules.

Clerical Support:

Provide stenographic, clerical and typing services for all segments of the organization.

Planning/Design Section:

- Reviews and certifies the adequacy of construction plans and specifications to assure projects are technically sound and comply with Federal and State requirements.
- Reviews and approves value engineering proposals and reports in order to develop the most cost effective project design without sacrificing reliability or efficiency.
- Conducts preplanning and predesign conferences at the start of planning and design projects for each project to develop lines of communication and discuss State and Federal requirements applicable to the project.
- Prepares and processes the environmental impact appraisal and any subsequent negative declaration for EPA review and approval in accordance with the NEPA requirements.
- Develops the annual project priority list and the strategy for the commitment of all Federal and State funds, and responsible for tracking projects.
- Reviews and approves the facilities plan, and assists in the review of grant and loan applications assuring the facilities plan and design project are consistent and compatible with the needs of the community, responsive to sound water resources and wastewater management and in compliance with Federal and State requirements.
- Reviews and certifies documents related to sewer system evaluation and rehabilitation so as to assure that the sewer systems discharging into treatment works projects for which grant applications are made are not subject to excessive infiltration/inflow.
- Reviews and approves technology promoting sustainability, including the encouraging of engineering consultants to utilize the low cost design, wastewater reuse, energy saving systems, and the reduction of greenhouse gases.
- Conducts the biannual national Needs Survey of wastewater treatment works.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
WASTEWATER BRANCH

FUNCTIONAL STATEMENT

- Reviews and approves engineering plans and specifications of all new wastewater systems including public, private and individual wastewater systems pursuant to Chapter 11-62 of the Department Administrative Rules.
- Conducts final construction inspections of all new wastewater systems to assure that the wastewater systems are constructed in accordance with the approved plans.
- Develops and implements statewide rules relative to the beneficial reuse of wastewater sludge.
- Develops and implements statewide rules and guidelines on wastewater effluent reuse/reclamation.
- Implements statewide programs on wastewater minimization which includes requiring and verifying installation of low flow plumbing fixture to various new and existing structures.
- Provides technical as well as administrative support to the Board of Certification including database information and processing of application for examinations, administration of examinations, reciprocity and temporary certifications.
- Reviews change orders, payment requests, and prepares cash flow reports for Water Pollution Control Revolving Fund projects.
- Conducts preconstruction conferences at the start of construction of each project to develop lines of communications, evaluate loan recipients' plans for controlling construction and cost, and discuss State and Federal requirements applicable to the project.
- Performs initial, interim, and final inspections for Water Pollution Control Revolving Fund projects in order to assure the treatment works have been constructed in accordance with the loan agreement and are being properly and efficiently operated and maintained.

Construction/Operations Section:

- Reviews and approves Operation and Maintenance (O&M) manuals in order to assure the document will be appropriate for the use of the operator and will comply with Federal requirements.
- Reviews approves construction contract change orders so as to assure a project which is technically sound and compiles with Federal and State requirements.
- Reviews and approves Plan of Operations and the adequacy of startup

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ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL MANAGEMENT DIVISION  
WASTEWATER BRANCH

FUNCTIONAL STATEMENT

services to assure that the constructed treatment works will have the required resources, qualified operations and debugging to assure effective operation and maintenance in the quickest time possible.

- Conducts annual operation and maintenance inspections of all public and private wastewater treatment works to assure adequate operation and maintenance of such facilities.
- Coordinates activities for mandatory certification of operators to assure that Statewide operations and maintenance program needs are satisfied.
- Assists in the resolution of protests and unresolved audit findings to prevent undue project delays.
- Performs biddability and constructability reviews of construction plans and specifications to minimize problems during construction and the occurrence of change orders.
- Conducts a program of communication and inspection activities during the construction phase of each Water Pollution Control Revolving Fund project so as to assure a project which is properly constructed in accordance with the approved plans and specifications and assure that all State and Federal requirements are being fulfilled.
- Conducts operation and maintenance inspection of all existing individual wastewater systems to assure adequate operation and maintenance of such systems.
- Drafts enforcement documents relative to violations of Chapter 11-62 Hawaii Administrative Rules and coordinates all enforcement actions with the Attorney General's Office.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION

FUNCTIONAL STATEMENT

The Environmental Health Services Division is responsible for implementing and maintaining the statewide programs for Sanitation, Vector Control, Food and Drug, Radiation Control, Noise Control, Indoor Air Quality, Air-Conditioning/Ventilation, Asbestos, and Lead, under Hawaii Revised Statutes, Chapters 321, 322, 328, 329, 330, 339, and 342F, Noise Pollution, and 342P, Asbestos and Lead; and Administrative Rules, Title 11, Chapters 11-11, Sanitation; 11-12, Food Service and Food Establishments; 11-13, Public Swimming Pools; 11-14, Housing; 11-15, Milk; 11-16, Recreational Trailer Camps; 11-17, Tattoo Artists; 11-18, Licensing for Sanitarians; 11-22, Mortuaries, Cemeteries; Embalmers, etc.; 11-26, Vector Control; 11-29, Food and Food Products; 11-30, Frozen Desserts; 11-34, Poisons; 11-35, Shellfish Sanitation; 11-39, Air Conditioning and Ventilation; 11-45, Radiation Control; 11-46, Community Noise Control; 11-44, Radiologic Technology Board; 11-41 Lead-Based Paint Activities; 11-501, Asbestos Requirements; 11-502, Asbestos-Containing Materials in Schools; 11-503, Fees for Asbestos Removal and Certification; 11-504, Asbestos Abatement Certification Program; and Division policies.

This Division establishes broad program policies and oversees the management of the associated activities of the various branches.

Clerical Support:

- Provide secretarial services to the Chief, Environmental Health Services Division.
- Establish and enforce clerical procedures for all Division secretarial and clerical personnel.
- Make arrangements for meetings and conferences on a statewide basis, including space, time, people and travel.
- Review and process all divisional purchasing and personnel documentation.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
VECTOR CONTROL BRANCH

FUNCTIONAL STATEMENT

The Vector Control Branch is responsible for the implementation and enforcement of vector control activities to minimize the danger and annoyance caused by animal vectors by suppressing outbreaks of potential vector-borne diseases, preventing the encroachment of new vectors and vector-borne diseases from abroad, and providing relief to the public from severe vector nuisances, under the authority of HRS Chapters 321 and 322, and Administrative Rule, Title 11, Chapter 11-26, Vector Control.

Support Services:

- Provide administrative, stenographic, clerical and typing service to all segments of the Branch.
- Provide mechanical repair service of vector control equipment, statewide, and minor repairs of Branch vehicles on Oahu.

Training and Research Office:

- Plan and coordinate statewide training of Branch personnel in all phases of vector control.
- Coordinate studies on the ecology, biology, vector potential and control of vector species, endemic and nonendemic.
- Coordinate statewide vector laboratory functions and supervise the Oahu zoonoses laboratory services.
- Conduct diagnostic tests for surveillance and identification of zoonotic diseases by serological, biochemical, and microbiological means.
- Conduct post-mortem examinations of rodents and other animals and birds for clinical and pathological reactions and isolation and identification of causative organisms.
- Compile a register for the identification and systematic enumeration of all arthropod and rodent-borne pathogenic organisms in the Pacific Basin.
- Investigate and expand on the use of environmental management and biological control methods utilizing predators, parasites, and pathogens, as an alternative to chemical control of vector species.

East Oahu and West Oahu Sections:

- Maintain continuing measurements and evaluations of the principal endemic vector species, including mosquitoes, flies, and rodents by standard techniques, and make preliminary identification of all vector species within the assigned geographic sector.
- Maintain sentinel flocks, trap birds and small mammals for serological screening by the laboratory unit, as required.

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DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
VECTOR CONTROL BRANCH

FUNCTIONAL STATEMENT

- Carry out a sectionwide program for the control of vector species.
- Initiate action for the aerial treatment of mosquito breeding in areas inaccessible by ground operated equipment, as required.
- Conduct ports-of-entry surveillance for immigrant vector species at seaports through shipboard inspection, at airports through aircraft inspection and disinfection, ovitrapping, rodent inspection and trapping and entomological surveys.
- Maintain a mosquito and rat-free zone around seaports and airports through a program of perimeter spraying, trapping and baiting.
- Issue building demolition permits after inspecting for rodents.

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DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
SANITATION BRANCH

FUNCTIONAL STATEMENT

The Sanitation Branch is responsible for the implementation and enforcement of the statutes, rules, and policies relating to environmental sanitation. The implementation and enforcement of these laws and rules are directed toward promoting and maintaining a sanitary and healthful environment for the people of the State through the provision of sanitation services which include inspectional, educational, consultative and enforcement activities to implement HRS 321 and 322 as they apply to environmental sanitation through Administrative Rules, Title 11, Chapters 11-11 Sanitation, 11-12 Food Service and Food Establishments, 11-13 Public Swimming Pools, 11-14 Housing, 11-15 Milk, 11-16 Recreational Trailer Camps, 11-17 Tattoo Artists, 11-18 Licensing for Sanitarians, 11-22 Mortuaries, Cemeteries, Embalmers, etc., and Division policies.

Clerical Support:

Provide stenographic, clerical and typing services for all segments of the organization.

Plan Review and Standards Office:

- Provide consultative services to various segments of the public, such as architects, engineers, contractors, management, and public officials.
- Review and coordinate all interface between staff offices in the Office.
- Consult with statewide program administrators to develop changes through legislation to facilitate implementation of program procedures and interpretations.
- Implement a training, standardization, and orientation program for the staff.

Data Information Staff

- Coordinate the statewide Sanitation Management Information System operations.
- Provide technical support for system development and changes.

Case Preparation and Rules Staff

- Review inspection reports and prepare formal documentation package for corrective and/or enforcement actions.
- Institute corrective measures through conferences or formal enforcement actions through administrative or court actions.

Standards Staff

- Review status of milk and food sanitation programs in regard to their effectiveness and acceptability.

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ENVIRONMENTAL HEALTH SERVICES DIVISION  
SANITATION BRANCH

FUNCTIONAL STATEMENT

- Draft standards for interpretation of enforcement of rules and regulations applicable to the many ethnic foods typical to Hawaii.
- Work with public officials and community programs people to assure that objectives and policies of the food and milk sanitation programs are known to them.
- Appraise and determine approval of applications for sanitary certificates and permits to operate frozen dessert manufacturing plants, milk plants, dairy farms, hotels, lodging houses, tenements, boarding homes, institutions, hospitals, and medical facilities.
- Conduct written examinations for the licensing of embalmers, tattoo artists, electrologists, and registered sanitarians.

Milk Certification Staff

- Provide consultative services to the milk industry for the development of proper procedures to secure sanitary and safe production, processing, and distribution of milk.
- Review plans and specifications pertaining to dairy and milk facilities submitted with applications for building permits to determine compliance with administrative rules.
- Inspect dairy farms and milk plants.

Hospital/Institutional Staff

- Review plans and specifications pertaining to hospitals and medical facilities submitted with applications for building permits to determine compliance with administrative rules.
- Inspect hospitals, medical facilities, and institutions.

Housing Staff

- Review plans and specifications of buildings, dwellings, food and food service establishments, and public swimming pools.
- Review plans and specifications pertaining to housing submitted with applications for building permits to determine compliance with administrative rules.
- Inspect hotels, lodging houses, tenements, and boarding houses.

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SANITATION BRANCH

FUNCTIONAL STATEMENT

Food Safety Consultative and Education Staff

The Food Safety Consultative and Education Staff provides confidential, technical advisory and education services in food safety to food industry personnel, institutions of learning, government agencies, and community groups on a statewide basis.

- Develop a food safety certification workshop with a minimum of 13 instructional hours which includes general microbiology, food microbiology, foodborne diseases, food sanitation, Hawaii and national foodborne outbreaks, and vermin control in food establishments. The certification workshop incorporates examinations and specialized resource lecturers.
- Develop food safety classes with 1-4 hours of instructional time. Instruction content varies with the need and level of comprehension of the participants. Food safety classes are developed for restaurants; caterers; schools; hospitals; nursing homes; institutions; County, State and Federal agencies; fund-raising organizations; community groups; and the general public.
- Work closely with the food industry for the promotion and implementation of food safety training programs.
- Provide food safety consultations and advisories.
- Conduct confidential Hazard Analysis Critical Control Point (HACCP) System studies on food-suspected or confirmed in foodborne disease outbreaks.
- Provide confidential HACCP workshops and classes to food establishment impacted by foodborne disease outbreaks.
- Provide basic HACCP system workshops, classes, and consultations. Conduct non-enforcement surveillance and verification of the HACCP System in operation at requested food establishments.
- Provide in-service training in food safety for staff registered sanitarians and supervisors.

East Oahu and West Oahu Sections:

- Inspect dwellings, apartments, kindergartens and schools, day care centers, institutions, grocery stores, restaurants, soft drink dispensers, liquor dispensers, food vending operations, food manufacturers, markets, fish, meat and vegetable peddlers, lunchwagons, lunch stands, food peddlers, hog ranches, feedlots, poultry farms, vegetable gardens, barber shops, beauty parlors, clothes cleaners, laundries, secondhand dealers, mattress makers, tattoo shops, mortuaries, cemeteries, amusement places, parks, playgrounds, industrial plants, general merchandise establishments, public swimming pools, individual wastewater systems and other types of premises to determine that they are maintained continuously in a sanitary condition as

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SANITATION BRANCH

FUNCTIONAL STATEMENT

required by statutes, rules and policies to protect the public health.

- Investigate complaints of insanitary conditions, abate public health nuisances, and prevent the creation of environmental sanitation hazards among the population.
- Maintain a high standard of environmental sanitation by promoting and securing the proper disposal of refuse, garbage and household sewage.
- Present environmental sanitation information programs to students at the university, community colleges, high schools and other public and private schools; also to community groups, food-service personnel, barbers, hair dressers and tattoo artists.
- Provide technical assistance and advice to and confer with public officials, architects, developers and other private groups in matters relating to environmental sanitation.
- Assist in the evaluation of consolidation and subdivision plans, conservation district plans, shoreline management applications and environmental impact statements.
- Appraise and approve or disapprove the application for sanitary certificates and permits to operate frozen dessert dispensing establishments, markets, tattoo shops, food manufacturing plants, liquor dispensers, restaurants and other food-service and food establishments.

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DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
INDOOR AND RADIOLOGICAL HEALTH BRANCH

FUNCTIONAL STATEMENT

The Indoor and Radiological Health Branch is responsible for statewide programs of community noise control, radiation control, air-conditioning/ventilation, indoor air quality, asbestos, and lead through the provision of services which include inspectional, educational, consultative and enforcement activities to implement the federal Clean Air Act; the Toxics Substances Control Act; Mammography Quality Standards Act of 1992; Energy Policy Act of 2005; National Emission Standards for Hazardous Air Pollutants (NESHAP); and the Hawaii Revised Statutes, Chapters 321-11(3), 321-11(21), 321 Part IV, 321 Part XXXIII, 339K, 342F, and 342P as they apply to noise, radiation, air-conditioning/ventilation, indoor air quality, asbestos, and lead through Hawaii Administrative Rules, Title 11, Chapters 11-45, Radiation Control, 11-46, Community Noise Control, 11-44, Radiologic Technology Board, 11-39, Air Conditioning and Ventilation; 11-41, Lead-Based Paint Activities, 11-501, Asbestos Requirements, 11-502, Asbestos-Containing Materials in Schools, 11-503, Fees for Asbestos Removal and Certification, and 11-504, Asbestos Abatement Certification Program, Division policies, and the policies and procedures of the State Building Code Committee as administered by the Department of Accounting and General Services.

Clerical Support:

- Provide secretarial, clerical and typing services for all segments of the organization.

Noise Section:

- Conduct surveys on noise sources and facilitate mitigation to reduce noise.
- Investigate noise complaints to secure compliance.
- Conduct special surveys on noise.
- Educate the general public regarding excessive noise and its control.
- Provide consultative services to industry on methods and procedures for the control of noise.

Radiation Section:

- Review radiation shielding plans for new and renovated radiation facilities.
- Conduct radiological health inspections of healing arts, commercial, education, and research facilities with radiation sources to assure compliance with administrative rules. This includes health care facilities providing mammography.
- Conduct assessment of radiation sources.
- Conduct radiological response operations to control the release of radioactive materials.
- Conduct environmental radiologic surveillance on air, precipitation, drinking water, and milk.
- Provide administrative support for the Radiologic Technology Board.
- Provide public information and education on ionizing and non-ionizing radiation.

Air-Conditioning/Ventilation Unit:

- Control performance of air conditioning and ventilating systems in accordance with national standards.
- Examine mechanical plans and supporting data for new and modified air conditioning and ventilating system installations to assure compliance with administrative rules.
- Conduct surveys of buildings with air-conditioning and ventilating systems to ensure performance as designed by a mechanical engineer.



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ENVIRONMENTAL HEALTH ADMINISTRATION  
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INDOOR AND RADIOLOGICAL HEALTH BRANCH

FUNCTIONAL STATEMENT

Asbestos and Lead Section:

- Conduct public outreach, information and training on federal Toxics Substance Control Act (TSCA) for asbestos and lead, and indoor air quality.
- Maintain an asbestos and lead certification program for inspectors, management planners, and project designers.
- Maintain an asbestos and lead accreditation program for training providers.
- Review and approve management plans for asbestos removal in schools.
- Conduct containment inspections to ensure proper implementation of asbestos abatement.
- Conduct a comprehensive indoor air quality assessment program of publicly owned buildings.
- Recommend appropriate mitigating measures for indoor air quality problems.

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ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
FOOD & DRUG BRANCH

FUNCTIONAL STATEMENT

The Food and Drug Branch is responsible for implementing and maintaining the statewide Food and Drug program under the jurisdiction of HRS Chapters 321, 328, 328E, 330 and 330C, and Administrative Rules, Title 11, Chapters 11-15, Milk; 11-29, Food and Food Products; 11-30, Frozen Desserts; 11-34, Poisons; 11-35, Shellfish Sanitation; and 11-36, Sale of Prophylactics Through Vending Machines.

- Ensure the quality, sanitation and purity of shellfish raised for commercial food purposes.
- Promulgate Administrative Rules for shellfish processing, labeling and marketing.
- Enforce laws and rules directed toward promoting and maintaining the safety, standard of potency, wholesaling, distributing, and retailing of prescription drugs.
- Initiate corrective and/or enforcement actions through embargoes, conferences, recalls, administrative or court actions.

Clerical Support:

Provide stenographic, clerical and typing services for all segments of the organization.

Monitoring Section:

- Establish and maintain a list of pesticide and other chemical contaminants to be tested for, based upon current information on pesticide usage, misuse and current, new or emerging problems.
- Establish sampling priorities based upon crop production, incidents of suspected chemical misuse or other problems at local or national levels.
- Collect agricultural food samples for laboratory analysis.
- Implement recalls and oversee destruction of crops or food products adulterated with pesticide residues, chemical contaminants, or other contaminants found during routine sampling.
- Provide information and consultation to the public and private sectors.
- Establish and maintain a list of dairy establishments and farms that may be sampled routinely for contaminants and establish sampling priorities.

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ENVIRONMENTAL HEALTH ADMINISTRATION  
ENVIRONMENTAL HEALTH SERVICES DIVISION  
FOOD & DRUG BRANCH

FUNCTIONAL STATEMENT

Compliance Section I and Compliance Section II

- Enforce laws and rules directed toward promoting and maintaining the purity and standards of identity in the case of foods; safety and standard of potency in the case of drug products; safety of medical devices and cosmetics; and truthful and informative labeling and advertising of foods, devices and cosmetics.
- Enforce laws and rules relating to poisons, refrigerated warehouses, enrichment of bread and flour, storage of fish, manufacture of poi, milk and frozen desserts (with the Sanitation Branch), weight of bread, oleomargarine, importation of toxic fishes and prophylactic devices.
- Initiate corrective and/or enforcement actions through embargoes, recalls, conferences, administrative or court actions.

**STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
STATE LABORATORIES DIVISION**

**FUNCTIONAL STATEMENT**

Administers a statewide laboratories program which conducts analysis in support of laboratory preparedness programs for bioterrorism and chemical terrorism, environmental health and communicable disease monitoring and control activities, and investigations and public health related research; sets standards; and monitors for quality laboratory services statewide.

Assesses laboratory training needs statewide and coordinates local training programs with those of other states and federal agencies.

Provides diagnostic and consultative laboratory services to physicians, institutions and various federal, state, county and city agencies for the diagnosis and control of disease. Provides consultative, analytical and other related laboratory services to departmental programs concerned with environmental and sanitation safeguards. Evaluates and approves or licenses laboratories, licenses laboratory directors and technicians; and provides research, investigations and related laboratory services in the field of public and environmental health.

Administers and coordinates the professional and non-professional functions of all of the laboratory services.

Plans and conducts programs and research activities, establishes policies, and trains and supervises the personnel in carrying these to completion.

Coordinates the laboratory programs with the problems and programs of other public, semi-public and private health agencies.

Provides consultation, technical advice and financial management to the District laboratories on the neighbor islands and the Department's other laboratories.

Coordinates the administrative rules making activities of the branches.

**Clerical Services**

Provides clerical services to the SLD chief and division staff.

**Central Services Staff**

The Central Services Staff (CSS) is responsible for the maintenance and operations of the laboratory facility. The responsibility includes, but is not limited to, groundskeeping, custodial services, and refuse disposal; and maintenance of: all plumbing; electrical; and mechanical; fire alarm; fire extinguisher and sprinkler systems; elevators; air handling; emergency generators; diesel fuel storage; electrical and propane gas systems; deionized water system; and acid waste neutralization system. The CSS is responsible for formulating contract specifications for service contracts and monitoring the performance of the contractors for compliance with contract terms for the maintenance and repair of the building systems. The CSS is responsible for taking daily readings of the various building systems and arranging for service and repair of any system that is not performing according to operating standards. The CSS is responsible for the operations and maintenance of the loading dock area. The CSS is responsible for coordinating major laboratory deliveries and deliveries by soft drinks and snack vending machine operators.

The CSS prepares microbiological media and reagents; decontaminates infectious wastes; and washes glassware. The CSS operates and maintains the loading dock and manages the stockroom.

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STATE OF HAWAII  
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ENVIRONMENTAL HEALTH ADMINISTRATION  
STATE LABORATORIES DIVISION

FUNCTIONAL STATEMENT

**Laboratory Emergency Response Program (LERP)**

LERP provides 24/7 laboratory analytical services to detect, identify and confirm potential infectious agents used in BT (Bioterrorism), pathogens and toxins associated in outbreaks and other emerging infectious diseases.

Evaluates tests related to the early and rapid detection of BT and other infectious disease agents. Sets standards and monitors for quality laboratory services in the LERP and the Division for the detection of BT and other infectious agents statewide. Assesses training needs for clinical and veterinary laboratories that participate in the Hawaii Laboratory Response Network (HI LRN) and provides training for BT preparedness and laboratory response.

Plans and develops laboratory response that includes Environmental Health Analytical Services Branch (EHASB) and Medical Microbiology Branch (MMB) resources

Provides diagnostic and consultative laboratory services to physicians, institutions, federal, state, county and city agencies for the diagnosis and control of BT related diseases affecting public health.

Collaborates with the various federal and state agencies in support of the State laboratory preparedness programs for bioterrorism and chemical terrorism.

Maintains Clinical Laboratory Improvement Act (CLIA) certification, select agent certification, biosecurity plans and clearances for the BT Response Laboratory operations. Participates in a statewide BT response network which includes other DOH, State, counties and other federal programs.

**Chemical Response Section**

Provides chemical analytical services for the testing of clinical specimens, including blood and urine, for agents used in chemical terrorism activity.

Provides chemical analytical services for the identification of environmental specimens suspected of use in chemical terrorism.

**Biological Response Section**

Provides rapid detection, identification and confirmation of bacteria, viruses and toxins that can be associated with a BT event other public health emergency.

Provides diagnostic support of environmental health and communicable disease surveillance and monitoring activities.

**Bioterrorism Unit**

Provides rapid molecular and serological testing to detect and rule-out the presence of bacteria, bacterial toxins, and viruses that are likely to be used in a BT event. Provides and maintains capacity and proficiency to perform rapid molecular diagnostic and molecular typing in support of epidemiological investigations.

Provides timely laboratory response to outbreak-related emergencies for diseases such as West Nile Virus, Norovirus, Murine typhus, Severe Acute Respiratory Syndrome (SARS) and influenza.

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**STATE OF HAWAII  
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**FUNCTIONAL STATEMENT**

Provides molecular and confirmatory tests for specified infectious diseases.

Provides laboratory support for epidemiologically-based serosurvey for public health diseases.

Provides sequence analyses of rare or biochemical inert or hard-to-identify microorganisms and genetic analyses using molecular sub typing methods in support of outbreak investigations.

**Information Support Unit**

Provides central management services for the Laboratory Information and Management System (LIMS) which includes EHASB and MMB information; secures and insures timely electronic reporting of laboratory results to the government programs and other stakeholders. Manages training on the LIMS program.

Maintains databases for the BT Response Laboratory; maintains a registry of sentinel laboratories statewide.

**ENVIRONMENTAL HEALTH ANALYTICAL SERVICES BRANCH**

Provides chemical and microbiological analytical services to departmental programs and to various federal, state and county agencies concerned with air pollution, drinking water, recreational waters, water pollution, and food including, but not limited to, raw agricultural commodities, dairy products and shellfish. Evaluates and certifies laboratories involved in regulatory monitoring for contaminants in drinking water and dairy products. Certified by the Environmental Protection Agency for the analysis of drinking water and by the Food and Drug Administration for the analysis of dairy products. Regulates and certifies microbiology laboratories performing dairy product analysis and drinking water analysis.

Plans and conducts programs and research activities in assigned areas.

**Environmental Microbiology Quality Assurance**

Administers the State Drinking Water Certification Program for Microbiology under the Safe Drinking Water Act, Public Law 23-523, and HAR, Chapter 11-20 and conducts on-site evaluation of all laboratories in the State analyzing drinking water for regulatory purposes.

Administers the statewide certification of analysts in milk laboratories where the examinations required by HAR, Chapter 11-3 and the Grade A Pasteurized Milk Ordinance are performed. Establishes updates and provides guidance for quality assurance plans to ensure that routinely generated analytical data are scientifically valid and defensible. Works with the Water Microbiology and Food and Dairy Units to ensure adherence to the Unit's quality assurance plans.

Provides technical and consultative services to Department of Health programs and other laboratories within the State.

**Chemical Quality Assurance and Special Services Staff**

Administers the State Drinking Water Laboratory Certification Program for Chemistry for laboratories providing drinking water analysis for regulatory purposes. Works with other states, federal agencies and private laboratories with regard to environmental laboratory certification.

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**STATE OF HAWAII  
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STATE LABORATORIES DIVISION**

**FUNCTIONAL STATEMENT**

Provides forensic drug analytical services and administers program for analysis of alcohol in breath, blood and other bodily substances. Licenses substance abuse testing laboratories and medical review officers pursuant to HAR, Chapter 11-113. Responsible for the Driving Under the Influence (DUI) program established pursuant to HAR, Chapter 11-114. Responsible for the formulation of amendments to and conducting public hearings on proposed amendments to the administrative rules.

Works with the Branch programs to establish quality assurance procedures and ensure that data generated by these sections are scientifically valid and defensible. Provides assistance to establish and validate regulatory analytical methods.

Provides technical and consultative services to DOH programs and other laboratories within the State.

**Clerical Services**

Provides clerical services to the branch chief, section chiefs, unit chiefs and professional staff.

**Air Surveillance and Analysis Section**

Coordinates and administers air surveillance activities through a statewide system of State and National Air Monitoring Networks. Implements and completes air monitoring objectives as agreed to with the Environmental Protection Agency's Section 105 Air Grant. Operates and maintains air monitoring equipment, including but not limited to, monitors, calibration, meteorological, computer and telecommunication equipment. Provides technical and laboratory support services to the Department's air program. Validates air monitoring procedures and data; insures compliance with state and federal regulations and quality assurance procedures.

**Chemical Analysis Unit**

Provides analytical laboratory support services for the Department's air program including hazardous air pollutants. Provides qualitative and quantitative identification of air pollutants. Validates air monitoring data. Performs quality assurance functions as mandated by state and federal regulations.

**Electronic Maintenance and Support Unit**

Operates, maintains and repairs air monitoring instrumentation, data acquisition, and computer and telecommunication network for the Department's air program. Maintains parts and supplies inventory necessary for the continued operation of all monitoring systems. Designs, develops and troubleshoots electronic circuiting, as required. Provides quality assurance/control services for monitoring equipment on Prevention of Significant Deterioration, New Source Performance Standards, and Continuous Emissions Monitoring programs.

**Drinking Water Section**

Provides chemical analytical services, using EPA-approved methodologies, on drinking water samples for purposes of monitoring for compliance with the federal Safe Drinking Water Act.

Provides technical and consultative services to DOH programs and other laboratories within the State.

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**STATE OF HAWAII  
DEPARTMENT OF HEALTH  
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STATE LABORATORIES DIVISION**

**FUNCTIONAL STATEMENT**

**Water Pollution Section**

Provides chemical analytical services, using generally accepted methodologies, for environmental samples, including surface water, marine water, wastewater, influent and effluent sewage treatment plant samples, sediments and biota.

Provides analytical services to monitor for compliance with the National Pollution Discharge Elimination Systems permits at wastewater treatment plants and other treatment facilities.

**Food Section**

Analyzes foods, drugs, food products and milk for pesticides, adulterations, contamination, misbranding, and for other control purposes, utilizing FDA-approved methodologies, and certifies results to appropriate agencies.

**Environmental Microbiology Section**

Provides microbiological analytical services to departmental programs and to various federal, state and county agencies concerned with drinking water, water pollution, and food products.

Provides technical and consultative services to the Department's district health laboratories on the neighbor islands and to all other environmental laboratories in the State.

Plans and conducts programs and research activities in assigned areas.

**Water Microbiology Unit**

Supports the Department's drinking water program by performing microbiological examinations required by the federal Safe Drinking Water Act and HAR, Chapter 11-20.

Performs microbiological examinations on non-potable waters, including recreational beach water, streams and rivers, and sewage and waste to control pollution and safeguard public health by determining compliance with the State Water Quality Standards.

Conducts quality control tests on all media and supplies used by DOH District Health laboratories and the central laboratory for drinking water and water pollution programs.

Conducts training courses in water microbiology for all laboratory analysts from all laboratories in the State seeking certification for analyzing drinking water.

Performs Distilled Water Suitability Tests for all laboratories in the State that are certified to analyze drinking water.

**Food and Dairy Unit**

Performs examinations of raw milk, pasteurized milk and milk products produced on Oahu as well as representative samples of out-of-state products; examines environmental samples for the presence of pathogenic organisms to assure compliance with provisions of HAR, Chapter 11-3 and the USPHS Grade A Pasteurized Milk Ordinance.

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**STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
STATE LABORATORIES DIVISION**

**FUNCTIONAL STATEMENT**

Analyzes frozen desserts produced by milk plants and retail stores for compliance with HAR, Chapter 11-33.

Performs microbiological examinations of shellfish grown locally as well as imported into the State for compliance with HAR, Chapter 11-35.

Examines foods implicated in food poisoning outbreaks for the presence of pathogenic organisms associated with human illness. Provides staphylococcal bacteriophage typing service for the State.

Examines bottled water samples and food samples for compliance with sanitary requirements of the USPHS/FDA.

Prepares microbiological media and reagents.

**MEDICAL MICROBIOLOGY BRANCH**

Provides diagnostic, consultative and reference laboratory related services to the programs of the Department, other state agencies, private physicians, institutions and other facilities in the State, to assist in the diagnosis and control of communicable diseases, metabolic disorders and genetic problems. Conducts research and investigations on laboratory methods related to microbiological agents and clinical chemistry conditions related to the field of public health.

**Medical Microbiology Quality Assurance**

Establishes, updates and provides guidance for the quality assurance procedures for compliance with the federal provisions of the Clinical Laboratory Improvement Act of 1988 (CLIA-88). Ensures the accuracy of all laboratory results. Provides assistance to validate and implement new protocols and procedures. Provides technical and consultative services to Department of Health programs and other laboratories within the state.

**Clerical Services**

Provides clerical services to the branch chief, section chiefs, unit chiefs and professional staff.

**Bacteriology & Parasitology Section**

Provides identification services for bacterial pathogens for programs of the Department.

Confirms or completes findings of other laboratories unable to perform more definitive and complex laboratory procedures on organisms of interest to the Department.

Provides specialized laboratory services for information on key characteristics of bacterial and parasitological agents of interest to the Department's programs. Conducts studies based on serological differences in these organisms to provide epidemiological information.

Provides resources for the laboratory services required in epidemiological surveillance studies.

Confirms specimens of isolates sent to the Department in compliance with HAR, Chapter 11-156.

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STATE LABORATORIES DIVISION

FUNCTIONAL STATEMENT

Prepares microbiological media and reagents.

Bacteriology Unit

Provides confirmation of specimens submitted under HAR, Chapter 11-156, such as Corynebacterium diphtheriae, Haemophilus influenzae B, Listeria monocytogenes, Neisseria gonorrhoea, PPNG, and Neisseria meningitidis.

Confirms or completes findings of other laboratories lacking the resources to conduct specialized procedures on isolates of significance to the Department.

Provides resources for the laboratory services required in epidemiological surveillance studies.

Provides Salmonella and Shigella serological typing services to identify enteric organisms involved in outbreaks, and provide epidemiological data on tracking of these organisms. Provides characterization and confirmation of typhoid isolates.

Provides laboratory confirmation on consultative services on enteric parasites to programs of the Department and other laboratorians.

Provides confirmation of specimens submitted under HAR, Chapter 11-156, such as Campylobacter spp., Vibrio spp., Salmonella spp., Shigella spp., and Yersinia spp.

Bacterial Serology Unit

Performs Standard Test for syphilis (STS) for prenatal diagnostic and reference testing.

Performs treponemal specific STS to confirm all positive sera submitted in accordance with HAR, Chapter 11-156.

Performs other serological tests for the detection of antibodies against bacterial and parasitological agents, such as Toxoplasma gondii and Leptospira spp.

Mycobacteriology Section

Provides isolation, identification and drug susceptibility laboratory services for Mycobacterium tuberculosis.

Mycobacteriology Unit

Examines sputa, other bodily fluids, tissue and other appropriate specimens for the presence of Mycobacteria spp.

Provides isolation, identification and drug susceptibility laboratory services for departmental programs.

Consults with other laboratories on the isolation, identification and drug susceptibility of all Mycobacterium spp. Also, provides confirmation services.

Virology Section

Provides diagnostic laboratory services for the isolation and identification of viruses of public health significance.

Provides diagnostic laboratory services for the serological evidence of infection with

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
ENVIRONMENTAL HEALTH ADMINISTRATION  
STATE LABORATORIES DIVISION

FUNCTIONAL STATEMENT

viral, rickettsial and chlamydial agents of public health significance.

Performs antigen detection procedures to demonstrate the presence of viral and chlamydial agents.

Provides consultative and reference laboratory services to programs of the Department, other government agencies, private physicians and institutions.

Isolation and Antigen Detection Unit

Provides isolation and identification of viral agents of public health importance.

Provide laboratory surveillance data and strain characterization information on influenza to departmental programs and the World Health Organization.

Performs antigen detection procedures to demonstrate the presence of viral and chlamydial agents.

Provides consultative and reference laboratory services to departmental programs, other governmental agencies, private physicians and institutions.

Viral Serology Unit

Performs or assists in providing serological tests to demonstrate the presence of antibodies to viral, rickettsial and chlamydial agents of public health significance such as HIV, Hepatitis B, rubella, rubeola, and typhus.

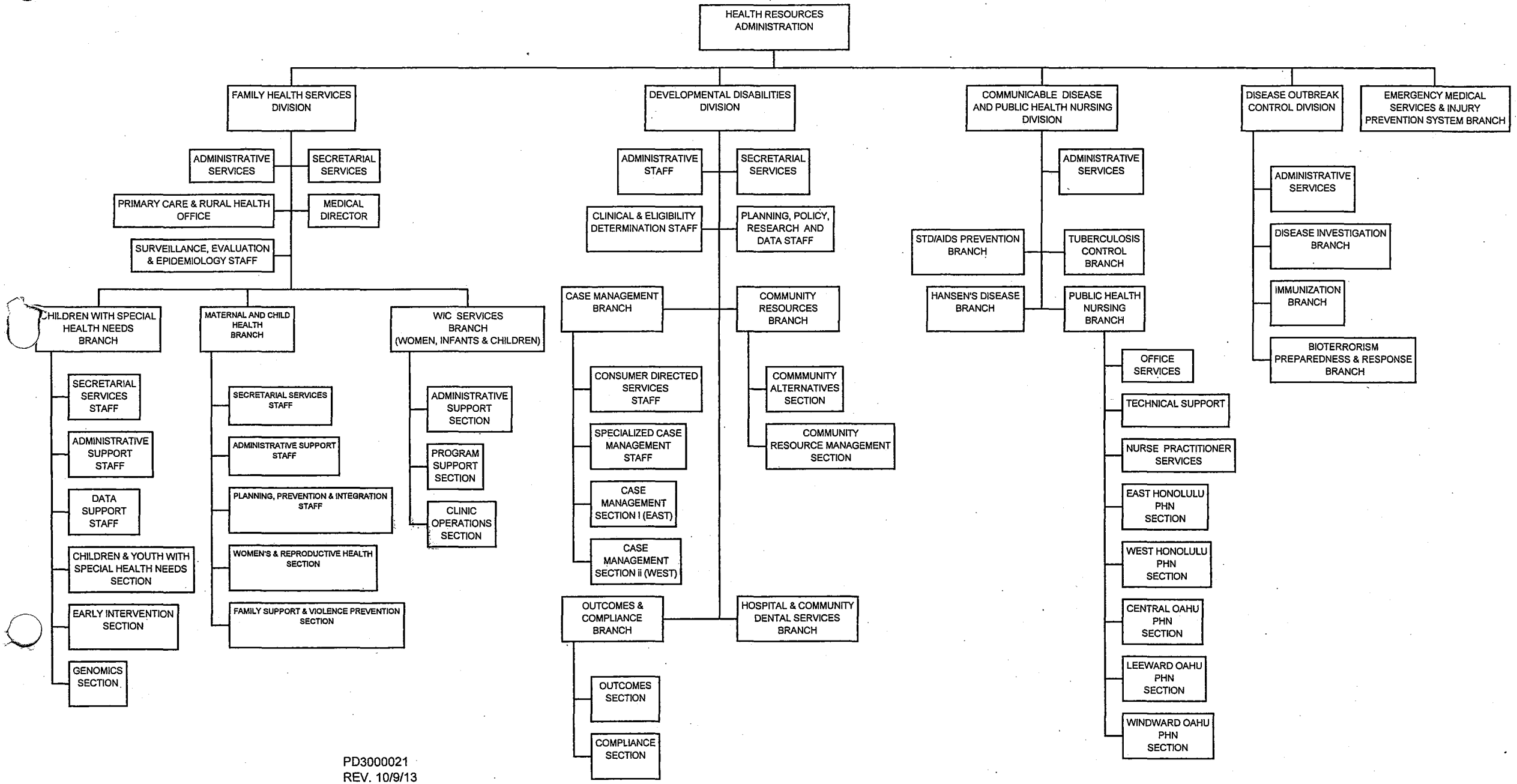
Provides consultation and reference laboratory services to other governmental agencies, private physicians and institutions in areas unique to viral serologies.

Provides laboratory support for epidemiologically based serosurveys of the State's population to determine the presence and effect of viral, rickettsial or chlamydial agents.

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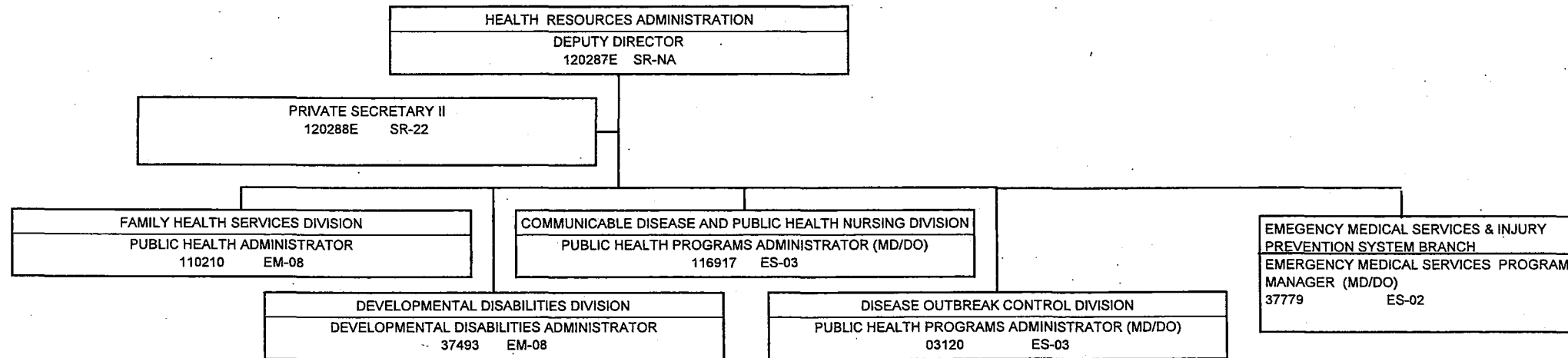
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION

ORGANIZATION CHART



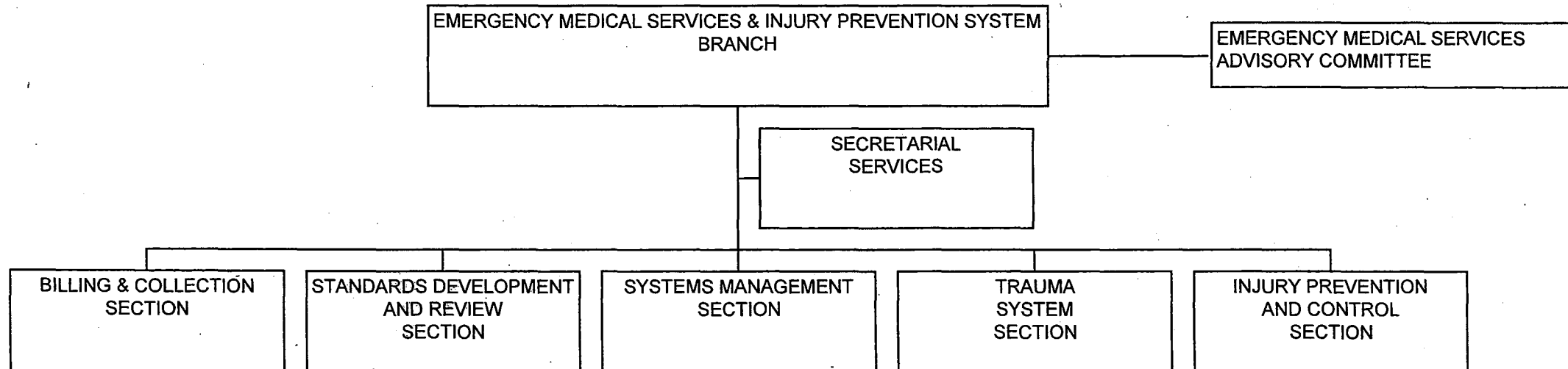
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION

POSITION ORGANIZATION CHART



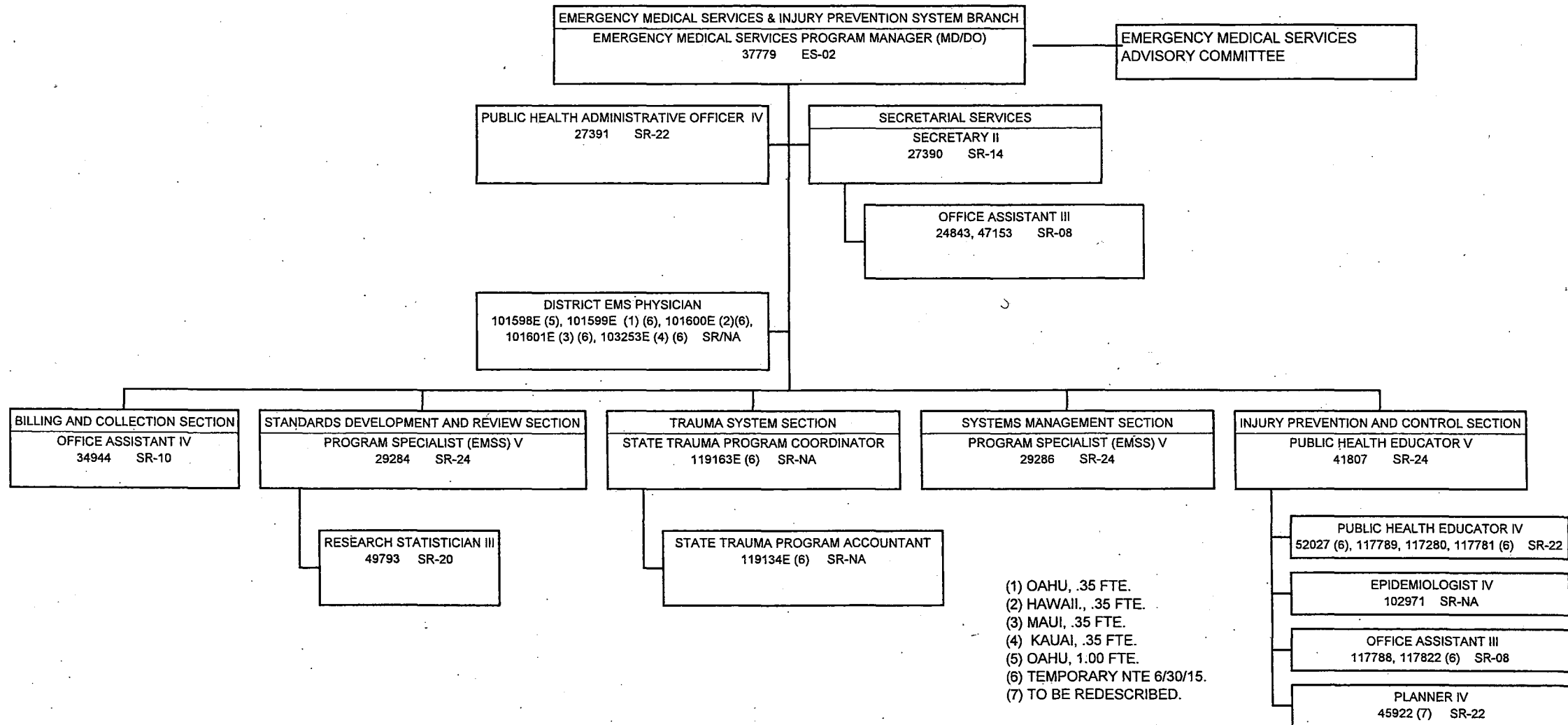
EMERGENCY MEDICAL SERVICES & INJURY PREVENTION SYSTEM BRANCH

ORGANIZATION CHART



EMERGENCY MEDICAL SERVICES & INJURY PREVENTION SYSTEM BRANCH

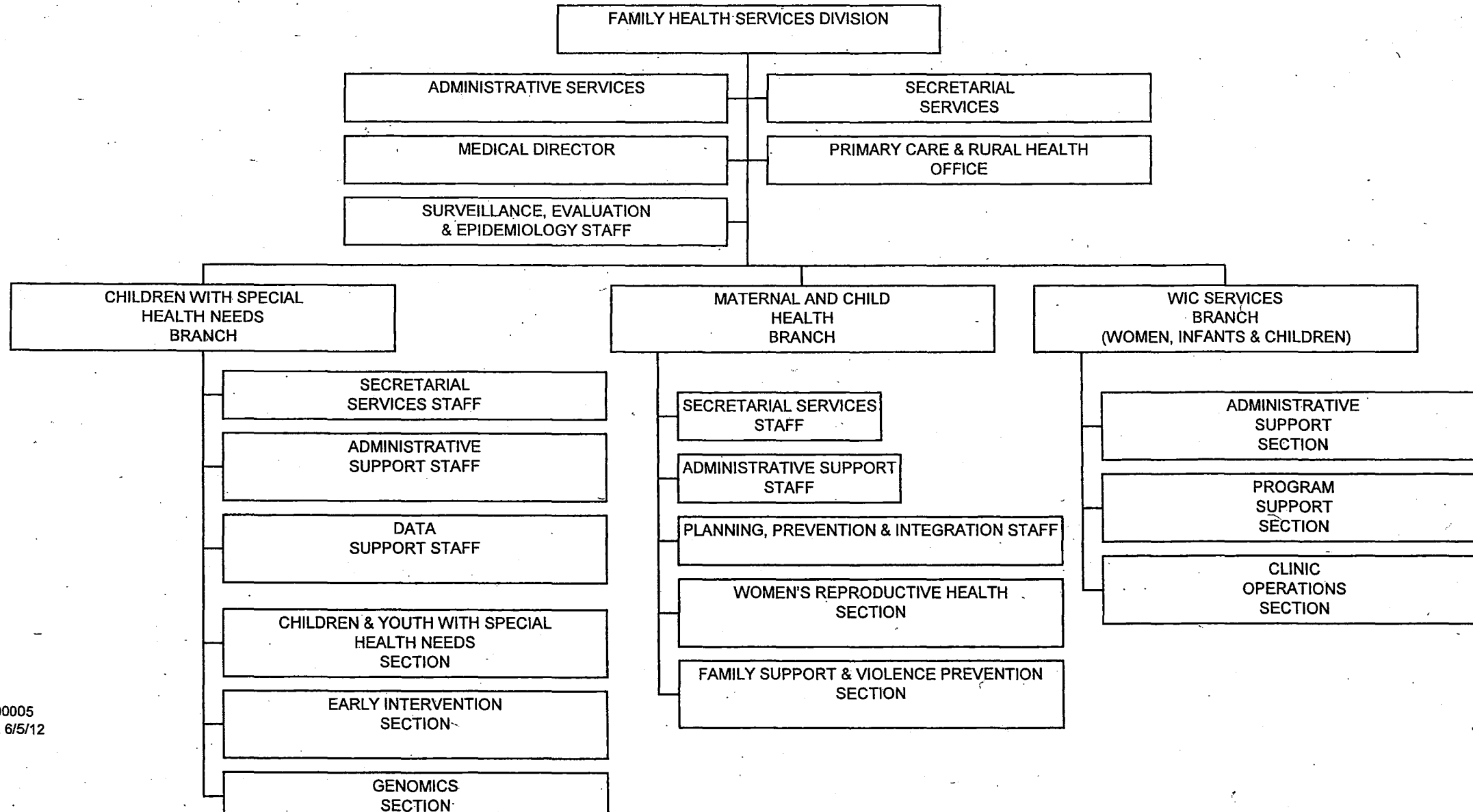
POSITION ORGANIZATION CHART



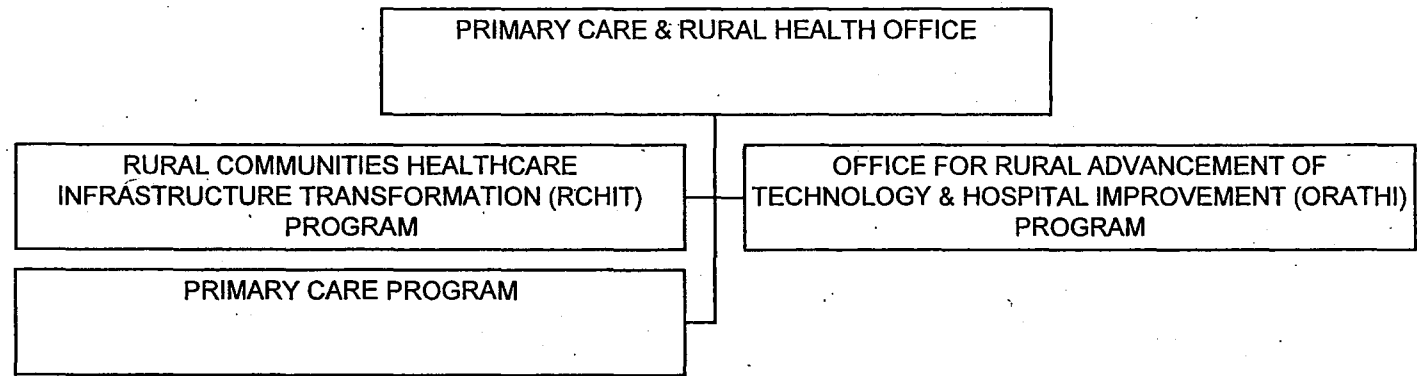
- (1) OAHU, .35 FTE.
- (2) HAWAII, .35 FTE.
- (3) MAUI, .35 FTE.
- (4) KAUAI, .35 FTE.
- (5) OAHU, 1.00 FTE.
- (6) TEMPORARY NTE 6/30/15.
- (7) TO BE REDESCRIBED.

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 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 CHILDREN WITH SPECIAL HEALTH NEEDS BRANCH  
 MATERNAL AND CHILD HEALTH BRANCH  
 WIC SERVICES BRANCH

ORGANIZATION CHART

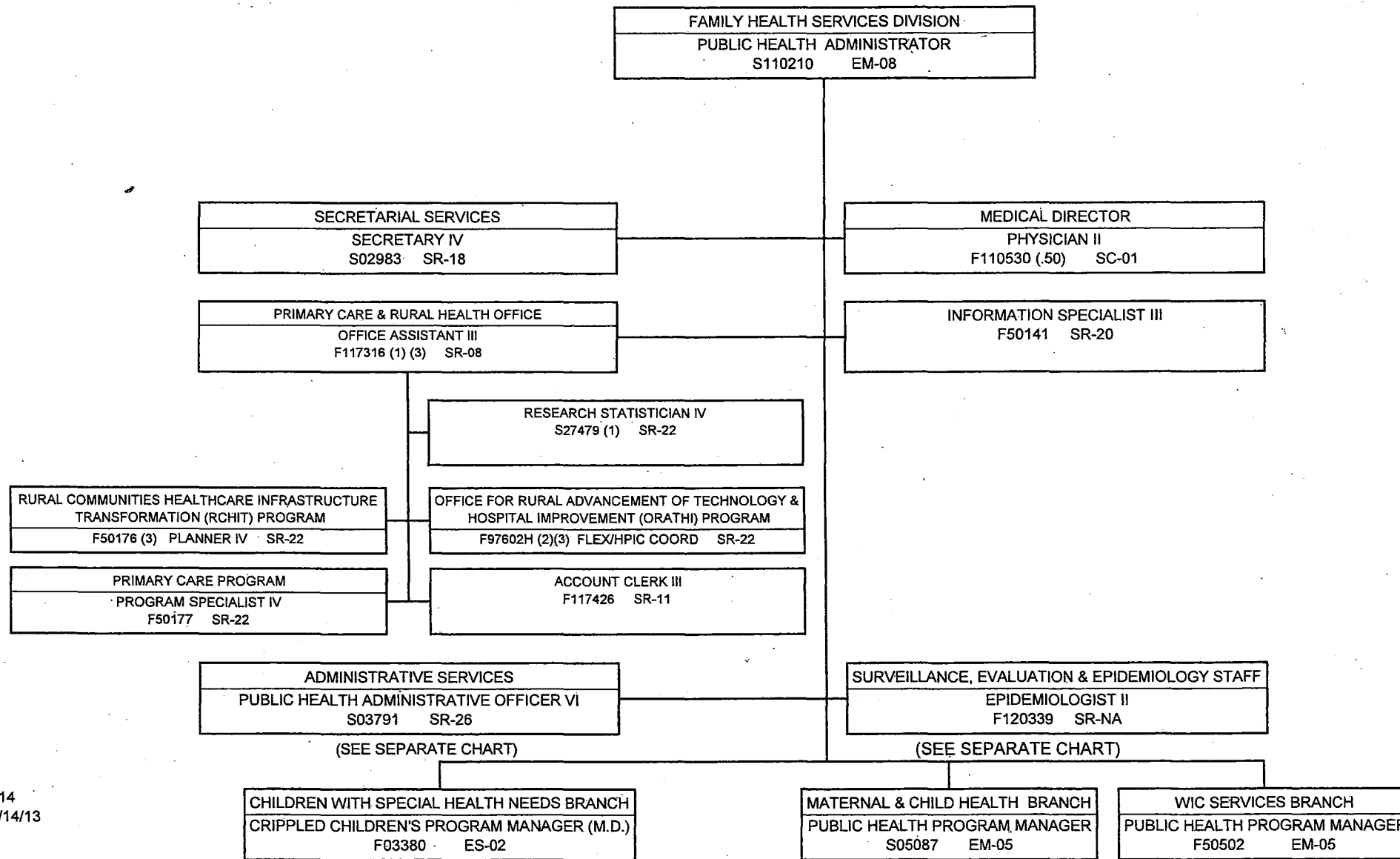






STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION

POSITION ORGANIZATION CHART

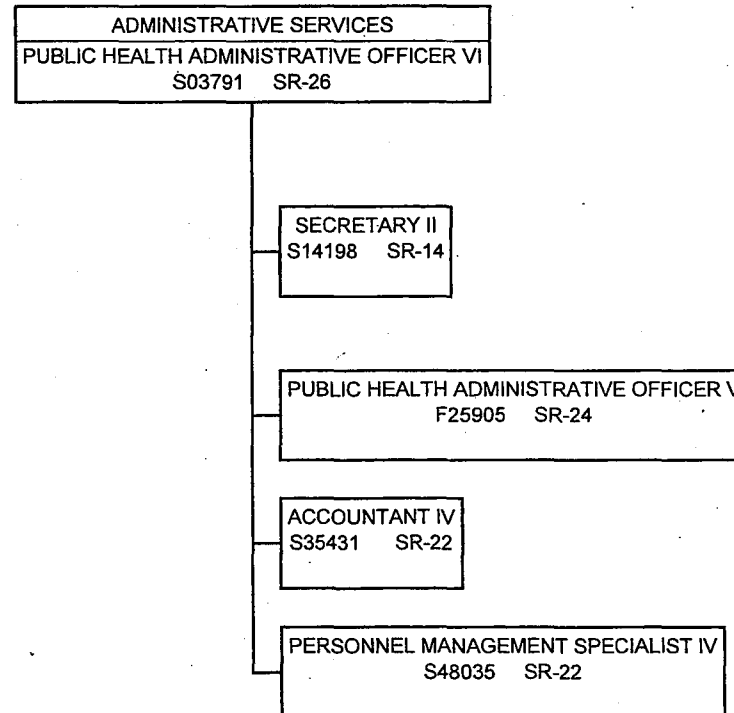


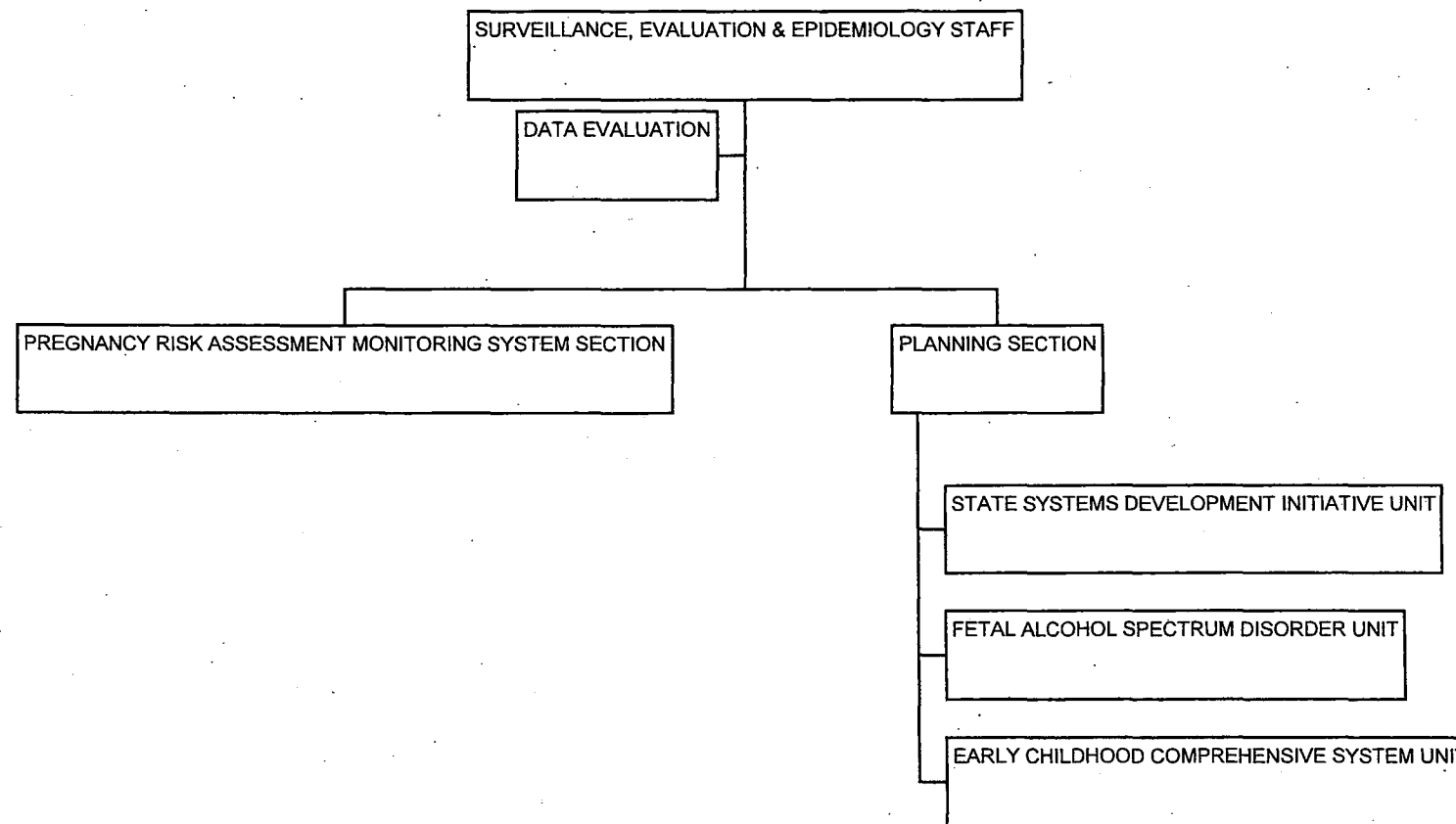
(1) TO BE POSITION VARIANCED.  
 (2) TO BE ESTABLISHED.  
 (3) TEMPORARY, NTE 6/30/14

JUN 30 2013

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
FAMILY HEALTH SERVICES DIVISION  
ADMINISTRATIVE SERVICES

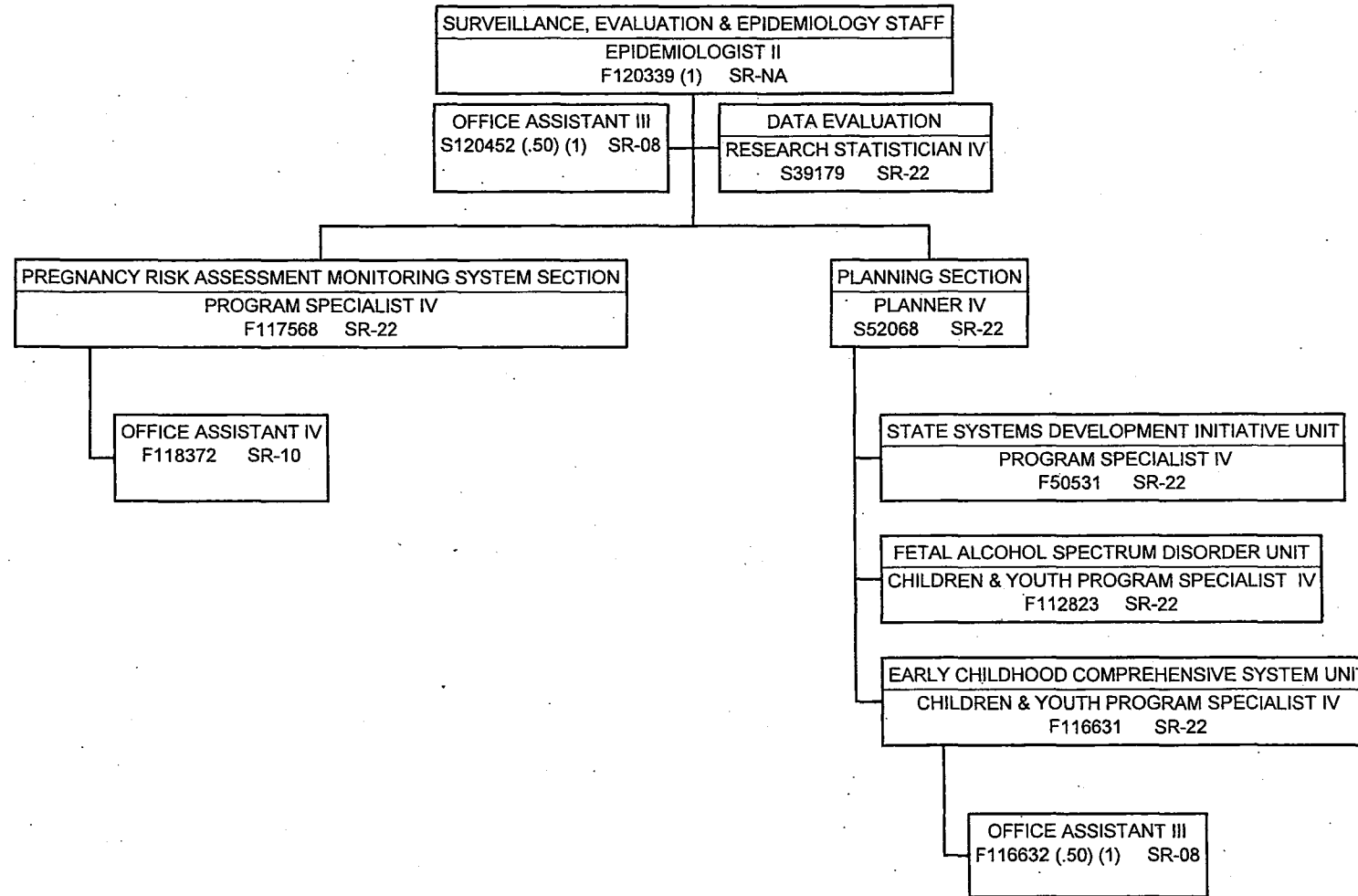
POSITION ORGANIZATION CHART





STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 SURVEILLANCE, EVALUATION & EPIDEMIOLOGY STAFF

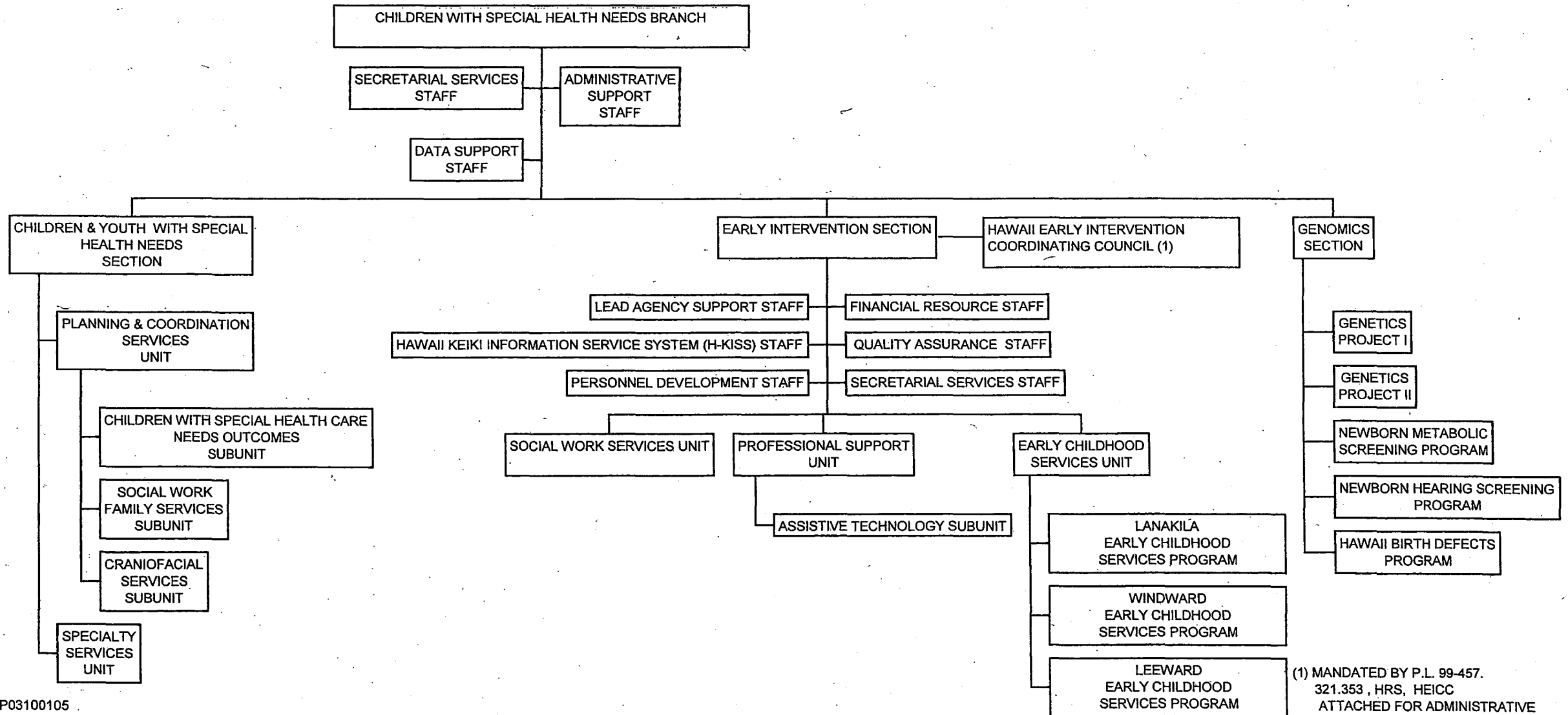
POSITION ORGANIZATION CHART



(1) TEMPORARY, NTE 6/30/15.

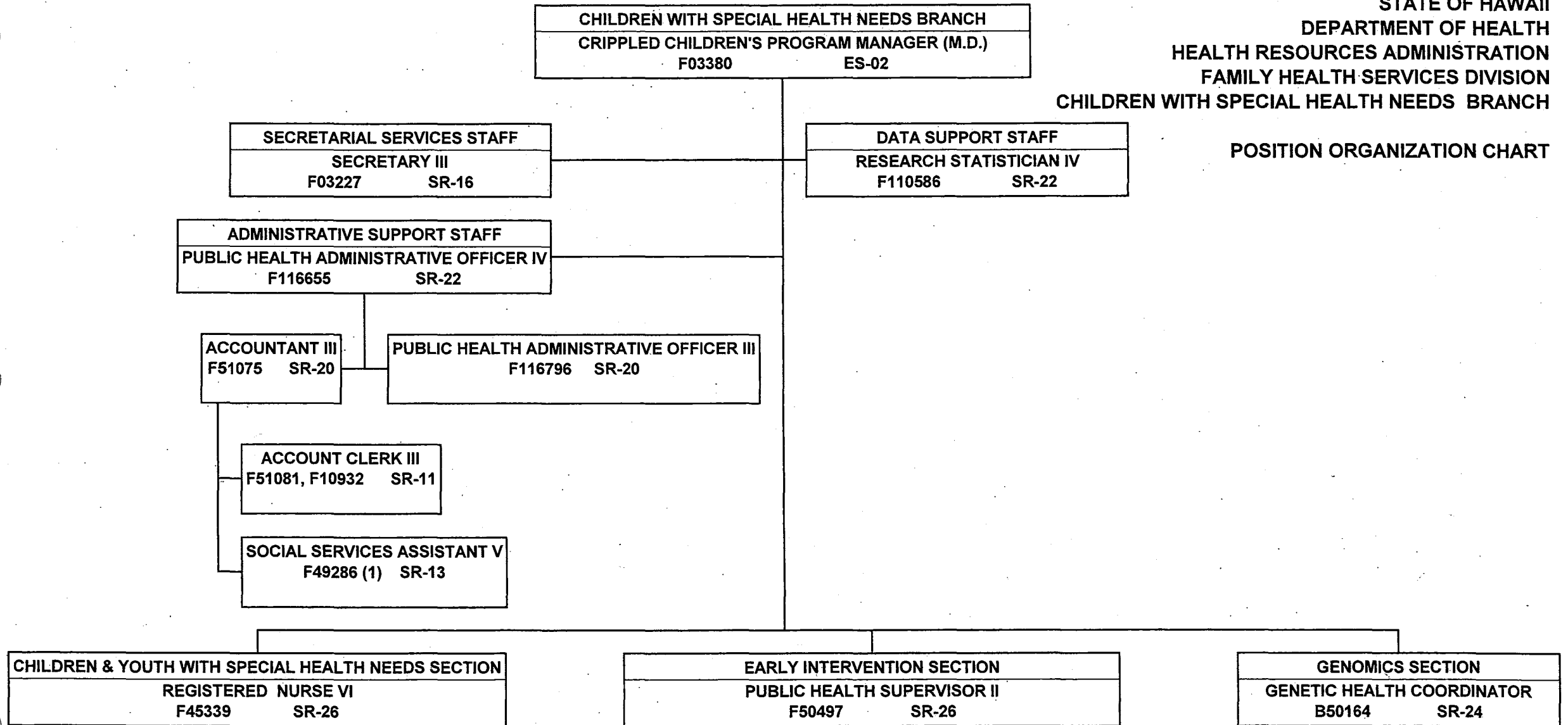
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 CHILDREN WITH SPECIAL HEALTH NEEDS BRANCH

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 CHILDREN WITH SPECIAL HEALTH NEEDS BRANCH

POSITION ORGANIZATION CHART

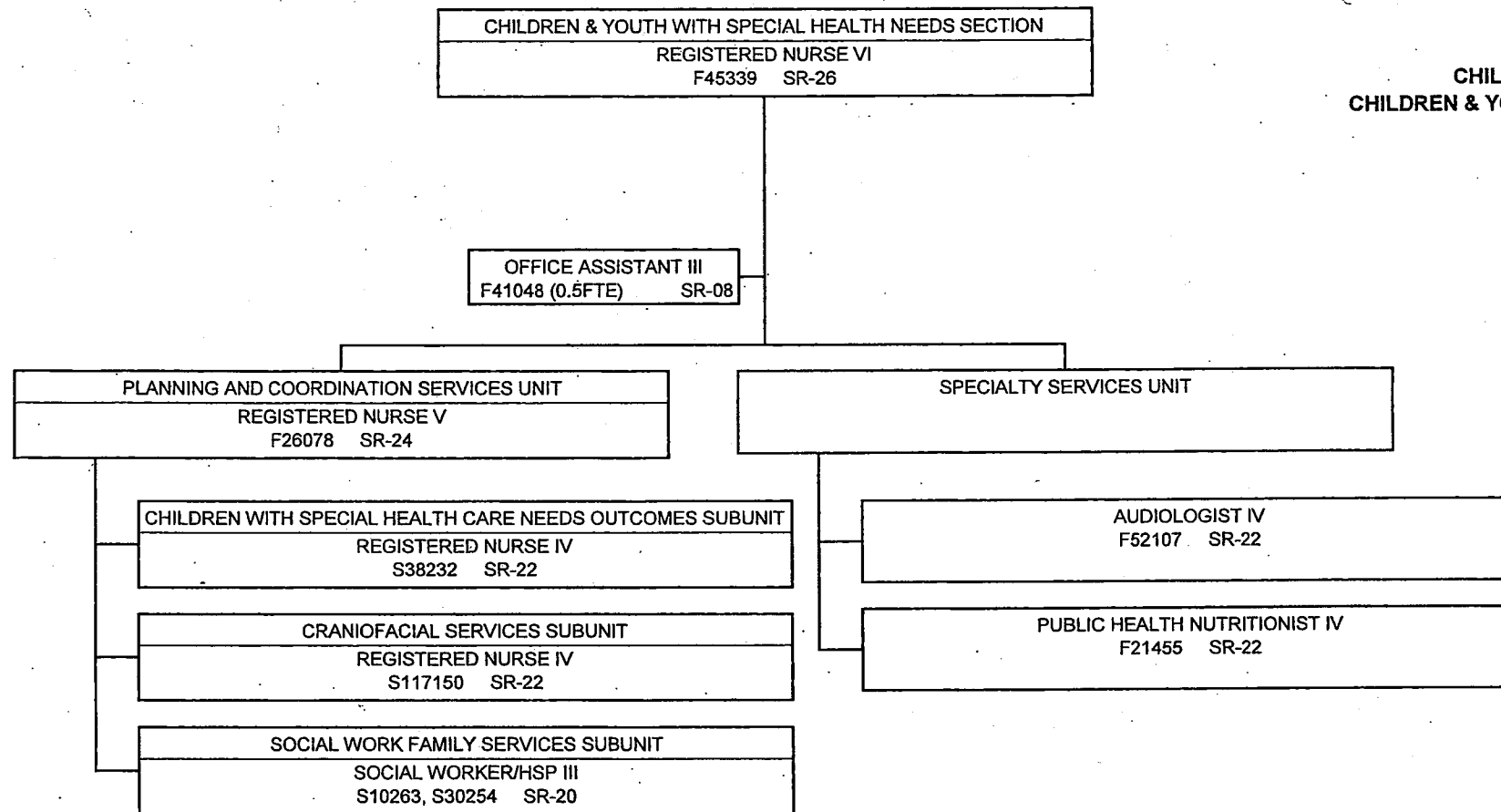


(1) TO BE POSITION VARIANCED.

JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 CHILDREN WITH SPECIAL HEALTH NEEDS BRANCH  
 CHILDREN & YOUTH WITH SPECIAL HEALTH NEEDS SECTION

POSITION ORGANIZATION CHART

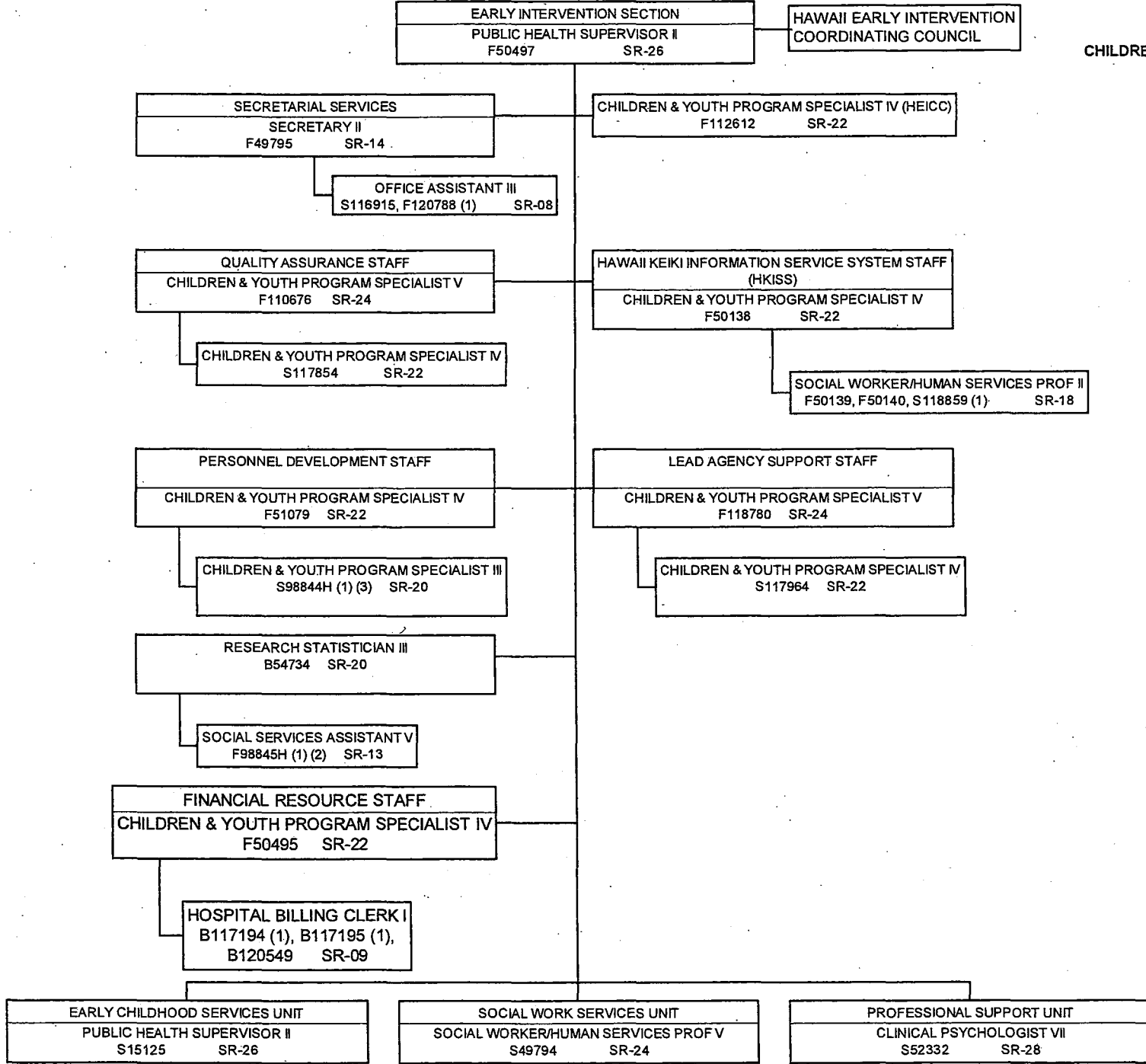


JUN 30 2013



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 CHILDREN WITH SPECIAL HEALTH NEEDS BRANCH  
 EARLY INTERVENTION SECTION

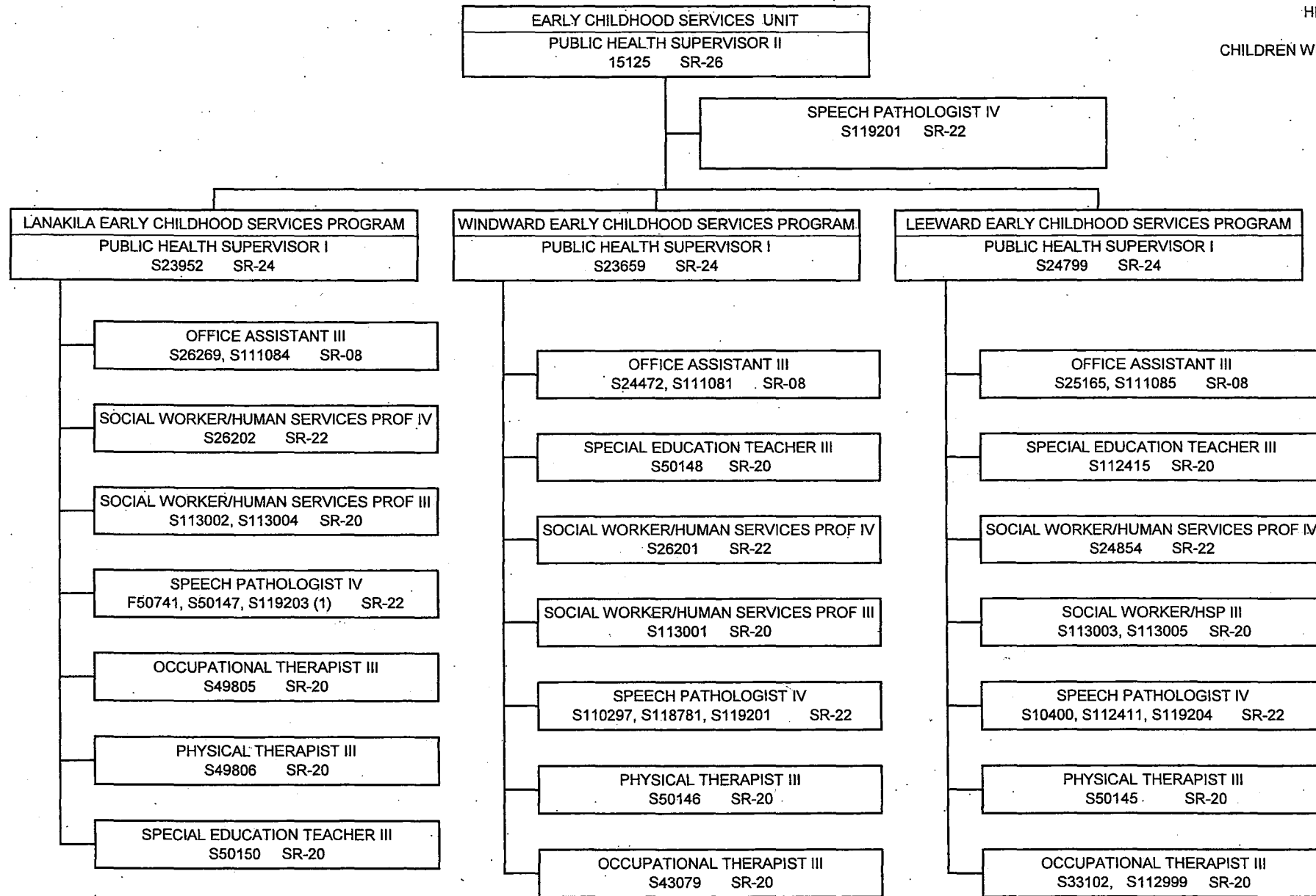
POSITION ORGANIZATION CHART



(1) TEMPORARY, NTE 6/30/15.  
 (2) TO BE POSITION VARIANCED.  
 (3) TO BE ESTABLISHED.

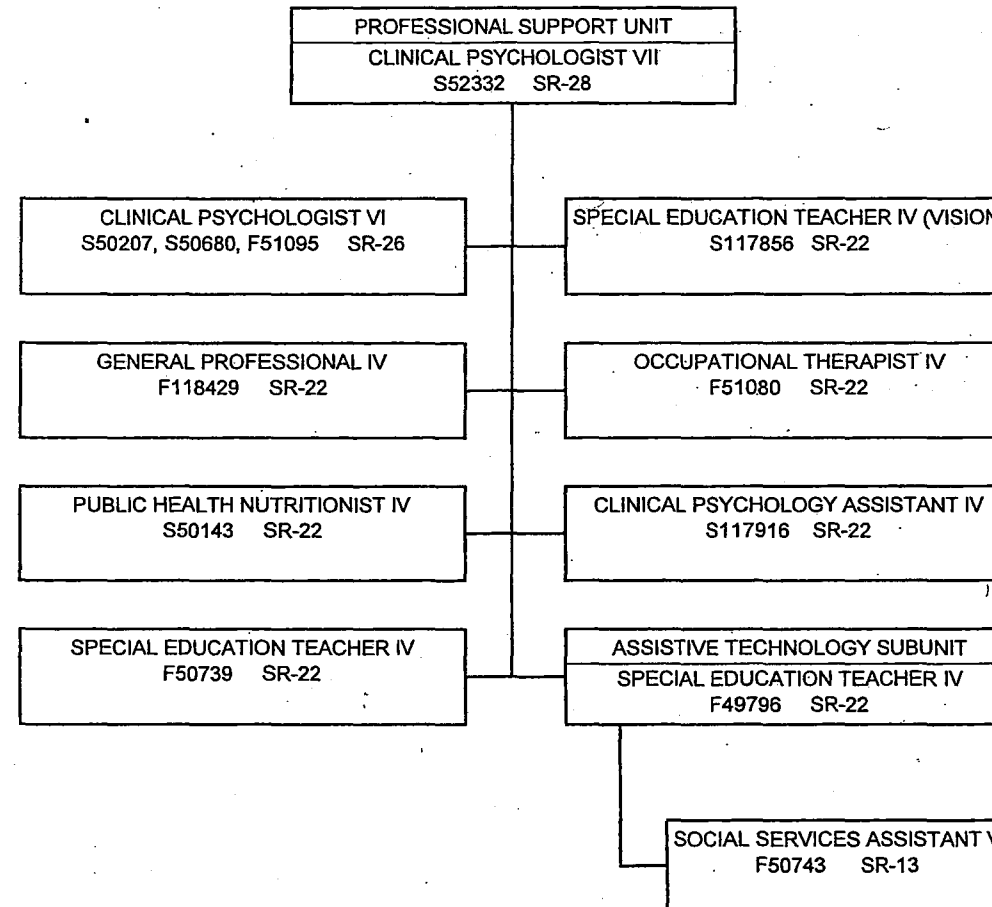
JUN 30 2013

PROPOSED

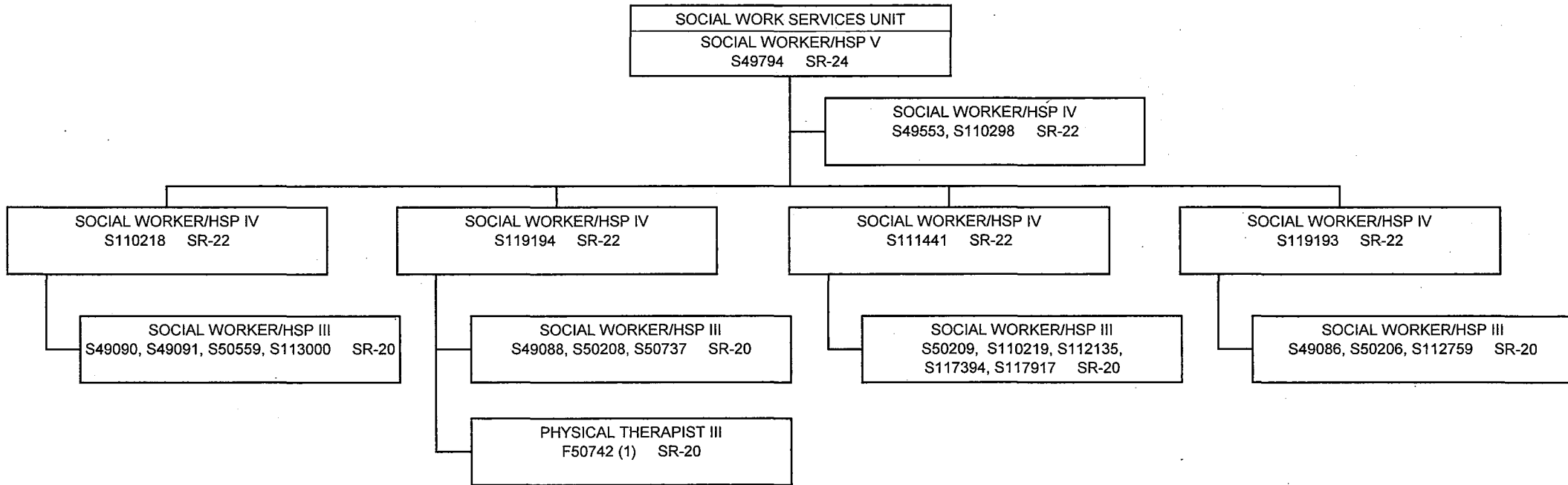


STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
FAMILY HEALTH SERVICES DIVISION  
CHILDREN WITH SPECIAL HEALTH NEEDS BRANCH  
EARLY INTERVENTION SECTION  
PROFESSIONAL SUPPORT UNIT

POSITION ORGANIZATION CHART



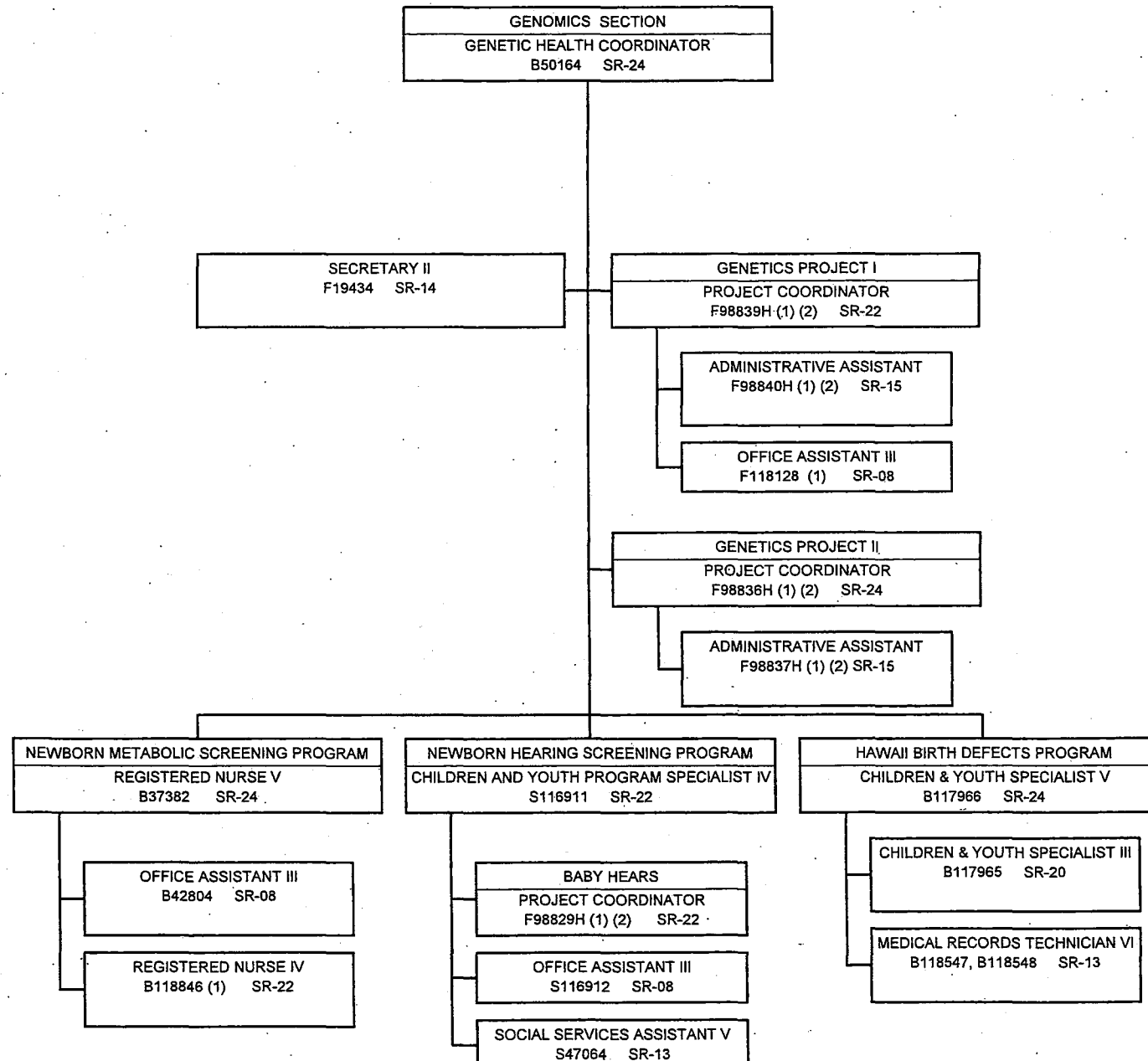
JUN 30 2013



(1) TO BE POSITION VARIANCED.

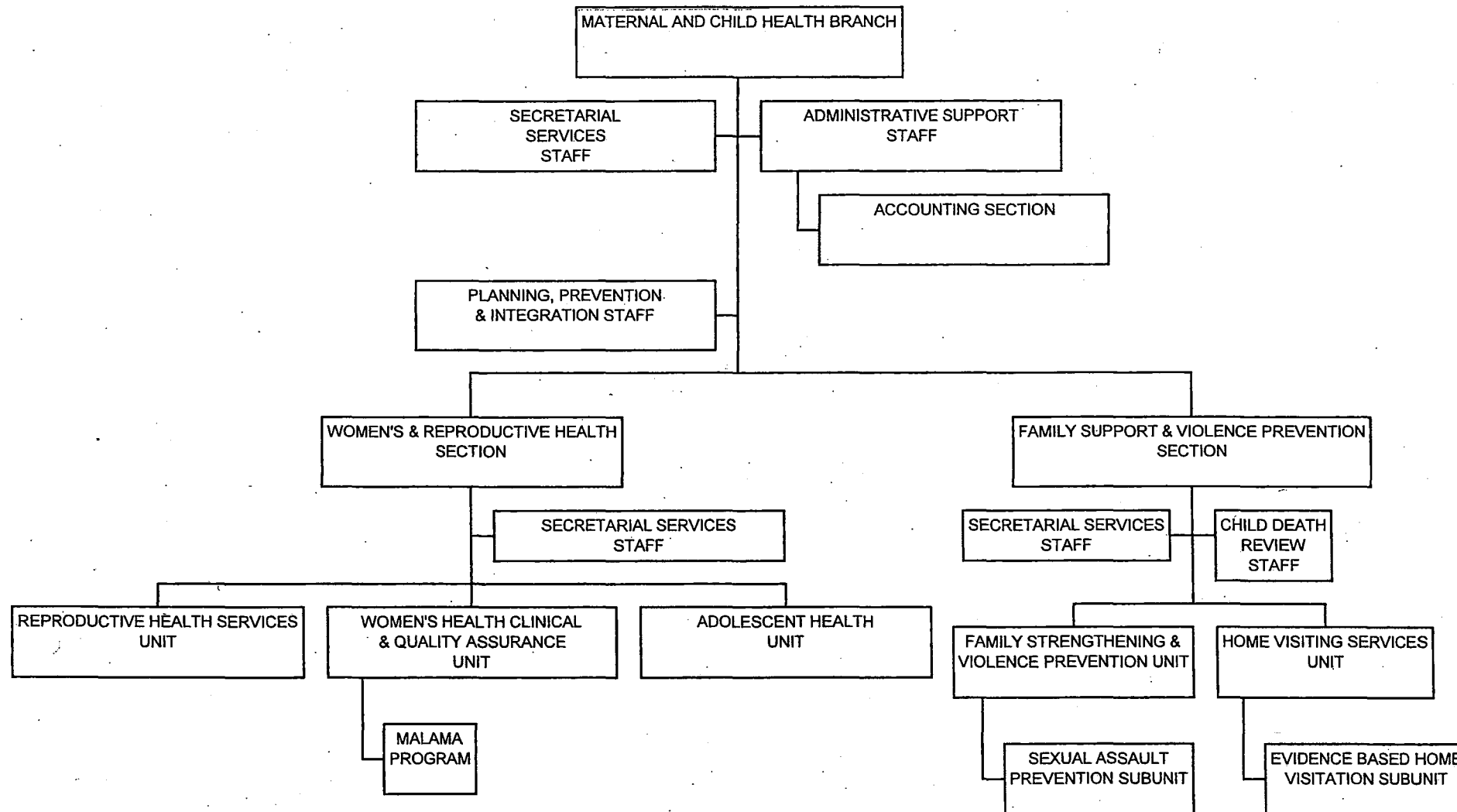
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 CHILDREN WITH SPECIAL HEALTH NEEDS BRANCH  
 GENOMICS SECTION

POSITION ORGANIZATION CHART



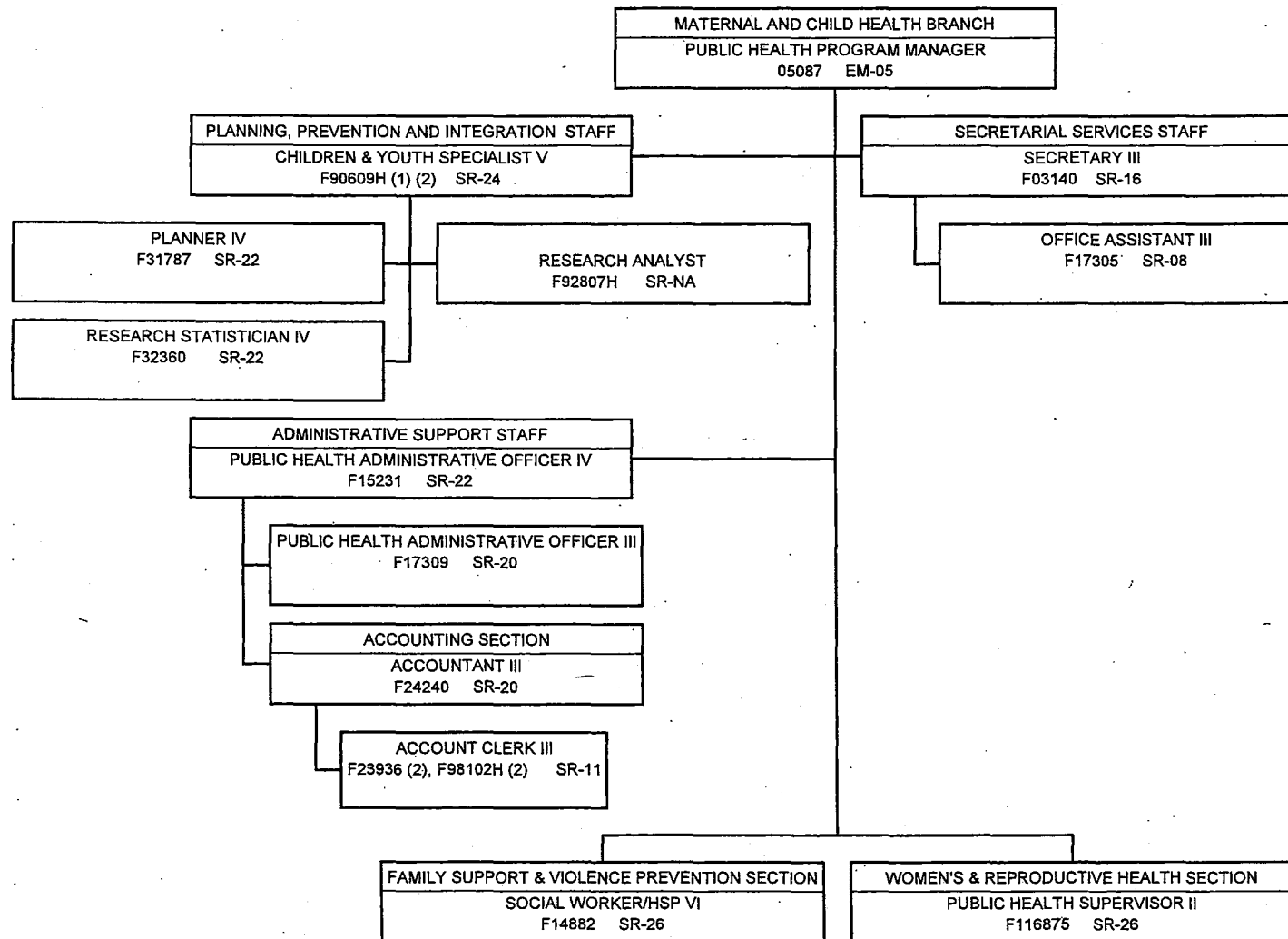
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 MATERNAL AND CHILD HEALTH BRANCH

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 MATERNAL AND CHILD HEALTH BRANCH

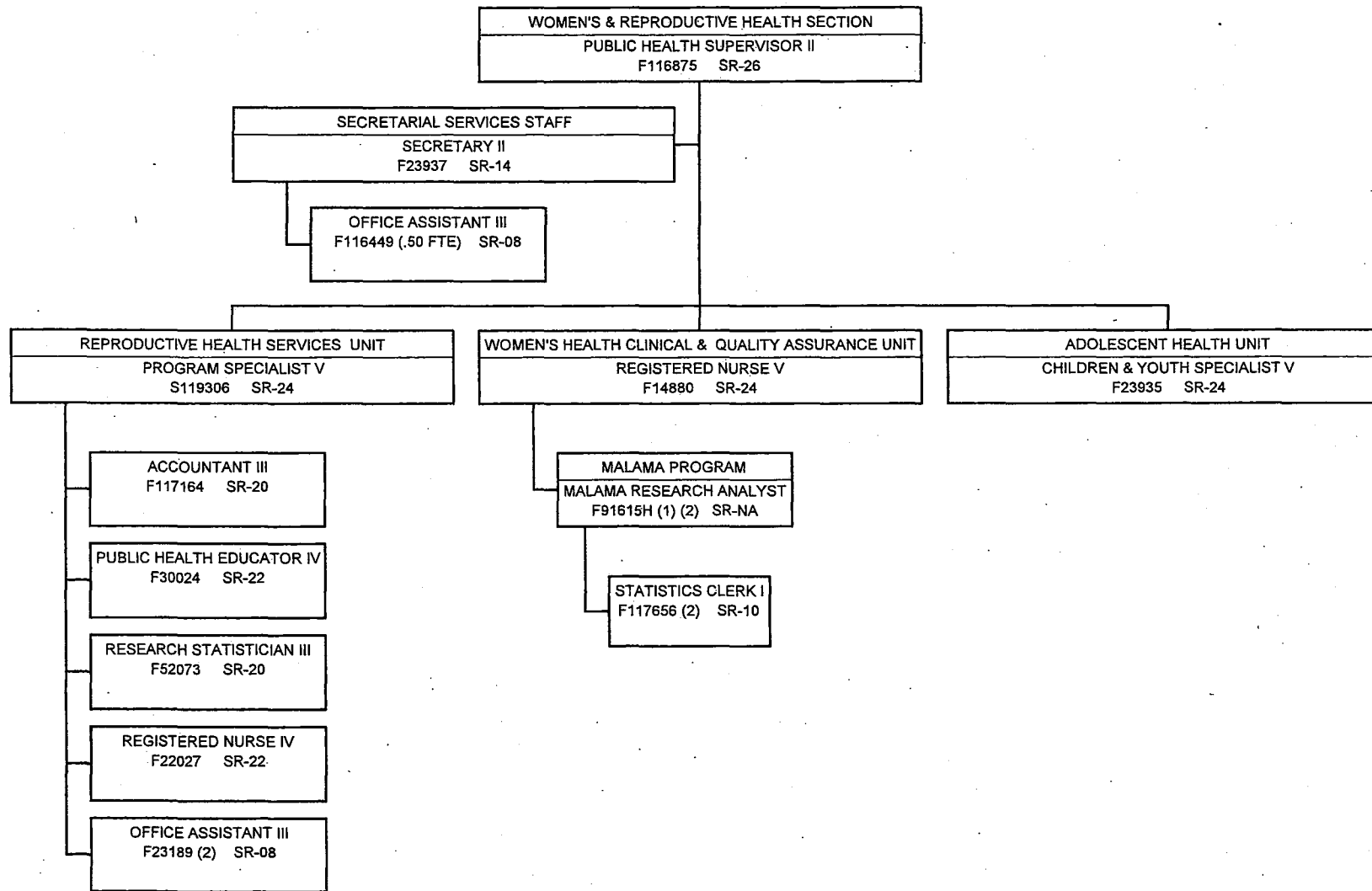
POSITION ORGANIZATION CHART



(1) TO BE ESTABLISHED.  
 (2) TEMPORARY, NTE 6/30/14.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 MATERNAL AND CHILD HEALTH BRANCH  
 WOMEN'S REPRODUCTIVE HEALTH SECTION

POSITION ORGANIZATION CHART

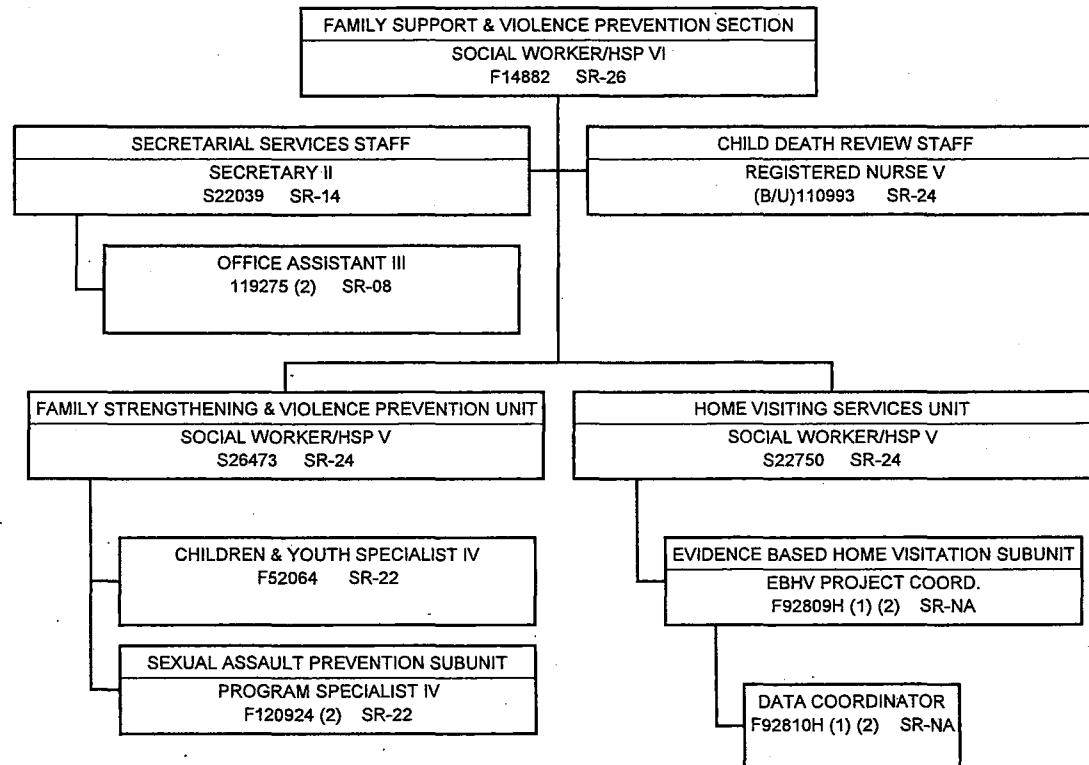


(1) TO BE ESTABLISHED.  
 (2) TEMPORARY, NTE 6/30/14.

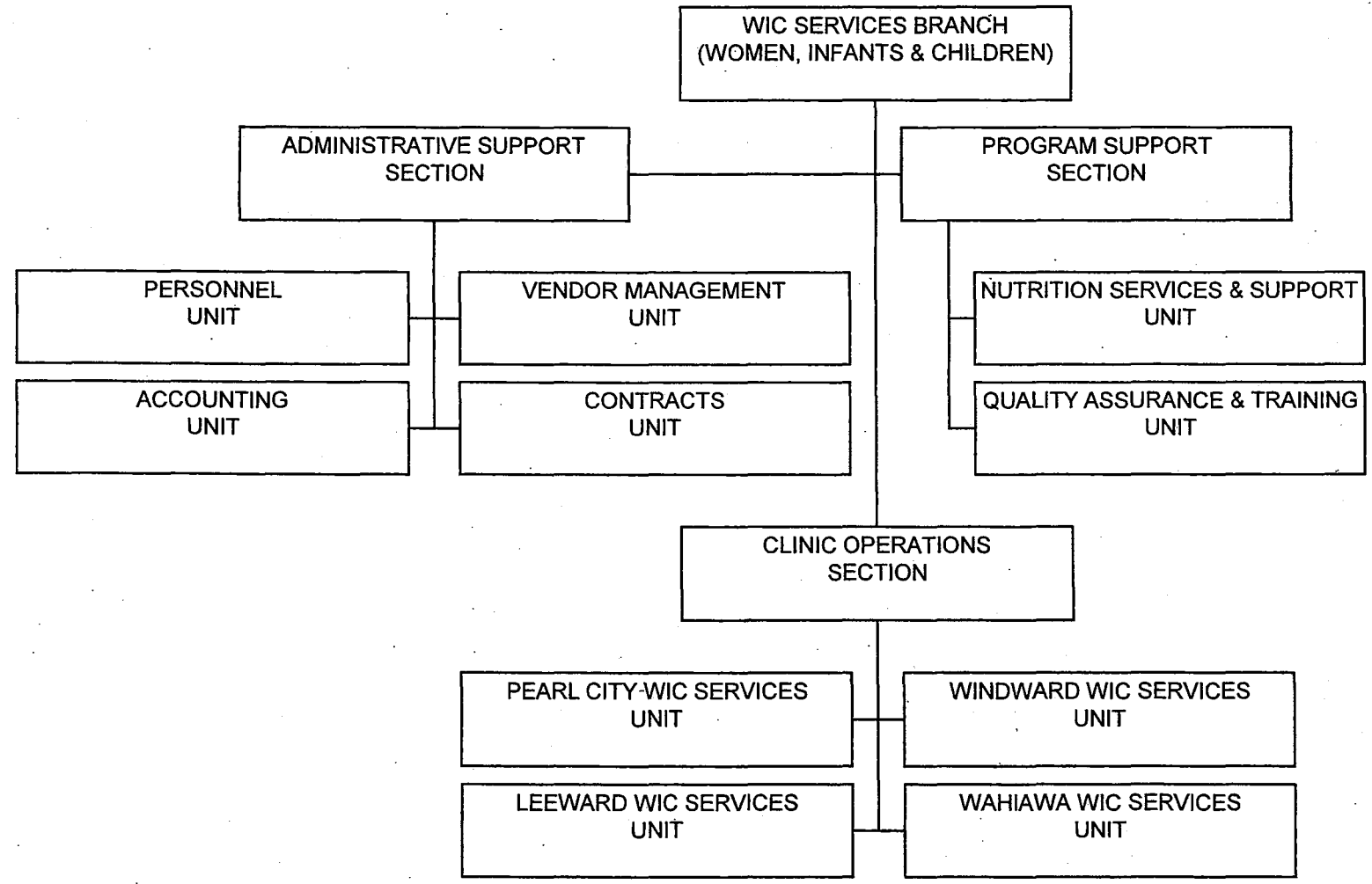


STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 MATERNAL AND CHILD HEALTH BRANCH  
 FAMILY SUPPORT & VIOLENCE PREVENTION SECTION

POSITION ORGANIZATION CHART

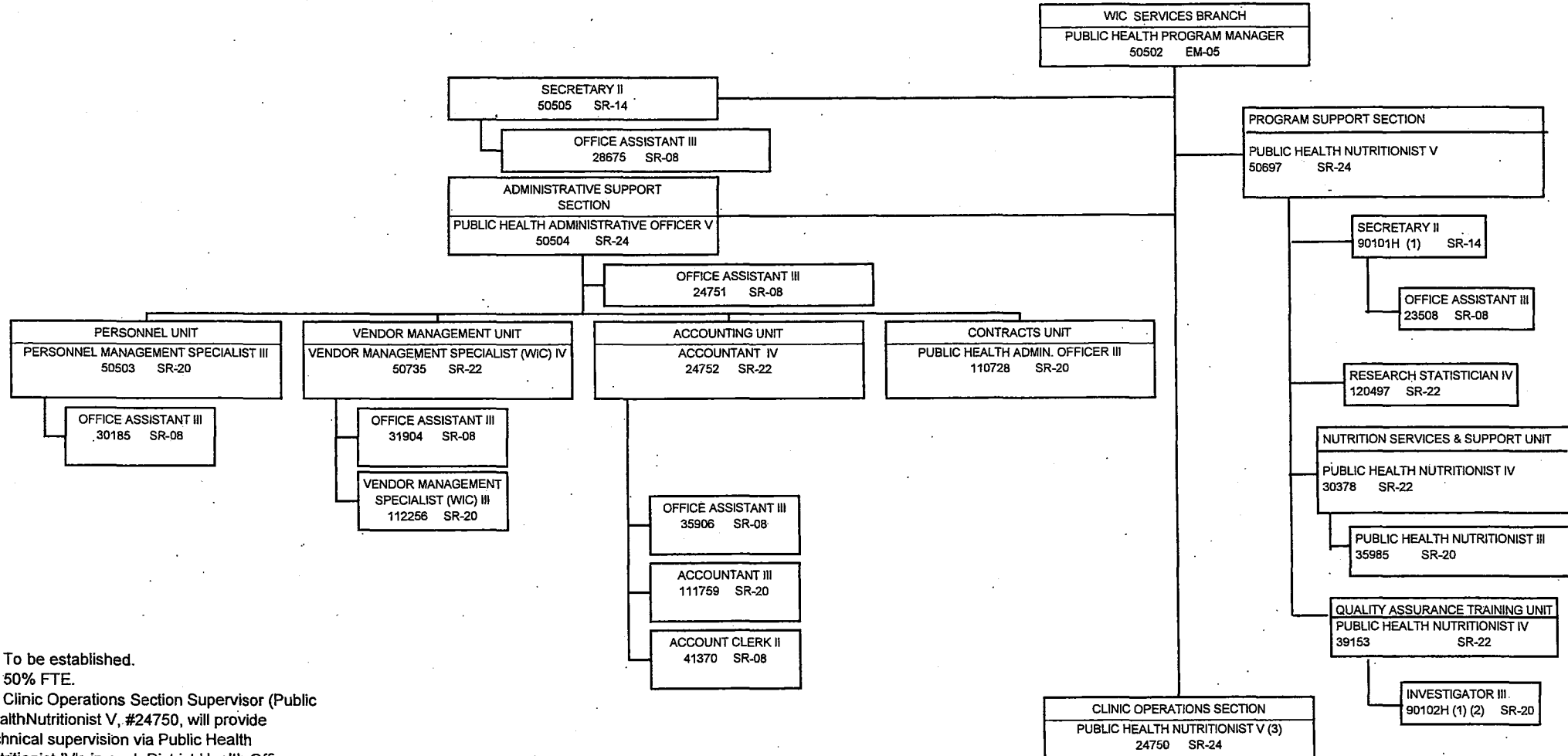


(1) TO BE ESTABLISHED.  
 (2) TEMPORARY, NTE 6/30/15.



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 WIC SERVICES BRANCH  
 ADMINISTRATIVE SUPPORT SECTION/PROGRAM SUPPORT SECTION

POSITION ORGANIZATION CHART



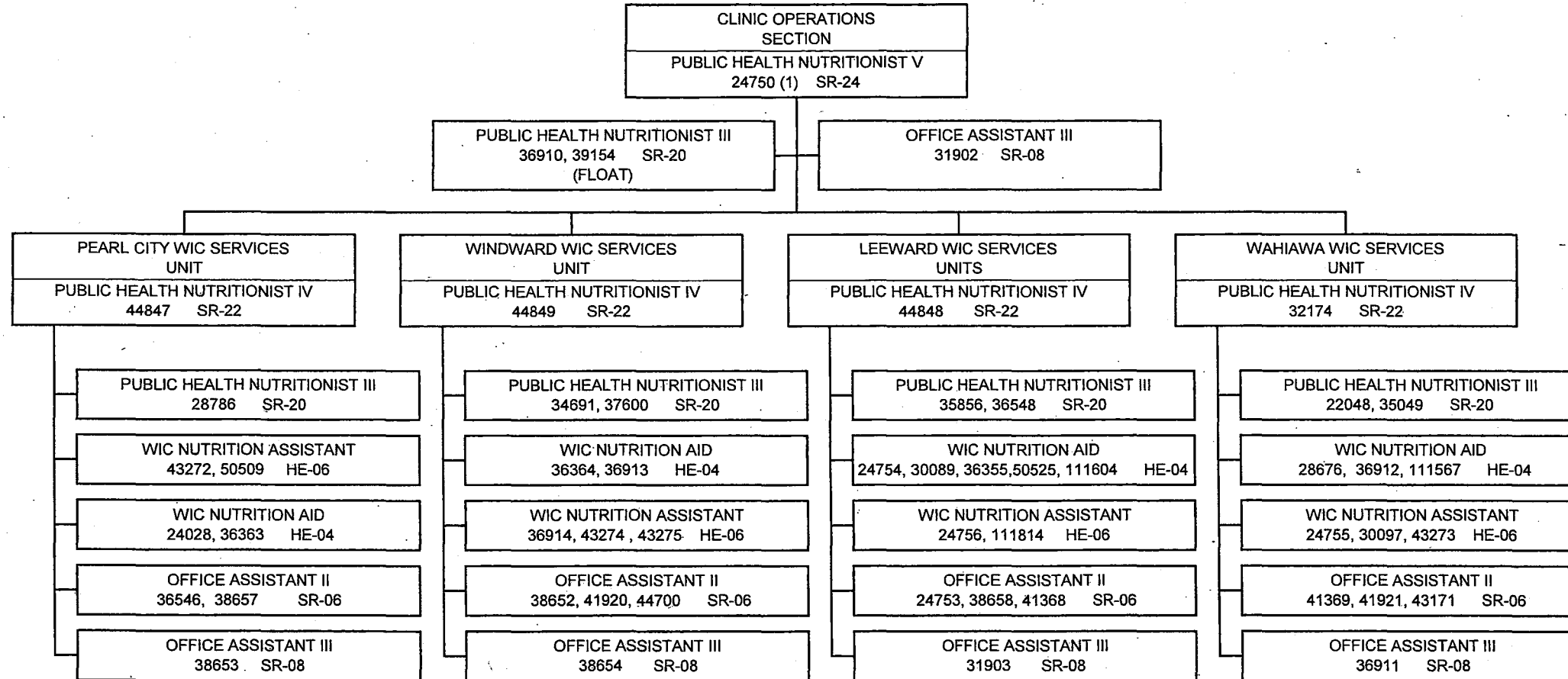
- (1) To be established.
- (2) 50% FTE.
- (3) Clinic Operations Section Supervisor (Public Health Nutritionist V, #24750, will provide technical supervision via Public Health Nutritionist IV's in each District Health Office (Hawaii, Maui, Kauai Wic Services).

(SEE SEPARATE CHART)

JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 FAMILY HEALTH SERVICES DIVISION  
 WIC SERVICES BRANCH  
 CLINIC OPERATIONS SECTION

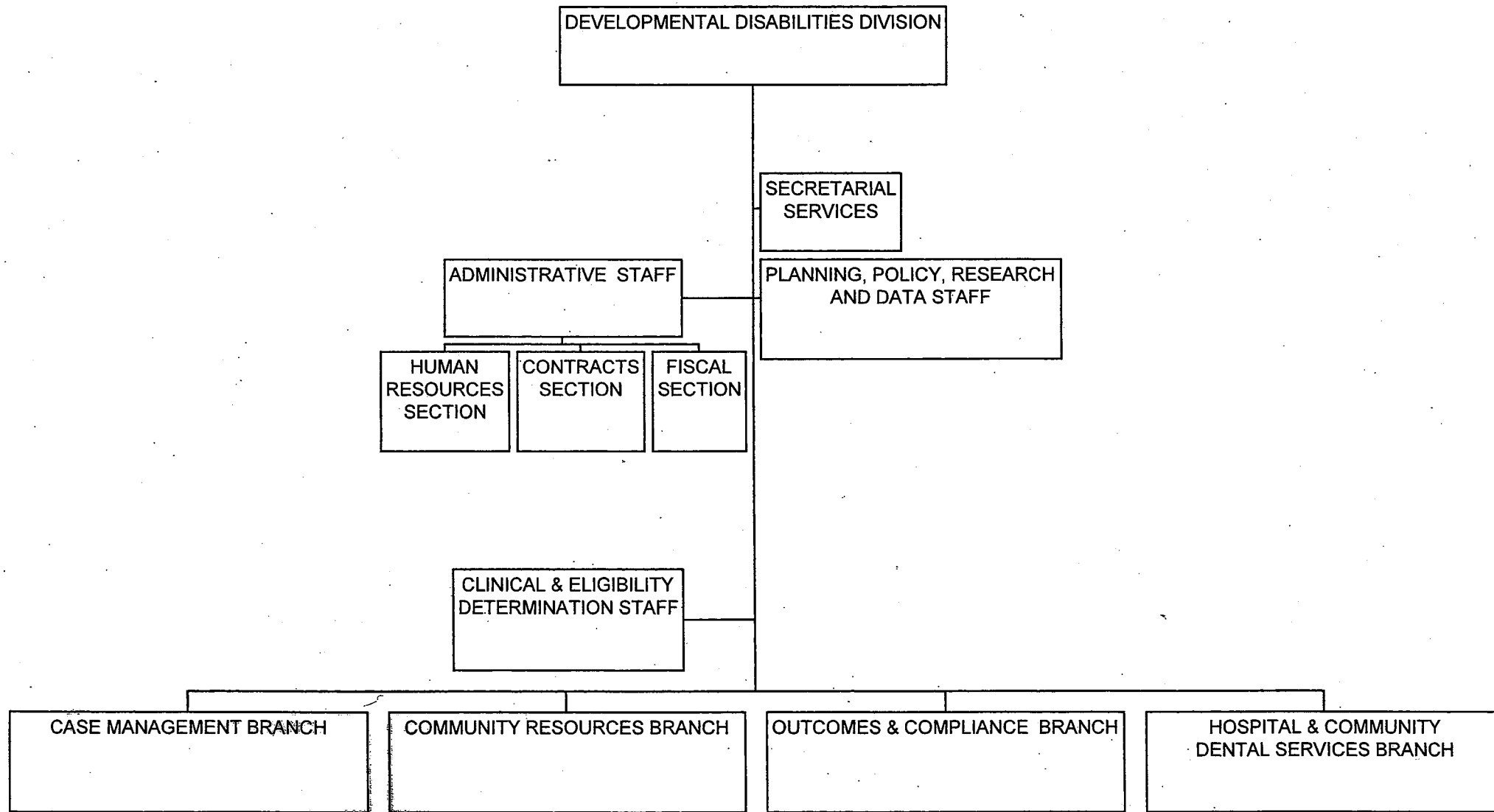
POSITION ORGANIZATION CHART



(1) Clinic Operations Section Supervisor  
 (Public Health Nutritionist V, #24750),  
 will supervise Wic Services via  
 Public Health Nutritionist IV's in each  
 District Health Office (Hawaii, Maui, Kauai).

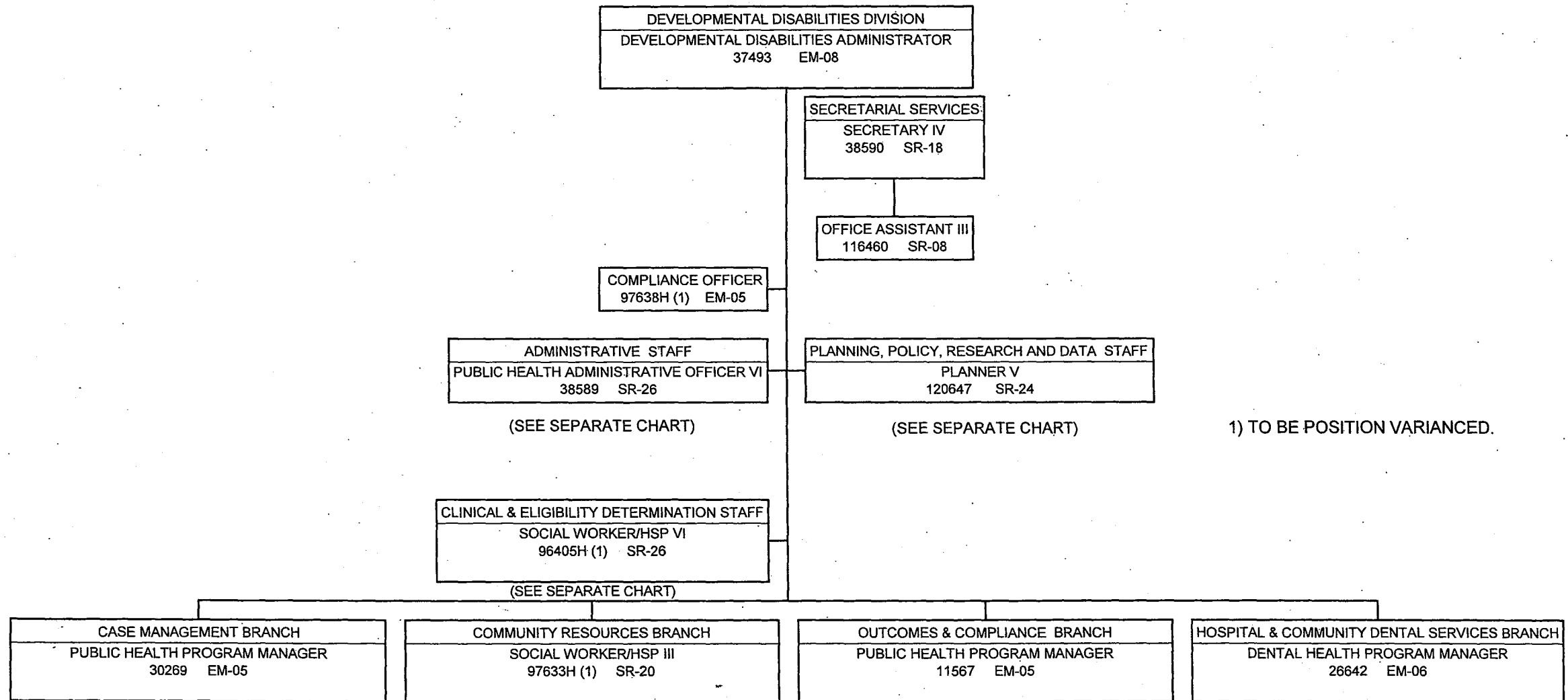
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 DEVELOPMENTAL DISABILITIES DIVISION

POSITION ORGANIZATION CHART



1) TO BE POSITION VARIANCED.

(SEE SEPARATE CHART)

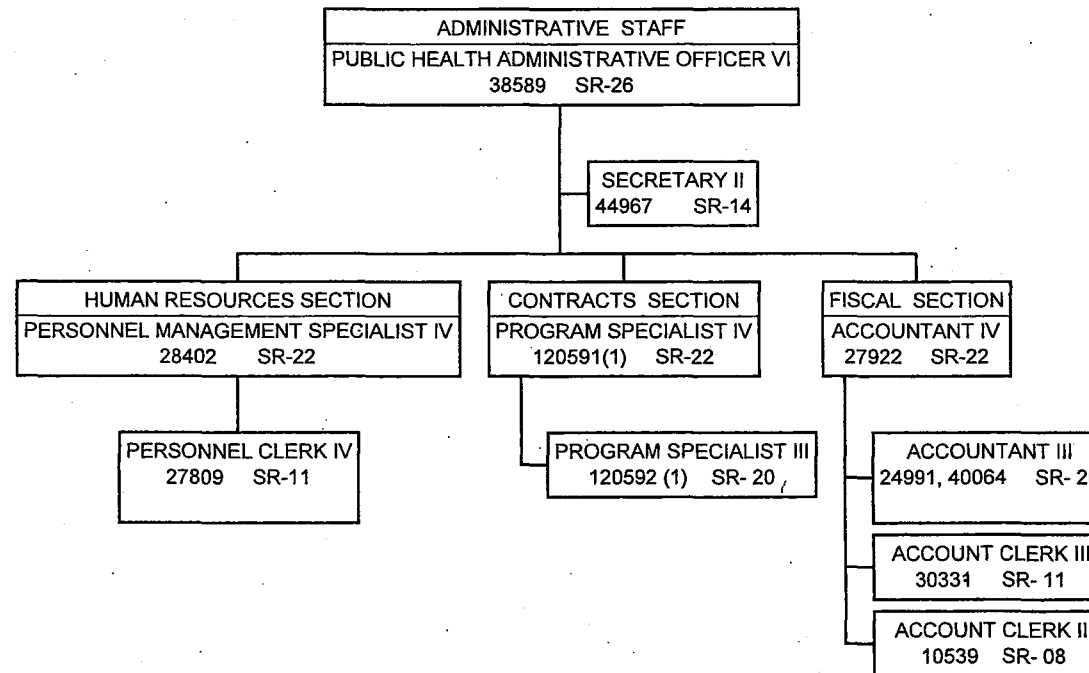
(SEE SEPARATE CHART)

(SEE SEPARATE CHART)

(SEE SEPARATE CHART)

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION  
ADMINISTRATIVE STAFF

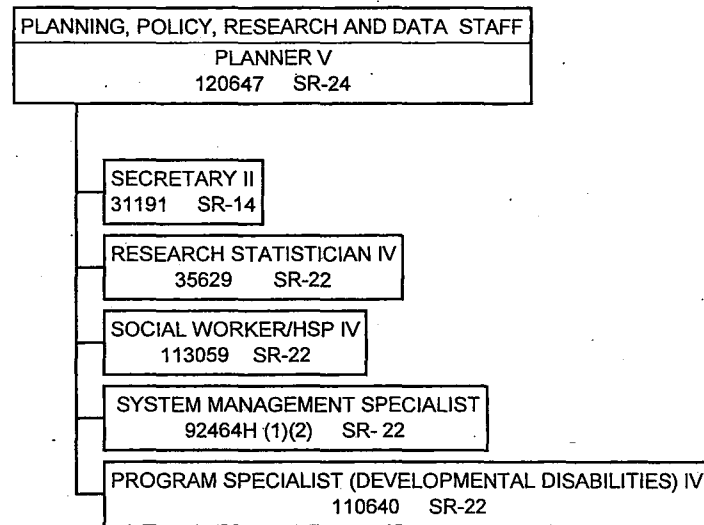
POSITION ORGANIZATION CHART



1) TEMPORARY, NTE 6/30/14.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION  
PLANNING, POLICY, RESEARCH AND DATA STAFF

POSITION ORGANIZATION CHART

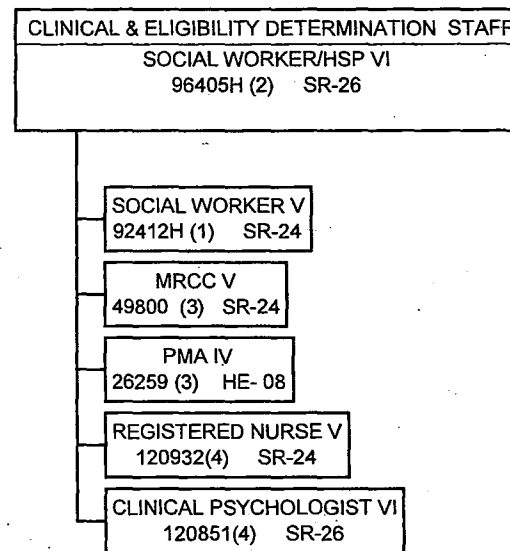


- 1) TO BE POSITION VARIANCED.
- 2) TEMPORARY, NTE 6/30/14.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION  
CLINICAL & ELIGIBILITY DETERMINATION STAFF

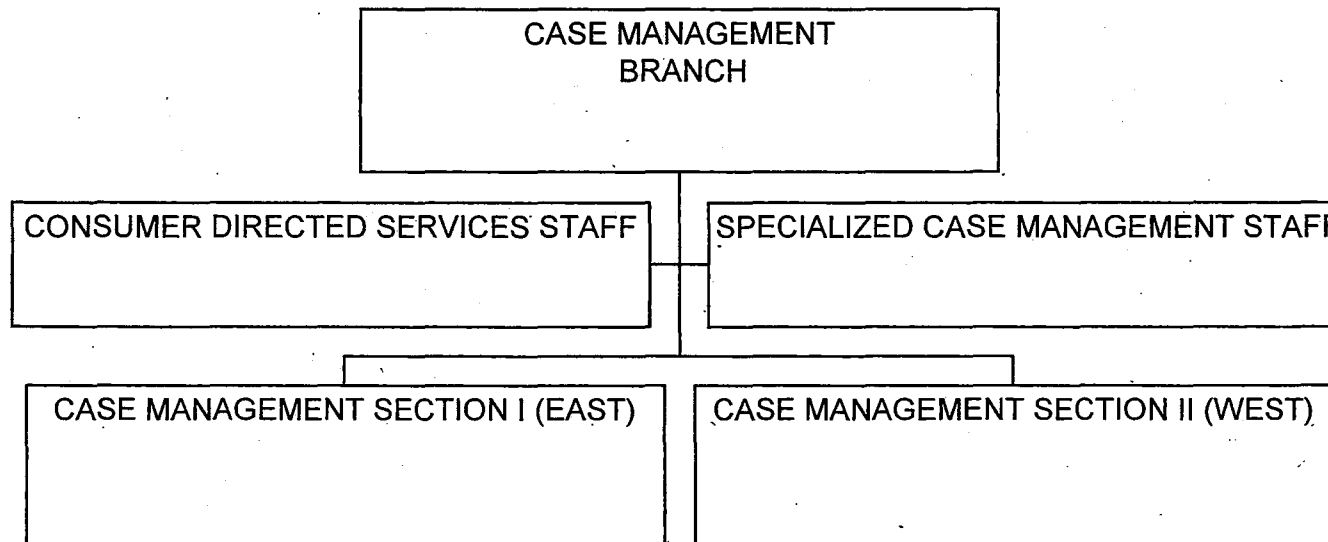
POSITION ORGANIZATION CHART



- 1) TO BE ESTABLISHED.
- 2) TO BE POSITION VARIANCED.
- 3) TO BE REDESCRIBED.
- 4) TEMPORARY, NTE 6/30/14.

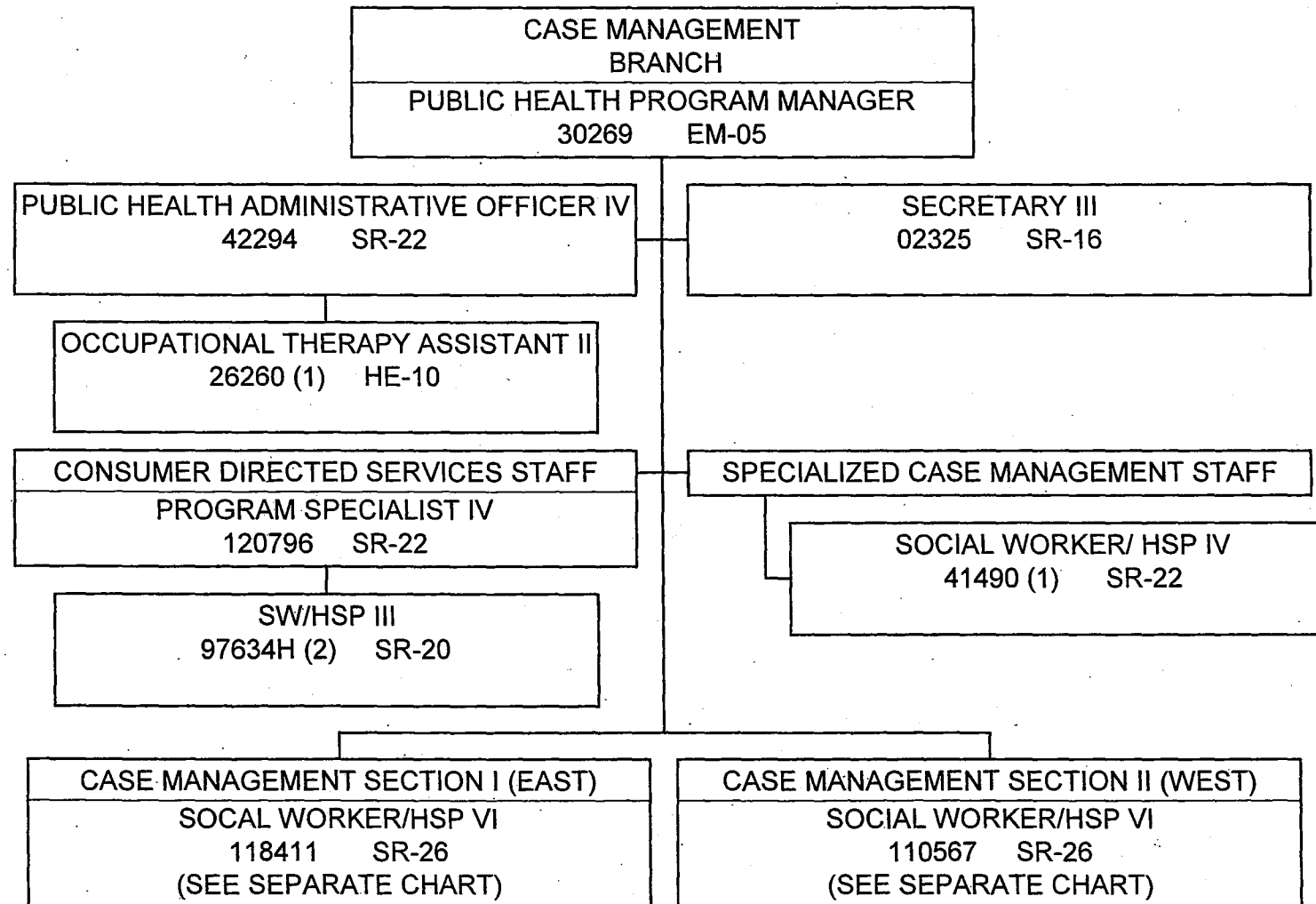
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION  
CASE MANAGEMENT BRANCH

ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 DEVELOPMENTAL DISABILITIES DIVISION  
 CASE MANAGEMENT BRANCH

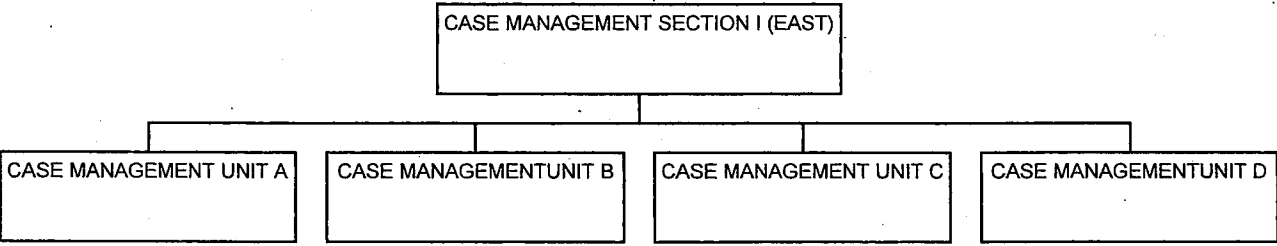
POSITION ORGANIZATION CHART



(1) TO BE REDESCRIBED.  
 (2) TO BE ESTABLISHED.

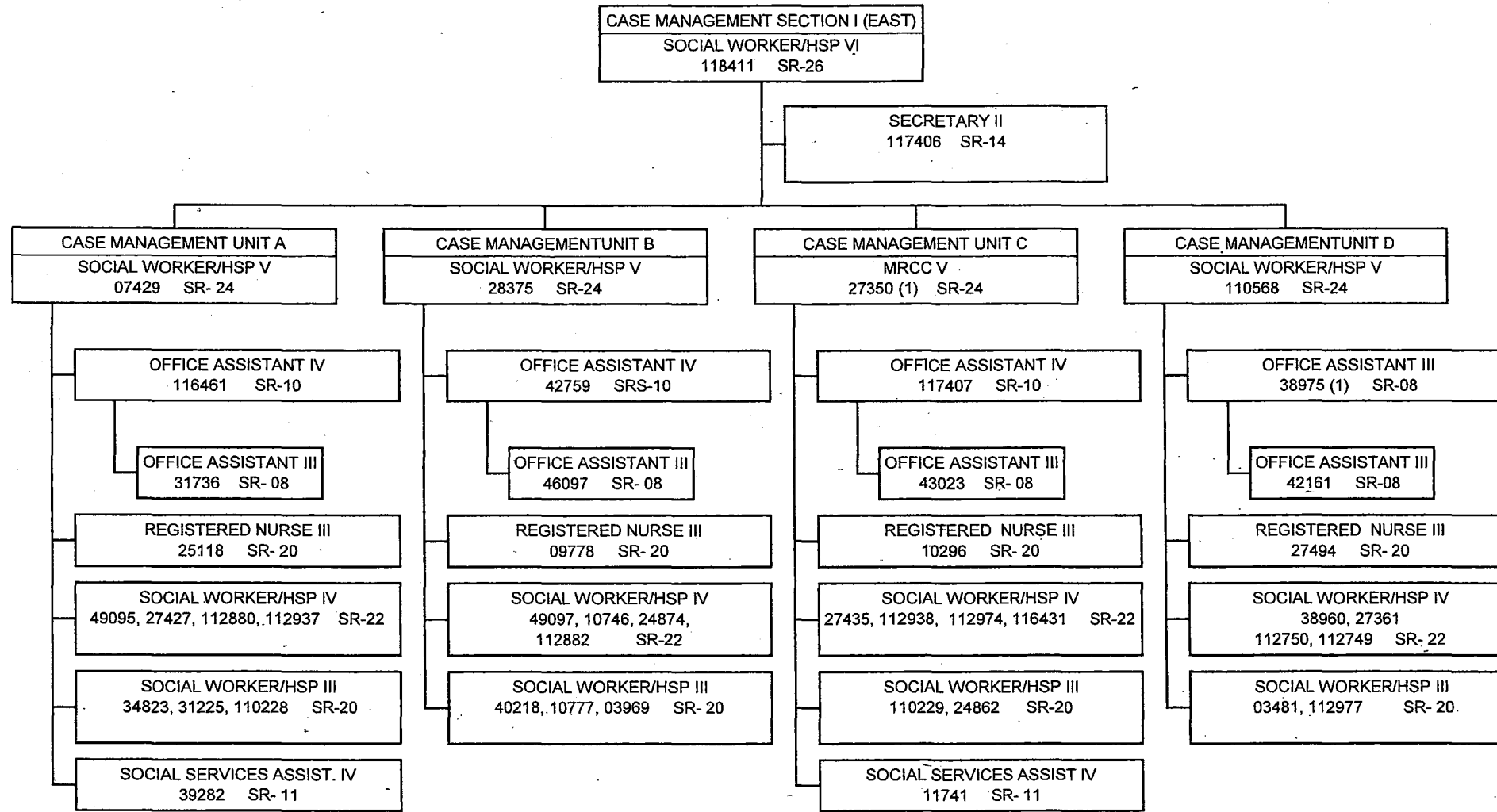
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION  
CASE MANAGEMENT BRANCH  
CASE MANAGEMENT SECTION I (EAST)

ORGANIZATION CHART



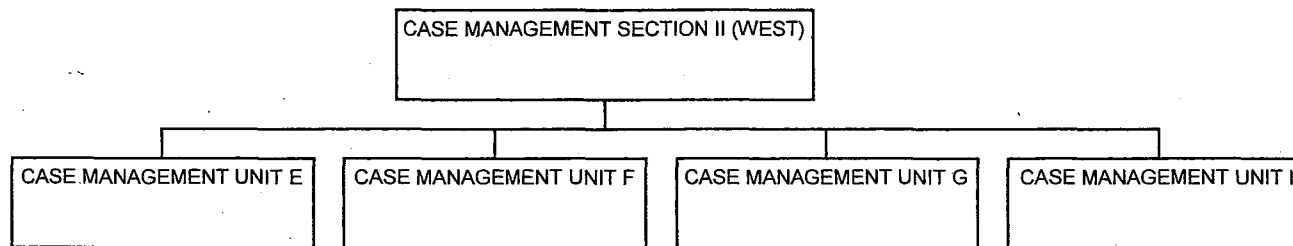
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 DEVELOPMENTAL DISABILITIES DIVISION  
 CASE MANAGEMENT BRANCH  
 CASE MANAGEMENT SECTION I (EAST)

POSITION ORGANIZATION CHART



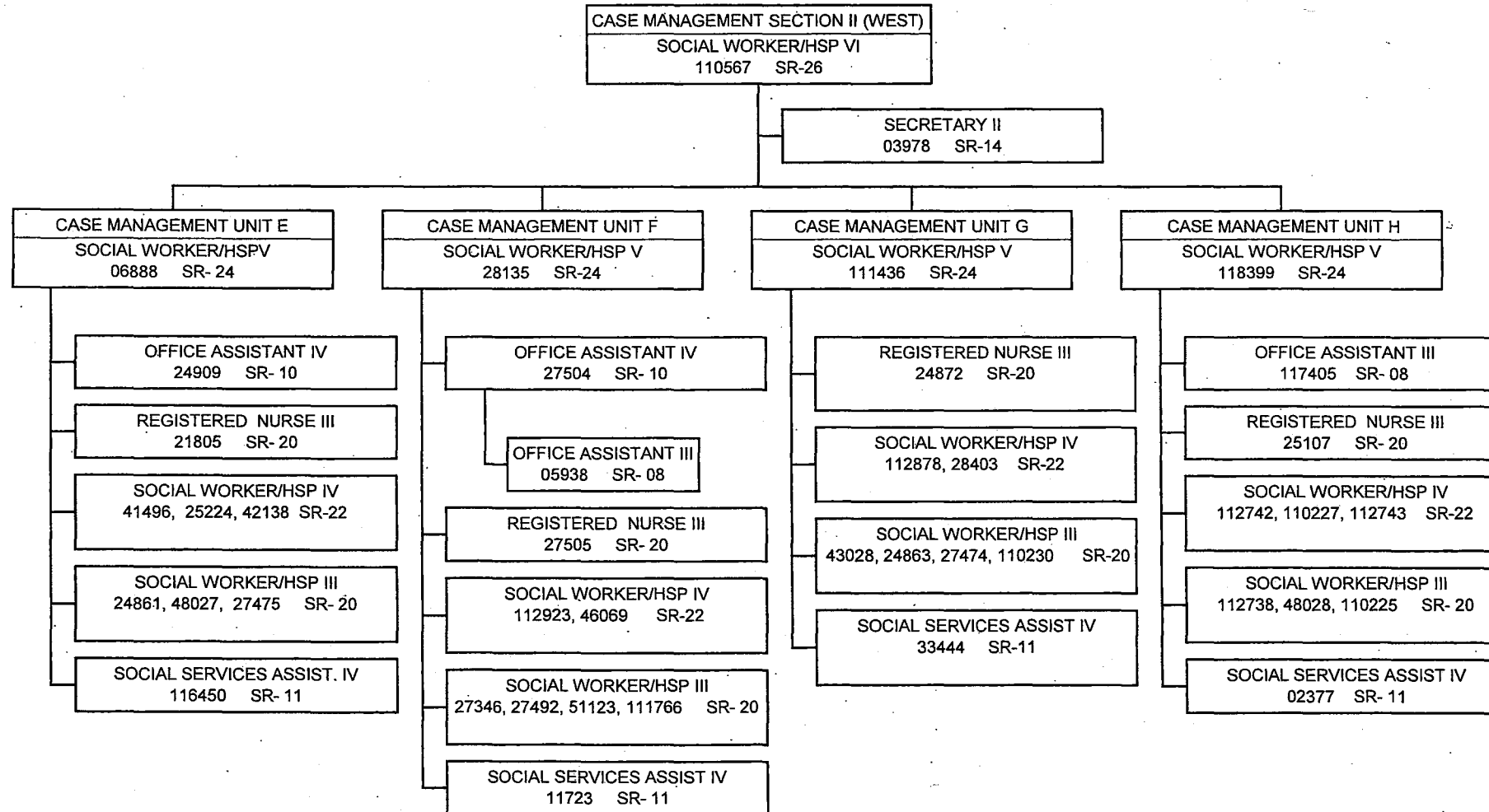
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION  
CASE MANAGEMENT BRANCH  
CASE MANAGEMENT SECTION II (WEST)

ORGANIZATION CHART



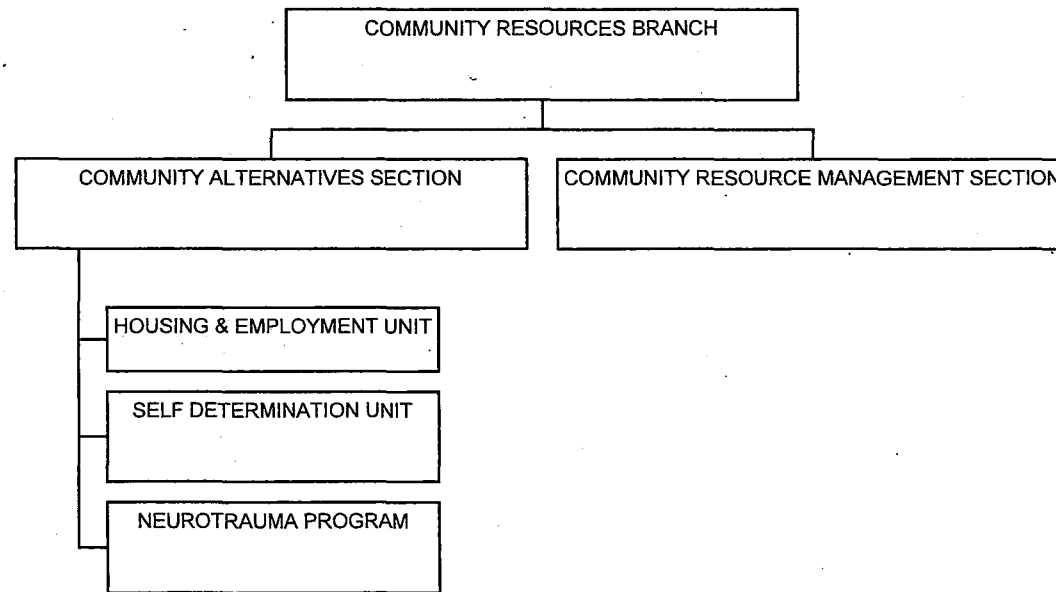
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 DEVELOPMENTAL DISABILITIES DIVISION  
 CASE MANAGEMENT BRANCH  
 CASE MANAGEMENT SECTION II (WEST)

POSITION ORGANIZATION CHART



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION  
COMMUNITY RESOURCES BRANCH

ORGANIZATION CHART

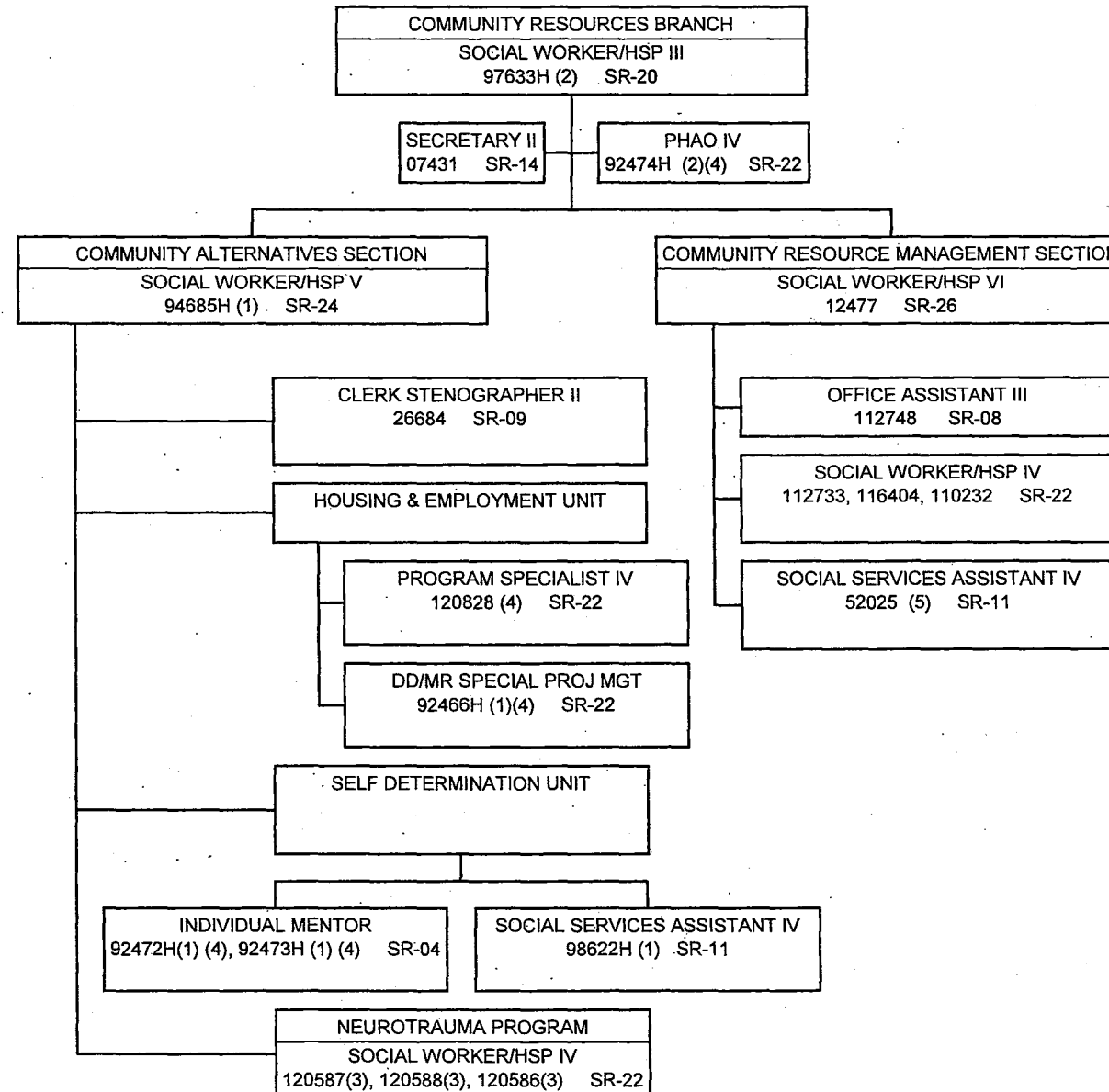


JUN 30 2013

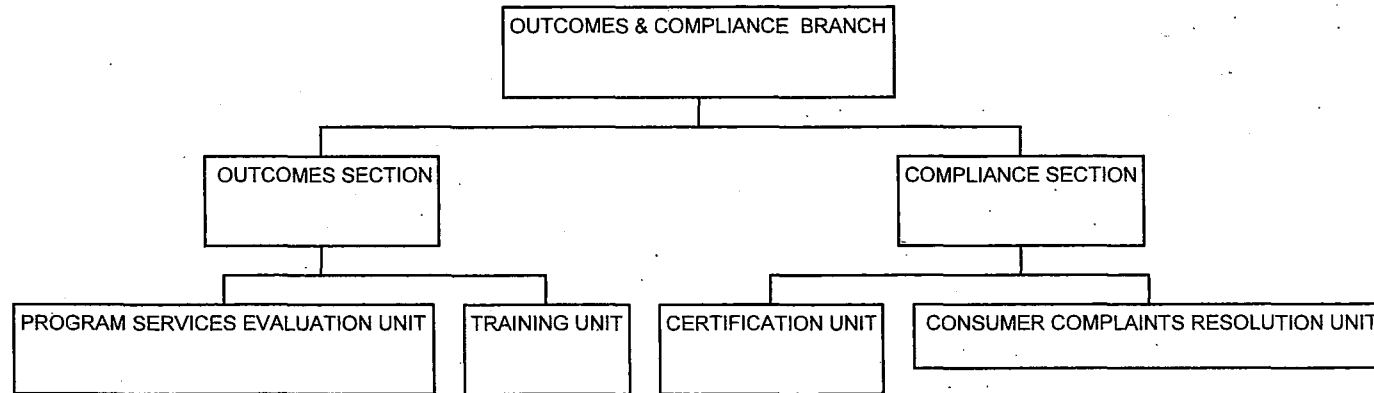


STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 DEVELOPMENTAL DISABILITIES DIVISION  
 COMMUNITY RESOURCES BRANCH

POSITION ORGANIZATION CHART

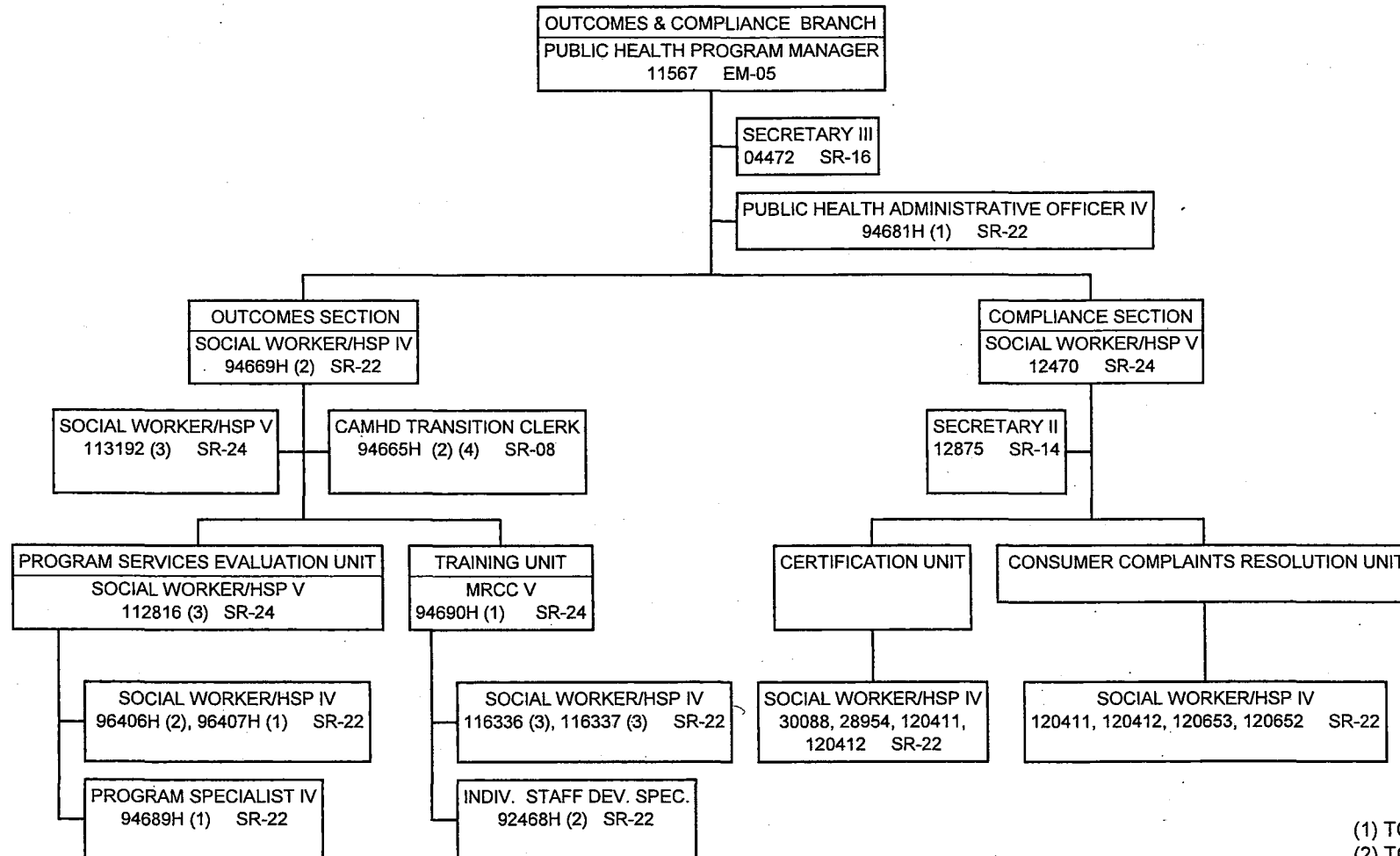


- (1) TO BE ESTABLISHED.
- (2) TO BE POSITION VARIANCED.
- (3) NEUROTRAUMA SPECIAL FUND.
- (4) TEMPORARY, NTE 6/30/14.
- (5) TO BE REDESCRIBED.



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 DEVELOPMENTAL DISABILITIES DIVISION  
 OUTCOMES & COMPLIANCE BRANCH

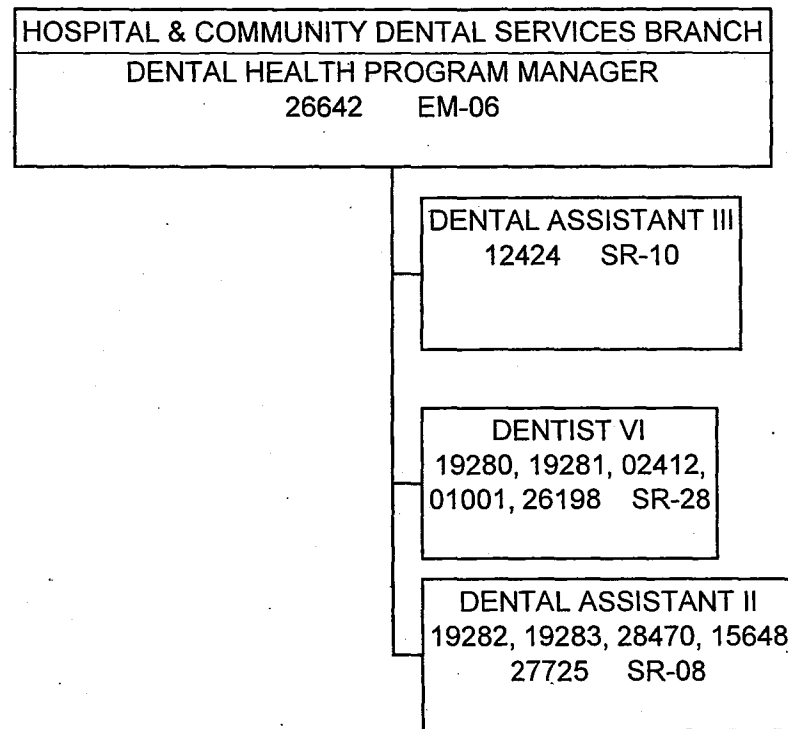
POSITION ORGANIZATION CHART



- (1) TO BE ESTABLISHED.
- (2) TO BE POSITION VARIANCED.
- (3) TO BE REDESCRIBED.
- (4) TEMPORARY, NTE 6/30/14.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION

POSITION ORGANIZATION CHART



ACKNOWLEDGED:



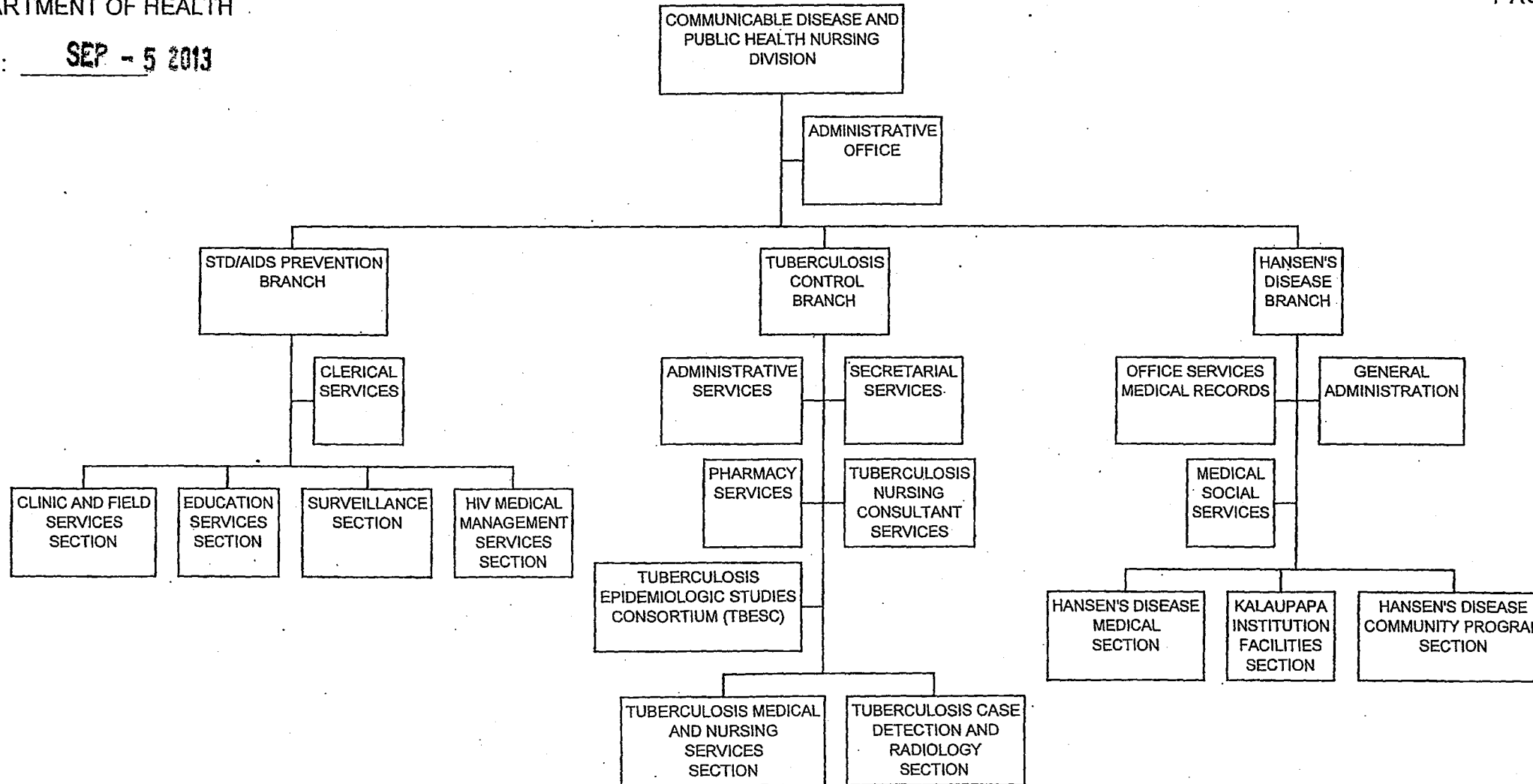
LORETTA J. FUDDY, A.C.S.W., M.P.H., DIRECTOR  
DEPARTMENT OF HEALTH

DATE: SEP - 5 2013

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION

ORGANIZATION CHART

PROPOSED



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION

POSITION ORGANIZATION CHART

COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION  
PUBLIC HEALTH PRGMS ADMR (MD/DO)  
116917 ES-03

SECRETARY III  
00911 SR-16

EPIDEMIOLOGIST  
93813H SR-NA

ADMINISTRATIVE OFFICE  
PUBLIC HEALTH ADMINISTRATIVE OFFICER VI  
41993 SR-26

SECRETARY II  
00921 SR-14

PERSONNEL MANAGEMENT SPECIALIST IV  
52071 SR-22

STD/AIDS PREVENTION BRANCH  
PUBLIC HEALTH PROGRAM MANAGER  
43133 EM-05

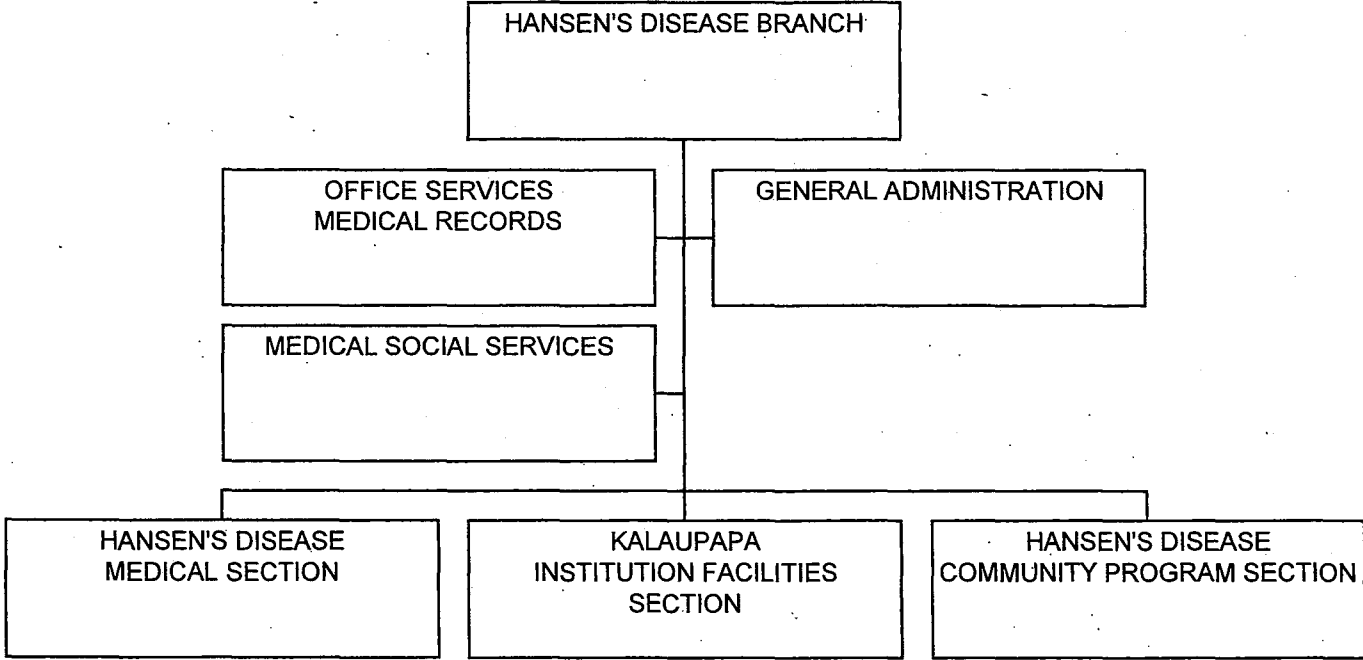
TUBERCULOSIS CONTROL BRANCH  
TB CONTROL PROGRAM MANAGER (MD)  
03000 ES-02

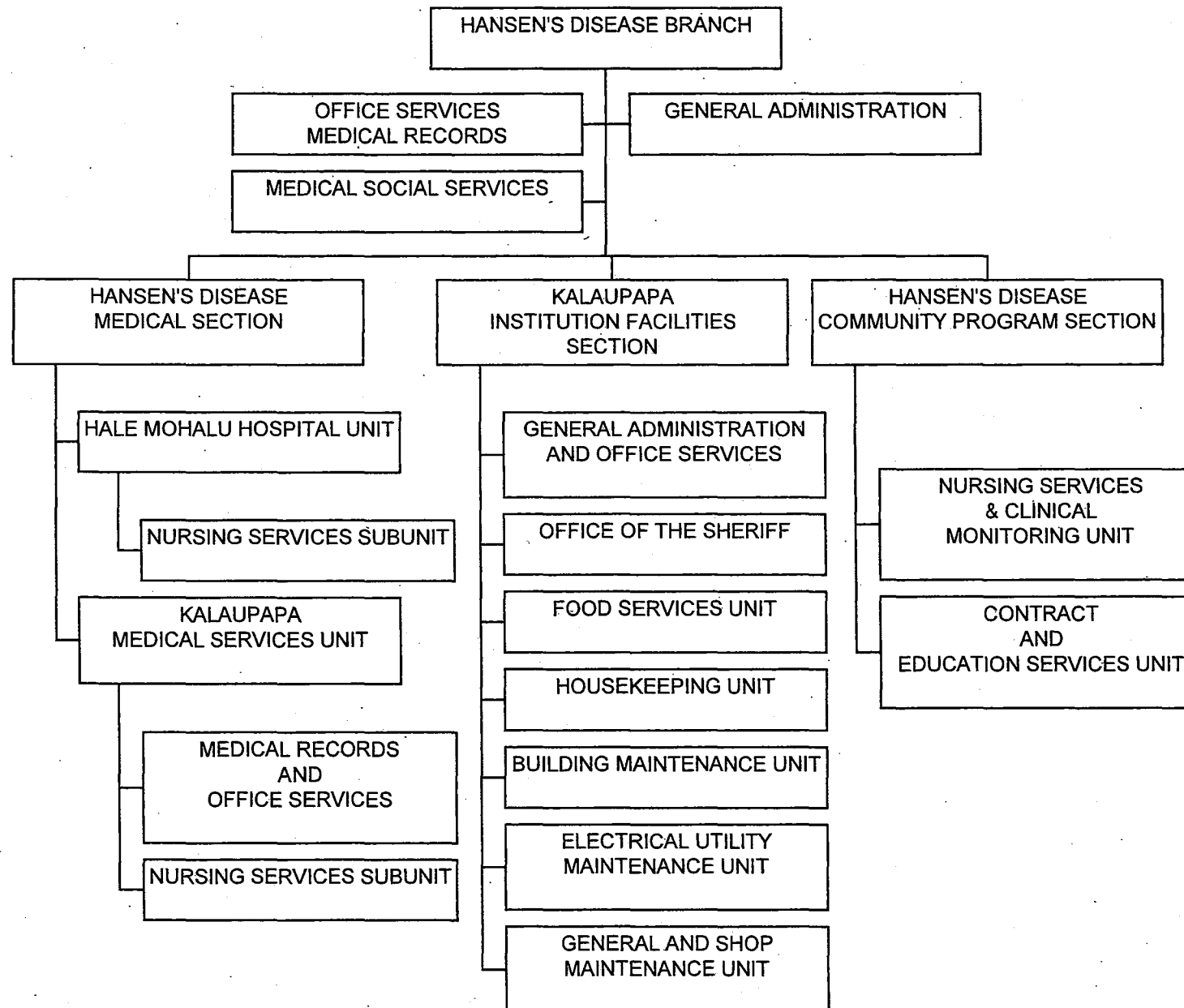
HANSEN'S DISEASE BRANCH  
PUBLIC HEALTH PROGRAM MANAGER  
01000 EM-05

PUBLIC HEALTH NURSING BRANCH  
NURSING SERVICE MANAGER III  
030006 EM-06

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION  
HANSEN'S DISEASE BRANCH

GANIZATION CHART

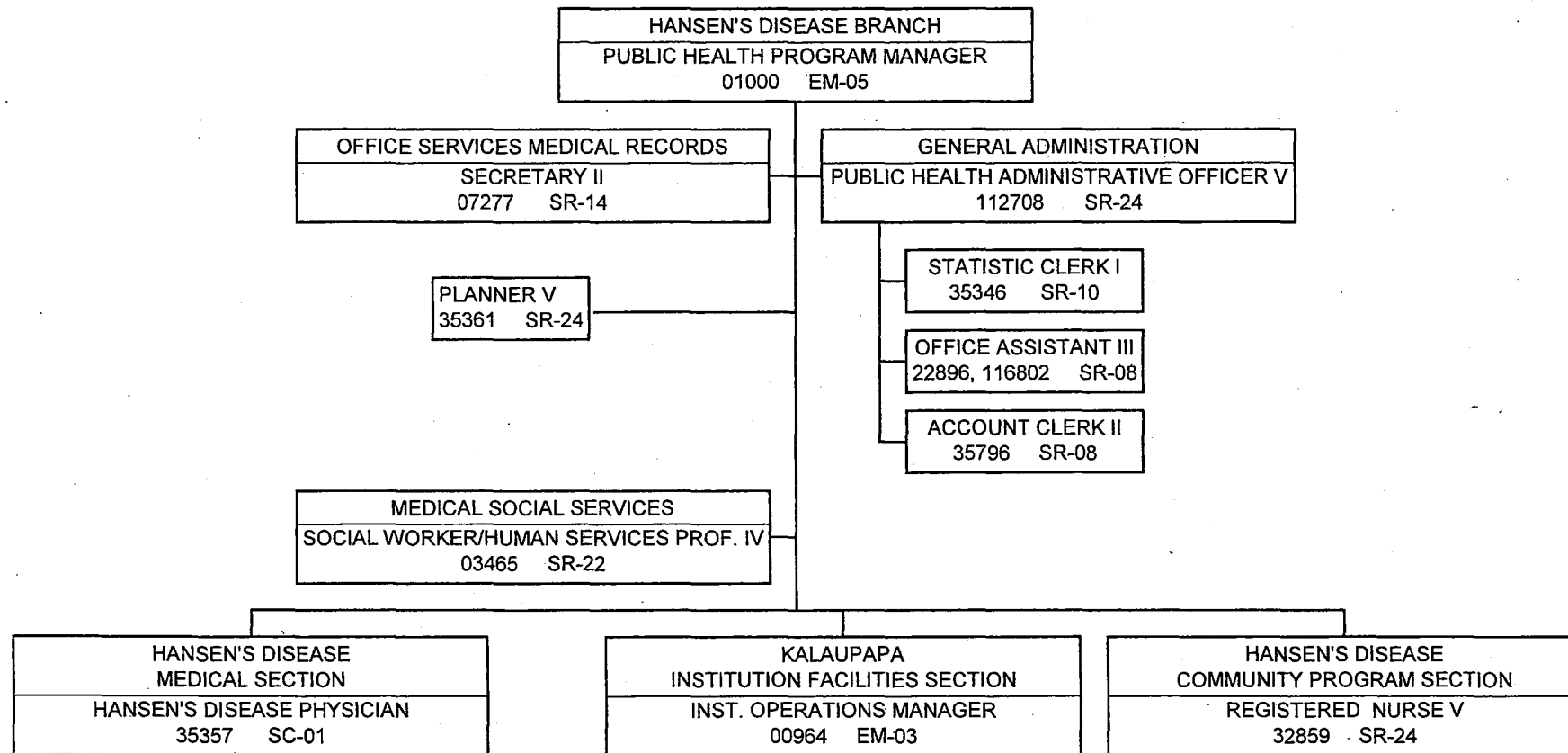






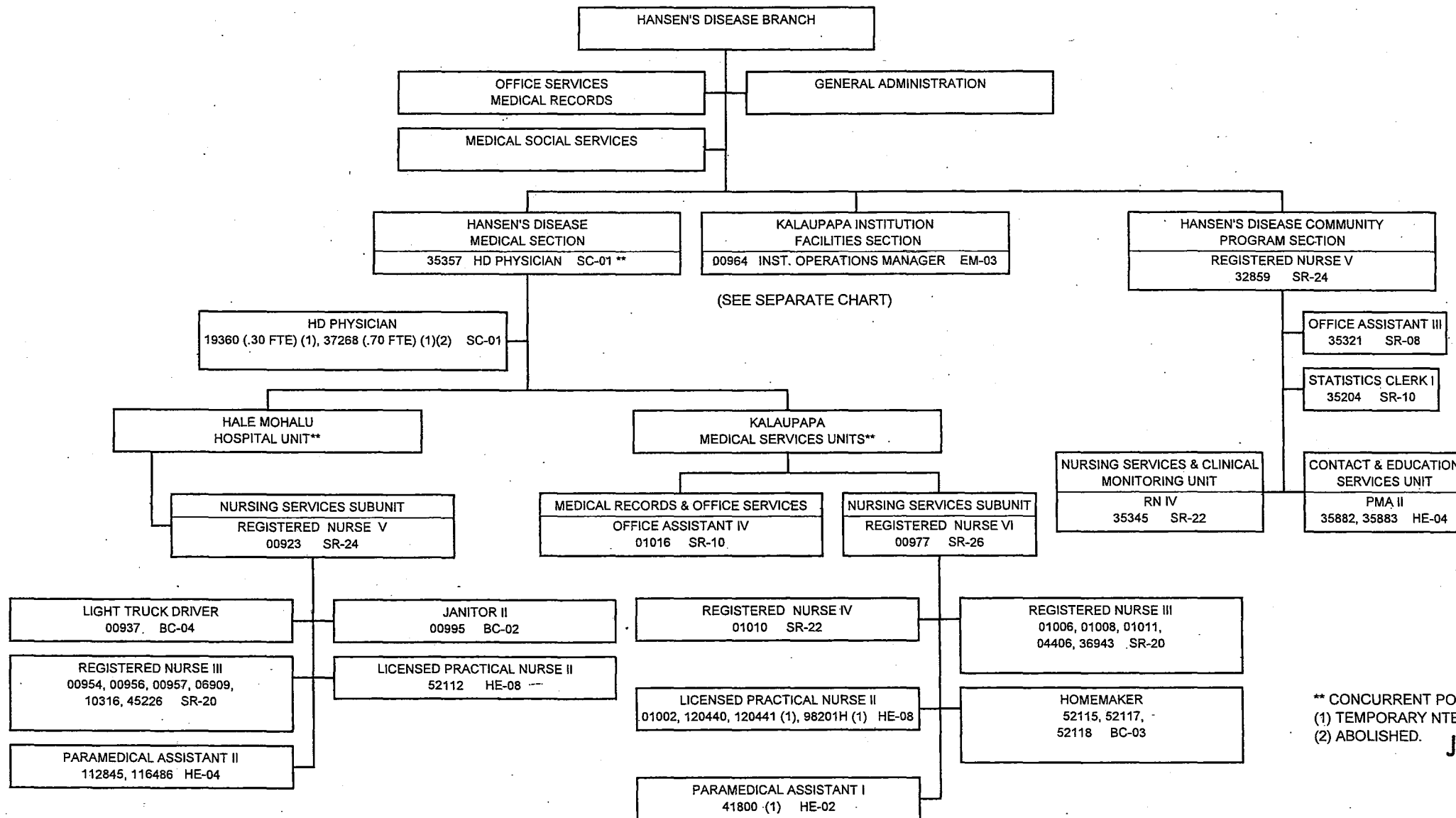
STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION  
 HANSEN'S DISEASE BRANCH

POSITION ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 COMMUNICABLE DISEASE & PUBLIC HEALTH NURSING DIVISION  
 HANSEN'S DISEASE BRANCH  
 HANSEN'S DISEASE TREATMENT, CARE & REHAB SVCS SECTION  
 HANSEN'S DISEASE COMMUNITY PROGRAM SECTION

POSITION ORGANIZATION CHART

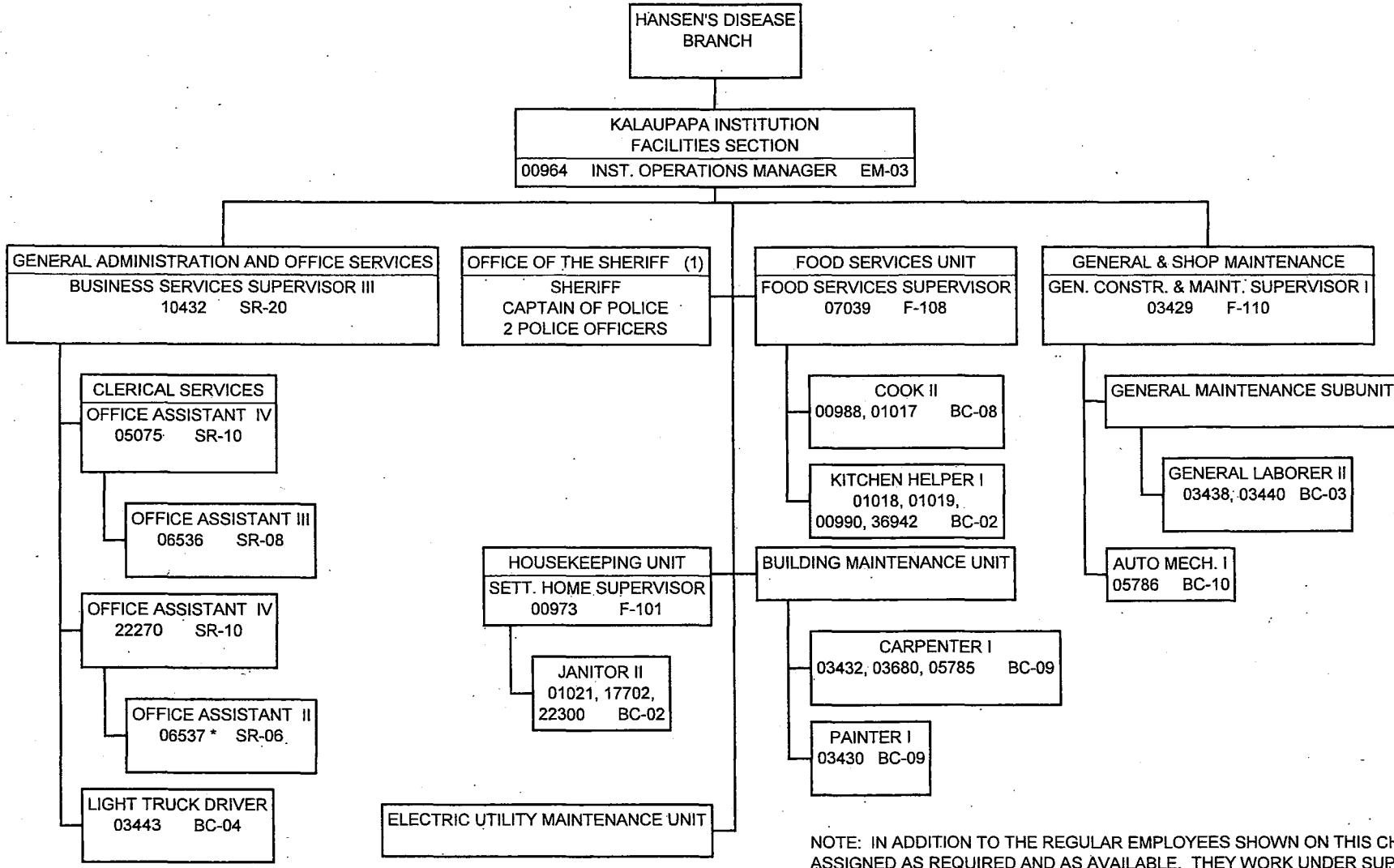


\*\* CONCURRENT POSITION.  
 (1) TEMPORARY NTE 6/30/14.  
 (2) ABOLISHED.

JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION  
 HANSEN'S DISEASE BRANCH  
 KALAUPAPA INSTITUTION FACILITIES SECTION

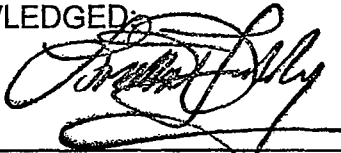
POSITION ORGANIZATION CHART



\* TEMPORARY  
 NTE 6/30/15.  
 (1) STAFFED BY PATIENT  
 EMPLOYEES.

NOTE: IN ADDITION TO THE REGULAR EMPLOYEES SHOWN ON THIS CHART, PATIENT EMPLOYEES ARE ASSIGNED AS REQUIRED AND AS AVAILABLE. THEY WORK UNDER SUPERVISION OF UNIT OR SUB-UNIT HEAD TO WHOM THEY ARE ASSIGNED. PATIENT EMPLOYEES ARE NOT INCLUDED IN THE POSITION COUNT.

ACKNOWLEDGED:



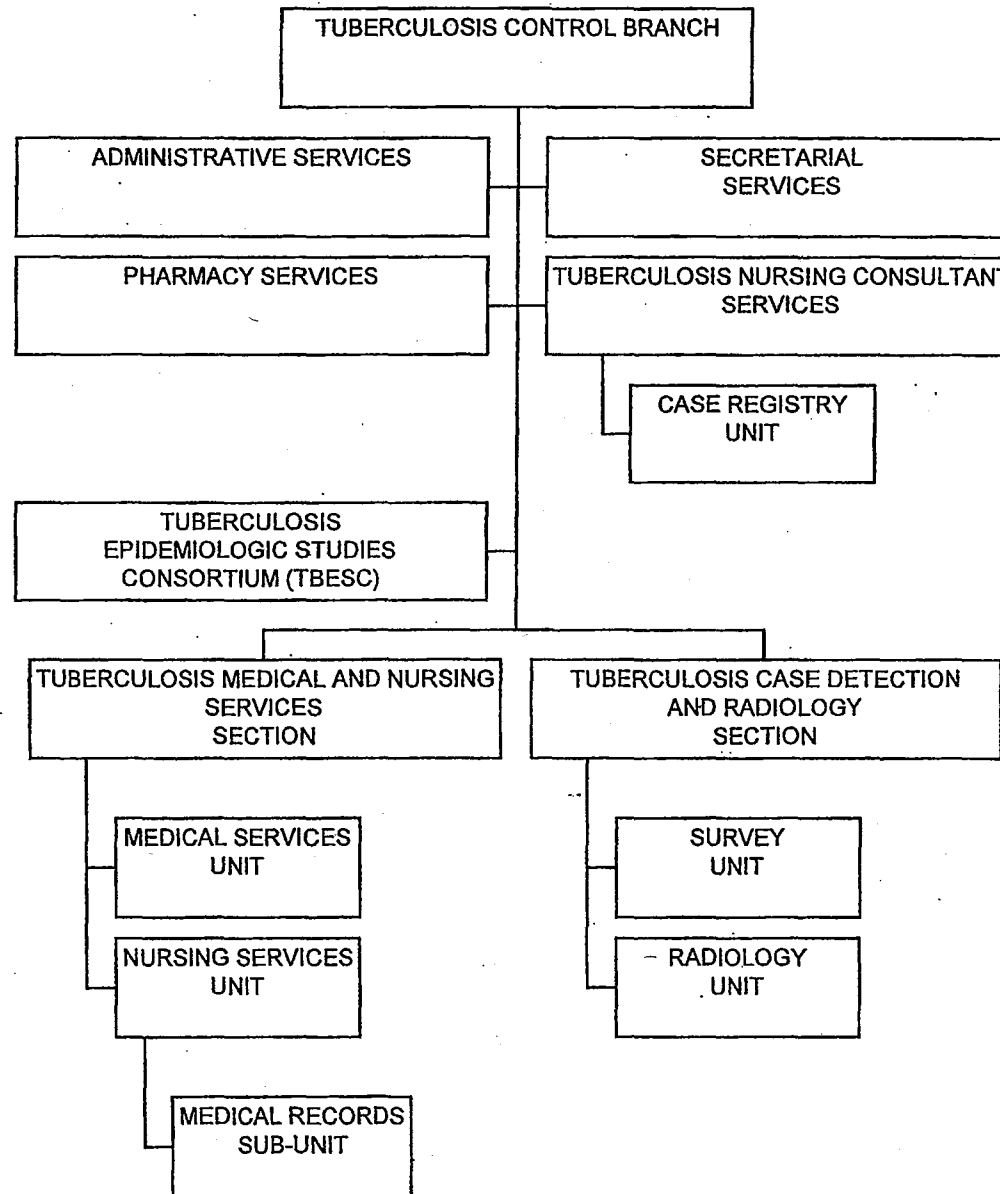
LORETTA J. FUDDY, A.C.S.W., M.P.H., DIRECTOR  
DEPARTMENT OF HEALTH

DATE: SEP - 5 2013

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION  
TUBERCULOSIS CONTROL BRANCH

ORGANIZATION CHART

PROPOSED



ACKNOWLEDGED:

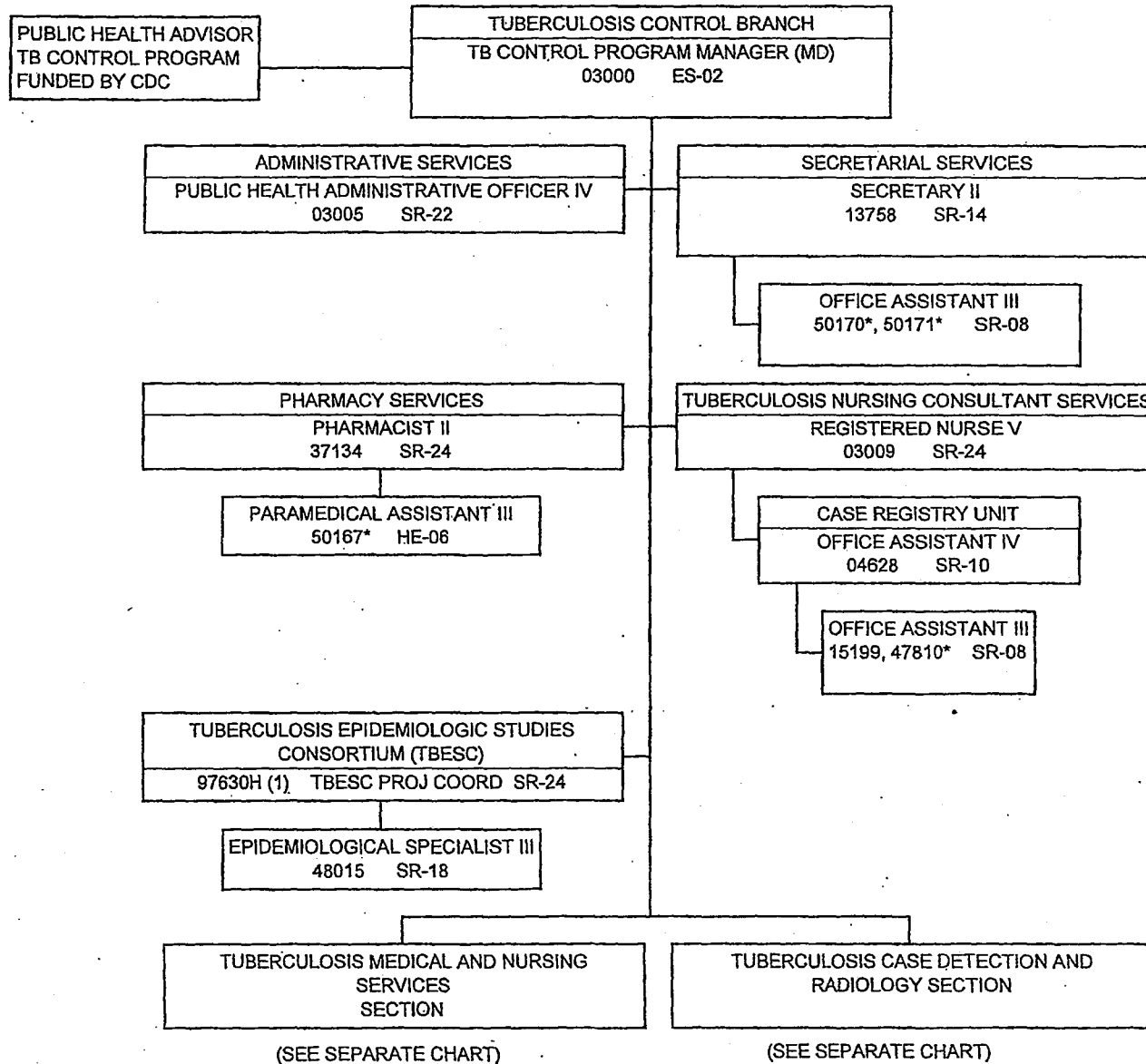
LORETTA J. FUDDY, A.C.S.W., M.P.H., DIRECTOR  
DEPARTMENT OF HEALTH

DATE: SEP - 5 2013

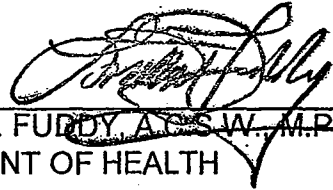
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION  
TUBERCULOSIS CONTROL BRANCH

POSITION ORGANIZATION CHART

PROPOSED



ACKNOWLEDGED:



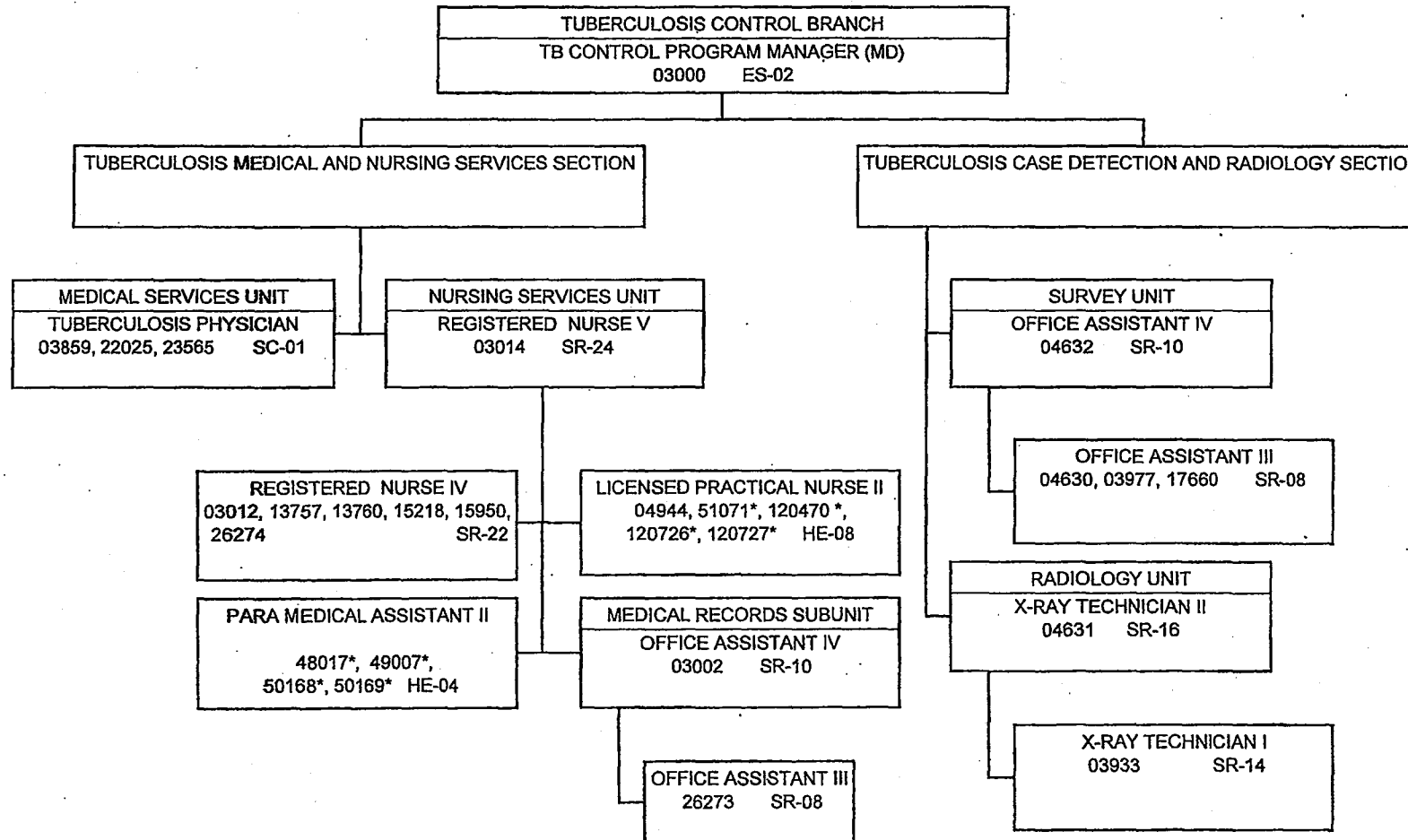
LORETTA J. FUDDY, A.C.S.W., M.P.H., DIRECTOR  
DEPARTMENT OF HEALTH

DATE: SEP - 5 2013

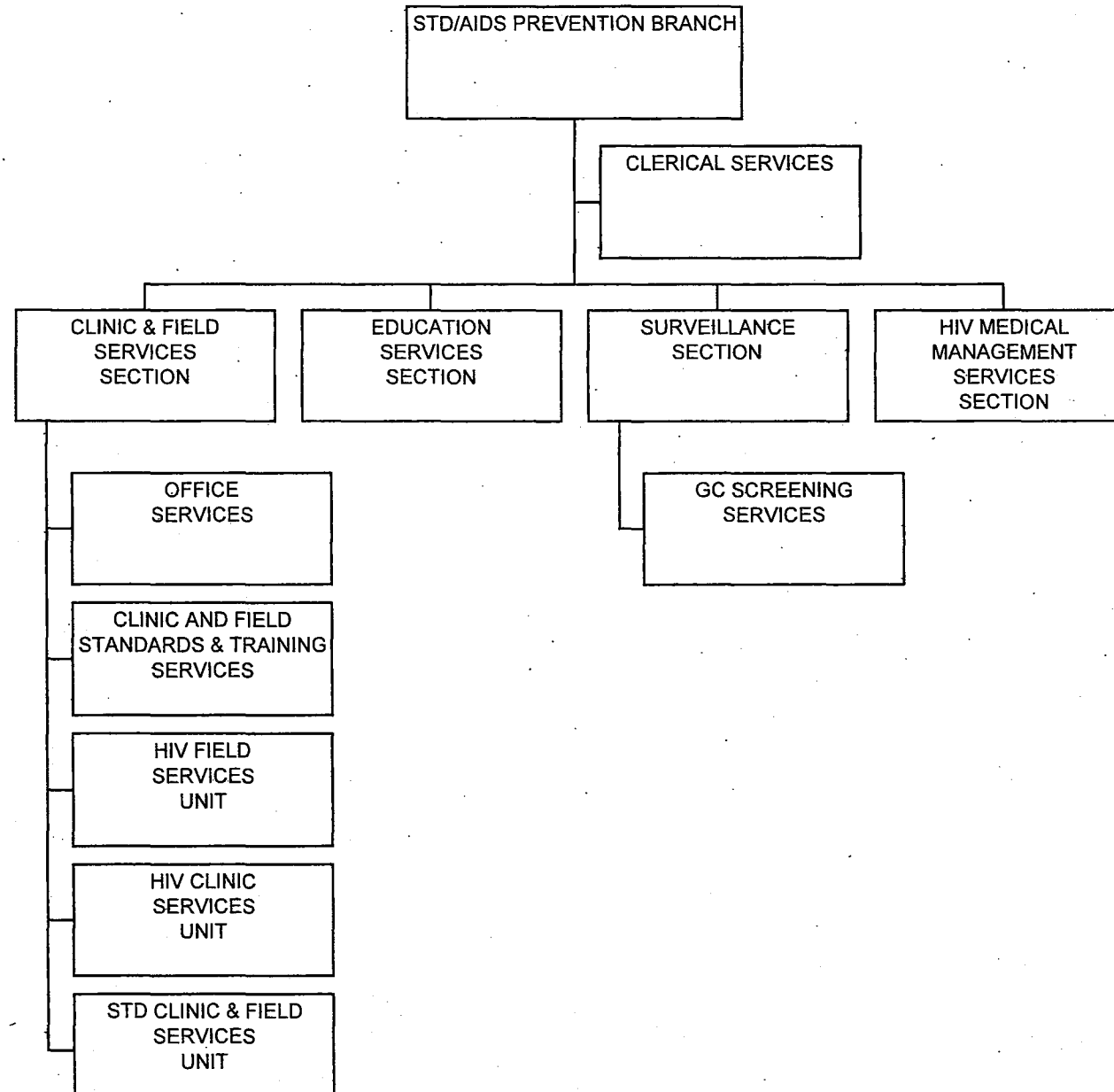
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION  
TUBERCULOSIS CONTROL BRANCH  
TUBERCULOSIS MEDICAL AND NURSING SERVICES SECTION/  
TUBERCULOSIS CASE DETECTION AND RADIOLOGY SECTION

POSITION ORGANIZATION CHART

PROPOSED

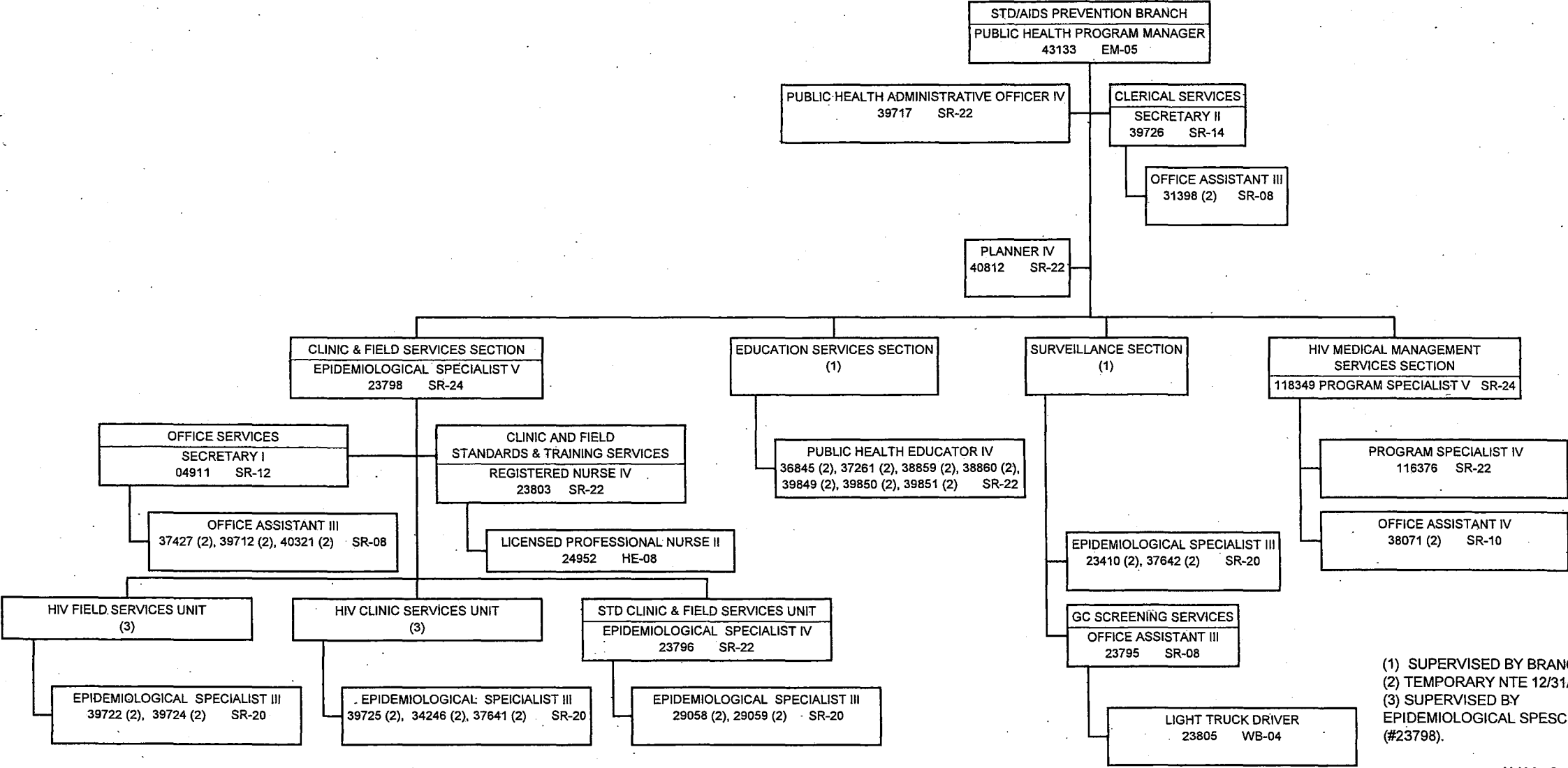


ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION  
 STD/AIDS PREVENTION BRANCH

POSITION ORGANIZATION CHART



(1) SUPERVISED BY BRANCH CHIEF.  
 (2) TEMPORARY NTE 12/31/13.  
 (3) SUPERVISED BY EPIDEMIOLOGICAL SPECIALIST V (#23798).



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 COMMUNICABLE DISEASE & PUBLIC HEALTH NURSING DIVISION  
 PUBLIC HEALTH NURSING BRANCH

POSITION ORGANIZATION CHART

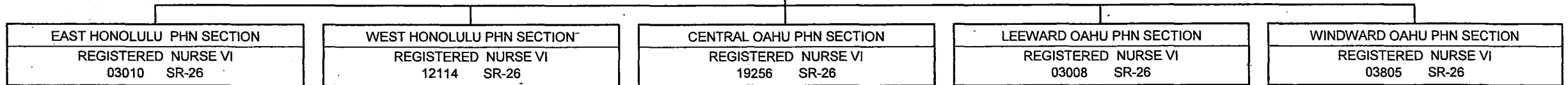
PUBLIC HEALTH NURSING BRANCH  
 NURSING SERVICE MANAGER III  
 03006 EM-06

OFFICE SERVICES  
 SECRETARY III  
 03029 SR-16

OFFICE ASSISTANT IV  
 110726 SR-10

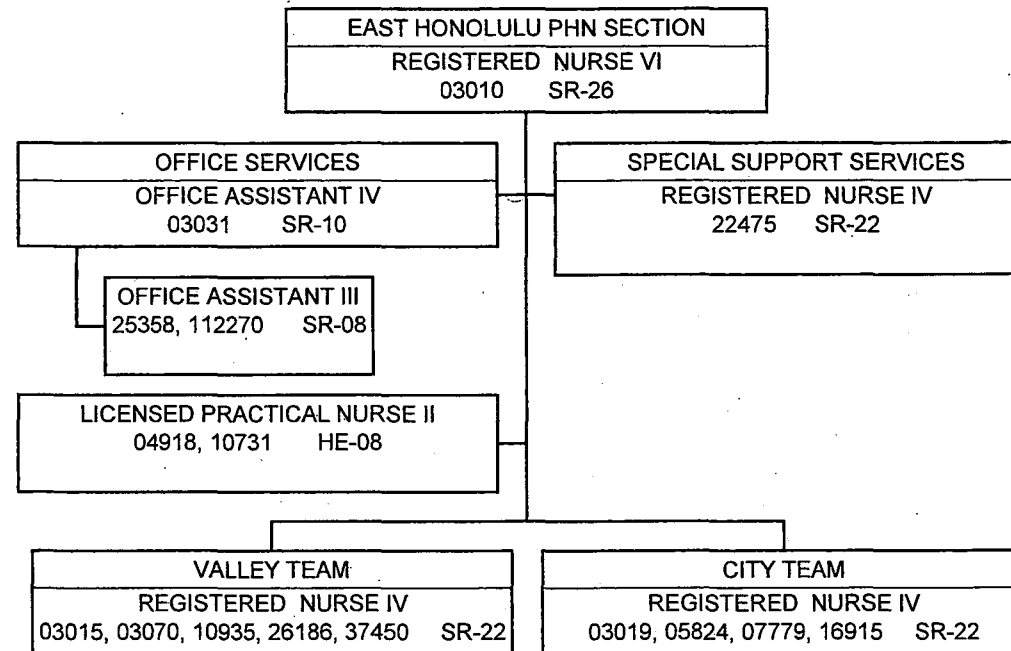
NURSE PRACTITIONER SERVICES  
 REGISTERED NURSE V  
 03794, 04138, 04924 SR-24

QUALITY ASSURANCE/TECHNICAL SUPPORT  
 REGISTERED NURSE VI  
 21847 SR-26



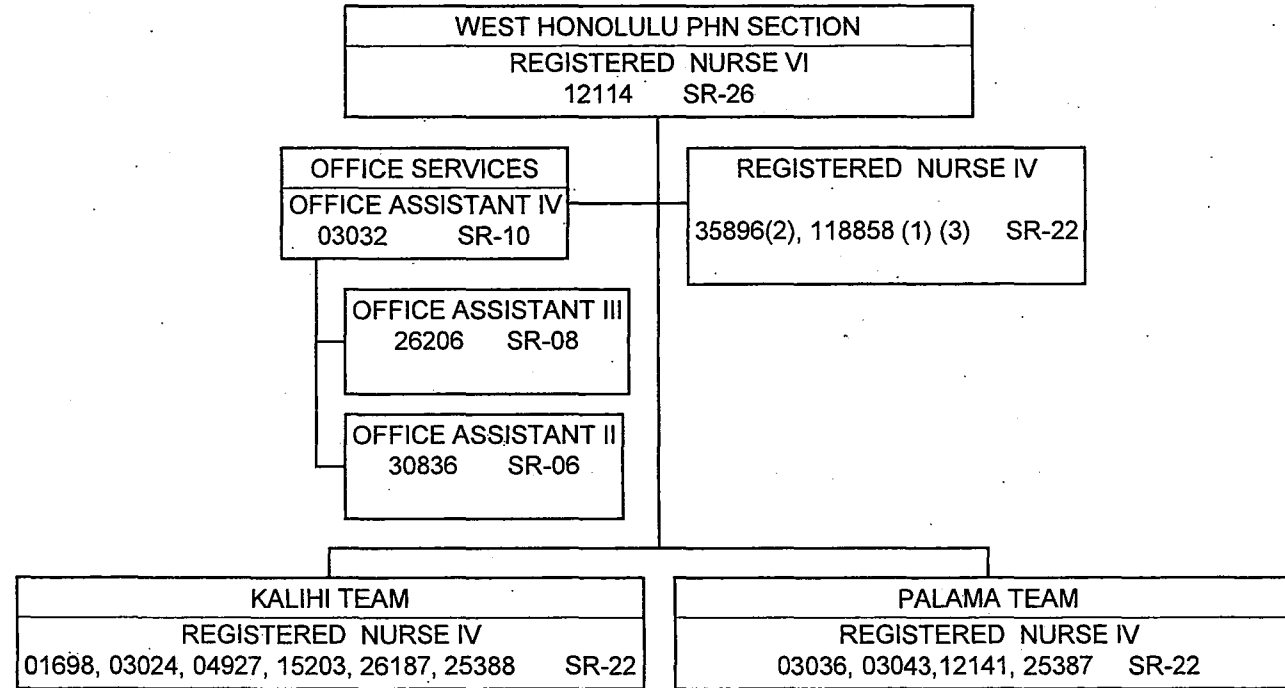
STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE & PUBLIC HEALTH NURSING DIVISION  
PUBLIC HEALTH NURSING BRANCH  
EAST HONOLULU PHN SECTION

POSITION ORGANIZATION CHART



STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 COMMUNICABLE DISEASE & PUBLIC HEALTH NURSING DIVISION  
 PUBLIC HEALTH NURSING BRANCH  
 WEST HONOLULU PHN SECTION

POSITION ORGANIZATION CHART

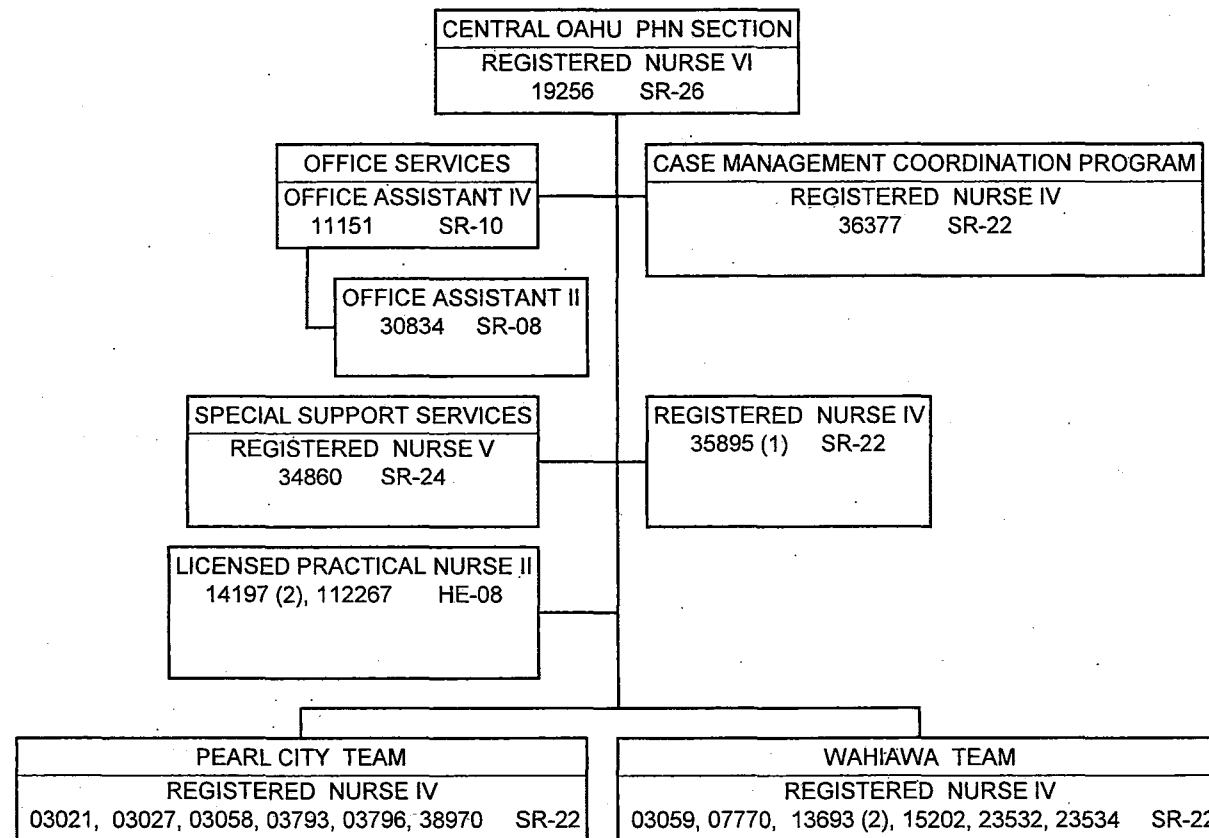


(1) WORK TRANSITION CENTER.  
 (MOF: U FROM DOE)  
 (2) HANSEN'S DISEASE, HTH 590/KJ.  
 (3) TEMPORARY NTE 6/30/15.

JUN 30 2013

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 COMMUNICABLE DISEASE & PUBLIC HEALTH NURSING DIVISION  
 PUBLIC HEALTH NURSING BRANCH  
 CENTRAL OAHU PHN SECTION

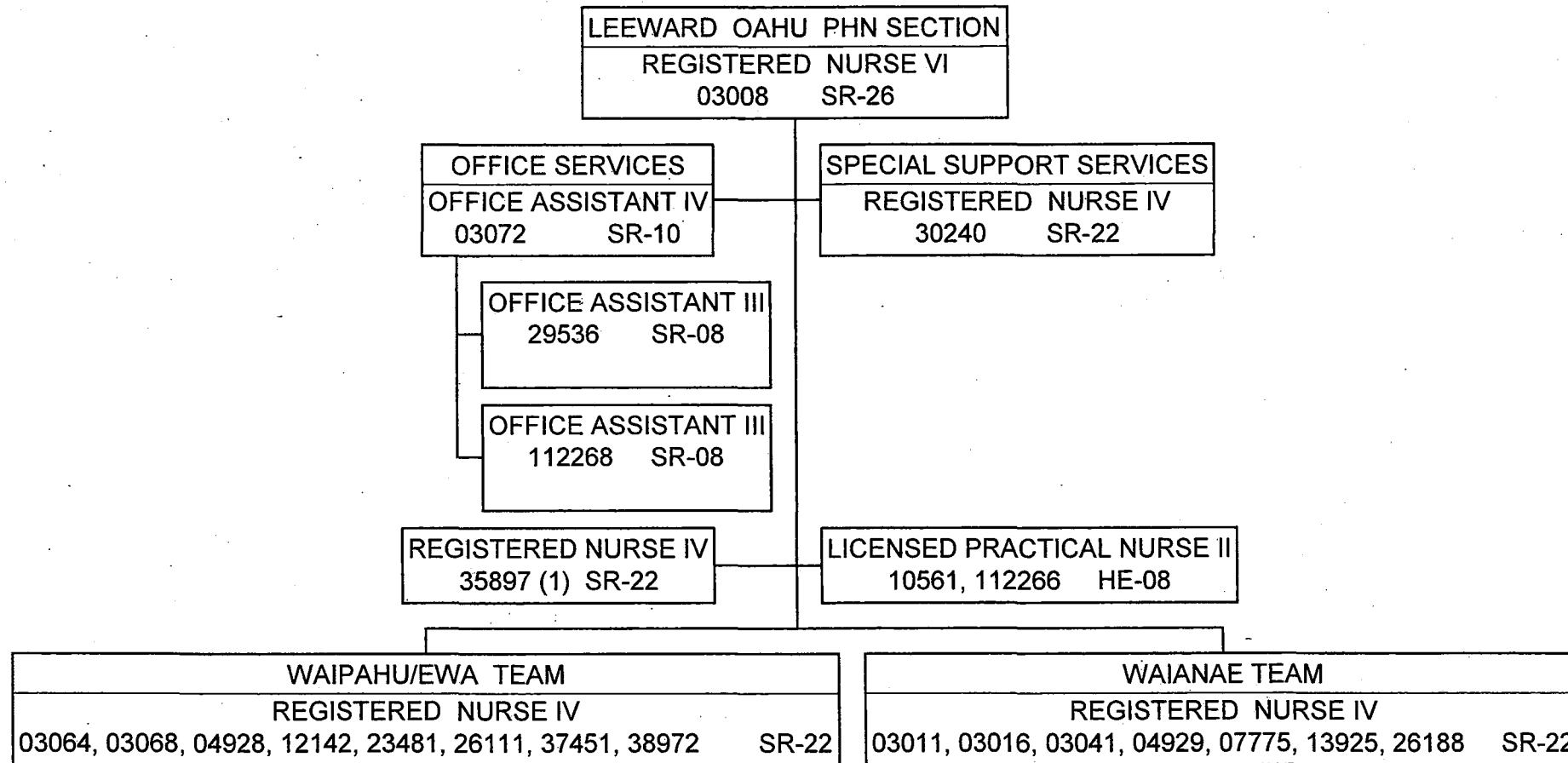
POSITION ORGANIZATION CHART



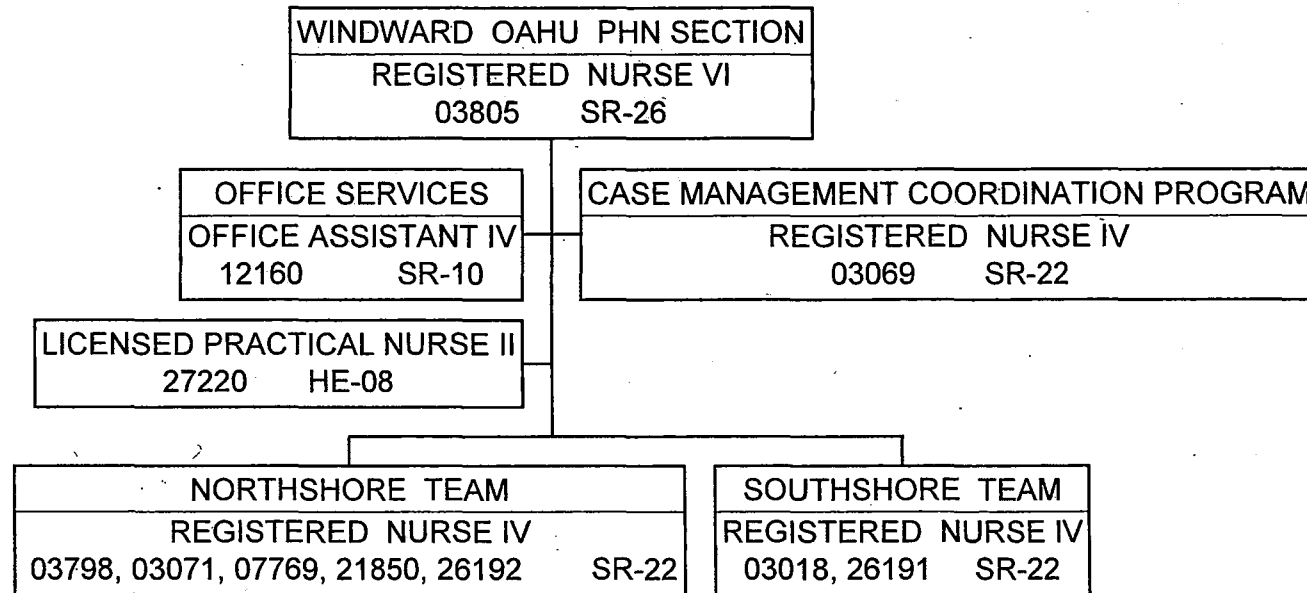
(1) HANSEN'S DISEASE, HTH 100/DE.  
 (2) ABOLISHED.

STATE OF HAWAII  
 DEPARTMENT OF HEALTH  
 HEALTH RESOURCES ADMINISTRATION  
 COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION  
 PUBLIC HEALTH NURSING BRANCH  
 LEEWARD OAHU PHN SECTION

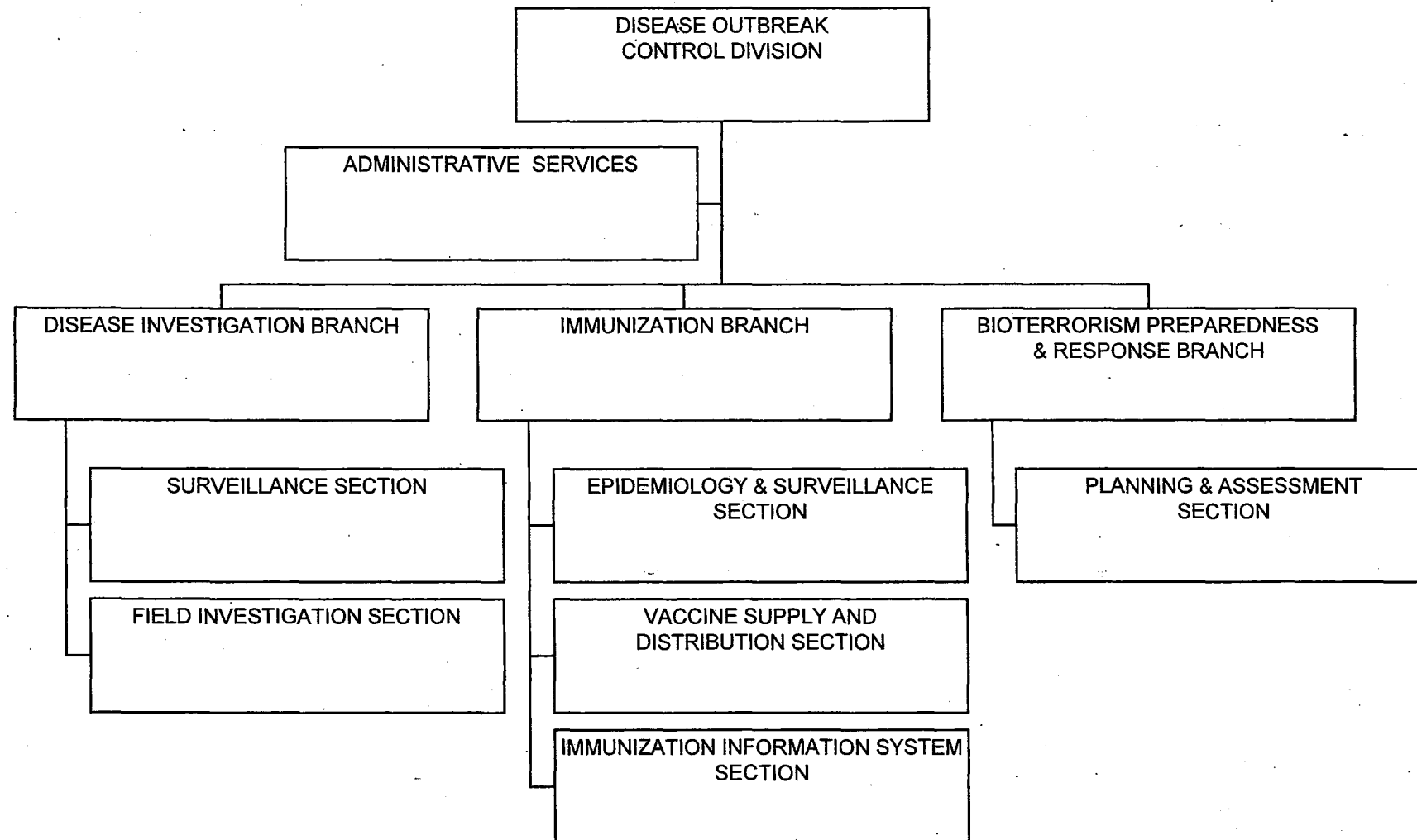
POSITION ORGANIZATION CHART



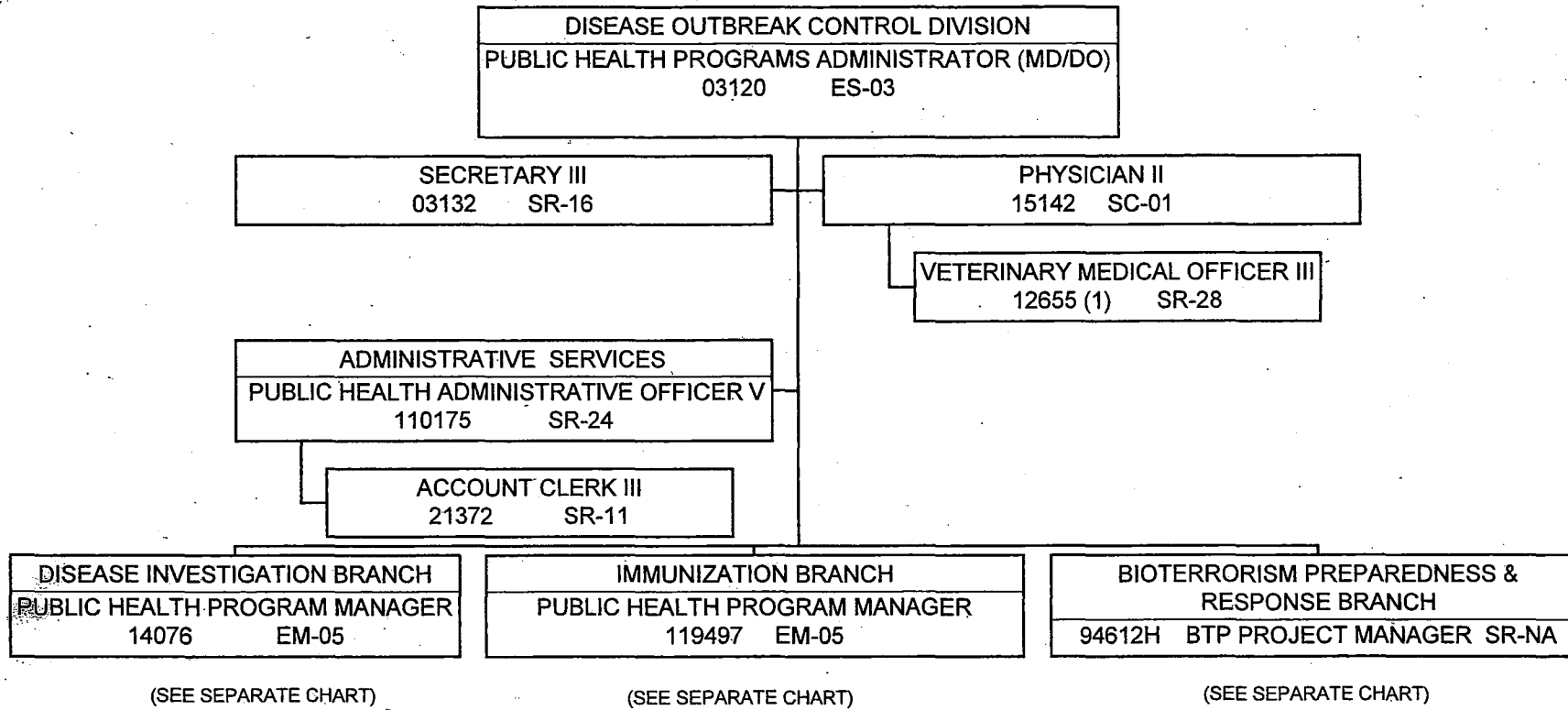
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ORGANIZATION CHART



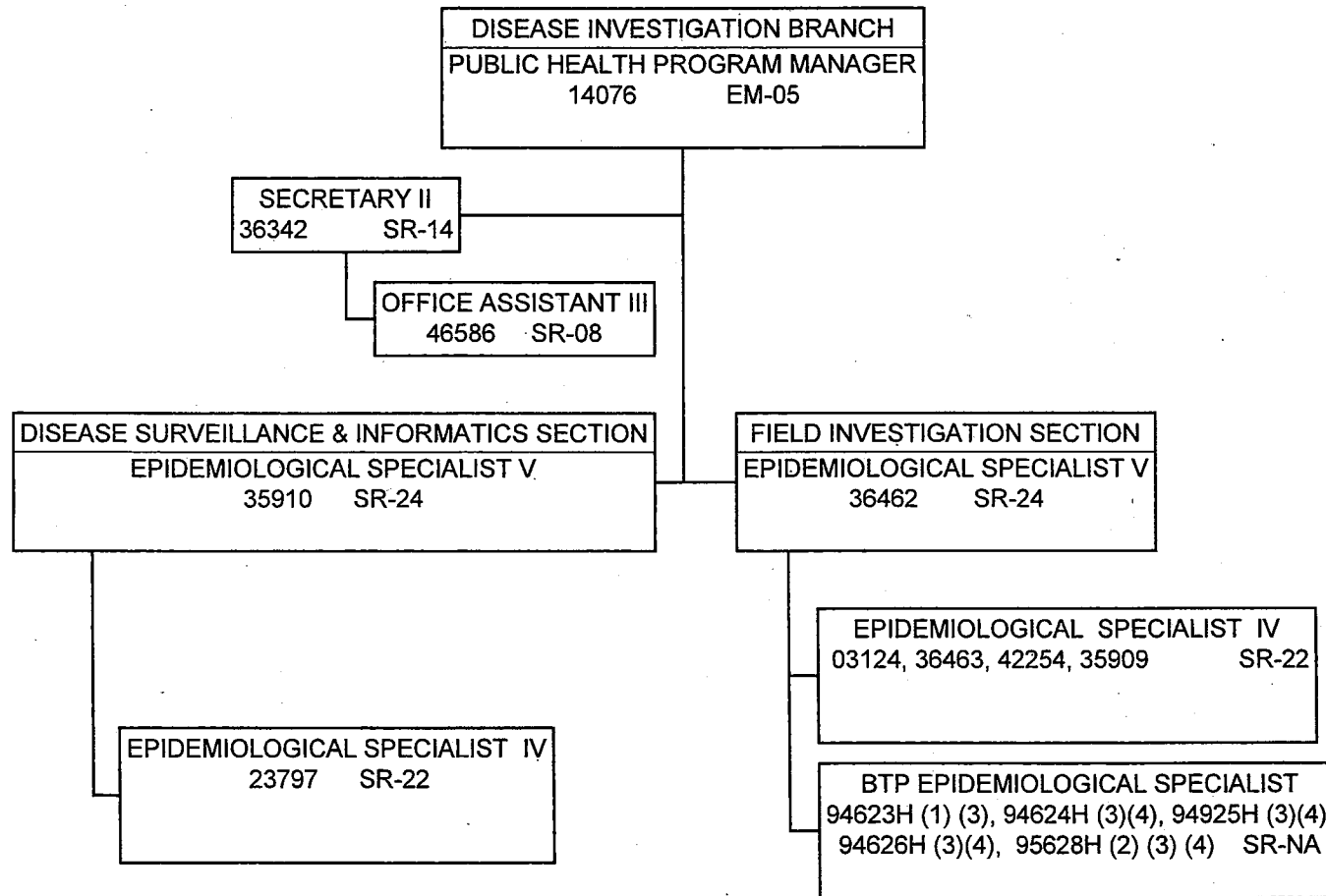
POSITION ORGANIZATION CHART



(1) TO BE ABOLISHED.

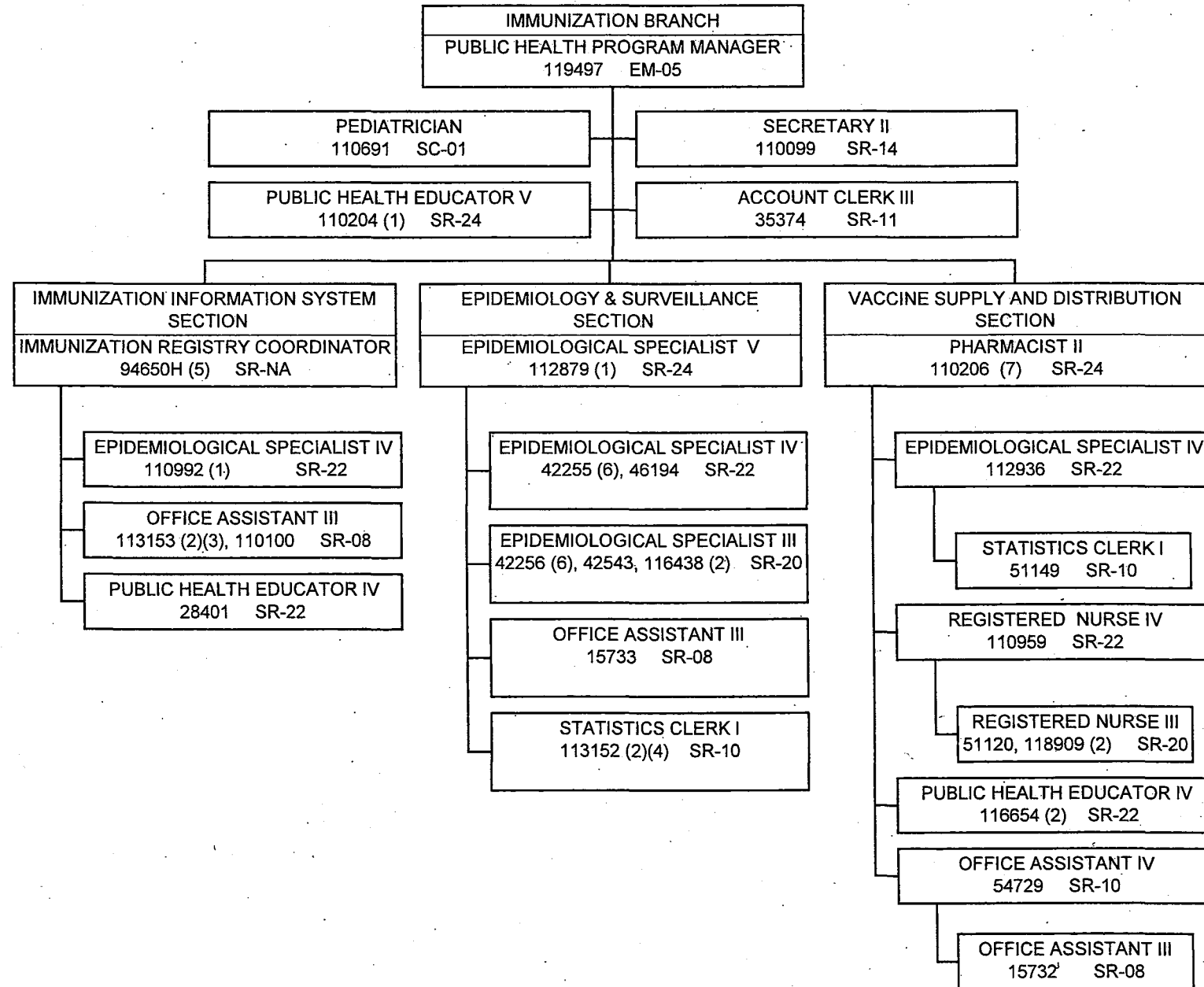


POSITION ORGANIZATION CHART

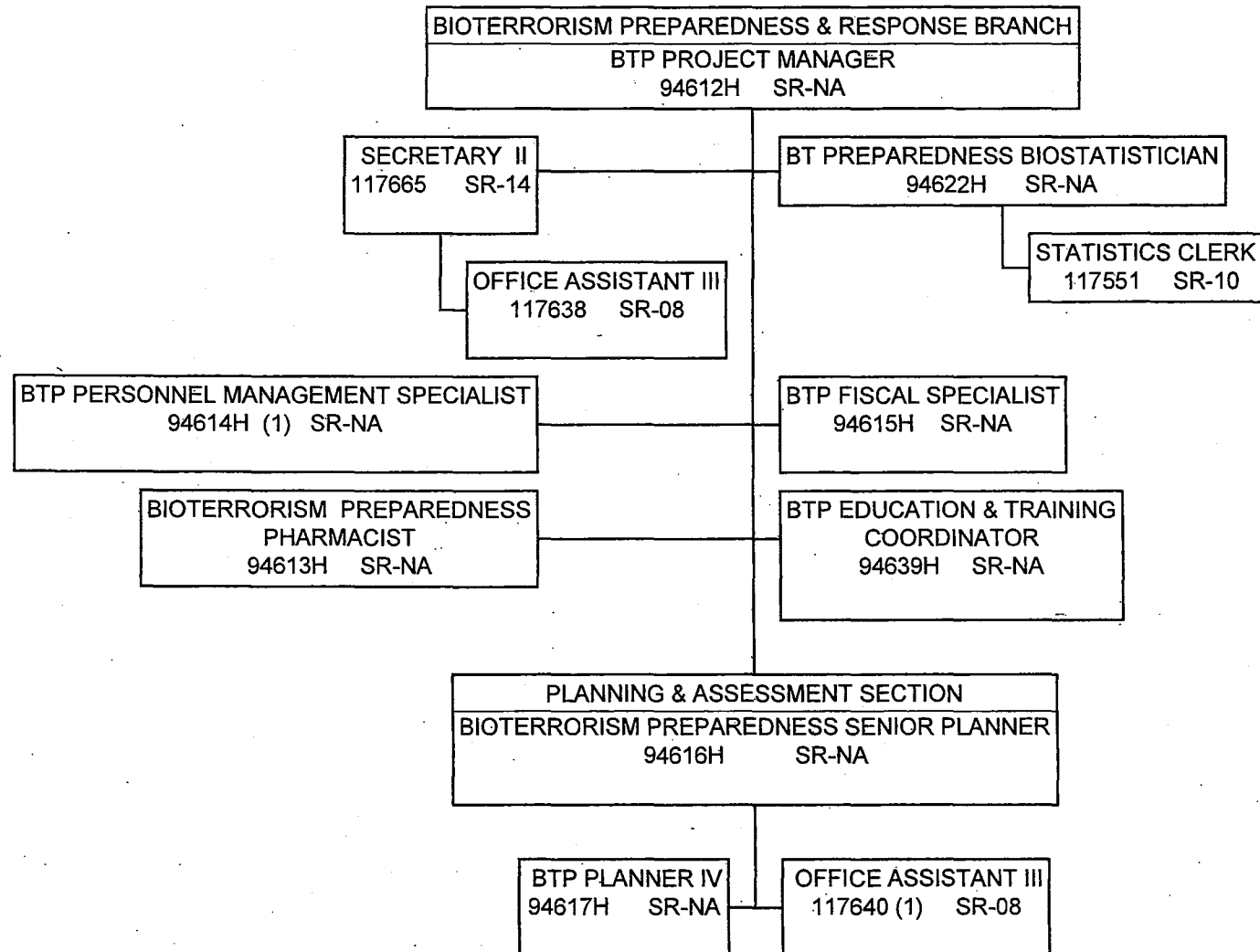


(1) MAUI.  
 (2) KAUAI.  
 (3) TEMPORARY, NTE 6/30/14.  
 (4) ABOLISHED.

POSITION ORGANIZATION CHART



- (1) TO BE REDESCRIBED.
- (2) TEMPORARY, NTE 6/30/14.
- (3) REGISTRY.
- (4) NEW
- (5) TO BE ESTABLISHED.
- (6) BUDGETED IN HTH 131/DJ.
- (7) POSITION VARIANCED.



(1) ABOLISHED.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION

FUNCTIONAL STATEMENT

Under the general direction of the Director of Health, plans, directs and coordinates the activities of the Administration in effectively performing its functions and attaining its mission, within the scope of laws and established policies and regulations.

Maintains effective working relationships between other organizational entities, both public and private:

Directs the preparation of related operating and capital budgets, justifies budgets before review and approving authorities, and exercises control of funds appropriated.

Provides technical leadership to neighbor island district health offices and coordinates activities between and among the districts and Oahu to provide uniform services throughout the State.

Represents the Administration and Department before the Legislature and community groups, both public and private, on related matters.

Directs the Administration's legislative program and activities related to HRA, and provides for effective coordination within the Department.

Advises on the need for public health regulations and amendments thereto and conducts public meetings thereon on matters related to HRA programs and activities.

Evaluates, develops and recommends administrative rules, regulations, policies and procedures for the Administration on matters related to HRA programs and activities.

Recommends to the Director the establishment of and changes to organizational structure and programs and after approval, directs the implementation of assigned programs.

Coordinates and oversees distribution of legislative appropriations related to HRA programs and activities.

FAMILY HEALTH SERVICES DIVISION

Provides primary prevention, early identification and treatment of adverse conditions and prevention of progressive disabilities to families in Hawaii; administers programs which provide and promote health services to women of childbearing age, infants, children, and adolescents through programs which offer family planning services, guidelines for quality prenatal and infant care, maternity and infant services, services to children with special health needs, well child care, limited sick child care, and health services to children in Hawaii's public schools. With special federal grants, provides systems planning and development for adolescents and for handicapped infants and toddlers from birth to three years of age. Provides Women, Infants and Children (WIC) education and special supplemental food services support to eligible families statewide.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION

FUNCTIONAL STATEMENT

DEVELOPMENTAL DISABILITIES DIVISION

Plans, implements, monitors, and sets direction for a comprehensive system of supports and services for persons with developmental disabilities (DD) within the limits of available and allocated state or federal resources to support community living in the least restrictive, individually appropriate environment.

Administers community-based programs and collaborates with the public and private sectors to ensure a continuum of comprehensive and quality services and supports in the community for persons with developmental disabilities and their families.

Provides direct dental treatment services to patients at State-operated hospitals, community-based clinics, long-term care facilities and schools.

COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION

Plans and implements programs for the control, treatment, and elimination of communicable disease; provides detection, treatment and rehabilitation for Hansen's Disease patients and delivers detection and treatment services for tuberculosis patients; operates clinics for the detection and treatment of sexually transmitted infections, and the detection, counseling and referral of people infected with the Human Immunodeficiency Virus.

Also provides public health nursing intervention services in the areas of communicable disease, disasters, follow-up and monitoring for the at-risk populations; provides nursing consultation in the public schools.

EMERGENCY MEDICAL SERVICES & INJURY PREVENTION SYSTEMS BRANCH

Administers and directs program activities of the emergency medical services and injury prevention system.

DISEASE OUTBREAK CONTROL DIVISION

Administers public health programs for the prevention and control of infectious diseases in Hawaii with the exception of Hansen's disease, tuberculosis and sexually transmitted disease including HIV/AIDS. Responsible for coordinating all department bioterrorism preparedness planning activities and its integration with surveillance and response mechanisms.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION

EMERGENCY MEDICAL SERVICES & INJURY PREVENTION SYSTEM BRANCH

FUNCTIONAL STATEMENT

The Emergency Medical Services & Injury Prevention System Branch is responsible for expansion and enhancement of the State Comprehensive Emergency Medical Services System with a single mission "to minimize death, injury and disability due to life threatening conditions by assuring the availability of quality emergency medical care and injury prevention Statewide." The Branch is also responsible for disaster coordination and disaster preparedness response of prehospital medical services.

Program Objectives: 1) develop an EMSS Master Plan based on State needs assessment within each county statewide with expectation of preventing possible deaths and/or permanent disabilities; 2) promulgate rules as necessary to ensure injury prevention and control programs and to assure quality of emergency medical care services; 3) administer all such funds for the improvement of EMS System; 4) formulate prehospital scope of practice for the provision of prehospital medical care statewide, transportation and communication systems, coordination with emergency rooms and critical care services; 5) develop methodology and activities necessary to reach such objectives; 6) quantify resources needed for provision of injury prevention and control and emergency services within State and County subsystems; 7) justify need for required resources on scheduled and priority basis; 8) direct the activities of existing State, County, and Private sector services to avoid duplication of services; 9) administer the 15 functional EMS components to provide for the integration and coordination of injury prevention and control and emergency medical services statewide. These components are: manpower, training, communication, transportation, facilities, access to critical care units, utilization of public safety agencies, consumer participation, accessibility to care without ability to pay, standardized medical recordkeeping, independent evaluation and quality improvement, injury prevention and control activities, disaster planning, mutual aid agreements, and public information and education.

BILLING AND COLLECTION SECTION

The Billing and Collection Section is responsible for the billing, collection, and maintenance of accounts receivable for emergency ambulance services provided statewide. The Section also prepares financial and statistical data relating to the billing and collection of ambulance fees. The charging of ambulance service fees is mandated by the Hawaii Revised Statutes Sec. 321-232 and 321-233.

STANDARDS DEVELOPMENT AND REVIEW SECTION

The Standards Development and Review Section is responsible for the following activities which are related to six major components of an emergency medical services system. In each of these components, the Standards Development and Review Section provides technical assistance to implementing agencies and organizations, assists in data analyzing and data reporting, assists in compliance procedure with State and/or Federal regulations as applicable in each component, and develops appropriate guidelines and standards.

Transportation

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION

EMERGENCY MEDICAL SERVICES & INJURY PREVENTION SYSTEM BRANCH

FUNCTIONAL STATEMENT

To inspect and license ambulances (including air and surface vehicles), ambulance services, personnel, and equipment as required by Chapter 72 of the Hawaii Revised Statutes. Administered Rules Title 11 Chapter 72.

Uniform Medical Record Keeping

To ensure that standard forms are used for reporting of emergency medical services; to include but not limited to ambulance report forms, ambulance dispatch cards, and emergency room patient discharge status reports; to collect and process such forms for computer processing; to issue summary reports for the evaluation of the system effectiveness and quality improvement.

Evaluation/Data Analysis

To provide continuous monitoring and evaluation of the system and system components through the analysis of the operating efficiency and adequacy of resources. Compiling the statewide emergency medical services' data and draft analytical reports for the system planning, legislative initiatives, and financial resources necessary to meet out-of-hospital medical emergencies statewide.

Facilities Categorization

To systematically identify the readiness and capability of hospitals and their staffs to adequately, expeditiously, and efficiently receive and treat emergency patients.

Critical Care Units

To assess resources for critical care and to identify the capability to treat patients in hospitals statewide.

Communications

To monitor and maintain the statewide medical communication system to ensure its operational integrity for public access, dispatch, and medical direction for prehospital medical care.

SYSTEMS MANAGEMENT SECTION

The Systems Management Section is responsible for the day-to-day operations of the following activities relating to development, coordination, management of an emergency medical services system:

Manpower

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION

EMERGENCY MEDICAL SERVICES & INJURY PREVENTION SYSTEM BRANCH

FUNCTIONAL STATEMENT

To assess personnel requirements and resources for staffing ambulance within the statewide emergency medical services system, to provide for a pool of qualified personnel, and to promote career ladder opportunities for such individuals.

Training

To coordinate provision of training for the various levels of personnel required in an emergency medical services system, including public safety, first responders, emergency medical dispatchers, automatic external defibrillation technicians, emergency medical technicians, and mobile intensive care technicians.

Public Safety Agencies

To coordinate the development of emergency coresponse capability by public safety agencies to life threatening medical conditions and provide basic life support until the arrival of an ambulance.

Consumer Participation

To assure involvement of State and County emergency medical services advisory councils in the planning for development and implementation of the Statewide emergency medical services system programs and standards.

Public Information and Education

To assist in the dissemination of public information on how to access emergency medical services and provide medical self-help until arrival of emergency medical services.

Accessibility to Care

To assist with implementation of 911 telephone and roadway call-boxes systems statewide.

Evaluation

To assure that continuous planning and evaluation of the emergency medical services system for system effectiveness and quality improvement statewide.

Promotes an emergency medical response plan to ensure an effective allocation of resources to meet the health requirements of involved communities.

TRAUMA SYSTEM SECTION

This section is responsible for the planning, development, continuing operation and evaluation of the statewide trauma system including the capacity to assist public and private agencies to ensure a coordinated health response to disaster situations.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION

EMERGENCY MEDICAL SERVICES & INJURY PREVENTION SYSTEM BRANCH

FUNCTIONAL STATEMENT

Serves as the Health Department's focus for all activities related to the statewide trauma system.

Plans for, develops and maintains a system of trauma centers, including standards and designation criteria for varying levels of hospitals to address the acute care needs of injured patients statewide.

Provides technical assistance in the latest evidence based practices in trauma system development and trauma patient care to hospitals and health care providers across the state.

Develops and maintains a statewide trauma registry and other necessary information systems to include data on patients evaluated and treated by the trauma system.

Initiates and supports the Hawaii Trauma Advisory Committee and regional Trauma Advisory Committees for each County.

Increases access to needed trauma subspecialty services during acute care and post-injury rehabilitation for patients statewide.

Plans and implements training and educational programs for physicians, nurses and other health professionals to assure a qualified workforce for the trauma system.

Seeks and applies for Federal and other funding opportunities applicable to the development of the comprehensive statewide trauma system.

Promotes research programs that address prevention, quality improvement and health services effectiveness in trauma.

INJURY PREVENTION AND CONTROL SECTION

The Injury Prevention and Control Section places a priority on the core public health functions of assessment, policy development and assurance as the basis for effective injury prevention and control. Primary prevention is the most effective and economical means to ensure the public's health and safety.

This approach builds the capacity of communities and individuals through ongoing and accessible injury surveillance, and through leadership and coordination of community resources. The most effective strategies utilize interventions, policy initiatives and enforcement means to create an environment that supports and encourages safe lifestyles.

Serves as the Health Department's focus for injury prevention information and initiatives.

Plans, implements and evaluates targeted injury prevention strategies/interventions.

STATE OF HAWAII  
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HEALTH RESOURCES ADMINISTRATION

EMERGENCY MEDICAL SERVICES & INJURY PREVENTION SYSTEM BRANCH

FUNCTIONAL STATEMENT

Initiates and supports coalitions and partnerships that support injury prevention efforts.

Develops and supports policies, regulations and legislation related to injury prevention and control.

Collects, analyzes and develops systems for injury data and trends.

Develops a statewide system of coalitions to support injury prevention.

Increases awareness and communication among injury prevention groups, professionals, and the public, which fosters increased awareness and cooperation.

Provides technical support and training to public and private agencies and community organizations.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
FAMILY HEALTH SERVICES DIVISION

FUNCTIONAL STATEMENT

The Family Health Systems Division (FHSD) administers programs to plan, provide and promote health services to mothers, children and youth and family planning services. The primary mission of Division is to assure that systems are in place to address the full continuum of care throughout the life cycle from preconception to birth to adolescence to adulthood for the population of Hawaii. In addition, it must address the health and safety needs of vulnerable individuals, children and youth, especially those with special needs.

The Division serves as the Departmental lead for several federal initiatives: the Title V- Block Grant and Title X, HRSA; Part C – I.D.E.A. (Individuals with Disabilities Act), Office of Special Education, U.S. Department of Education; and the U.S. Department of Agriculture, Nutritional Services. Collaboration with these federal agencies and the Centers for Disease Control & Prevention (CDC) is essential to assure that the State is in compliance with all federal mandates. Intra and interagency coordination within the Department and other state agencies are essential to assure that state priorities and mandates are also met.

The Division is responsible for the promotion, coordination and tracking of legislative initiatives that relate to the health and safety of individuals, children, youth and families, especially those with special needs. It further provides direction to the division programs regarding all their public and professional education efforts.

FHSD is responsible for providing overall planning, management and coordination for all assigned programs, and medical and administrative direction to its three branches. The Division provides the leadership and vision required to ensure that the division programs have the capacity to carry out the core public functions of assessment, policy development and assurance relative to Hawaii's women, children, adolescents and families. The three branches are Children with Special Health Needs Branch, Maternal and Child Health Branch, and WIC Services Branch. The Division Chief fosters collaboration among division programs to establish criteria and procedures for setting division wide priorities including priorities for resource allocation.

SECRETARIAL SERVICES

- Provides the secretarial and office support services to the Chief, the Medical Director.
- Provides technical consultation to the Branch Secretaries and program clerical staff at the Division level.

MEDICAL DIRECTOR

- Provides consultation to the Division Chief and other staff on medical practice issues related to the health of women, infants, children, adolescents and special needs populations.
- Provides training, as appropriate, to division staff on current public health issues based on review of scientific literature and best practices.
- Develops standard of practice and guidelines for the delivery of primary care, family planning, perinatal and child health services, contracted with private health and community agencies and provides medical practice review of contracted services and programs for quality assurance.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
FAMILY HEALTH SERVICES DIVISION

FUNCTIONAL STATEMENT

- Serves as an essential link for public health information and priorities to be effectively communicated and disseminated to the medical community.
- Provides medical leadership for the Statewide Multi-disciplinary Child Death Review Teams and Statewide Child Death Review Council.
- Analyzes existing State data sets for trends and indicators in maternal and child health essential for community planning and development of program priorities.
- Represents the division at various advisory committees such as the Department of Human Services' Early Periodic Screening, Diagnosis and Treatment (EPSDT) Advisory Committee, Healthy Mothers/Healthy Babies, Perinatal Consortium, Baby SAFE Council, Suicide Prevention Task Force, Keiki Injury Prevention Coalition (KIPC), Adolescent Health Council, State Council on the Health Status of Women, Sex Assault Coalition, Patient's Rights Committee and others as assigned.

**PRIMARY CARE AND RURAL HEALTH PROGRAM**

The **Primary Care and Rural Health Program** coordinates federal, state, and local efforts aimed at improving the health of Hawaii's rural, medically underserved, and multicultural residents. The Office provides planning, technical assistance and resources to improve access to health services throughout Hawaii. The office has three programs: 1) Primary Care Office (PCO), 2) Rural Communities Healthcare Infrastructure Transformation (RCHIT), and 3) the Office for the Rural Advancement of Technology and Hospital Improvement (ORATHI).

**Primary Care Office**

- Develops and publishes the Primary Care Needs Assessment Databook on alternate years to identify geographic areas of highest risk and to assist stakeholders and policymakers in developing strategies to improve access to primary care for underserved populations.
- Conducts statewide surveys of primary care physicians, dentists and mental health professionals to accomplish the following:
  - 1) assess the need for health professionals statewide and by geographic areas; and
  - 2) provide data for required annual federal reporting.
- Conducts recruitment and retention activities, including federal National Health Service Corps activities to assure coordination and appropriate placement of health personnel in underserved areas of the state.
- Assures the formal federal designations of Medically Underserved Areas/Populations and Health Professional Shortage Areas in the state by developing and submitting appropriate applications to the federal Division of Shortage Designation.
- Conducts community development activities and provides technical assistance to communities to improve access to primary care. Technical assistance is provided on the establishment of community health centers in underserved areas.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
FAMILY HEALTH SERVICES DIVISION

FUNCTIONAL STATEMENT

- Collaborates with health professions training programs (e.g. Area Health Education Centers, Native Hawaiian Health Professions Scholarships Program) to provide opportunities for student training and subsequent placement of health professionals in underserved areas.
- Develops and submits annual Primary Care Office grant to the federal Bureau of Health Professions.

**Rural Communities Healthcare Infrastructure Transformation (RCHIT)**

- Develops, submits, and administers the State Offices of Rural Health grant which has five focused areas of responsibility:
- Collects and disseminates rural health information.
- Coordinates rural health resources and activities statewide in coordination with other public and private organizations.
- Provides technical assistance to meet rural community health needs.
- Conducts activities to encourage recruitment and retention of health professionals in rural areas.
- Works to strengthen state, local, and federal partnerships.
- Plans, organizes, coordinates, implements, and evaluates rural health projects, particularly those that build capacity in rural communities.
- Participates with and provides oversight and guidance to sub-grant recipients and project partners to ensure deliverables are timely and adequate.
- Develops, coordinates, and provides technical assistance on grant proposals and other funding mechanisms to enhance community rural health capabilities.
- Reviews and develops county, state, and federal rural policy initiatives to support rural health goals. Provides technical support such as testimony, bill amendments, talking points, briefing papers, etc.

**Office for the Rural Advancement of Technology and Hospital Improvement (ORATHI)**

- Develops, submits, and administers the Medicare State Rural Hospital Flexibility Program grant, the purpose of which is to assist small rural hospitals and improve access to health services in rural communities. Responsibilities include:
- Addressing quality of care issues
- Developing and implementing rural health networks

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
FAMILY HEALTH SERVICES DIVISION

FUNCTIONAL STATEMENT

- Improving and integrating Emergency Medical Services
- Creating and maintaining a state rural health plan
- Supporting facilities seeking Critical Access Hospital designation
- Develops, submits, and administers the Small Rural Hospital Improvement Grant Program which provides funds to help hospitals meet the requirements of the Affordable Care Act—particularly around Value-based Purchasing, bundled payments, and/or Accountable Care Organizations—and in implementing Medicare's Prospective Payment System
- Educates and provides technical assistance to rural facilities on the implementation of electronic health records, health information exchange, and other health information technology
- Educates and provides technical assistance to rural facilities on the implementation and use of telehealth technologies and methods
- Works with rural hospitals, particularly Critical Access Hospitals, to improve financial, operational, and clinical performance
- Reviews and develops county, state, and federal policy initiatives to support rural health goals. Provides technical support such as testimony, bill amendments, talking points, briefing papers, etc.

ADMINISTRATIVE SERVICES

This office coordinates the overall administrative activities for the Family Health Services Division. Oversight is provided through technical assistance and consultation provided in the areas of personnel, budget, fiscal and accounting, procurement and contracting, and facilities management. Develops and maintains coordinating mechanisms within the division for programs to appropriately collaborate and maximize resources.

- Provides management analysis assistance, including reorganization planning, to the Division Chief and program managers.
- Provides assistance to all organizational segments of the Division in the areas of budget, fiscal, procurement, contracting, personnel and logistic services.
- Initiates, formulates, interprets and implements administrative policies, practices and procedures necessary to achieve the objectives of all programs assigned to the Division.
- Coordinates and develops third-party reimbursement mechanisms, including grant applications.
- Initiates and negotiates interagency and contractual agreements with public and voluntary agencies, and supervises the enforcement of such agreements.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
FAMILY HEALTH SERVICES DIVISION

FUNCTIONAL STATEMENT

- Develops, monitors, and controls the policies and procedures on fiscal operations in accordance with departmental, state and federal requirements.
- Provides personnel support, information and assistance to all Division staff and programs in accordance with departmental, state and federal requirements. This includes support in the area of recruitment, position classification, staff training, labor relations and employee benefits.
- Maintains and updates an employee safety manual.
- Reviews reports of industrial accidents.
- Reviews and coordinates all fiscal and personnel actions to assure conformance with the Division's authorized expenditure plan.
- Processes contracts and assists program managers in developing and maintaining a system to monitor all contracts within their respective programs; develops guidelines and modifies them in accordance with changes from the State Procurement Office.
- Supervises preparation of the Division's operating budget in conformance with the instructions from the Departmental budget office and the state's central budget office.
- Reviews the operating budgets of all Division programs to ensure that all program needs are considered in resource allocation.
- Monitors the processing of requisitions, and assists line and staff personnel with purchase orders, invoices and payments as needed.
- Provides direction and expertise to the program staff in the development and execution of cost analysis relative to the establishment of reimbursement rates.

SURVEILLANCE, EVALUATION & EPIDEMIOLOGY STAFF

This division staff office facilitates the integration of public health core functions of assessment, policy development and assurance into all programs in the division. This includes assessing the current status of division programs related to core functions, providing and/or arranging for appropriate training and technical assistance, and evaluating progress. It is responsible for the assurance of quality data collection, analysis and dissemination throughout the entire division. It applies the principles of epidemiology, program evaluation; public health needs assessment, and system development to its various planning efforts.

- Provides leadership by defining skills and competencies required for implementing public health core functions in the division. Collaborates with branches to reach consensus regarding required skills and competencies.
- Conducts and coordinates epidemiological analysis and provides interpretation of population based and program specific interventions to assess health status, and the health determinants of the family health population.
- Supports division programs in developing and maintaining measurable outcomes and objectives and in program evaluation methodologies.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
FAMILY HEALTH SERVICES DIVISION

FUNCTIONAL STATEMENT

- Conducts and collaborates with branch staff to design and implement program evaluation.
- Assures quality of data collection, surveys, evaluation, analysis and dissemination throughout all the branches.
- Provides advice regarding epidemiological and biostatistical research methods, formulation of analysis, plans and format for dissemination of findings.
- Prepares program reports and publications regarding the results of epidemiological analysis and program evaluation for community dissemination.
- Based on analysis and interpretation of data, determines and recommends effective interventions and policy changes.
- Provides advice regarding epidemiological and biostatistical research methods, formulation of analysis, plans and format for dissemination of findings. Advises and directs the formation of study abstracts and publication.
- Provides training on research methods, epidemiology principles and biostatistical methods.
- Collaborates on data activities with other DOH programs outside of FHSD on issues related to family health including Injury Prevention and Control, Disease Outbreak and Control, STD/AIDS, Chronic Disease Programs, and the Science and Research Group.

DATA EVALUATION

- Collects and analyzes comprehensive population based data at the national, state and local levels related to the population served by the division.
- Evaluates quality of all data, which are collected and analyzed to be in compliance with grant requirements.
- Provides leadership by facilitating standard setting for data collection and analysis in the division.
- Develops and maintains an inventory of all data collected and utilized by the division.
- Prepares data reports and tracks the Title V outcome and performance measures for the division and its branches.
- Provides demographic and health status data required in federal grant applications.
- Provides technical assistance to staff on data collection and analysis and to public and private agencies, organizations, and individuals regarding maternal and child health issues.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
FAMILY HEALTH SERVICES DIVISION

FUNCTIONAL STATEMENT

- Serves as a high level technical consultant on statistical research and evaluation to Division/Branch staff.
- Promotes, coordinates, and provides direction to all the branches, sections, and programs in the division in terms of data collection activities, statistical studies, database management, and statistical reports.
- Fosters coordination and collaboration among the division's statistical and program management staff to facilitate and accelerate the development of consensus across the Division around key health data and health data analysis issues
- Staffs the Division's Research Advisory Committee (RAC).

PREGNANCY RISK ASSESSMENT MONITORING SYSTEMS (PRAMS) SECTION

- Administers PRAMS, the ongoing population-based surveillance system designed to identify and monitor selected maternal risk behaviors that occur before, during and after pregnancy during a child's early infancy.
- Analyzes data for use in program planning, evaluation and policy development with the goals of service system improvement enhancement.
- Assists in the preparation of the federal grant application and annual report, providing the data requested,

PLANNING SECTION

- Coordinates and completes Annual Title V Maternal and Child Health Block Grant Report and Plan in collaboration with division programs.
- Develops and publishes a comprehensive needs assessment for the family health population at least every five years in collaboration with the branches to determine division-wide priorities, and to carry out related program planning and policy development. During the interim years, conducts ongoing needs assessment, which is used to re-evaluate priorities, programs and policies.
- Tracks the state's progress in meeting the Title V Maternal and Child Health Block Grant performance and outcome measures and Healthy People 2020 objectives for the family health population and coordinates the evaluation of division programs in identifying effective activities to accomplish objectives.
- Facilitates the development of self-evaluation mechanisms for division programs. Oversees the implementation and reviews the results of self-evaluation.
- Assesses the relevance and effectiveness of division programs in meeting division priorities and objectives.

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- Identifies division wide training needs related to division wide programmatic priorities and objectives. Arranges for and coordinates the provision of such training.
- Keeps abreast of national issues and trends including legislation related to division programs and disseminates this information. Facilitates discussions regarding need for shifting and modifying division programs and services in order to accommodate new trends.

STATE SYSTEMS DEVELOPMENT INITIATIVE (SSDI) UNIT

- Facilitates activities, including arranging for technical assistance and training, to define, develop and document systems of care at the state and local levels for the family health population. Identifies measurements for assessing and evaluating systems of care.
- Facilitates data linkages of birth certificate data with Medicaid, hospital discharge, WIC and other relevant data sets by reducing barriers to linkage. Provides or arranges for analysis of linked data sets to determine interventions which can improve the health status of the population.
- Provides or arranges for analysis of key maternal child health data sets to determine interventions which can improve the health status of the population.
- Develops and submits the annual State Systems Development Initiative grant application.

FETAL ALCOHOL SPECTRUM DISORDER (FASD) UNIT

- Develops and coordinates systems of care for those individuals who have been diagnosed with an FASD and their families.
- Develop a strategic plan for the prevention, identification and diagnosis, intervention and treatment services for those already diagnosed and their families.
- Provides information and referral services to assist families affected by FASD.
- Advocates for and coordinates state and community resources to assist individuals and families affected by FASD.
- Provides public awareness and professional educational materials about FASD.

EARLY CHILDHOOD COMPREHENSIVE SYSTEM (ECCS) UNIT

- Assures the development and implementation of a comprehensive and integrated system of care for children zero to eight.
- Facilitates interagency collaboration to promote the medical home, social and emotional health for children, early childhood school readiness, parenting and family support.

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- Develops and track early childhood indicators.
- Develops statewide priorities to assure that all children under the age of eight are safe, healthy and ready to succeed.

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The Children with Special Health Needs Branch has two major goals: (a) all children and youth with special health care needs (CYSHCN), including young children with developmental delays, will receive appropriate services to optimize health, growth and development; and (b) access to quality health care shall be assured through the development of a comprehensive, coordinated community-based, patient/family-centered, culturally competent system of care. CYSHCN are children who have or are at increased risk for chronic physical, developmental, behavioral, or emotional conditions and who require health and related services of a type or amount beyond that required by children generally and their families.

- Assess and monitor the status of CYSHCN to identify and address the strengths and problems of the system of services.
- Link CYSHCN to health and other community and family services, and assure access to comprehensive, quality systems of care.
- Assure access to services as mandated, needed, or a safety net for CYSHCN.
- Inform and educate the public and families about issues related to CYSHCN.
- Mobilize community partnerships among policymakers, health care providers, families, general public, and others to address health problems related to CYSHCN.
- Facilitate community engagement with providers, families, public and private entities to plan, develop, evaluate and improve services for CYSHCN.
- Provide leadership for priority-setting, planning, and policy development to support efforts to assure the health of CYSHCN and their families.
- Monitor and evaluate the effectiveness, accessibility, and quality of personal health and population-based services for CYSHCN.
- Coordinate and conduct research and demonstrations to improve services for CYSHCN.

SECRETARIAL SERVICES STAFF

- Provide the secretarial and office support services to the Branch.

ADMINISTRATIVE SUPPORT STAFF

- Develop and oversee the Branch budget with the Branch Chief and monitor and evaluate expenditure plans for compliance to Operational Expenditure Plans.
- Develop the Early Intervention Section budget with the Section administrator and provide quarterly updates on expenditures and budget projections.

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- Develop, prepare, and submit Biennium and Supplemental Budget Requests as necessary.
- Provide contract management and administrative support activities including reviewing proposals and negotiating contracts.
- Responsible for fiscal management of contracts and provide support for programmatic monitoring of contracts.
- Develop and implement a plan for contract fiscal monitoring and evaluation and compliance corrections as necessary.
- Provide fiscal and accounting services including the processing and payments of authorized expenses and procurements.
- Provide grants management support activities including responsibility for fiscal applications and expenditure reports, as required, for present, on-going, and new grants.
- Develop and implement a plan for facilities management and inventory controls.
- Oversee and implement Branch and Sections personnel activities.
- Provide appropriate consultation, technical assistance and training to Branch Sections for administrative, fiscal, personnel, and procurement activities.
- Analyze budgetary data to assure quality and cost-effectiveness of programs.
- Assure compliance with Division and Departmental policies and procedures.

DATA SUPPORT STAFF

- Administer the data research and analysis activities required for needs assessment, planning, development of needed programs, and monitoring and evaluation for quality improvement and effective services.
- Measure and monitor data collection and analyses related to CYSHCN statewide.
- Provide technical and consultative services to Sections and programs.
- Develop and prepare reports and plans to comply with federal and state requirements.
- Work with other Departmental data sources and programs to achieve Branch data goals and objectives.

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**CHILDREN AND YOUTH WITH SPECIAL HEALTH NEEDS SECTION (CYSHNS)**

This section focuses on CYSHCN residing in communities of the state, until they reach age 21 years. It is responsible for development, demonstration, and promotion of quality family-centered, community-involved, comprehensive services for their optimal health and development. The long-term aims are to prevent and reduce complications of illness and dysfunction with chronic conditions and expand their participation in community life. It promotes and facilitates activities toward attaining state and national goals for CYSHCN, including the National Goals for CYSHCN established by the Title V Maternal and Child Health Block Grant Program.

- Address the multiple determinants of health that interact across childhood and family members to produce health outcomes.
- Bring together and integrate services from models of child development, chronic illness, maternal and child health life course, and social determinants of health.
- Conduct assessments to focus on the source of population needs.
- Assure needed collaboration is developed and maintained among programs.
- Partner with all sectors at local and regional community, state, and national levels to assure services are available and organized so families can use them easily.
- Involve key community persons in leadership for new initiatives and facilitating change for improvement of services.
- Collect/measure and utilize data for policy decisions and program planning.
- Provide knowledge base with information and supply reports conceptualizing and identifying problems or needs within a target community, effective/efficient and socially acceptable solutions, and recommendations for facilitation and activities toward enactments of solutions into policy.
- Provide community information and referral information for members of the public and service providers.
- Facilitate the development of programs and services to address priority unmet needs when community resources are insufficient or not available.
- Monitor and evaluate accessibility and effectiveness of services and service system utilization for improvement of quality and results for long-term outcomes.

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**PLANNING AND COORDINATION SERVICES UNIT**

This unit is responsible for statewide services to assure that CYSHCN age 0 through 20 years, especially those with limited resources, receive optimal health care and reach their growth and development potential. It facilitates processes for state plan development and improvement of service systems for CYSHCN. It also leads activities for progress toward major state and national goals for CYSHCN.

- Assess community and population needs regarding health status, services, and resources for CYSHCN. Review recent federal and local legislation and developments for planning purposes.
- Review prevalence and impact of special health care needs in children and progress toward long term National Goals for CYSHCN. Review Hawai'i data from the National Survey of CYSHCN for changes in six national core outcome indicators for measuring progress toward the goals.
  - Families of CYSHCN will partner in decision-making at all levels and will be satisfied with the services they receive.
  - All CYSHCN will receive coordinated ongoing comprehensive care within a medical home.
  - All families of CYSHCN will have adequate private and/or public insurance to pay for the services they need.
  - All children will be screened early and continuously for special health care needs.
  - Services for CYSHCN and their families will be organized in ways that families can use them easily.
  - All CYSHCN will receive the services necessary to make transitions to all aspects of adult life, including adult health care, work and independence.
- Reports on the status of each outcome indicator, background, and related activities in Hawai'i for presentation and planning purposes.
- Collect informative materials and resource descriptions for information and referral of families and providers. Topics include medical services, social services, early intervention programs, and other resources for CYSHCN.
- Provide service coordination to families receiving CYSHNS services throughout the state. This includes: assessment of needs, development of service plan, linkage to appropriate care, evaluation of child's health care and progress, liaison between private and community health and social service agencies, and assisting with transition to adult health care services and independence.

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- Identify needs and community recommendations for development of community-based specialty services that are accessible and practical for families. Develop and facilitate pediatric specialty clinics on neighbor islands when feasible and where no other services are available.
- Enlist and coordinate participating providers, volunteer providers, and fee-for-services contractors of medical specialty and related treatment services. Provide information and guidelines on use of these services to families, providers, and agencies.

CHILDREN WITH SPECIAL HEALTH CARE NEEDS OUTCOMES SUBUNIT

This unit guides and evaluates the program for progress toward National Outcomes for CYSHCN. It also provides individual child/youth and family assessments, initial recommendations for service planning for newly admitted children, and services to continuing children. It provides nursing and health care consultation services and facilitates tracking and monitoring of program service results and outcomes.

- Facilitate the collection of data on activities and events to measure and monitor progress toward program goals, such as national core outcome indicators for measuring progress toward the Goals for CYSHCN.
- Conduct periodic reviews of service plans and cases for the extent and impact of family participation, medical home, transition to adulthood, and other area.
- Provide technical assistance, education, and training for health professionals, community agencies, and organizations regarding CYSHCN.
- Provide limited financial assistance as a "safety net" in order to provide eligible CYSHCN access to specialty service.
- Provide input and participate in quality improvement activities and provide consultation and education for multidisciplinary staff development.
- Oversee the family service and satisfaction questionnaire at times of re-eligibility review and discharge, the summary of responses, and reporting of results.
- Assess all requests or applications for services. This includes confirmation of medical and/or financial eligibility, immediate information and referral, and initial recommendations for the family.

CRANIOFACIAL SERVICES SUBUNIT

Work in coordination with public, private, and community providers and families to assure that CYSHCN with craniofacial conditions, such as cleft lip and palate, receive the comprehensive multidisciplinary services that are necessary throughout stages of growth and development for optimal correction and functioning. Assist with obtaining multiple services that are timely during stages coincident to growth. Assist families in managing the



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array of services required. Provide counseling, education, and consultation with families, educators, primary care providers, and other social services, health care, and care coordination providers.

- Collaborate with Kapi'olani Medical Center for Women and Children (KMCWC) in their Kapi'olani Cleft and Craniofacial Center (KCCC). Participate as community resource member of the team of medical, dental, surgical, and other specialists and therapists. Participate in development of multidisciplinary team recommendations that include proper sequencing of evaluations and treatments.
- Provide nursing consultation to health/human services staff of other programs and agencies regarding implications of medical conditions in daily activities and growth and development, problems associated with the medical condition, prevention of complications, and planning for emergencies.
- Educate providers and families of special resources available in the community for children with craniofacial conditions and how to access them. These may include certain clinic services, insurance benefits, Department of Education provisions for school assistance, etc.
- Provide input and consultation in individual education planning meetings regarding student's condition, stage of treatment and projected plan, speech therapy, and adjustment.
- Provide consultation and guidance to neighbor island social workers and Oahu workers of other disciplines regarding technical aspects of treatment and services. Confer with and work closely with social services worker in support of youth and family members during long-term treatment and repair of craniofacial condition.
- Work to improve the system of services so CYSHCN will have access to needed supplies, equipment, and materials for their treatment and care.

SOCIAL WORK FAMILY SERVICES SUBUNIT

Provide social work knowledge base and individual and group interactive skills to increase child/youth and family coping skills and address multiple determinants of health such as health plan benefits and coverage, family income and cost of specialized care, interpersonal relationships and disability, social adjustment and functional limitation, housing and home environment, transportation and geographical proximity to services, second language and cultural values, communication and self advocacy, and psychosocial adjustment and long-term chronic conditions.

- Assess family functioning and its positive and/or negative influence on the child's service plan. Identify family strengths, risk factors, and stressors. Develop interventions to enhance family strengths or reduce risk.

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- Provide consultation on family-centered, culturally competent service coordination and social work methods to other disciplinary colleagues, and private and public community service providers.
- Facilitate access to pediatric specialty services and clinics, including provision of neighbor island clinics so families may have access to community-based specialty services. Relate specialty services to primary care in communications with families for service coordination.
- Assist with financial access to medical services as a "safety net" for families with no other resources, by providing financial assistance with diagnostic and treatment services through sub-specialty clinics, medical specialists, and other medical services.
- Provide outreach services to Supplemental Security Income (SSI) child beneficiaries with disabilities under age 16 and their families. This may include assessment to identify child/family medical, social, educational, and transitional needs; information sharing; and assistance in accessing available resources.

SPECIALTY SERVICES UNIT

Plan, develop, and administer specialized health related services for treatment, habilitation, and education of CYSHCN and families, for their optimum health and involvement in community life. Provide consultative staff services to colleagues of other disciplines and other providers for a comprehensive approach to managing health conditions and concomitant issues. Develop and work through partnerships in activities that encompass both prevention and intervention strategies. Provide interpretation of findings and make recommendations for strategies to improve services for CYSHCN.

- Serve as expert community resource for families and providers. Prepare and conduct educational presentations to increase understanding about hearing loss and audiology services and aids.
- Provide pediatric nutrition services. Provide consultative staff services to other discipline providers and programs as part of a comprehensive approach to nutrition or dietary issues. Participate as a multidisciplinary member in Metabolic Clinics in Hawai'i Community Genetics.
- Coordinate services to participating families throughout the state. Advise and assist with accessing services, monitor child's progress, facilitate interdisciplinary services, and assist with transition to adult health care service and independence.
- Participate and provide consultation in individual education planning and other service planning meetings on specific needs and strategies for the student.
- Assist with financial access to services through program or foundation funds, as a "safety net" for families with no other resources.

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- Work with service teams in developing recommendations and programs for CYSHCN. Participate in youth activities to engage, educate, and motivate their interest and enthusiasm.

EARLY INTERVENTION SECTION (EIS)

This Section, as Lead Agency for Part C, is responsible for the statewide implementation of Part C of the Individuals with Disabilities Education Act (IDEA), Public Law (P.L.) 108-446, and H.R.S. 321.351-357 for all Part C eligible children (i.e., children under age 3 who meet the State's eligibility criteria) and assures that a system is in place to meet all federal and state requirements. The system must have policies and procedures in place to assure that the following required components are met: a rigorous definition of "developmental delay" in order to appropriately identify eligible children; a state policy to provide early intervention services based on scientifically-based research; timely, comprehensive multidisciplinary evaluations of the functioning of each child and a family-directed identification of the needs of each family; an individualized family support plan for each eligible child and family; a comprehensive child find system; a public awareness program that provides information to primary referral sources; a central directory that includes information on early intervention services and resources and experts available in the state; a comprehensive system of personnel development which includes the establishment of qualifications based on state-approved requirements; a system to ensure mandated services are available; the provision of procedural safeguards; a policy related to the provision of services in natural environments to the extent possible; a State interagency coordinating council; a system to compile required data; policies and procedures related to the identification and coordination of all available resources, including the development of interagency agreements; and a system to resolve disputes with both families and/or other agencies.

To meet the above requirements, this Section is responsible for the development of a family-centered, community-based, comprehensive, interagency and coordinated system of early intervention services for Part C children and their families. To ensure that such a system is in place, this Section regularly monitors all early intervention programs that provide care coordination and services to Part C eligible children to assure their compliance with Part C requirements, and that if deficiencies are identified, they are corrected. This Section collaborates with public and private partners statewide and develops Memoranda of Understanding with other Departments to support IDEA Part C requirements. Section responsibilities also include the staffing to support the Hawai'i Early Intervention Coordinating Council and development of a public awareness campaign, using various outreach activities, strategies and media sources to identify potentially eligible children from birth to age three, especially those who are homeless, underrepresented, low-income, inner-city and rural.

SECRETARIAL SERVICES

- Provide the secretarial and office support services to the Section staff.

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**HAWAI'I EARLY INTERVENTION COORDINATING COUNCIL STAFF**

The Hawai'i Early Intervention Coordinating Council (HEICC) is mandated by Part C, §641 and H.R.S. 321.353. It has the following functions:

- Advise and assist the Department in the development and implementation of the policies that constitute the statewide system of early intervention services.
- Assist the Department in achieving the full participation, coordination and cooperation of all appropriate public agencies in the State.
- Assist the Department in the effective implementation of the statewide system by establishing a process that includes: seeking information from service providers, care coordinators, parents and others about any Federal, State or local policies that impede timely service delivery; and taking steps to ensure that any policy problems identified are resolved.
- Advise and assist the Departments of Health and Education regarding the transition of toddlers with disabilities to preschool and other appropriate services.
- Assist the Department in the resolution of disputes.
- Advise and assist the Departments of Health and Education regarding the provision of appropriate services for young children from birth through age 5.
- Provide advice and consultation to EIS in planning, implementing, monitoring and evaluating the system of early childhood services.
- Advise and assist the Department in the preparation of applications under Part C and amendments to those applications.
- Review and certify the required annual report on the status of statewide early intervention programs for Part C eligible children and their families for the Governor and the U.S. Secretary of Education.

**HAWAI'I KEIKI INFORMATION SERVICE SYSTEM (H-KISS) STAFF**

H-KISS administers the centralized statewide computerized information and referral service, under Part C of IDEA, and performs the following functions:

- Provide information on state and national services and resources to families with young children who have special health needs (and Title V toll-free information line to age 21).
- Receive referrals from parents, pediatricians, and the community for early intervention services for children birth to age 3, who may be eligible for services.

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- Utilize a triaging mechanism to ensure appropriate and timely referrals to early intervention programs for children birth to age 3 who may be eligible for services.
- Compile statistical information for purposes of identifying service needs and for state and federal required data reports.
- Generate reports in response to data requests from public and private providers in the community.
- Provide information and technical assistance to ensure pediatricians, child health and developmental specialists, preschool teachers, and other community providers are knowledgeable about how to refer possible Part C eligible children for early intervention services.
- Maintain a database of referrals, which includes updates on referral information. Implement changes and enhancements in H-KISS database software as needed.

PERSONNEL DEVELOPMENT STAFF

This program is responsible for implementing strategies and activities to provide and support statewide training and personnel development for the Early Intervention Section and all other Part C providers, including:

- Develops a statewide system of personnel development to assure that a family-centered, community-based, culturally competent, collaborative approach is the basis for all training and professional development activities.
- Responsible for ensuring that all personnel who serve Part C eligible children, statewide, are knowledgeable of IDEA, Part C requirements through direct training and training other trainers.
- Develops and implements training modules, statewide, on IDEA, Part C requirements.
- Reviews and approves all training materials related to IDEA, Part C.
- Ensures that other trainers appropriately and adequately provide required IDEA Part C training using the Part C training modules.
- Ensures that a yearly personnel survey is disseminated to all Part C early intervention providers, including professionals, paraprofessionals and administrators to identify training needs.
- Develops new statewide training modules to support the additional training needs as identified on the personnel survey.

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- Plans, conducts and/or coordinates training for early intervention parents and personnel to assure appropriate, quality early intervention services to infants and young children with special needs and their families as outlined in Part C of P.L. 108-446.
- Provides consultation to related programs and sections in the Branch, Department of Health and community on early childhood training issues and the comprehensive system of personnel development.
- Provides awareness training and consultation to child health and developmental specialists, preschool teachers and other interested community providers on IDEA Part C, to assure that they are knowledgeable of how to refer possible Part C eligible children for early intervention services.
- Collaborates with other community programs to ensure that a variety of personnel development activities are available throughout the year to meet the needs as identified by early intervention program staff.
- Collaborates with public and private universities, community colleges, departments and agencies that currently provide training for professional development.
- Develops and disseminates a monthly training calendar to all providers of early intervention services and families of children receiving early intervention services.
- Responsible for developing and maintaining database for training and personnel development.
- Responsible for the development of federal, state, and programmatic reports.
- Responsible for the implementation of grants related to training, including the development and monitoring of budgets.
- Acts as the co-facilitator of the HEICC's Personnel Development Committee.
- Supports the development of statewide Part C implementation policies and procedures for dissemination to all Part C providers statewide.
- Participates in Part C Quality Assurance monitoring of all statewide Part C Agencies and Programs.

**LEAD AGENCY SUPPORT STAFF**

This program is responsible for assuring the IDEA Part C and other applicable federal and state laws are being followed by all Part C Agencies and Programs. This program develops and implements strategies and activities to support statewide quality assurance including:

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- Responsible for developing and implementing a monitoring system to ensure that all Agencies and Programs that serve IDEA Part C eligible infants and toddlers and their families meet IDEA Part C requirements.
- Collaborates with all providers of IDEA Part C services to ensure they are knowledgeable of Part C requirements and qualified to provide early intervention services.
- Works closely with the EIS Section Supervisor, the Public Health Nursing Branch Chief, and the Healthy Start Supervisor in monitoring their programs and sections that serve IDEA Part C.
- Reviews, approves, and assures that all Agency action plans developed as a result of program monitoring are met within timelines.
- Responsible for developing Part C monitoring and reporting templates for use by all Part C Agencies.
- Responsible for developing, implementing, training for, and evaluating Part C's participation in all aspects of the interval review system, including identifying children to be reviewed, reviewing internal review reports, as necessary, ensuring that reviewers attend review meetings, and providing follow-up to program managers and section supervisors regarding the results of the internal reviews, writing the required Internal Review statewide summary reports, analyzing Part C internal review data, mentoring new internal reviewers, and attending statewide quality assurance meetings with the Department of Education and DOH, Child and Adolescent Mental Health Division.
- Responsible for working with the Personnel Development program in developing and presenting training modules for both internal review mentors and internal reviewers.
- Responsible for the development and implementation of the statewide Part C child and family outcome system, in response to new OSEP requirements, including providing training and support to all Part C Agencies and Programs, analyzing statewide Part C data, ensuring annual family surveys are disseminated and analyzed, writing reports to support the submission of annual State Performance Plans and other required reports.
- Supports and participates in training activities related to IDEA Part C requirements.
- Collaborates with the Department of Education (DOE) to support the development and implementation of DOE Quality Assurance Complex Plans.

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QUALITY ASSURANCE STAFF

This program is responsible for assuring that EIS state and private purchase-of-service (POS) early intervention programs (EIS Part C programs) that serve infants and toddlers with developmental delays and their families follow required IDEA Part C and other applicable federal and state laws. This program develops and implements strategies and activities to support statewide quality assurance for EIS Part C programs, including:

- Works with and supports all EIS Part C programs to ensure they are knowledgeable of Part C requirements and qualified to provide early intervention services.
- Responsible for monitoring all EIS Part C programs for compliance with IDEA Part C requirements, H.R.S. 321.351-353, with the Hawaii Early Intervention State Plan, and contractual requirements (as appropriate) and assuring that corrections are implemented to meet any identified areas of non-compliance.
- Analyzes data from EIS Part C programs to determine areas improved and areas in need of improvement.
- Ensures that any EIS Part C program action plan developed as a result of program monitoring is implemented within timelines.
- Develops and submits required reports to EIS as Part C Lead Agency related to identification and correction of any areas of Part C non-compliance.
- Responsible for developing quarterly, annual, and other report templates for EIS Part C programs as required by the Early Intervention Section.
- Supports the internal program improvement efforts of EIS Part C programs through participating as both a reviewer and mentor to new reviewers.
- Supports the Branch's Administrative Services in the fiscal auditing of fee-for-service contracts.
- Supports training activities related to IDEA Part C requirements.
- Collaborates with the Department of Education (DOE) to support the development and implementation of DOE Quality Assurance Complex Plans.
- Collaborates with the Branch's Administrative Services in all aspects related to expansion of EIS Part C programs, including developing new Requests for Proposals for POS programs and other needed early intervention services.
- Collaborates with the Branch's Administrative Services in reviewing and approving invoices from POS and fee-for-service providers for early intervention services.
- Monitors fee-for-service providers to assure appropriate billing.



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FINANCIAL RESOURCE STAFF

The FRS is responsible for the development and implementation of financial systems and processes to collect third party reimbursements and other types of payments for early intervention services. Under the Part C mandate of IDEA, EIS is to pursue "other public and private funding" to be used to support the cost of providing early intervention services.

The mandate also designates EIS as "payor of last resort" for Medicaid medical assistance and Tricare military health care programs. Title XIX of the Social Security Act goes further adding that nothing can prohibit or restrict reimbursement of IDEA Part C services (42 CFR 1396(c)) if they meet the definition of Medicaid medical assistance.

- Collaborate with Department of Human Services (DHS), U.S. Armed Services Branches, or any other private or public organization in the development and implementation of payment processes for early intervention services.
- Ensure that payment processes comply with relevant State and Federal regulations such as the Health Insurance Portability and Accountability Act (HIPAA) for transactions and Family Educational Rights and Privacy Act (FERPA) for confidentiality.
- Act as a staff information and training resource for billing procedures.
- Work closely with government, public or private fiscal agent data personnel in the development and application of data collection or billing systems for EIS.
- Ensure that statewide EIS personnel are trained and comply with all applicable requirements of State and Federal regulations, including HIPAA transactions, FERPA confidentiality regulations, False Claims Act requirements, etc.
- Collect, review and validate service data from statewide EIS programs and fee-for-service providers to generate invoices for reimbursement or other payments to DHS.
- Verify employment and professional credentials and track eligibility of early intervention providers for reimbursement or audit purposes.
- Maintain and update provider fee schedules, applicable diagnoses and procedure codes required for payment processes.
- Verify eligibility of children enrolled in early intervention programs for reimbursement purposes.
- Deposit reimbursements and payments into appropriate accounts.
- Utilize detailed information of reimbursements/payments and special fund deposits for reporting purposes.

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SOCIAL WORK SERVICES UNIT

This unit is responsible for providing family-centered culturally sensitive care coordination services and other family support services to families with Part C eligible children and their families.

- Gather information from parents regarding their strengths, concerns, and priorities for their children referred for early intervention services and themselves.
- Ensure that referred children receive timely evaluations to determine their Part C eligibility, timely Individualized Family Support Plans (IFSPs), and timely and appropriate early intervention services to meet the needs identified on their IFSPs.
- Support the implementation of the IFSP in all public and private early intervention programs statewide through training and technical support. Ensure that the IFSP document meets Part C regulations.
- Provide individual and family counseling to alleviate family crisis and/or dysfunction and co-facilitates support groups for family members.
- Facilitate arrangement of other needed services by referring to community agencies.
- Provide social work consultation, support, and training to social workers/care coordinators and other providers of early intervention services in the areas of IFSP development, family centered services, community-based services, cultural sensitivity, and other related areas.
- Support quality assurance activities related to the implementation of Part C regulations concerning culturally competent, family-centered care coordination, evaluations and IFSP processes.
- Assess family functioning; identify family strengths, concerns, needs, risk factors, and stressors; and develop strategies to enhance family strengths and/or reduce risk.
- Advocate for and assist families in navigating the network of health and human services to maximize service provision to young children.
- Provide social work consultation to H-KISS staff and other social workers statewide.
- Support the provision of training in family-centered care, care coordination and IFSP development for early intervention personnel statewide.
- Provide direct supervision and/or technical assistance for care coordinators who

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are placed in public and private agencies to implement care coordination services.

- Collaborate with multiple public and private departments and agencies to assure services are coordinated. Collaborate with the Department of Education and other providers of services to children over age 3 to ensure smooth and timely transitions, consistent with IDEA Part C.

**PROFESSIONAL SUPPORT UNIT**

This unit is responsible for ensuring that professional support services, consistent with IDEA Part C, are provided to all Early Intervention (EI) programs statewide that serve Part C eligible children and their families, as needed. This unit is also responsible for the administration of special projects that support EIS services.

- Ensure that nutritional evaluation, consultation, technical assistance, and training are provided statewide as needed to support the nutritional concerns of enrolled children, their families and EI program staff.
- Ensure that occupational therapy evaluation, consultation, technical assistance and training are provided statewide as needed to support the sensory processing/sensory regulation needs of enrolled children with autism and challenging behaviors, their families and EI program staff.
- Ensure that vision evaluation, consultation, technical assistance and training are provided statewide as needed to support the orientation, mobility and pre-braille skills of enrolled children who are blind or visually impaired, their families and EI program staff.
- Ensure that deaf education evaluation, consultation, technical assistance, training, and family support groups are provided statewide as needed to support the communication skills of enrolled children, their families and EI program staff. Support a deaf mentorship program and family networking and informational groups to enhance the ability of families to support the communication needs of their children. Assist Care Coordinators and families with the process of obtaining hearing aids to support the child's increased hearing capacity as needed.
- Ensure that psychological evaluation, consultation, technical assistance and training is provided statewide as needed to support the mental health needs of enrolled children, including those with Autism Spectrum Disorders, their families and EI program staff.
- Ensure that Part C eligible children identified with Autism Spectrum Disorders and other significantly challenging behaviors and their families receive intensive behavioral support services to meet their identified needs.

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- Increase the capacity of community preschools and home care providers to serve infants and children under three years of age with special needs within their settings through on-going training and support.

Assistive Technology Subunit

- The Assistive Technology program provides assistance technology support to young children with special needs and their families. Staff (coordinator and parent mentors) provides support at the child's home and/or center-based early childhood program. They work closely with the family and providers to identify software or other types of technology to increase the child's responsiveness to the environment (e.g. increased vocalization, increased eye contact, further development of fine motor ability, etc.) around him/her through increase stimulation.

EARLY CHILDHOOD SERVICES UNIT

The unit level is responsible for the quality of services provided in the early childhood services programs and assures that services provided are appropriate and meet the levels as prescribed in the Individual Family Support Plans (IFSPs) for the enrolled children.

LANAKILA, LEEWARD, AND WINDWARD EARLY CHILDHOOD SERVICES PROGRAMS (ECSPs)

These programs determine Part C eligibility and provides early intervention services to all Part C eligible children and their families who are referred to the ECSPs:

- Administer and ensure that the ECSPs meet all required federal Part C and state regulations and requirements.
- Ensure that mandated services, including occupational therapy, physical therapy, speech therapy, special education, social work, and care coordination are culturally sensitive and family-centered and are provided to eligible children and their families to meet their identified needs. Ensure that families are linked with other mandated services that are not provided by the ECSPs.
- Ensure that children referred to ECSPs due to suspected developmental delays or at biological risk for developmental delays are evaluated within Part C timelines and that a copy of the evaluation report, verbal explanation of the results, and suggested developmental activities are provided to families.
- Ensure that a care coordinator is identified to support the development of a family-centered IFSP with outcomes, objectives, and services identified to meet the unique needs of the child and family.
- Incorporate professional "best practices" in service delivery and work closely with families of eligible Part C children to maximize their potential by imparting knowledge and skills to family members.

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- Maintain a safe, protective environment for children receiving services in their natural environments.
- Monitor accomplishment of child/family outcomes and objectives identified on the IFSP and modifies the IFSP as appropriate.
- Provide educational, developmental, cognitive, social and learning style assessments of Part C eligible children when appropriate.
- Assure a smooth transition from Part C to Department of Education or other community programs consistent with IDEA Part C requirements.
- Collaborate with all other units in EIS and CSHNB when technical assistance is needed to support the needs of children and their families enrolled in ECSPs as well as ECSP staff. Collaborate with the Quality Assurance and Training Unit to ensure that staff receives training and support in their discipline specific competencies, as well as in providing care coordination and developing IFSPs with families based on identified needs. Collaborate with private early intervention programs to ensure a consistent service delivery system for Part C eligible children and their families.

GENOMICS SECTION

Genomics encompasses the effect of genes and their interaction with behavior, diet and the environment on the population's health. This section administers and coordinates a statewide system of services, education, activities, and funding sources to: assure appropriate screening and monitoring services to maintain or improve the health of the community; increase access to genetic services; provide education and information to the community about the impact of genomics on health; and develop genomics activities for the community based on identified needs and data.

This Section has programs that focus on the same population of newborns and infants. There is a genetic basis for many disorders – most birth defects have a genetic basis, at least 50% of congenital hearing loss is genetic, and all the disorders detected through newborn metabolic screening are genetic. This Section addresses the integration of program functions especially in the areas of education to birthing facilities and other sources of newborn/data ascertainment, strengthening community partnerships and outreach, and streamlining data systems.

- Assure, facilitate, or conduct needs assessment, data collection, program planning, evaluation, and policy development. Use results of needs assessment and interpretation of data, best practices and regional and federal guidelines for program planning, evaluation, and policy development.
- Assure that the screening and monitoring programs meet the identified needs of the community and comply with federal or state mandates.

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- Assure the development of appropriate standards and policies to safeguard the health of the community.
- Assure that educational activities and materials are culturally competent and targeted at the appropriate reading levels for the communities served.
- Support the development of new grants and funding sources to increase the capacity and capabilities of the Section.

**GENETICS PROJECT I AND GENETICS PROJECT II**

Federally-funded projects to improve genetics activities and education statewide and assure access to quality genetic services and information especially for neighbor island families.

- Develop activities to promote the prevention, detection, treatment and management of genetic disorders.
- Develop and provide education for the professional and lay communities using collaborative public and private partnerships.
- Assure access to genetic services, education, and activities.
- Assess public and private needs and resources in regard to genetic services, education, and activities.
- Participate in quality assurance and research activities to monitor and improve genetic services and education.
- Participate in planning, development, implementation, and evaluation of genomics projects, including federally-funded grant projects

**NEWBORN METABOLIC SCREENING PROGRAM**

Administer a statewide program as required by H.R.S. §321.291 to assure that all infants born in the State are screened for phenylketonuria, congenital hypothyroidism and other specified disorders and that all infants who are identified with disorders receive appropriate follow-up, treatment and management.

- Assure that all newborns in birthing facilities are screened, through monitoring of protocols, monthly reports and newborn screening procedures at each birthing facility. Assure the availability of newborn screening services for out-of-hospital births.
- Track infants to assure satisfactory testing and to assure that infants with the specified diseases are detected and provided with appropriate and timely treatment. Assure referral to appropriate follow-up services.

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- Collaborate with medical home providers to minimize the number of children who are lost to follow-up during the screening and follow-up process.
- Establish policies, standards/guidelines and procedures for screening, confirmatory and diagnostic testing, follow-up of newborns with positive screening tests, and tracking to assure that all newborns are screened.
- Collect, analyze and report data on newborn screening for systems monitoring and surveillance and to determine the effectiveness of screening and tracking. Maintains registries of cases with specified diseases.
- Collaborate with health care providers, birthing facilities, laboratories, health insurance providers, public and private agencies, and community groups in the maintenance, evaluation and improvement activities for a statewide newborn screening program. Convene statewide advisory meetings to obtain input on the development, implementation, and maintenance of program priorities, policies and protocols.
- Provide consultation, technical assistance, training, and continuing education on newborn screening to hospitals, laboratories, physicians, nurses, other health providers and community groups.
- Assess public and private needs and resources in regard to newborn metabolic screening.
- Participate in quality assurance and research activities to determine the appropriateness, accuracy and efficacy of newborn screening and follow-up activities.

NEWBORN HEARING SCREENING PROGRAM

Administer a statewide program as required by H.R.S. §321.361-363 to assure that all infants are screened for hearing loss and receive appropriate follow-up if hearing loss is suspected or diagnosed.

- Assure that all newborns in birthing facilities are screened, through monitoring of protocols, monthly reports, and newborn hearing screening procedures at each birthing facility. Assure the availability of newborn hearing screening services for out-of-hospital births.
- Establish policies, standards/guidelines, and procedures for screening, diagnostic evaluation, follow-up, and tracking.
- Collect surveillance information and maintain a comprehensive early hearing detection and intervention tracking system. Track infants to assure that infants are satisfactorily tested for hearing loss and that affected infants are provided with appropriate and timely treatment. Assure referral to appropriate follow-up services. Collaborate with medical home providers to minimize the number of

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children who are lost to follow-up during the screening, evaluation, and intervention process.

- Provide information to assist families in obtaining hearing screening for newborns, audiological evaluations for children under age three years with suspected hearing loss, and early intervention services for children under age three years with permanent hearing loss.
- Collaborate with health care providers, birthing facilities, public and private agencies and community groups in the maintenance, evaluation and improvement activities for a statewide newborn hearing screening program. Convene statewide advisory meetings to obtain input on the development, implementation, and maintenance of program priorities, policies and protocols.
- Provide consultation, technical assistance, training and continuing education on newborn screening to health care providers, birthing facilities, public and private agencies and community groups.
- Participate in planning, development, implementation, and evaluation of early hearing detection and intervention activities, including federally-funded grant projects. Evaluate program outcomes to identify unmet needs and recommend changes to meet those needs.
- Participate in quality assurance, needs assessment and research activities to improve program outcomes and increase knowledge about infant hearing loss.

**BABY HEARS (HEARING EVALUATION AND ACCESS TO RESOURCES AND SERVICES)**

Support efforts to improve and ensure implementation of statewide newborn hearing screening and follow-up.

- Develop, implement and evaluate activities to increase the percentage of infants who are screened for hearing loss before one month of age.
- Develop, implement and evaluate activities to increase the percentage of infants not passing screening who are evaluated before three months of age.
- Develop, implement and evaluate activities to increase the percentage of infants with permanent hearing loss who begin early intervention services before six months of age.
- Develop, implement and evaluate activities to decrease the percentage of infants not passing screening who are lost to follow-up.
- Develop, implement and evaluate activities to decrease the percentage of infants not passing screening who are lost to state documentation.



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**HAWAII BIRTH DEFECTS PROGRAM**

Administer a statewide program as required by H.R.S. §321.421-426 and H.R.S. §324.41-44 to provide active surveillance for specific birth defects in infants up to one year of age.

- Collect surveillance information on birth defects and other adverse reproductive outcomes.
- Report the incidence, trends, and causes of birth defects and other adverse reproductive outcomes.
- Report information for the development of prevention strategies to reduce the incidence of birth defects and other adverse reproductive outcomes.
- Develop strategies to improve the access of children with birth defects to health and early intervention services.
- Collaborate with health care providers, public and private agencies and community members in the maintenance, evaluation, and improvement activities for a statewide birth defects program.
- Participate in quality assurance and research activities to improve program activities and increase knowledge about birth defects.

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MCHB provides a broad range of programs and services to pregnant women, mothers, infants, children and their families. The maternal and child health branch promulgates policy, develops standards and guidance to ensure availability, adequacy, and quality of services. These responsibilities include; reducing health disparities, promoting health equity, improving access to health care, and improving the quality of health care.

The Branch supports an integrated approach to maternal and child health across the lifespan. Such an approach takes into account the physical, emotional, socio-economic, cultural, educational and spiritual aspects of the lives of those in the communities we serve.

Advocate for the elimination of disparities that impact on health equity and social justice.

Assure access to quality care, especially for those with low incomes or limited availability and access to care.

Reduce infant mortality.

Provide and ensure access to comprehensive prenatal and post natal care to women (especially low income and at risk pregnant women).

Provide and assure access to preventive services.

Assure and promote family-centered, community-based, systems of coordinated care for women, children and families.

Support strategies that address system wide prevention of child maltreatment and advocate for the system wide promotion of family strengthening initiatives.

Plan, promote, coordinate, monitor, and evaluate maternal and child health services.

Provide education and advocate for the prevention of bullying behavior and promote policies that protect and support children and youth from such behavior.

Develop and provide technical and analytical resources for monitoring Branch activities.

Promote the prevention of violence against women and the exposure to violence by children and youth

Recommend and advocate for public policies and programs that ensure the overall well-being and healthy growth and development of children within the context of healthy families.

Develop an administrative system for the purchase of services (POS) contracts and other strategies to meet community needs.

Evaluate performance of Branch activities designed to meet identified needs.

Coordinate, facilitate, and conduct studies and research as appropriate on the impact of maternal and child health services on the target population and others.

Inform program administrators, community advisory boards, state agencies and other stakeholders, including the general public of maternal and child health issues.

Provide mentorship experiences for scholars and interns and encourage staff development opportunities

Support educational and information dissemination efforts on topics related to maternal and child health and violence prevention issues

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SECRETARIAL SERVICES STAFF

- Secretarial services are provided within the Branch.

PLANNING PREVENTION AND INTEGRATION STAFF

- Administer and oversee the data collection, statistical analysis, and dissemination of statistical information required for Branch programs to monitor, assess, and evaluate the efficacy of services.
- Assess maternal and child health services to ensure the development and provision of needed services through review of literature, surveillance and data review and collection, keeping abreast of best practice and evidence based practices and other relevant research in the area of maternal to include perinatal health and child health, family strengthening, and violence prevention.
- Integrate family violence prevention initiatives into other MCHB and FHSD programs to develop a comprehensive approach and formulate effective networking and coordination of resources for communities.
- Provide leadership for the violence collaborative initiative within branch to assure that across sections and programs efforts related to violence prevention are coordinated and integrated.
- Oversee the data capacity building efforts for violence related data
- Work with the branch chief to assure that programs coordinate and integrated program activities and goals where appropriate.
- Conduct branch wide meetings to prepare integrated data strategies or shared strategies based on data
- Provide support to programs within the branch to coordinate grant writing, planning, data collection and other aspects that warrant a more collaborative approach to assure quality and integrated services with shared outcomes.
- Plan, design, develop, and implement data collection systems; manage the operation of these systems to ensure data is available for program monitoring, evaluation, and analysis.
- Provide health statistics, health status data, and other statistical information to support planning and policy activities.
- Provide surveillance of the state's health care delivery system to determine at-risk Maternal and Child Health populations by identifying occurrences of health problems related to socio-economic and environmental factors.
- Develop and prepares reports and plans to comply with federal and state requirements and as directed.
- Work with other Departmental data sources and programs to achieve state's public health goals and objectives.

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ADMINISTRATIVE SUPPORT STAFF

- Assure and oversee administrative support activities for the Branch, including Program, Planning and Budget System (PPBS) and personnel services.
- Develop the Branch budget with the Branch Chief and monitors and evaluates expenditure plans for compliance to operational expenditure plans.
- Provide contract management and administrative support including the development, preparation and processing of Request for Proposals (RFPs), reviewing proposals, scheduling contractor meetings, negotiating contracts, monitoring of services, and responding to contractor calls for information.
- Assure compliance with laws and rules related to state procurement and federal procurement and grants management
- Provide grants management activities and support to program staff including responsibility for fiscal applications for present, on-going, and new grants.
- Develop and implement a plan for fiscal monitoring and evaluation of contracts and initiated any compliance corrections as necessary.
- Develop and implement a facilities management plan and inventory controls.
- Oversee, support and implement Branch personnel activities.
- Provide appropriate consultation, technical assistance and training to Branch Sections for administrative, procurement and personnel activities.

ACCOUNTING SECTION

- Provide accounting services including fiscal processing of purchase orders.

WOMEN'S AND REPRODUCTIVE HEALTH SECTION

This section administers a statewide system of women's health services to address the needs of high-risk populations including women in their reproductive years and surrounding pregnancy. The section also promotes strategic planning methods that engage community services and stakeholders and addresses health disparities impacting access to quality care across the lifespan.

- Coordinate women's health related activities and initiatives across the Branch. This across program approach strengthens the branch programmatic focus to reduce sex and gender-based disparities and ensures that all women receive comprehensive, culturally competent and quality health care.
- Coordinate with branch programs addressing women's health and sex/gender specific issues and policies to formulate strategies and priorities for all programs within the branch.

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- Coordinate and support sex/gender specific disease prevention and health promotion activities and initiatives
- Serve as the branch liaison with other departmental and non departmental individuals and organizations working on women's health and coordinate with other branch programs to assure that information is shared and maximize resource allocation.
- Support educational and information dissemination efforts on topics related to sex/gender specific health issues
- Facilitate or conduct needs assessments, data collection, program planning, evaluation, and policy development. Utilize results of needs assessment and interpretation of data, best practices standards of care and federal guidelines for program planning, evaluation, and policy development.
- Work in coordination with Federal initiatives and keeps abreast of cutting edge and emerging practice and issues. Access information on best practice, emerging and changing nationally recognized standards of care and evidence based practices to assure availability and access to quality care for Hawaii's residents.

SECRETARIAL SERVICES STAFF

- Secretarial and clerical services are provided within the Section.

REPRODUCTIVE HEALTH SERVICES UNIT

This program is intended to assist individuals in determining the number and spacing of their children and promotes positive birth outcomes and healthy families. The education, counseling and medical services available thru federal and state funded clinical programs assist with achievement of this goal. Other functions of this program include:

- Ensure community-based, culturally appropriate, low-to no-cost, family planning medical services and contraceptive methods to uninsured women and men through POS contracts statewide.
- Maintain a system of data collection to document program effectiveness and track disparities and social determinants to monitor health equity and social justice issues and utilize data for program improvement and assuring reduction of disparities.
- Administer the federally funded Title X Family Planning Program to ensure that uninsured and low income individuals have access to medical services, community education and outreach services.
- Administer the statewide reproductive health and family planning community health education, outreach, and prevention program through POS contracts to ensure health and outreach services for hard-to-reach populations including uninsured individuals, adolescents, individuals with functional needs, those with substance abuse issues, males, individuals with housing insecurity issues and others at risk for unintended

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- Partner, coordinate and integrate services with other branch programs and providers serving at risk populations.
- Facilitate and incorporate practices to support the integration of family planning and reproductive health into the continuum of women's health services through interconception and preconception care working closely with the Perinatal Health Program, Adolescent Health Program, and others in this process.
- Plans, designs, and implements on-going public information activities addressing women's and men's health, sexuality, and family planning health issues that facilitate access and community acceptance of family planning services.
- Assure that nationally recognized standards of care are agreed upon and met and monitor clinical services and community health education services provided through POS contracts.
- Provide leadership and support other reproductive health and family planning healthcare providers to build community program capacity to deliver quality family planning services.
- Work collaboratively with the Adolescent Health Coordinator to ensure providers incorporate standardized health education criteria for related school and community-based programs to address the needs of youth.
- Work collaboratively with the STD/HIV Prevention Program to ensure appropriate STD screening and STD/HIV prevention education for family planning clients.
- Monitor the fiscal aspects of all POS agreements to assure compliance with federal and state requirements.

WOMEN'S HEALTH CLINICAL AND QUALITY ASSURANCE

This program strives to reduce factors that contribute to infant mortality and provides an array of services to address risk factors that lead to poor birth outcomes. This program services at risk communities based on review of data related to agreed upon risk factors. Functions include:

- The program administers the Perinatal Health Consultation/Quality Assurance efforts of the branch and is responsible for a standardized statewide system of perinatal health care aimed at the prevention of poor birth outcomes and appropriate treatment of vulnerable high-risk women and infants.
- Monitor POS providers of perinatal clinical and support services to ensure compliance with the defined scope of services and quality service provision.
- Facilitate and incorporate practices to support the integration of perinatal health into the

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continuum of women's health including interconception and preconception care working closely with the Family Planning Program in this process.

- Develop and implement nationally recognized standards of care and guidelines for perinatal health care including professional health education.
- Assess perinatal health care needs using: Perinatal Health Program and Family Planning Program provider reports, PRAMS, Title V needs assessments, Behavioral Health Risk Factor System BRFSS, Office of Health Status Monitoring Vital Statistics, and other related data sources.
- Maintain a system of data collection to document program effectiveness and track disparities and social determinants to monitor health equity and social justice issues and utilize data for program improvement and assuring reduction of disparities.
- Develop and maintain data collection from POS contractors; as well as modifies system, as necessary to ensure program effectiveness and to guide program planning and implementation.
- Provide technical and consultation services to ensure the provision of quality nursing and health services to all section POS providers as well as branch staff as appropriate.
- Provide expertise, including oral and written reports on perinatal health and interconception care related to all POS perinatal contracts and the Big Island Perinatal Disparities Grant.
- Develop, revise, and promote the implementation of Perinatal Health Provider guidelines and standards not limited to screening and referral for depression, domestic violence/intimate partner abuse, sexual assault/coercion, human trafficking, substance use (alcohol, tobacco and other drugs), oral health, nutrition, and lack of medical insurance. As applicable utilizes guidelines from the American Academy of Pediatrics, American College of Obstetricians and Gynecologists, and other related accredited organizations.
- Develop and administer a multi-layered, comprehensive approach to the problem of perinatal addiction (maternal substance use/abuse) through public/private partnership to develop programs encompassing both prevention and intervention strategies.
- Implement, monitor and evaluate contract agreements with private agencies for the provision of pre-treatment services to substance using/abusing pregnant women. Pre-treatment services may include screening, early detection, outreach services, and case management.
- Develop/facilitate training sessions and technical assistance for health care professionals regarding the dynamics of substance use, the early identification of pregnant and postpartum women who use substances, legal implications and the benefits of early prenatal, and supportive treatment programs.

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- Identify and recognize standards of care for substance using/abusing pregnant women and perinatal addiction and incorporate use of best practices with perinatal health care providers.

MALAMA PROGRAM

- Monitor statewide POS contracts for the Big Island Perinatal Disparities Grant, data collection procedures and forms to measure scope of work and performance measure outcomes. Oversee the completion of all federal reports including grant applications, progress reports, fiscal reports and data reports required for the Health Resources and Services Administration Hawai'i County Big Island Perinatal Disparities Grant.
- Provide technical assistance to POS providers and others related to the Malama Big Island Health Disparities project.
- Prepare reports as required to include legislative and county related reports
- Collaborate with other programs within the branch to assure coordination of programmatic efforts
- Provide technical assistance to the Hawai'i Perinatal Consortium, a statewide leaders forum and advocacy group organized to promote and support strategies for improving perinatal health in Hawai'i.
- Provide expertise, including oral and written reports on perinatal health and interconception care related to all POS perinatal contracts and the Big Island Perinatal Disparities Grant.

ADOLESCENT HEALTH UNIT

This program will address adolescent related issues to include bullying, teen pregnancy prevention, teen suicide or other issues. The primary focus is ages 12-23.

- Plan, develop, and administer model adolescent programs in collaboration with the community and schools to reduce morbidity and mortality due to high-risk behaviors.
- Promote concepts that focus on healthy outcomes for adolescents including healthy youth development, protective factors and resiliency approaches.
- Represent Hawai'i as the State Adolescent Health Coordinator and function as a clearinghouse for national adolescent data and resources.
- Provide leadership for teen pregnancy prevention efforts and coordinate among programs internal to branch and external to assure optimal use of resources to address teen goal attainment and reduce teen pregnancy rates in the state especially among disparate populations
- Participate in any bullying related initiatives and provide branch leadership for this issue. Coordinate with other departmental and non departmental programs working on bullying prevention efforts.

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- Participates in the Hawai'i School Survey Committee to administer the CDC's Youth Risk Behavior Survey and reporting requirements.
- Maintain a system of data collection to document program effectiveness and track disparities and social determinants to monitor health equity and social justice issues and utilize data for program improvement and assuring reduction of disparities.

FAMILY SUPPORT AND VIOLENCE PREVENTION SECTION

The Family Support Section administers an integrated and coordinated system of services for children and their families to optimize health, growth and development for the 0-21 years of age population. Functions include:

- Work to ensure a safe and nurturing environment, free of violence to promote optimum health through supporting programs initiated at the community and school level, based on locally identified needs and current data.
- Administer services relative to the support of family functioning, enhanced child development and the prevention of child abuse and neglect, family related violence and sexual assault in communities. The primary focus is on health promotion education and preventive efforts with technical assistance and consultation services.
- Ensure the development of appropriate standards and policies to safeguard the health of our children.
- Facilitate or conduct needs assessments, data collection, program planning, evaluation, and policy development. Utilize results of needs assessments and interpretation of data, best practices and federal guidelines for program planning, evaluation, and policy development.
- Administer services to strengthen families and communities through contracted providers.

CHILD DEATH REVIEW STAFF

- Administer the Child Death Review (CDR) process which is a systematic multidisciplinary, multiagency review process to prevent future child deaths through community education, public policy development, and legislative changes.
- Work closely with the Nation Child Death Review and Prevention Center to assure alignment with National Child Death Review Strategies.
- Prepare Death and Fatality Review reports and assure that information is utilized to address prevention initiatives as appropriate.
- Maintain a surveillance and reporting system based on standardized data collection and analysis to identify issues, trends and patterns in child deaths.

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- Assure adherence to relevant state laws related to child abuse prevention, sexual violence and domestic or family related violence and coordinate services as appropriate based on statutes.

SECRETARIAL SERVICES STAFF

- Provides secretarial support services for the entire Section.

FAMILY STRENGTHENING AND VIOLENCE PREVENTION UNIT

- Ensure a framework for a unified system of family violence prevention through partnerships with public-private agencies.
- Conduct needs assessment and disseminates related data and information to facilitate collaboration and community networking to foster domestic violence prevention efforts.
- Administer the Domestic Violence and Sexual Assault Special Funds to ensure community-based violence prevention and intervention services, including intimate partner violence and sexual assault, by contracting with private providers. Monitors and evaluates contractual agreements.
- Plan, develops, and administers the statewide domestic violence prevention initiatives in collaboration with other public-private agencies and organizations to reduce injury morbidity and mortality caused by domestic violence.
- Coordinate and participate in domestic violence prevention activities to enhance community and provider awareness and promulgates development of domestic violence related policies, prevention, and intervention initiatives
- Administer the Domestic Violence Fatality Review (DVFR) program to assure a systematic multidisciplinary, multiagency review process to prevent future child deaths through community education, public policy development, and legislative changes.
- Maintain a surveillance and reporting system based on standardized data collection and analysis to identify issues, trends and patterns in domestic violence fatalities.
- Assure quality data for domestic violence death/fatality review and work collaboratively to build data capacity to report findings so they can be translated into prevention strategies
- Provide technical assistance, consultation, and training related to the DVFR programs.
- Maintain a system of data collection to document program effectiveness and track disparities and social determinants to monitor health equity and social justice issues and utilize data for program improvement and assuring reduction of disparities.

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FAMILY HEALTH SERVICES DIVISION  
MATERNAL AND CHILD HEALTH BRANCH

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- Work collaboratively with partners within and external to the department to formulate violence prevention strategies and update plans
- Collaborate with community organizations and agencies in facilitating the development of comprehensive and integrated programs to support optimal health of children 0-21 by ensuring access to primary prevention services to decrease morbidity and mortality due to injury and illness.
- Serve as a resource to community agencies, parents, and health providers, providing technical assistance and consultation to improve health outcomes for children and youth.
- Collaborate and coordinate with local and national groups to ensure appropriate response to child and adolescent health issues in the state.
- Develop requests for proposals, negotiates contracts, and monitors purchase of service providers to ensure compliance with the defined scope of services and deliverables.
- Collaborate and coordinate with the Injury Prevention and Control Program and Keiki Injury Prevention Coalition (KIPC) to ensure comprehensive injury prevention strategies for children and youth in the state.
- Administer a statewide system of community and family support services for the development of social-emotional health for those 0-21 years of age including the prevention of child abuse and the promotion of positive parenting and appropriate child development expectations.
- Plan, develop, and support strategies and initiatives to prevent child maltreatment
- Monitor purchase of service agreements with providers of early intervention/identification programs to ensure compliance with the defined scope of services.
- Utilize data to document program effectiveness, including operational performance indicators, treatment outcomes, consumer satisfaction and quality improvement.
- Provide expertise and technical assistance, support, consultation, and professional training to enhance community knowledge and understanding of psychosocial problems of those 0-21 years of age and how to provide supports to families and communities.
- Advocate for the development and implementation of innovative statewide service programs for those 0-21 years of age and their families to increase accessibility of family strengthening programs.
- Administer services relative to the support of family functioning, enhanced child development, and family strengthening through POS contracts to prevent child maltreatment.

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FUNCTIONAL STATEMENT

- Monitor and evaluate the contractual agreements with private agencies for the provision of effective family strengthening and support services.
- Administer the Hawai'i Children's Trust Fund (HCTF), a public and private partnership with the Hawai'i Community Foundation for statewide grant making activities to ensure a statewide network of primary prevention services and grant making activities to support and strengthen families and to prevent child abuse and neglect.
- Provide staff support to the HCTF advisory committee and organizes and facilitates training and technical assistance opportunities.
- Advocate for public policies to ensure the health and well-being of young children and families and promotion of positive growth and development services.
- Administer the Community Based Child Abuse Prevention (CBCAP) federal grant which is aimed at developing, operating, expanding, and enhancing community-based, prevention focused programs and activities to strengthen and support families to prevent child abuse and neglect, including the financing of public information activities that focus on the healthy and positive development of parents and children, and promotion of child abuse and neglect activities.
- Work collaboratively with Department of Human Services, Child Welfare Services to assure prevention strategies for child maltreatment.
- Develop, maintain and update prevention plan and strategies for the prevention of child maltreatment utilizing community based participatory approaches.
- Develop community partnerships and collaborate with federal, state, local, and community agencies to promote safe and healthy environments for children and families to feel supported in an effort to prevent child abuse and neglect.
- Work collaboratively with the HCTF, ECCS, HV, DV, violence prevention programs and coalitions, Strengthening Families National Network, Center for the Social Emotional Foundations of Early Learning, and Zero To Three, and other organizations in developing and implementing public awareness activities and training to strengthening families and prevent child abuse and neglect.

SEXUAL ASSAULT PREVENTION SUBUNIT

- Administer and implement sexual violence prevention grant to develop strategies for prevention and education.
- Conduct needs assessment and disseminates related data and information to facilitate collaboration and community networking to foster sexual assault prevention efforts.

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- Plan, develops, and administers the statewide sexual assault prevention initiatives in collaboration with other public-private agencies and organizations to reduce injury morbidity and mortality caused by sexual assault.
- Coordinate and participate in sexual assault prevention activities to enhance community and provider awareness and promulgates development of sexual assault-related policies, prevention, and intervention initiatives
- Maintain a system of data collection to document program effectiveness and track disparities and social determinants to monitor health equity and social justice issues and utilize data for program improvement and assuring reduction of disparities
- Work collaboratively with partners within and external to the department to formulate violence prevention strategies and update plans
- Work collaboratively with partners within and external to the department to formulate violence prevention strategies and update plans

HOME VISITING SERVICES UNIT

- Administer the Evidence Based Home Visiting (EBHV) and the Affordability Care Act (ACA) as well as other funding sources to expand and enhance the state's home visitation program and support collaborative planning to leverage other federal, state, and local investments of existing funding streams into evidence based home visitation programs and practices.
- Maintain a system of data collection to document program effectiveness and track disparities and social determinants to monitor health equity and social justice issues and utilize data for program improvement and assuring reduction of disparities.
- Work collaboratively with partners within and external to the department to formulate violence prevention strategies and update plans
- Work collaboratively with Department of Human Services, Child Welfare Services to assure prevention strategies for child maltreatment.
- Develop, maintain and update prevention plan and strategies for the prevention of child maltreatment utilizing community based participatory approaches.
- Develop community partnerships and collaborate with federal, state, local, and community agencies to promote safe and healthy environments for children and families to feel supported in an effort to prevent child abuse and neglect.
- Work collaboratively with the HCTF, ECCS, EBHV, violence prevention programs and coalitions, Strengthening Families National Network, Center for the Social Emotional Foundations of Early Learning and Zero to Three and other organizations in developing and implementing public awareness activities and training to strengthen families and prevent child abuse and neglect.

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- Maintain a system of data collection to document program effectiveness and track disparities and social determinants to monitor health equity and social justice issues and utilize data for program improvement and assuring reduction of disparities.

EVIDENCE BASED HOME VISITATION SUBUNIT

This program administers the Hawaii Home Visiting Network, a system of early identification and home visiting programs which refer and serve at-risk families to appropriate home visiting programs. Promotes quality home visiting services through evidence based home visiting models and supports these home visiting programs' infrastructure through technical assistance and training which address continuous quality improvement and fidelity to the home visiting model.

- Plans, designs, develops and implements the Hawaii Home Visiting Network (HHVN) through public/private partnerships to ensure quality and sustainability of home visiting programs.
- Administers the federally funded Maternal Infant Early Childhood Home Visiting grants which expand and enhance evidence-based home visiting programs to improve outcomes for children and families who reside in high risk communities.
- Develops, implements, and is responsible for a statewide early identification program which identifies and refers at-risk families for home visiting services.
- Monitors POS providers of home visiting programs to ensure compliance with the defined scope of services and quality services provision.
- Develops and prepares reports and plans to comply with federal and state requirements and as directed.
- Facilitates and incorporates best practices according to individual models to support home visiting programs.
- Provides hospital surveillance for the identification of at-risk families who would benefit from home visiting services.
- Provides data and statistical information to support planning and policy activities for home visiting.

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WIC SERVICES BRANCH  
(WOMEN, INFANTS AND CHILDREN)

FUNCTIONAL STATEMENT

Implements provisions of PL 95-627 enacted by Congress in 1978 by providing nutrition education and high risk counseling, breastfeeding promotion and education, health and social services referrals including alcohol and drug abuse cessation, and supplemental foods to income eligible women in their childbearing years and infants and children up to age five, who are found to be at nutritional risk, with funds granted through the U.S. Department of Agriculture (USDA), Food and Nutrition Service through the WIC Program.

Interprets the WIC program rules and regulations for the public state agencies, and others as required.

Serves as a resource and provides consultation to staff of the Department of Health (DOH) and other private and public agencies on the operations of the WIC Program.

Contracts with national and statewide organizations to provide services to WIC Program participants and their families and in assuring that WIC Program regulations are implemented.

Conducts clinics throughout the state providing direct service to WIC Program participants and their families and assuring that WIC Program regulations are implemented.

Monitors authorized WIC Program vendors to insure an adequate supply of WIC approved foods and determines compliance with WIC Program regulations in the delivery of WIC foods.

Collects and evaluates data to implement and evaluate the WIC Program and develop a statewide WIC Program Plan.

Develops and maintains the program's management information automated system.

Coordinates and consults with staffs of the Department of Health clinics and other local agencies in the operations of this program.

I. Administrative Support Section:

The WIC Administrative Support Section oversees the contracts, personnel, vendor management and budget/fiscal/accounting activities for the WIC Services Branch.

A. Personnel Unit:

Develops and oversees the implementation of personnel and related DOH management policies, guidelines and procedures which include such functions as staff recruitment and placement, personnel transactions and records, position

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classification and pay as well as employer/employee relations for the branch.

Processes requests for internal posting and/or open competitive announcements in filling position vacancies.

Assists in the formulation and implementation of recruitment methods for difficult-to-fill classes of work.

Initiates action to create, reallocate and redescribe positions.

Generates monthly vacancy reports and maintains current employee/position listing.

Responds to requests for pertinent personnel information.

Processes Job Performance Reports for review by departmental officers.

Processes employee transactions, including appointments, movements and separations.

Processes paperwork for worker's compensation claims and follow-up on leave status of employees.

Performs clerical work for the unit.

B. Vendor Management Unit:

Interprets and carries out the WIC United States Department of Agriculture (USDA) program rules and regulations relating to vendor food instrument issuance.

Develops, implements and monitors all phases of the WIC Program vendor management services, including vendor contract issuance, monitoring, coordination and education.

Monitors costs of WIC approved food to be purchased with food instruments and proper procedures for reimbursement by vendors.

Oversees criteria for establishing new food vendors for the WIC Program and makes recommendations regarding new vendors as needed.

Assists Clinic Operations program with support as needed in training and educating the WIC clinic staff on proper procedures for WIC food instrument issuance.

Performs clerical work for the unit.



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C. Accounting Unit:

Plans and directs the day-to-day fiscal and accounting operations policies, procedures and work methods.

Prepares the WIC Services Branch budget request in accordance with the USDA and the DOH guidelines and in conformance with requirements of the State Department of Budget & Finance.

Develops and monitors the WIC Program's fiscal and accounting operation to ensure compliance with state and federal (USDA) guidelines.

Reviews, processes and approves expenditures to ensure that they are kept within fiscal ceilings.

Processes all purchase orders for encumbrance. Prepares budget reports.

Prepares fiscal and accounting reports and cost analyses and other reports as required.

Establishes fiscal policies and procedures in compliance with state and federal (USDA) directives.

Handles the WIC Program infant formula and other rebate issuance.

Reviews and monitors contract budgets and expenditure reports to ensure compliance with state and federal guidelines.

Performs clerical work for the unit.

D. Contracts Unit:

Develops, issues and maintains contracts for provision of statewide WIC services, banking services and other required purchase of services including lease agreements and other special grant agreements.

Reviews caseload and recommends contract modifications to reflect appropriate reimbursement rates and response to changes in the community.

Monitors Agencies to assure compliance with the terms and conditions of contracts; coordinating monitoring activities conducted by the Accounting Unit and Program Support Section.

Participates in program design and if implementation involves contracting, coordinates preparation of timetable, work assignments, and draft of service scope.

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Establishes relations with contract agencies and serves as a point of contact for the agencies with the Branch.

Performs other related duties and clerical work for the unit.

II. Program Support Section:

The Program Support Section oversees the planning, nutrition education, quality assurance, outreach and coordination activities for the WIC Services Branch.

Prepares regular statistical reports regarding WIC units and clinics caseloads, caseload and eligibility, food instrument issuance, services rendered, health status indicators, socio-demographic variable of clients served and other identified variables.

Prepares numerical data in various forms for processing, planning, programming, statistical analysis and reports preparation to support the WIC Program management information and evaluation activities.

Identifies staff educational needs with regard to data collection and provides training support as needed to train and familiarize staff with the WIC program automation system, with proper data collection and functional data interpretation and utilization.

Assists the Branch management in identifying mechanisms for use of data in Branch planning and decision making activities.

Provides secretarial and clerical support to the section.

Develops the annual state plan with input from specific functional area units and the community as required for submission to USDA.

Analyzes statewide data collected on the automated information system and prepares statistical reports for USDA Participant and Program characteristics (PC), and Branch/Division/Department.

Develops and implements research and special grants projects.

A. Nutrition Services & Support Unit:

Plans and develops curriculum for nutrition education and breastfeeding promotion for the WIC participants.

Coordinates the development of the Local Agency Nutrition Services Plan for implementation and includes the monitoring of the plan at the local agency level.

Consults with USDA on WIC standards and criteria

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to assure participant service delivery is met.

Develops and implements breastfeeding promotion activities including the breast pump loan program.

Develops and implements new food packages by reviewing the nutritional appropriateness of new foods for inclusion, while assessing cost, availability, and input from the participant and the WIC vendors.

Develops appropriate and culturally sensitive nutrition education materials and videos for use in the Local Agencies and community at large.

Provides technical consultation and maintains library resources.

Networks with other agencies for outreach and community coordination to provide information and to increase caseload as necessary.

B. Quality Assurance & Training Unit

Plans, develops and implements quality assurance functions for the Branch relating to assessment of participant service delivery and in relation to expected outcomes.

Develops and implements competency based training plan for all employees including individual skill assessments and training needs.

Performs audit reviews for compliance to established Federal and State standards.

Develops and implements a comprehensive system for detecting and follow-up of participant, clinic and employee fraud and abuse.

III. Clinic Operations Section:

The Clinic Operations Section oversees a total of eight (8) clinical WIC services units; four on Oahu (Pearl City, Windward, Leeward, and Wahiawa) and four on the neighbor islands (Hawaii (Hilo, Kona), Maui and Kauai):

Provides high quality WIC nutrition and health related services to each client from admission to discharge in accordance with the USDA guidelines, standards and requirements and with state nutrition guidelines and requirements.

Assesses each WIC client for nutritional status indicators and criteria for WIC services and correctly records all pertinent client information.

Ensures that clients have a knowledge of the WIC Program services, provides

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clients with opportunities to ask questions, and offers referral to other public health services as needed.

Prepares and disseminates appropriate food instruments in accordance with the USDA standards and requirements.

Maintain records and reports relating to client services provided and client status.

Performs clerical work for the section.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION  
FUNCTIONAL STATEMENT

The mission of the Developmental Disabilities Division (DDD) is to administer a statewide comprehensive system of services for persons with developmental disabilities (DD) based on the principles of self-determination, quality of life and person-centered planning.

Administers, directs and leads the programs and activities of the Division to comply with all applicable federal and state statutes including Hawaii Revised Statutes 333F and 321H.

Develops, plans and coordinates all aspects of programs, services and activities statewide through ensuring the maximization of desired outcomes and national best practices.

Directs the planning, research and data activities.

Oversees the clinical interdisciplinary process and the entire Intake eligibility review process.

Develops and implements policies that guide operational activities throughout the Division.

Pursues and maximizes federal, state and alternative funding sources for services and resources to the client population.

Collaborates with Department of Health Divisions and administratively attached agencies, Department of Human Services, Department of Education and other state agencies on needs and issues of the client population.

Provides compliance consultation and services for all legal settlement agreements and litigation issues.

Provides medical and clinical consultation, technical assistance and direction.

Administers the general dental health programs of the State.

Provides secretarial and clerical services.

**ADMINISTRATIVE STAFF**

Oversees, manages and coordinates all Division budgeting activities, payment and personnel systems and other administrative matters.

Establishes, administers and executes budget and fiscal policies and procedures in compliance with State and departmental directives.

Maximizes State dollars by billing for Medicaid reimbursable services provided for eligible individuals following the rules, policies, and procedures defined by the Department of Human Services under Hawaii Administrative Rules, Title 17.

Conducts ongoing review of processes and measures to improve operations throughout the Division.

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Oversees and manages contractual processes and procedures according to State procurement rules.

Oversees and manages the human resource transactions and activities.

Coordinates all hearings and appeals for the Division.

Provides secretarial and clerical support.

HUMAN RESOURCES SECTION

Manages and monitors all personnel transactions and activities for the entire Division including recruitment, position classification, labor relations, workers' compensation and payroll, sick and vacation leave recordation.

Provides all levels of supervisory staff with information on hiring, management, supervision, and evaluation of subordinates.

Manages and ensures timely and active recruitment activities to achieve low vacancy rate. Maintains current position announcements/postings.

Maintains data on openings, resignations, turnover, leave usage, personnel actions and complaints by each organizational unit.

Provides staff with timely and accurate information about benefits and personnel procedures.

Maintains an inventory of Personnel Appraisal System (PAS) due dates and timely reminders to the appropriate manager/supervisor.

Plans and conducts orientation for all new hires.

FISCAL SECTION

Provides fiscal and procurement support services for Division-wide operations and ensures compliance with state and federal regulations.

Maintains financial information system, including all expenditures, billings and authorized payments to providers and contractors.

Prepares and submits cost analyses and fiscal reports for grants.

Provides financial data that will support the development and monitoring of programs.

Conducts fiscal review of all program budgets for Legislative requests and grants.

Monitors and prepares reports on Title XIX Medicaid Waiver expenditures.

Conducts continuous fiscal monitoring and auditing as required for all Division contracts.

Conducts reconciliation activities for the HCBS Title XIX Medicaid Waiver program.

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FUNCTIONAL STATEMENT

Maintains and controls accounts of various funds and the special fund account.

Adheres to fiscal policies and procedures in compliance with State and departmental directives.

Prepares and certifies vouchers for all expenditures against budgeted funds.

Monitors monthly expenditures in accordance with budget objectives and priorities.

Develops and implements rate setting activities for the HCBS Title XIX Medicaid Waiver program.

CONTRACTS SECTION

Assures compliance to Centers for Medicaid and Medicare Services (CMS) and Department of Human Services (DHS) requirements for the HCBS Title XIX Medicaid Waiver program.

Provides consultation, technical assistance and assures compliance with Department of Accounting and General Services (DAGS) procurement rules and regulations for all contracts (Chapter 103D and 103F, HRS)

Develops, maintains and implements a system of tracking and processing of all contracts.

Collaborates with the fiscal section on rate setting.

Assists with provider relationships regarding all contract agreements.

PLANNING, POLICY, RESEARCH AND DATA STAFF (PPRDS)

Oversees, directs and manages all policy, research and planning functions for the Division.

Provides information to employees, clients, families/guardians and the public about Division policies, services and activities through various communication and media vehicles.

Develops and regularly updates the Division's strategic plan utilizing knowledge of local, state and national trends and addressing newly identified needs, gaps or duplication of services.

Tracks national trends, directions and revenue enhancement opportunities in the DD field.

Elicits statewide community input in the development of policy, programs and services, e.g. DD Council, families, providers, Waiver Policy Advisory Committee.

Establishes and promulgates statewide quality standards for DD services.

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Conducts research on issues and policies that impact the Division and the DD population. This research encompasses CMS grants to demonstrate pilot or new concepts for DD system changes.

Seeks, leads, develops, coordinates and collaborates in grant activities and applications.

Develops policies that promote self-determination and self-advocacy efforts of clients and families.

Ensures that all policies and procedures are consistent within the Division and with the Department.

Maintains and disseminates a complete set of current applicable State, Department and Division policies and procedures.

Coordinates the Division's legislative process, including the monitoring and drafting of legislation and testimony and responses to requests.

Coordinates the development and state filing of Administrative Rules, which includes the public information and hearing process.

Provides epidemiological analysis of the incidence, prevalence and outcomes of developmental and related disabilities.

Provides consultation to other departments of government such as the judiciary, and to public and private education, health and welfare agencies, as needed.

Coordinates with Health Information Systems Office (HISO) data information systems that support division operations.

Develops, prepares and disseminates statistical data reports to support Division operations and activities. Provides trending reports as requested by the Legislature and other governmental oversight entities.

Collaborates with other governmental databases to report upon services to the client population.

Provides secretarial and clerical support.

**CLINICAL AND ELIGIBILITY DETERMINATION STAFF (CEDS)**

Administers, directs and oversees a statewide centralized eligibility determination process of all DD programs in accordance with federal and state statutes, rules and regulations.

Plans and develops policies and procedures for statewide implementation of eligibility determination services including receipt of all completed applications.

Provides triaging process to hasten eligibility determination and notification to clients and case management staff for appropriate support and services.



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FUNCTIONAL STATEMENT

Plans, develops and maintains a comprehensive centralized database system of registry for all admission applicants.

Establishes, maintains, and supports a Clinical Interdisciplinary Team (CIT) to conduct in-depth clinical assessments related to health, safety, behavior, medical treatment and eligibility determination.

Provides technical and clinical direction and consultation to assist in providing services to clients.

Provides secretarial and clerical support.

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HEALTH RESOURCES ADMINISTRATION  
DEVELOPMENTAL DISABILITIES DIVISION  
CASE MANAGEMENT BRANCH  
FUNCTIONAL STATEMENT

Directs and operates a statewide case management system for persons with DD and their families or guardians.

Provides overall planning, budgeting, coordination and management of the Branch.

Sets direction and focus for case management services in conjunction with the Division's strategic plan and national best practices to meet the needs of individuals with DD.

Establishes the initial point of contact for families and consumers that express interest in DD services. This includes gathering and disseminating information and completion of intake and Medicaid applications and recommendations for service eligibility.

Interacts with the Clinical and Eligibility Determination Staff to support interdisciplinary teams.

Ensures the development of person-centered ISPs for all clients in the DD system.

Ensures prompt and thorough inputting of client information into DDD's management information system.

Develops and maintains standardized forms for use in client records.

Modifies policies and approaches based on client and program outcome measures to assure operational efficiency and effectiveness.

Develops, implements, maintains and updates case management policies and procedures to guide operations.

Administers Branch budget and fiscal policies and procedures in compliance with State and departmental directives.

Develops and implements Branch policies and procedures to guide operations.

Provides secretarial and clerical support.

**SPECIALIZED CASE MANAGEMENT STAFF**

Provides statewide specialized case management to high end, high risk and complex behavioral and medically challenged clients, e.g., dual diagnosed, clients with complex disabling conditions.

Provides consultation and technical assistance on high end, high risk and complex behavioral and medically challenged clients and clients with other complex disabling conditions.

Monitors and audits case management services on high need, high-risk clients with complex disabling conditions.

Develops the ISP for clients with problematic or at-risk behaviors in consultation with the Clinical Interdisciplinary Team (CIT).

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Identifies critical measures, collects data, analyzes outcomes and modifies approaches to current high risk client situations.

Recommends and provides technical assistance for new services and supports for clients with specialized needs based on clinical evaluations and audits.

**CONSUMER DIRECTED SERVICES STAFF**

Provides information, education, and assistance to those individuals who choose to perform support coordination or case management-like functions on behalf of their family members or ward;

Provides statewide support to individuals, families and case managers to coordinate other services with consumer and family directed support needs.

Coordinates with the Department of Human Services and their fiscal intermediary to provide payment to consumer directed staff.

**CASE MANAGEMENT SECTION (CMS) I (EAST)**  
**CASE MANAGEMENT SECTION (CMS) II (WEST)**

The units of Case Management Section I East and Case Management Section II West provide case management services to East and West Oahu.

Informs, identifies, and refers individuals to appropriate community and departmental services within the timelines specified in HRS 333F;

Obtains, provides, and synthesizes information needed for intra- and/or inter-agency referrals and individualized service plan development;

Provides, for individuals with developmental disabilities or mental retardation, a statewide case management system maximizing State funds wherever possible to support individuals to live their desired lives by:

- a. Service/support assessment to identify what is important to the individual and the strengths, needs, and resources;
- b. Service/support planning involving the individual, family and/or guardian, and significant persons in the individual's life to identify necessary and desired services and supports to address issues of health and safety and the supports necessary for the individual to live a desired life;
- c. Service brokerage, including access and advocacy activities to ensure acquisition of necessary and desired services and supports with available community resources;
- d. Ongoing monitoring and service coordination activities;

Provides coordination supports to those individuals and their families and/or guardians who do not wish to become dependent upon governmental resources for all services to support the individual with developmental disabilities living in the community;

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Provides a system of individual budgeting for services received as those provided under the Home and Community Based Services - Developmental Disabilities/Mental Retardation Title XIX waiver, and assures accountability and maximization of State match dollars for support services provided under the waiver;

Provides information and consultation (e.g., on community resources, specifics on functioning and/or conditions, person centered planning, financial information on individual budgeting) to individuals and guardians for decision making to assure maximal access and utilization of resources;

Advocates, develops, and supports efforts in support of individuals and case managers for community resource development and access;

Provides authorization for services and supports;

Manages and supervises case management units.

Ensures that case management units provide timely, consistent and accurate documentation into the information system.

Provides secretarial and clerical support.

**CASE MANAGEMENT UNITS A, B, C, D (Section I East)**  
**CASE MANAGEMENT UNITS E, F, G, H (Section II West)**

Assists the individual to develop a person centered individualized service plan (ISP) in accordance with policies and procedures for case management which identifies what is important to the person, addresses how any issues of health and safety shall be addressed, and identifies the supports necessary to support the individual to live a desired life;

Facilitates access to supports and services necessary for the individual as identified on the individualized service plan (ISP), including the authorization of services and supports;

Coordinates and monitors the services and supports received by the individual to assure maximum benefit and satisfaction;

Identifies gaps in services and supports;

Documents case management services for billing purposes to maximize state funds;

Provides oversight and accountability of a system of individual budgeting for services received as those provided under the Home and Community Based Services - Developmental Disabilities/Mental Retardation Title XIX waiver;

Provides information and consultation to individuals, families, and/or guardians for decision-making to assure maximal access, utilization, and effectiveness of resources;

Provides comprehensive case management services for individuals with developmental disability.

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CASE MANAGEMENT BRANCH  
FUNCTIONAL STATEMENT

Develops and regularly updates person-centered Individualized Service Plans (ISP).

Monitors and coordinates services on an ongoing basis to assure the individual receives the services and supports planned and authorized.

Gathers information needed for intra-and/or inter-agency referrals and ISP development.

Provides consultation and information (e.g., community resources, levels of functioning and/or disabling conditions, financial information on individual budgeting) to individuals and guardians for decision-making to assure optimal access and utilization of resources.

Determines appropriate funding sources for needed services and supports for individual clients.

Assists and refers individuals desiring services to the Clinical and Eligibility Determination staff.

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COMMUNITY RESOURCES BRANCH  
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Identifies, directs and operates a statewide capacity of resource development, administration and management of services and supports for persons with developmental disability (DD), and support to their families or guardians.

Sets direction, develops resources and coordinates activities in accordance with Chapter 321H, HRS for persons with neurotrauma.

Provides overall planning, budgeting, coordination and management of the Branch.

Administers Branch personnel, budget and fiscal policies and procedures in compliance with State and departmental directives.

Maximizes a variety of federal, state and local funding sources.

Develops and implements Branch policies and procedures to guide operations.

Provides secretarial and clerical support.

**COMMUNITY ALTERNATIVES SECTION**

Initiates and coordinates the development of new and existing resources and services for clients in the following areas: housing, employment, and self-determination, which include community integration and volunteer activities.

Provides secretarial and clerical support.

**HOUSING AND EMPLOYMENT UNIT**

Monitors state and national trends and funding mechanisms for developing housing.

Compiles and maintains current data on the status of clients' desired residential arrangements and need for supportive living services.

Develops and maintains a comprehensive database of available housing options.

Researches, plans and develops a variety of strategies and approaches for clients to gain housing of their choice.

Compiles and maintains current data on the status of clients' desired employment and develops strategies to further clients' goals.

Monitors state and national trends and funding mechanisms for developing employment for persons with DD.

Develops employment strategies and seeks employment opportunities that include the following:

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Jointly sponsor initiatives as well as apply for program, employment and residential grants with other Divisions, state and local agencies and community providers.

Coordinates state and federal programs to partner with public and private sector organizations and major employers to create supported employment.

Coordination with other Divisions or community providers to apply for employment grants to develop programs from other funding sources.

**SELF DETERMINATION UNIT**

Compiles and maintains current data of clients' desired social opportunities and develops strategies to further clients' goals.

Supports the development of self-advocacy skills among clients and families.

Identifies, develops and establishes opportunities for inclusion of individuals with DD in the community (e.g. volunteering, civic club memberships, participation in recreation activities).

Develops, coordinates and implements opportunities for persons with DD to have social interactions and community involvement.

**NEUROTRAUMA PROGRAM**

Initiates and coordinates the development of resources for persons with Neurotrauma in accordance with Chapter 321H, HRS through the following: information & referral, community education, assistance to individuals and families to identify and obtain access to services, and administration of the neurotrauma special fund.

Provides lead staffing and logistical support for the state's Neurotrauma Advisory Board and Traumatic Brain Injury Advisory Board, including an ongoing strategic planning process.

Develops and maintains the statewide Neurotrauma Registry.

**COMMUNITY RESOURCE MANAGEMENT SECTION**

Develop and recruit community resources for families and persons with DD by providing programmatic specifications for contract performance, implements family support and respite programs.

Develops statewide community capacity for services and supports for individuals with DD.

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Develops and prepares renewal applications for the Centers for Medicaid and Medicare Services (CMS) Title XIX waiver program, keeping abreast of changes in requirements and national trends.

Prepares and completes all required reports to maintain Title XIX certification.

Develops the scope and standards for the Tile XIX Medicaid Waiver Program in accordance with the memorandum of agreement (MOA) between the Department of Health (DOH), DDD and Department of Human Services (DHS), Adult & Community Care Services Division.

Develops and prepares service and supports specifications and qualifications for Requests for Proposals (RFP) and Requests for Information (RFI) for statewide services and supports in accordance with Chapters 103F and 103D.

Develops evaluation standards in the review of RFP and RFI awards.

Collaborates with the Program Services Evaluation Unit and Fiscal Section to audit performance of contractors.

Provides information and technical assistance to potential providers for Title XIX Medicaid Waiver & POS contractors in the submission of their application.

Refines and updates contractual standards and specifications based on the results of monitoring, client satisfaction surveys and other quality assurance reports, and evolving program needs and trends.

Develops, administers and manages statewide Family Support Services and Respite Programs.

Provides secretarial and clerical support.



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OUTCOMES AND COMPLIANCE BRANCH  
FUNCTIONAL STATEMENT

Oversees the monitoring and evaluation of program and client outcomes.

Promotes national best practices to evaluate and ensure quality care and services.

Manages the assessment, outcome evaluation and training components of the Division to improve DD services.

Coordinates the National Core Indicator Project that measures client outcomes and satisfaction surveys.

Maintains client files and medical records and ensures Health Insurance Portability & Accountability Act (HIPAA) compliance.

Administers Branch budget and fiscal policies and procedures in compliance with State and departmental directives.

Provides secretarial and clerical support.

**OUTCOMES SECTION**

Develops and conducts a continuous quality improvement process that is data driven to support quality client outcomes.

Plans, develops, coordinates and implements activities to improve services and supports delivered to clients.

Identifies and recommends training needs to the Training Unit.

Recommends practices to ensure client information and records are HIPAA compliant.

Monitors and evaluates program and client outcome measures to improve services and supports to clients using best practices.

Implements the National Core Indicator Project and other client satisfaction surveys.

Identifies critical measures and coordinates outcome analysis for integration into the Training Plan.

Provides secretarial and clerical support.

**PROGRAM SERVICES EVALUATION UNIT**

Determines, develops and conducts areas of monitoring based on high volume, high risk or problem-prone activities and other important characteristics.

Conducts ongoing and regular monitoring and review of processes and measures to improve services.

Conducts all consumer and family surveys.

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Provides information on the findings from improvement activities and the National Core Indicator project.

Ensures all client records in the Division are compliant with the Health Insurance Portability and Accountability Act (HIPAA) that includes usage, filing, storage and retrieval.

Provides guidance and technical assistance related to client records, e.g., in professional documentation, confidentiality and security.

Reviews requests for participation in research activities to safeguard clients' rights, confidentiality, and safety.

Provides outcome reports on findings and recommendations on improvements to the client survey delivery system.

**TRAINING UNIT**

Develops and implements a comprehensive education and training plan for individuals with DD, their families, guardians, staff, and the community.

Educates case managers and providers on areas of improvement identified.

Plans, develops and implements a system of orientation and annual training for staff based on outcome monitoring, client satisfaction and evolving program needs.

Provides training, consultation and technical assistance to direct care staff on identification of cues, tracking of occurrences and ISP implementation.

Implements training to ensure staff competency in professional documentation, confidentiality and security related to client records.

Develops and coordinates appropriate training for licensing and re-certifying caregivers in collaboration with the Certification Unit.

**COMPLIANCE SECTION**

Certifies adult foster homes and caregivers.

Provides mediation ensuring timely investigation, intervention and follow-up activities needed for resolution including all cases of suspected abuse, neglect and victimization.

Conducts investigations of complaints from any source.

Refers cases for administrative hearings and appeals to the Division Office.

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Provides secretarial and clerical support.

**CERTIFICATION UNIT**

Maintains the Division's central client medical records (filing, storage and retrieval).

Develops and implements a certification process for caregivers of Adult Foster Homes (AFH).

Certifies and authorizes AFH caregivers for the provision of behavioral homes.

Develops, implements, and maintain processes and procedures for transition from behavioral to AFH.

Provides technical assistance for all investigations on allegations or complaints of abuse and neglect against a caregiver.

Consults with the Attorney General to initiate revocation procedures if a caregiver is not in compliance with standards.

Conducts periodic home inspections to assure standards are met and follows up to ensure that corrections are made.

**CONSUMER COMPLAINTS RESOLUTION UNIT**

Maintains centralized consumer information phone line on DDD programs and services.

Investigates allegations or complaints of abuse and neglect against a certified caregiver.

Prepares and provides documentation of complaints, investigations, status and resulting action.

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HOSPITAL & COMMUNITY DENTAL SERVICES BRANCH

FUNCTIONAL STATEMENT

Provides dental treatments to community patients in a community-based, regional clinic sites, to residents of State institutions such as Hawaii State Hospital and Hale Mohalu in community-based, regional clinic sites, and to patients in facilities operated by the State and consultative services to facility staff.

Provides dental treatment services to recipients of programs in other State agencies under separate contracts or agreements.

Demonstrates new techniques, procedures and methods in maintaining dental health by conducting regular in-service training.

Assists and collaborates with communities to plan, organize, and develop local dental health programs and improve access to dental services throughout the State.

HOSPITAL & COMMUNITY DENTAL SERVICES BRANCH DENTAL CLINIC SITES:

Diamond Head Health Center Dental Clinic  
Lanakila Health Center Dental Clinic  
Leeward Health Center Dental Clinic  
Windward Health Center Dental Clinic  
Hawaii State Hospital Dental Clinic  
Kalaupapa Dental Clinic

Provides dental treatment to indigent individuals who are chronically and severely mentally, developmentally or medically disabled, have communicable diseases, frail elderly or homeless. Provides treatment to Hawaii State Hospital and Hale Mohalu residents and to community-based developmentally disabled individuals. Provides dental treatment to patients residing in Kalaupapa Settlement.

Provides emergency and routine basic comprehensive dental care.

Demonstrates new techniques, procedures and methods in maintaining dental health.

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COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING DIVISION

FUNCTIONAL STATEMENT

The mission of the Communicable Disease and Public Health Nursing Division is to reduce morbidity and mortality from communicable diseases in Hawaii. It seeks to achieve its objective by:

1. Controlling communicable diseases that are present in the state.
2. Eliminating and/or minimizing conditions conducive to the spread of disease.
3. Preventing the introduction of disease into Hawaii from external sources.
4. Improve and maintain the health of individuals and communities by promoting healthy lifestyle choices and assuring access to public health nursing services.

Seeks to achieve program objectives by:

1. Promulgating regulations designed to keep communicable diseases in check and maintaining alertness to keep these regulations current and relevant.
2. Securing compliance by various persons or segments of the population to appropriate sections of the regulations applicable to them.
3. Educating the public about health measures necessary to protect against disease.
4. Work with all other programs with similar concerns for the elimination of conditions conducive to the spread of disease or at least to minimize such conditions when total elimination is not immediately practical.
5. Work collaboratively with the other DOH, community health and interdisciplinary programs in planning and coordinating provision of nursing intervention services associated with emergency preparedness, epidemics, biologic threats, control of communicable diseases, immunization strategies, and care coordination services to at risk populations.

Provides medical consultant and direct services division-wide and responds to prevailing health care needs in the community.

Plans, directs and reviews planning, programming and budgeting activities coordinated with branches, Administrative Services Office and other agencies.

Reviews and recommends personnel actions, and investigates and resolves issues relating to employee grievances and problems.

Provides epidemiological functions by providing public health surety for

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prevention and prevention-related health care activities for tuberculosis, sexually transmitted infections, HIV, Hansen's disease, and public health nursing activities throughout Hawaii, providing additional data for stakeholders, and assuring quality control for the Department of Health.

Administrative Office

Provides business, fiscal, personnel administration and management of health programs and institutional facilities in the Division.

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TUBERCULOSIS CONTROL BRANCH

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FUNCTIONAL STATEMENT

Plans and coordinates all efforts to prevent the spread of tuberculosis infection and to eventually eliminate tuberculosis as a public health problem in Hawaii. Determines policies for control of tuberculosis mycobacterial diseases. Initiates control programs and educational programs.

Advises and coordinates with community agencies. Cooperates with State and Federal agencies and institutions in the control of tuberculosis among immigrants and foreign nationals in the state. Maintains state Tuberculosis registries.

1. Administrative Services

Carries out central administrative, personnel, and fiscal activities of the Tuberculosis Control Branch. Prepares budgets, manages allocated funds, submits requests for Federal funding. Purchases equipment and services and pays for such services.

2. Secretarial Services

Provides secretarial support to the Branch Chief, Public Health Administrative Officer, and the Medical Service Unit Physicians, maintains the personnel and leave records of assigned staff.

3. Pharmacy Services

Oversees all aspects of providing medication for outpatient treatment of disease and for preventive therapy. Plans, develops, and coordinates the purchasing, storage, distribution, and monitoring of drugs for the Branch.

4. Tuberculosis Epidemiologic Studies Consortium (TBESC)

Recruits, admits and coordinates new patients into TBESC study group. Collects and analyzes data regarding the incidence and prevalence of tuberculosis disease and tuberculosis infection for the purposes of epidemiologic analysis, and program evaluation, for Federal study reporting per study protocols.

5. Tuberculosis Nursing Consultant Services

Coordinates all tuberculosis control activities in the State. Coordinates all nursing activities statewide and all epidemiologic monitoring necessary to maintain the State Registry. Assists with delivery of services and implementation of Branch policies by Public Health Nursing Branch nurses, coordinates with the Public Health Nursing Branch, with other state agencies, such as correctional institutions, with private health care providers, with public institutions, such as the military and educational institutions, with private entities, such as educational institutions and businesses. Provides consultative and educational services in the public and private sectors. Collects and tabulates data for epidemiologic analysis, for tuberculosis control activities, and for maintaining the State Tuberculosis Registry.

a. Case Registry Unit

Maintains the State Tuberculosis Case Registry in accordance with State law. Ensures that all suspected and confirmed cases of tuberculosis in the State are reported and followed. Initiates epidemiologic investigations and coordinates with nurses and physicians to ensure appropriate tuberculosis control measures are taken. Ensures that all those with current tuberculosis disease are receiving antimicrobial chemotherapy.

6. Tuberculosis Medical and Nursing Services Section

a. Medical Services Unit

Provides direct clinical management of those suspected of having or proven to have tuberculosis disease by interviewing, examining, evaluating, ordering diagnostic tests, diagnosing, treating, and monitoring patients. Evaluates the need for preventive therapy, and provides and monitors such therapy as appropriate. Provides consultation regarding tuberculosis to physicians, nurses, other health care providers, clients and other agencies. Informs patients with medical problems other than tuberculosis of the need to seek health

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care from other providers and assists the patients in locating appropriate providers. Refers patients for hospitalization for inpatient care of tuberculosis as appropriate.

b. Nursing Services Unit

Responsible for all nursing services provided by Tuberculosis Control Branch nurses. Operates outpatient clinic for all patients receiving direct care from Tuberculosis Control Branch including patient evaluation, education, and monitoring for those receiving preventive therapy and therapy for tuberculosis disease. Nurses function as case managers and provide services for case finding, treatment, and follow-up. Unit operates outpatient clinics in selected rural communities, providing regional tuberculosis nursing services on a regular basis. Independently carries out contact investigation and examination. Independently carries out source investigation and examination when indicated. Provides other tuberculosis screening examination when indicated. Provides other tuberculosis screening activities including skin testing, interviewing, and specimen collection. Implements Branch policies and chest clinic physicians' recommendations for patient management. Provides on-going in-service training and education to nurses in public and private sectors.

1. Medical Records Subunit

Admits new patients to Chest Clinic. Maintains patient records and correspondence files on all Chest Clinic patients. Provides clerical support to the physicians and nurses.

7. Tuberculosis Case Detection and Radiology Section

Provides services for detection of those with tuberculosis disease and those with tuberculosis infection who do not have current disease. Provides screening services for those who require certification of freedom from communicable tuberculosis in accordance with State law.

a. Radiology Unit

Provides chest X-rays for the detection of tuberculosis disease for those clients found to have tuberculosis infection and for other clients in accordance with Branch policies. Provides chest X-rays for Chest Clinic patients.

b. Survey Unit

Maintains records of tuberculosis skin tests administered by the Branch or reported to the Branch for all clients screened for tuberculosis infection or disease. Maintains records of all X-rays taken by the Branch as part of its screening program.



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HANSEN'S DISEASE BRANCH

FUNCTIONAL STATEMENT

Provides appropriate care to an aging group of Hansen's disease patients, many of whom were disabled and institutionalized when drugs were not available to stop the disease. The Branch provides increasing levels of medical care required due to the infirmities of age and disabilities related to age and the disease process; seeks to maintain the special bond and close relationships Hansen's disease inpatients have developed over the many years of institutionalization; and facilitates the establishment of Kalaupapa as a National Historical Park and eventual transfer of non-medical functions to the federal government. Provides medical, nursing, laboratory, educational, social and rehabilitative services to Hansen's disease outpatients and high-risk contacts.

1. General Administration

Responsible for central administrative personnel, and fiscal activities of the Hansen's Disease Branch. Provides administrative support to maintain and operate the facilities under licensure requirements.

2. Office Services and Medical Records

Provides stenographic and clerical support for records for each patient cared for by the hospital in individual case files.

3. Medical Social Services

Provides a range of individual and group services provided to meet current and projected needs for those hospitalized, those Kalaupapa or Hale Mohalu registry patients living independently, and patients of the Hansen's Disease Community program. Emphasis is on case management and crisis intervention as well as supportive coordinative services to maximize medical and emotional rehabilitation.

4. Hansen's Disease Medical Section

Provides statewide hospital care and treatment for any Hansen's Disease patient with serious complications of Hansen's disease. It provides care for registry patients, Kalaupapa patients on Oahu, plus medical support for Kalaupapa including specialized medical care and treatment for patients transferred when resources are not sufficient. Provides for coordinated pre and post discharge as well as specialty services, diagnostic care and continuity of care.

a. Hale Mohalu Hospital Unit

Provides quality professional care to diagnose and treat the patient's medical ailments and maximize rehabilitation by coordinated medical consultation, conferencing and care. All medical services are provided by the facility, and by the medical and consultant staff of the hospital.

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Specialized diagnostic and treatment services not available directly at the hospital are procured at other locations with arrangements for such services made by the medical Administrator. This unit also provides for taking staining, and reading AFB smears for evaluation of patients progress. EKG on patients admission physical.

Provides all non-medical services required to support the operation of Hale Mohalu Hospital. Provides transportation and messenger services and general miscellaneous services. Provides general housekeeping and janitorial services. Provides warehousing and central services for linen and other supplies. Provides laundry services through commercial sources.

i. Nursing Services Sub-Unit

Provides nursing services, occupational therapy, dietary, dental orthotic/prosthetic services.

b. Kalaupapa Medical Services Unit

Provides care and treatment for those patients with active Hansen's disease who prefer to receive their treatment at Kalaupapa rather than at Hale Mohalu. The program also provides home for those medically released patients who elect to remain in the facility as residents rather than return to their former homes or establish new homes on the "outside.

All medical services are provided by the resident physician of the settlement. When the resources available at the settlement are not adequate for the particular medical needs of a patient, the patient is transferred either to Hale Mohalu Hospital or to a general hospital in Honolulu for the care that is required. This unit also provides medical social services and medical technology, laboratory and x-ray services by staff based in Honolulu who go over to the facility periodically to provide services, as required.

(1) Medical Records and Office Services

Provides stenographic and clerical support to the Treatment Care and Rehabilitation Services Unit, including maintaining complete medical records for each patient.

(2) Nursing Services Unit

Provides nursing services occupational therapy, dietary, dental, orthotic/prosthetic services.

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5. Kalaupapa Institution Facilities Section

Provides all the non-medical services required to support the operation of the facility. Because Kalaupapa is physically cut off from supplies and services available on the leeward side of Molokai, it is necessary to operate the settlement as a self-sufficient community.

a. General Administration & Office Services.

Provides general office services required in the operation of the facility, including clerical and typing support as well as other office services required by the facility and by patients who seek assistance from the office staff for a variety of services. Maintains warehousing supplies for the facility and operates a retail store to serve the patient residents of the facility.

(1) Clerical Services

Provides clerical supports services for the Institution Facilities Section, General Administration and Office Services and for patients needing assistance for a variety of services. Types correspondence, reports, contracts, maintains records, ensures proper formatting of all official correspondence.

b. Office of the Sheriff.

Provides security and police services for the community. It is staffed by patient employees outside of the authorized position count for regular employees.

c. Food Services Unit

Provides meals for those patient and staff members who do not prepare their own meals.

d. Housekeeping Unit

Provides general housekeeping services for those housing units where patients and staff are housed in dormitory type facilities rather than in individual quarters. Both housekeeping and culinary services are provided at Bishop Home where the Catholic Sister employees of the facility are housed. Housekeeping service is also provided for Visitors' Quarters maintained for visitors to patients or for other transients on official business. Service is also provided to a number of buildings maintained for visiting departmental staff members on official business.

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e. Building Maintenance Unit

Performs all carpentry and painting work associated with the repair of buildings and related structures made of wood, and new construction when such is undertaken by the facility.

f. Electrical Utility Maintenance Unit

Maintains the facility's electrical distribution systems, telephone systems, refrigeration and cold storage plant, theater type motion picture projection system and repairs and maintains all kinds of electrical appliances both commercial and household types.

g. General and Shop Maintenance Unit

Performs general maintenance and repair work other than in carpentry, painting and electrical utility areas. Major assigned responsibilities include the following:

- (1) Automotive repair and maintenance.
- (2) Repair and maintenance of mechanical equipment.
- (3) Welding and brazing work.
- (4) Repair and maintenance of plumbing system.
- (5) Rock crushing operation.
- (6) Grounds maintenance including maintenance of cemeteries, opening and closing of graves, etc.

Maintenance and repair work that a unit is not able to undertake with its own staff is requisitioned for by that unit from vendors of services to meet the operating need of the facility.

(1) General Maintenance Sub-Unit

Provides general laborer maintenance and repair work.

6. Hansen's Disease Community Program (HDCP) Section

Provides managerial, coordinating, monitoring, educational, and evaluation services to the network of individuals and agencies that provide medical, nursing, laboratory, educational, social, and rehabilitative services to Hansen's disease outpatients and high-risk contacts. Provides medical consultation and monitoring of antimicrobial chemotherapy. Coordinates provision of care of Hansen's disease and payment for such care in accordance with State laws and Federal laws and contracts. Provides direct nursing and case management services. Coordinates nursing and case-management services provided by private providers. Public Health Medical Technology/Laboratory Services Unit provides direct laboratory assistance with regard to Mycobacteriology laboratory testing which may include obtaining specimens, preparing and interpreting smears,

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special culture techniques, and other procedures as they become available and/or necessary. (May work with Mycobacteriology laboratory personnel as directed by the Program Manager.

Public Health Nursing Branch personnel, and other agencies administers the program. Provides medical consultation to private providers. Maintains and updates the State Hansen's Disease Register. Prepares budgets and contract care, case management, rehabilitation follow-up, early detection, deficit prevention and referral services provided by Public Health Nurses. Plans and provides consultant services.

a. Nursing Services and Clinical Monitoring Unit

Monitors and evaluates the quality of nursing in-service training, and continuing education on Hansen's disease to nurses in the public and private sectors. Arranges outpatient clinics for periodic evaluation of patients, contacts, and those suspected to possibly have Hansen's disease. Monitors patient compliance with physician visits, medication usage, and procedures to prevent acute and chronic complications.

b. Contact and Education Services Unit

Provides information and education to Hansen's disease contacts and patients. Assists the Public Health Nurses in providing outpatient services in maintaining the State Hansen's Disease Case Register.

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STD/AIDS PREVENTION BRANCH

FUNCTIONAL STATEMENT

Administers a statewide program for the surveillance, prevention, and control of STD/AIDS in Hawaii. Ensures a pro-active management system that administers and plans STD/AIDS operations and policies in accordance with related missions and goals. Provides administrative services, program planning and legislative support for various program activities. Responsible for the prevention and control of STD's and AIDS in the State of Hawaii. The principle activities include:

1. Implements a statewide STD/AIDS surveillance system in Hawaii.
2. Plans, develops, implements and evaluates prevention and control activities for STD's and AIDS in Hawaii.

Clerical Services. Provides secretarial and clerical support services for the Branch Chief, Public Health Administrative Officer, Planner, Education Services Section, Surveillance Section, and the rest of the Branch as needed. Types correspondence, reports, contracts, grants and maintains records, and ensures proper formatting of all official correspondence emanating from the branch.

Education Services Section. Assists the Branch in developing and implementing policies and procedures for a statewide STD/AIDS education program aimed at providing information, and effecting risk reduction; in developing statewide education program guidelines, work standards, program plans, development of federal grant requests, quarterly program narratives; and maintains direct lines of communication with all organizations, served by the education program. Plans and implements the various program activities such as: 1) assisting the Department of Education in developing, implementing and evaluating a statewide STD/AIDS education program in the public school system; 2) coordinating a statewide education based STD/AIDS risk reduction program among intravenous drug users (IVDU's) through various activities reaching IVDU's that are in treatment programs and also IVDU's that are not in treatment programs through outreach activities; 3) conducting a statewide STD/AIDS work site education campaign; 4) conducting a statewide STD/AIDS education based information and risk reduction program directed towards minority groups; and 5) conducting a statewide public STD/AIDS information campaign through the mass media.

Clinic and Field Services Section. Assists the Branch Chief in developing and implementing policies and procedures for a statewide STD/AIDS intervention program; in developing statewide program guidelines, work standards, program plans, staffing standards, evaluation of performance, development of federal grant requests, quarterly narrative, and maintaining direct lines of communication with all organizations, military services, branches, divisions and departments involved with STD/AIDS intervention activities.

Office Services. Provides secretarial and clerical support services for the Clinic and Field Services Section and the HIV Field Services, HIV Clinic Services and STD Clinic and Field Services Units. Drafts correspondence; types reports, contracts and grants; prepares procurement documents; and maintains records.

Clinic and Field Standards and Training Service. Assists the Clinic and Field Services Section supervisor in developing and implementing policies, procedures and quality control for STD/HIV clinic and field activities. Performs a variety activities including: 1) training of professional staff; 2) development of work standards; 3) evaluation of

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performance, and staffing standards and needs.

HIV Field Services Unit. Provides AIDS virus antibody counseling and testing activities in the various alternate sites on Oahu and the neighbor islands. It is a roving unit, putting people where needed to provide the needed services.

HIV Clinic Services Unit. Provides AIDS virus antibody counseling and testing activities at the primary site which is located in the Diamond Head Health Center STD Clinic.

STD Clinic and Field Services Unit. Performs for STD intervention activities which include STD case interviewing and contact tracing activities as well as STD clinical services.

Surveillance Section. Performs STD/AIDS surveillance activities as well as the statewide gonorrhea screening program. Reviews and follows up on reportable STDs and AIDS as well as laboratory reports of suspected AIDS and STDs to insure complete and accurate reporting. The GC Screening implements the statewide gonorrhea screening program.

HIV Medical Management Services Section. Develops and implements policies and procedures for statewide programs which prevent progression of disease caused by the Human Immunodeficiency Virus (HIV).

Provides services for medical management, medical monitoring, drug treatment, and insurance continuation to individuals living with HIV who meet program eligibility requirements.

Plans and develops the integration of services and activities among the Section programs; develops contracts and grants, and required reports.

Works with other public and private partners to develop, implement, and promote services that assist individuals with HIV to access and remain in appropriate medical care and treatment that is consistent with U.S. Public Health Services guidelines for the treatment of HIV infection.

Plans and develops policies and procedures for the collection of client, clinical, and service data by the Section and by contracted providers for medical monitoring, reporting, and for planning purposes, for use by other organizations, and to ensure compliance with federal requirements; also develops security measures to maintain confidentiality of data as required by HIPAA.

Plans and develops quality measures that include review and the use of data collected by the Section and by contracted providers to address the monitoring, evaluation, and improvement of HIV services provided, and to comply with federal requirements, e.g. develops reports, documents eligibility, etc.

Participates in planning HIV care services in the community.

Provides access to HIV medical management services (laboratory and physician

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services) to facilitate entry and retention in medical care of individuals living with HIV, and collects clinical and client-reported data for medical monitoring and to assess the quality of HIV services for use in planning HIV care and prevention services.

Provides access to initial and on-going HIV physician examinations and laboratory tests.

Collects clinical data from laboratory test and physician examination reports, and collects client-reported data.

Maintains databases of services provided to individuals with HIV. Analyzes data to assess and monitor health of individuals with HIV for reporting and planning purposes, and to facilitate client retention in medical care, including HIV care provided through HIV research studies. (e.g. as performed by the John A. Burns School of Medicine's Hawai'i AIDS Clinical Research Program.)

Provides FDA-approved medications for the treatment of HIV, treatment and prophylaxis of opportunistic infections, and the management of side effects and co-occurring conditions.

Coordinates with federal funding agencies, hospital and private pharmacies for statewide distribution of medications.

Ensures client access to laboratory services, as necessary, for the management of prescribed medications.

Establishes and maintains program medication formulary in accordance with Public Health Services (PHS) guidelines, federal AIDS Drug Assistance Program (ADAP) requirements, and recommendations of prescribing physicians.

Administrates and coordinates with insurance carriers for individuals living with HIV to have access to uninterrupted medical care.

Provides payment of individual and group health insurance premiums on behalf of individuals living with HIV who meet program eligibility and income requirements in order to maintain their access to medical care.



STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING  
DIVISION  
PUBLIC HEALTH NURSING BRANCH

FUNCTIONAL STATEMENT

Addresses social determinants of health by administering nursing services to communities, families and individuals in various work settings, such as homes, clinics, neighborhood/health centers, day/family care centers and adult resident care homes, preschools, schools, and work sites.

Seeks capacity building of families and communities fostering ownership and better health outcomes for people.

Responsible for program planning, program development, budgeting, implementation of program plans, monitoring, evaluation, documentation and standard setting.

Works collaboratively with the DOH and community health and interdisciplinary programs in planning and coordinating provision of nursing intervention services, statewide, in addressing public health issues such as emergency preparedness, epidemics, biologic threats, control of communicable diseases, immunization strategies, and care coordination services to at risk populations.

Provides appropriate nursing services based on individual/family needs through health assessment, development and implementation of a treatment plan, case management/coordination, screening tests, health teaching/education/training on self-management, health counseling guidance, referral and follow-up.

Identifies system of care gaps, recommend needed changes and are available to pilot some of those changes.

Administers and/or implements projects, which addresses health and nursing need of aggregate groups in the community, such as case finding, nursing assessment and consultation for disparate groups including but not limited to all age groups with health disparities i.e. 0-3, frail elderly.

Office Services

- Provides secretarial and clerical support to the Branch.

Nurse Practitioner Services

- Provides assessment and consultation to Public Health Nurses and the places and communities that are served.
- Utilizes various skill building strategies to enhance the practice of the nurses in direct clinical and community involvement.
- Develops and/or applies hypothesis or theories to conduct studies about nursing interventions and techniques addressing health disparities.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING  
DIVISION  
PUBLIC HEALTH NURSING BRANCH

FUNCTIONAL STATEMENT

- Investigates and researches problems relevant to public health nursing theory and practice.
- Works in partnership with community and Department of Health programs.

Quality Assurance/Technical Support

- Responsible for PHNB staff development and training programs in collaboration with the Nurse Practitioner Section.
- Provides Branch consultation to systems issues in health for the Department of Education.
- Uses nursing informatics to collect review and analyze data.
- Develops measures for competency-based and outcome-based practice including developing and implementation of policies and procedures and the processes to assure consistent quality public health nursing practice.
- Provides the oversight for the Quality Assurance/Continuous Monitoring System to assure compliance with IDEA, Part C regulations, which includes review of the qualitative and quantitative data in the provision of early intervention services.

East Honolulu, West Honolulu, Central Oahu, Leeward Oahu, Windward Oahu  
PHN Sections

- Responds to natural and man-made disasters and public health outbreaks of communicable diseases, biologic threats, etc.
- Establishes capacity-building, population-based approaches that prepare, improve, mitigate against, respond to and recover from disease outbreak, disasters (natural and man-made) and acts of terrorism.
- Organizes and promotes public health clinics/activities in support of the DOH mission, public health concerns and mandated programs.
- Works with the schools to identify students who are at risk for compromised health outcomes through assessment and consultative services.
- Serves as a patient/family/community advocate in matters relating to health and nursing.
- Collaborates with other health professionals/community resources, as appropriate, in developing and implementing care plans. Evaluates the effectiveness of the care plan, monitors care, and modifies plan accordingly.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
COMMUNICABLE DISEASE AND PUBLIC HEALTH NURSING  
DIVISION  
PUBLIC HEALTH NURSING BRANCH

FUNCTIONAL STATEMENT

- Works in partnership with communities to improve overall health status through creative strategies.
- Participates in research activities to improve the standards of care for specific populations.

Valley and City Teams, Kalihi and Palama Teams, Pearl City and Wahiawa Teams, Waipahu Ewa and Waianae Teams, North Shore and South Shore Teams

- Provides nursing services to at risk, targeted individuals, families and communities in collaboration with medical health professionals and community resources.
- Provides nursing services in disaster, outbreaks of communicable diseases to include public health clinics and other activities in support of public health issues mandates and DOH mission.

Office Services for East Honolulu, West Honolulu, Central Oahu, Leeward Oahu and Windward Oahu PHN Sections

- Provides clerical support to each PHN Section.

Special Support Services for East Honolulu, Central Oahu, Leeward Oahu PHN Sections

- Provides nursing assessment and consultation and other services to students with special health needs (IDEA, regular education/504).
- Utilizing their clinical expertise, works in partnership with communities, with a wide range of populations to provide health impact assessments.

Case Management Coordination Program for Central Oahu and Windward Oahu PHN Sections

- Provides case management services to the frail, vulnerable elderly and supportive services to caregivers to prevent burnout and to maintain the frail elder in the community.
- Collaborates with other community agencies involved with the elder and family for coordinated services and minimizing duplication of services.
- Facilitates inter-disciplinary team meetings in addressing specific issues and barriers that impact on frail vulnerable elderly and advocates for this population.
- Manages access to public health nursing services. Optimizes self-care capabilities of individuals and families and the capacity of systems and communities to coordinate and provide services.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DISEASE OUTBREAK CONTROL DIVISION

FUNCTIONAL STATEMENT

This Division is responsible for the prevention and control of infectious diseases in Hawaii with the exception of Hansen's disease, tuberculosis, and sexually transmitted diseases including HIV/AIDS, for which separate programs have been established. Disease Outbreak Control Division is responsible for coordinating all department bioterrorism preparedness planning activities and integrating these activities with surveillance and response mechanisms. The Division is responsible for the uniform application of policies, procedures and practices as they relate to the control and prevention of infectious diseases, emerging disease threats, and potential acts of bioterrorism throughout the state.

The chief activities of this Division are to:

Maintain surveillance for infectious diseases and potential acts of bioterrorism of public health importance in Hawaii.

Investigate disease outbreaks.

Recommend disease control and prevention measures to physicians, other health care professionals, food control agencies, the food industry, other agencies, and the general public based on investigation findings and/or special studies.

Provide assistance to physicians to identify and diagnose unusual or rare diseases and provide consultative help in treating such diseases upon request of the attending physician.

Promote immunization of the public, both adults and children, against vaccine preventable diseases.

Provide vaccines for the protection of persons not able to pay for vaccines. Operate immunization clinics to reach special populations who are unable to access health care in the private sector.

Conduct a program to identify, immunize, and counsel persons from populations at increased risk of viral hepatitis. Provide education regarding viral hepatitis transmission, prevention, and control to health care providers and the public, including those individuals chronically infected with viral hepatitis.

Act as a liaison between federal health officials in the U.S. Public Health Service, the Council of State and Territorial Epidemiologists, and the Hawaii State Health Department.

Detect, control and/or eradicate animal diseases transmissible to man (zoonoses).

Provide statistical analysis required for comprehensive disease investigation.

Coordinate all department bioterrorism preparedness planning activities and integrate these activities with existing surveillance and response mechanisms.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DISEASE OUTBREAK CONTROL DIVISION

FUNCTIONAL STATEMENT

I. Administrative Services

Provides overall administrative support for all Division operations.

- formulation and execution of budget
- consultation to staff on administrative, personnel and fiscal matters.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DISEASE OUTBREAK CONTROL DIVISION  
DISEASE INVESTIGATION BRANCH

FUNCTIONAL STATEMENT

This program is responsible for the surveillance and investigation of communicable diseases, including potential bioterrorism agents, in Hawaii with the exception of sexually transmitted diseases including HIV/AIDS, tuberculosis and Hansen's disease for which separate programs have been established. The Branch is responsible for the uniform application of policies, procedures and practices as they relate to the control and prevention of communicable diseases throughout the state.

The chief activities of this Program are to:

- Maintain surveillance for communicable diseases of public health importance in Hawaii.
- Investigate individual cases of communicable disease and disease outbreaks, including animal diseases transmissible to man (zoonoses) and bioterrorism agents.
- Provide assistance to physicians to identify and diagnose unusual or rare diseases and provide consultative help in treating such diseases upon request of the attending physician.
- Conduct a program to identify and counsel persons from populations at increased risk of viral hepatitis. Provide education regarding viral hepatitis transmission, prevention, and control to health care providers and the public, including those individuals chronically infected with viral hepatitis.
- Provide statistical analysis required for comprehensive disease investigation.
- Custodial and inventory management of equipment.

Disease Surveillance and Informatics Section

- Performs surveillance of communicable diseases of public health importance including zoonoses and bioterrorism agents.
- Plans, develops, coordinates, and implements statewide communicable disease surveillance program.
- Coordinates the screening and immunization of individuals at increased risk of hepatitis B infection.
- Coordinates routine follow-up testing to determine disease status.
- Maintains special disease surveillance databases.
- Implements active surveillance activities as needed.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DISEASE OUTBREAK CONTROL DIVISION  
DISEASE INVESTIGATION BRANCH

FUNCTIONAL STATEMENT

Field Investigation Section

Provides the services necessary for the following activities:

- Conducts investigations of individual cases of communicable disease and disease outbreaks, including bioterrorism agents.
- Coordinates and/or oversees communicable disease and outbreak investigations on the neighbor islands with the respective District Health Offices.
- Designs and implements studies for diseases of special public health interest in Hawaii.
- Provides technical support to the neighbor island epidemiological specialists in addition to assistance during disease outbreaks on the neighbor islands.
- Provides communicable disease information to the public and healthcare providers.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DISEASE OUTBREAK CONTROL DIVISION  
IMMUNIZATION BRANCH

FUNCTIONAL STATEMENT

The Immunization Branch is responsible for the prevention and control of vaccine preventable diseases (VPDs) in Hawaii among children and adults. VPDs are serious infectious diseases for which specific immunizing agents are available. The Branch is responsible for the uniform application of policies, procedures and practices as they relate to vaccine preventable diseases.

The chief activities of the Program are:

- Promotes immunization of the public, both adults and children, against vaccine preventable diseases.
- Monitors vaccine-preventable disease trends and investigates potential outbreaks to prevent and control spread of vaccine-preventable diseases.
- Provides vaccines supported by and as guided by the federal Immunization Program Grant.
- Acts as a liaison between federal health officials in the U.S. Centers for Disease Control and Prevention (CDC) National Immunization Program (NIP) and the Hawaii State Department of Health.

The Branch coordinates implementation of the following:

- Plans and conducts vaccine coverage assessment activities to determine potential rates of immunity in the population.
- Evaluates the effectiveness of efforts to increase vaccine coverage.
- Coordinates and implements procedures to systematically identify, evaluate, promote, and when possible or necessary, conduct appropriate vaccination of children as well as adult populations.
- Provides consultation on recommended immunizations for people of all ages.
- Maintains a vaccine storage, distribution, and inventory system to ensure vaccine availability and accountability.
- Develops and monitors compliance with school immunization requirements as defined by HRS 298, Part II.
- Coordinates activities with public health agencies, voluntary organizations, professional societies, civic groups, and District Health Offices to identify and develop resources to augment immunization efforts.
- Oversees vaccination assessment activities conducted in Hawaii, such as the Hepatitis B perinatal program.
- Drafts and monitors contracts awarded to agencies outside of the Department of Health pertaining to immunizations and immunization education.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DISEASE OUTBREAK CONTROL DIVISION  
IMMUNIZATION BRANCH

FUNCTIONAL STATEMENT

Immunization Information System Section

- Maintains and enhances the Hawaii Immunization Registry (HIR), an electronic, web-based repository of lifespan immunization data for the population of the state of Hawai'i.
- Coordinates and conducts all activities required and associated with the registry including but not limited to:
  - Consolidating, organizing, and cleaning immunization data;
  - Assisting healthcare providers and the public in use of the registry;
  - Coordinating electronic connections with other electronic record databases (e.g. outbreak management) as necessary to ensure disease prevention in the state;
  - Coordinating with disease investigators when necessary to facilitate disease investigations;
  - Coordinate with the Epidemiology and Surveillance section to facilitate utilizing HIR data to assess vaccination programs and overall vaccination rates (especially to identify pockets-of-need) as necessary and possible;
  - Promoting and alerting appropriate parties regarding vaccination recommendations as well as any issues identified through assessing HIR data.

Epidemiology and Surveillance Section

- Conducts surveillance of vaccine-preventable diseases to monitor trends and potentially identify disease outbreaks;
- Investigates any potential outbreaks or noteworthy cases of vaccine-preventable disease infection;
- Implements prevention and control measures (e.g. public health education, focused vaccination and/or prophylaxis clinics) as needed and determined from investigation findings and/or disease surveillance assessments.
- Conducts assessments of vaccine-preventable diseases (e.g. determine vaccine coverage rates and assess vaccine impact, especially for specific populations).
- Provides technical information to healthcare providers and the public regarding vaccine administration and recommendations as well as vaccine-preventable diseases;
- Monitors and assures compliance with immunization rules contained in the Hawaii Revised Statutes.

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STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DISEASE OUTBREAK CONTROL DIVISION  
IMMUNIZATION BRANCH

FUNCTIONAL STATEMENT

Vaccine Supply and Distribution Section

- Procures vaccines;
- Maintains refrigerated/frozen vaccine stock and electronic inventory system;
- Distributes vaccine supplies, and promotes and facilitates participation of health care provider with federal and state vaccine supply programs;
- Ensures vaccines are used according to established policies;
- Leads the Department's efforts in coordinating and operating the school-located influenza vaccination program;
- Assesses activities as well as their potential impact on target populations to improve and enhance operations and therefore the public's health.

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DISEASE OUTBREAK CONTROL DIVISION  
BIOTERRORISM PREPAREDNESS AND RESPONSE BRANCH

FUNCTIONAL STATEMENT

This program/branch is responsible for preparing the Department, state and local emergency response agencies, the health care communities, and ultimately the State of Hawaii to respond effectively and efficiently to a public health emergency, such as, a bioterrorism event or a severe outbreak of a dangerous infectious disease. It is responsible for planning for such an event, for ensuring that needed mutual assistance agreements and memoranda of understanding are in place to supplement the resources of the Department in time of need, for providing training to all sectors to prepare them for their roles, and for exercising leadership during an actual public health emergency.

The chief activities of this branch are to:

- Assess the state of readiness to respond to public health emergencies.
- Inventory resources available to respond to public health emergencies.
- Develop and promulgate plans to respond to public health emergencies.
- Develop plans and protocols to manage assets of the Strategic National Stockpile should they be needed to respond to a public health emergency.
- Develop and implement advanced systems for disease surveillance.
- Develop an effective risk communications capacity that provides for timely information dissemination to citizens during a bioterrorist attack, outbreak of infectious disease, or other public health threat or emergency.
- Provide training to enable key individuals to effectively communicate with the public within the context of a public health emergency.
- Assess the training needs of key public health officials, emergency responders, and healthcare providers to respond to public health emergencies.
- Ensure that effective training is available and provided to key individuals to enable them to prepare for and respond to public health emergencies.
- Provide overall administrative support for all Branch operations.
- Oversee formulation of federal grant budget.
- Provide consultation to bioterrorism staff on administrative, personnel, and fiscal management.
- Function as custodian of equipment, processing orders and conducting regular inventories.
- Provide pharmaceutical consultation to line programs, as required.
- Coordinate development and administration of the Strategic National

STATE OF HAWAII  
DEPARTMENT OF HEALTH  
HEALTH RESOURCES ADMINISTRATION  
DISEASE OUTBREAK CONTROL DIVISION  
BIOTERRORISM PREPAREDNESS AND RESPONSE BRANCH

FUNCTIONAL STATEMENT

Stockpile.

- Ensure the delivery of appropriate education and training to key public health professionals, infectious disease specialists, emergency department personnel, and others.

Planning and Assessment Section

Establish and maintain a process for strategic leadership, direction, coordination, and assessment of activities to ensure state and local readiness, interagency collaboration, and preparedness for bioterrorism, other outbreaks of infectious disease, and other public health threats and emergencies.

Conduct integrated assessments of public health system capacities related to bioterrorism, other infectious disease outbreaks, and other public health threats and emergencies to aid and improve planning, coordination, and implementation.

Develop, exercise, maintain, and update a comprehensive public health emergency preparedness and response plan.

Ensure that all preparedness and response planning is coordinated within the existing emergency management infrastructure that is facilitated and supported by the National Response Framework, Metropolitan Medical Response System, disaster medical assistance teams, mortuary assistance teams, and hospital preparedness planning.

Participate in regional exercises conducted by federal agencies.

Update and refine assessments of and response to epidemiologic, laboratory, and environmental health needs resulting from scenario and vulnerability assessments and deficiencies noted from exercises or actual events.

Develop and maintain a plan for distribution of antibiotics, chemical/nerve agent antidotes, and symptomatic treatment packages to various local and/or regional areas of the jurisdiction.

Develop and implement a regimen of basic orientation, training (and refresher training), and periodic readiness exercises for those individuals or entities identified in the SNS plan as having roles in any phase of SNS management and use.