

**SECTION - COMMITTEES  
ADMINISTRATIVE DIRECTIVE NO 250  
(Replaces AD 250 dated 11/10/2005)**

Effective Date: October 5, 2006

**SUBJECT: ACCOUNT MANAGERS COMMITTEE**

I. PURPOSE

The Account Managers Committee serves as a liaison forum between the respective program and Information Technology to assist management in technology related decision-making.

II. AUTHORITY

Coalinga State Hospital (CSH) Administrative Directive 202, Hospital Committees.

III. POLICY

It shall be the policy of CSH to continually monitor & develop the technology resources used in the treatment of Individuals under our care.

IV. METHOD

In conformance with A.D. No. 202, the Account Managers Committee shall meet to achieve the following goals:

- A. Recommend enhancements/modifications to the existing hospital applications.
- B. Share system operation, data entry, data retrieval, and report writing experiences.
- C. Improve procedures to enhance accuracy, timeliness, efficiency and overall quality control of data collection and utilization.
- D. Participate in piloting enhancements/modifications to ensure the effectiveness of the proposed solutions.

V. RESPONSIBILITY

The Account Managers Committee is responsible to the Hospital Administrator.

VI. MEMBERSHIP

- A. Chairperson: Data Processing Manager or designee.

- B. Members by Function: All treatment programs will have an appointed account manager appointed by the Program Director.



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W. T. VOSS  
Executive Director

Cross Reference:  
A.D. No. 202 Hospital Committees