OSAH contacts deliverables ☐   Apex Reports ☐

OSAH and Apex Contacts

Issue or question	Contact Name	Contact Information
Any SBHC program questions	Kristin Oreskovich OSAH Clinical Operations Manager	Email: Kristin.Oreskovich@doh.nm.gov
Contracts/Falling Colors	Julie Molina OSAH SBHC Administrator	Email: julie.molina@doh.nm.gov
Southwestern and Eastern, Northern, part of the state	Jamie Slama OSAH SBHC Consultant	Email: Jamie.Slama@doh.nm.gov
Metro area and PMS, Northern	Josh Ryan OSAH SBHC Consultant	Email: Josh.Ryan@doh.nm.gov
Technical support issues or questions with the iPads, Hub.	Apex Support	Email: support@apexeval.org Phone: (505) 828-0082
Data requests, data reports, or data questions. Quality improvement. Data sharing, BAAs, or other HIPAA related questions	Brenda Hutcherson, Apex HIPAA Compliance/Data Management	Email: b.hutcherson@apexeval.org
	Sam Starikov, Apex HIPAA Compliance/Data Management	Email: s.starikov@apexeval.org
SBHC Program questions or assistance. Assistance with visit data uploads	Dominique Pierre, Apex Lead Evaluator	Email: d.pierre@apexeval.org
	Victoria Varela, Apex Project Support Specialist	Email: v.varela@apexeval.org
	Jamie Duvall, Apex Supporting Evaluator	Email: j.duvall@apexeval.org

OSAH contacts deliverables ▢   Apex Reports ▢

	Notes	**2024-25 SBHC Deliverables – Monthly Check-Off List**
August		☐ Data submitted by the 15th of each month
		☐ July - June SBHC Student Survey Snapshots sent August 1st for each SBHC ☐ Q4 Screening Summary Reports sent out August 15th for each site ☐ July – June Visit Data Snapshots sent out on August 31st for each SBHC
September	*Operational Plans are due*	☐ Data submitted by the 15th of each month ☐ SBHC Student Satisfaction Surveys completed for 10% of students seen ☐ Operational Plans are due by September 15th
		☐ July - June Visit Data Snapshots sent out September 1st for each SBHC
October		☐ Data submitted by the 15th of each month ☐ SBHC Student Satisfaction Surveys completed for 10% of students seen
		☐ July-Sept Visit Data Snapshots sent out October 31st for each SBHC
November		☐ Data submitted by the 15th of each month ☐ SBHC Student Satisfaction Surveys completed for 10% of students seen
		☐ Q1 Screening Summary Reports sent out November 15th for each SBHC
December		☐ Data submitted by the 15th of each month ☐ SBHC Student Satisfaction Surveys completed for 10% of students seen
		☐ None
January	*Mid -year Operational plans are due*	☐ Data submitted by the 15th of each month ☐ Operational Plan submitted by January 15th for <u>each</u> SBHC site (*An updated plan must be submitted any time procedures or personnel change*) ☐ SBHC Student Satisfaction Surveys completed for 10% of students seen
		☐ July - Dec Visit Data Snapshots sent out January 31st for each SBHC ☐ SBHC Collaboration Survey Report sent January 31st for each SBHC
February		☐ Data submitted by the 15th of each month ☐ SBHC Student Satisfaction Surveys completed for 10% of students seen
		☐ Q2 Screening Summary Reports sent out February 15th for each SBHC
March		☐ Data submitted by the 15th of each month ☐ SBHC Student Satisfaction Surveys completed for 10% of students seen
		☐ Mid-Year SBHC Student Survey snapshots sent March 1st for each SBHC
April		☐ Data submitted by the 15th of each month ☐ SBHC Student Satisfaction Surveys completed for 10% of students seen
		☐ July – Mar Visit Data Snapshots sent out August 31st for each SBHC
May	*End of semester Operational plans are due*	☐ Data submitted by the 15th of each month ☐ OP Progress Report due by May 31st ☐ SBHC Student Satisfaction Surveys completed for 10% of students seen
		☐ July - April Visit Data Snapshots sent out May 25th for each SBHC ☐ Q3 Screening Summary Reports sent out May 15th for each SBHC
June		☐ Data submitted by the 15th of each month ☐ SBHC Comprehensive Screening completed for 75% of students seen

OSAH contacts deliverables ☐   Apex Reports ☐

Data Submission Outcomes

Data Submission	Submission Due	Report Created	Report Produced
Visit Data Exports Includes every visit and every code for each patient seen at the clinic	Monthly submission due to Apex by the 15th of each month	**Visit Data Snapshot** This report includes patient demographic information, insurance status, and performance measure data.	October 31 January 31 April 30 August 31
Just Health Administration Ideally every patient who is seen in the clinic will be given a comprehensive health screening once annually.	The data will sync automatically once a patient finishes the assessment, if your iPads are connected to wifi	**Screening Summary Reports** Includes the aggregate adolescent health behavior data, with state comparisons, and YRRS comparisons where applicable	November 15 February 15 May 15 August 15
SBHC Student Satisfaction Survey Administration Ideally every patient who is seen in the clinic will be given the survey once annually.	**iPad Version:** The data will sync automatically once a patient finishes the assessment, if your iPads are connected to wifi	**SBHC Student Survey Snapshot** Includes the aggregate survey data, with state comparisons	March 1 August 1
SBHC School Collaboration Survey Ideally school staff/administration from all partnering schools will participate in the annual survey.	Survey will be administered on a survey platform. Respondents can access through link shared with them	**SBHC School Collaboration Survey** Includes the aggregate survey data	Jan 31