

Under Title VII of the Civil Rights Act of 1964, the Office of Community Relations is responsible for the Department's minority community relations activities. It ensures that equal employment opportunity 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*

300 W. Preston Street
Baltimore 21201 Telephone: 383-2716

The Office of Hearings provides a central hearing office where persons may appeal administrative decisions. It 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 and services for youth in coordination with the Juvenile Services, Mental Hygiene, Mental Retardation, Local Health, Drug Abuse, Alcoholism Control, and Preventive Medicine administrations.

ASSISTANT SECRETARY FOR MEDICAL CARE PROGRAMS

Adele Wilzack, *Assistant Secretary*

201 W. Preston Street
Baltimore 21201 Telephone: 383-6327

The Assistant Secretary for Medical Care Programs plans, directs, and evaluates the State/federal Medical Assistance Program.

Using available resources, the Medical Assistance Program provides access to health care services for categorically and medically needy resi-

dents throughout Maryland. 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 Program is implemented by the Policy, Compliance, and Operations administrations.

The health care expenses of the Program are federally matched on a 50/50 basis for approximately 90 percent of the recipients. For the remaining 10 percent, Program services are funded totally by State and local funds.

POLICY ADMINISTRATION

Charles Putnam, *Director*

300 W. Preston Street
Baltimore 21201 Telephone: 383-6339

This Administration reviews and develops program policies and regulations.

COMPLIANCE ADMINISTRATION

Lawrence R. Payne, *Director*

300 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
Baltimore 21201 Telephone: 383-2628

This Administration develops and maintains systems for the prompt and accurate reimbursement of claims submitted by approved providers of health care services.

MEDICAL ASSISTANCE ADVISORY COMMITTEE

Provider Representatives: Lee B. Bernhardt, 1983; Peter Borchardt, 1983; Carmalyn Dorsey, 1983; Kathleen Grau, 1983; Benjamin Kimbers, 1983; John Braxton, 1984; Joseph LaAsmar, 1984; James McCaslin, 1984; Philip Piasecki, 1984; Melvin Rubin, 1984; Joyce Boyd, 1985; Richard Buck, 1985; James Harvey, 1985; Harry Klinefelter, 1985.

Consumer Representatives: Rose Goodman, 1983; Shirley Marcus, 1983; Mary Plonk, 1983;