

in the development of programs to meet the needs of the population served.

OFFICE OF COMMUNITY RELATIONS

Phyllis C. Kirkland, *Director*

201 W. Preston Street
Baltimore 21201 Telephone: 383-2604

The Office of Community Relations has the responsibility under Title VII, Civil Rights Act of 1964, for the Department's minority community relations activities and to ensure that equal opportunity in employment is provided in accordance with directives of the Governor, the Secretary of Health and Mental Hygiene, and the federal government.

OFFICE OF HEARINGS

William O. Jensen, Jr., *Chief*

201 W. Preston Street
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The Office of Hearings provides a centralized hearing office where persons may appeal administrative decisions and assures such persons an independent, fair, and impartial hearing, as a result of which recommendations are made to the Secretary for action. The Office conducts quasi-judicial hearings affecting all organizational components of the Department, local health offices, and various institutions on a Statewide basis.

OFFICE OF CENTRAL COMMITMENT

Robert Stephens, *Chief*

201 W. Preston Street
Baltimore 21201 Telephone: 383-2358

The Office of Central Commitment implements a comprehensive services delivery program for youth committed to the custody of the Secretary of Health and Mental Hygiene in accordance with the provisions of the Court and Judicial Proceedings Subtitle 3, secs. 800-833, of the *Annotated Code of Maryland*. The Office develops departmental placement plans for, and services youth in treatment with, the Juvenile Services, Mental Hygiene, Mental Retardation, Local Health, Drug Abuse, Alcoholism Control, and Preventive Medicine organizations.

ASSISTANT SECRETARY FOR MEDICAL CARE PROGRAMS

Adele Wilzack, *Assistant Secretary*

201 W. Preston Street
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The Assistant Secretary for Medical Care Programs plans, directs, and evaluates the State/federal Medical Assistance Program and performs such other duties as may be assigned by the Secretary and Deputy Secretary.

Using available resources and implemented by the Policy, Compliance, and Operations Administrations, the Medical Assistance Program provides access to health care services for categorically and medically needy residents throughout Maryland. The health care services include hospital inpatient and outpatient services, laboratory and X-ray services, nursing facility services, physician services, and home health care services. Additional health care services are available as indicated in the Medical Assistance State Plan.

The health care expenses of the Program are federally matched on a 50/50 basis for approximately 85 percent of the recipients. For the remaining 15 percent, Program services are funded totally by State and local funds.

POLICY ADMINISTRATION

Charles Putnam, *Director*

201 W. Preston Street
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This Administration reviews and develops program policies and regulations.

COMPLIANCE ADMINISTRATION

Lawrence R. Payne, *Acting Director*

201 W. Preston Street
Baltimore 21201 Telephone: 383-6367

This Administration assures that health care services are effectively utilized.

OPERATIONS ADMINISTRATION

Jerome Niport, *Director*

201 W. Preston Street
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