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Title 22@ Social Security

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Division 7@ Health Planning and Facility Construction

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Chapter 10@ Health Facility Data

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Article 3@ Reporting Requirements

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Section 97041.1@ Primary Contact Person

97041.1 Primary Contact Person

(a)

Each health facility shall designate a primary contact person for SIERA and shall notify the Office's Accounting and Reporting Systems Section in writing, by email, or through SIERA of the designated person's name; the name of the organization, health facility, or home office where the designated person works; mailing address; business phone number; email address; and whether the primary contact person is a health facility official or home office official. The primary contact person shall be a health facility or home office employee, but shall not be a health facility consultant.

(b)

Each health facility shall notify the Office's Accounting and Reporting Systems Section in writing, by email, or through SIERA within 15 days after any change in the person designated as the primary contact person, or in the primary contact person's name, mailing address, business phone number, or email address.

(c)

Each health facility's primary contact person shall identify individuals who may use SIERA on behalf of the facility. The primary contact person shall add or remove approved users in SIERA on behalf of the facility. SIERA users may be individuals such as health facility employees, home office employees, or health facility consultants.