



COUNTY OF SAN BERNARDINO
STANDARD PRACTICE

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BY J. Lewis

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DEPARTMENT BEHAVIORAL HEALTH

APPROVED (Revised 4/96)

SUBJECT ORGANIZATION OF THE DEPARTMENT

James McReynolds
Jim McReynolds, Director

I. PURPOSE

To describe the organizational structure of San Bernardino County Department of Behavioral Health

II. ORGANIZATION

The Director of the Department of Behavioral Health is the chief administrator of the community mental health program. While appointed by the Board of Supervisors to which he/she reports, the Director must meet the standards of training and experience set by the State Department of Mental Health.

The Administrative Group consists of the Assistant Director; Deputy Director of Medical Services; Deputy Director of the Centralized Treatment Division; Deputy Director of the Community Treatment Division; Deputy Director of Administration; Deputy Director of the Office of Alcohol and Drug Programs; the Chief of Research, Evaluation and Planning, and the Assistant Personnel Officer. The Director works with the Administrative Group in setting department goals, policies and procedures and in making major decisions

- A All Chiefs and Deputy Directors report to the Assistant Director regarding day-to-day operations. Specific units reporting to the Assistant Director include: Assistant Personnel Officer, Data Processing; Managed Care Authorization/Utilization Review; and the Patients Rights Office.
- B The Deputy Director of Medical Services supervises all Psychiatrists and Physicians; chairs Quality Management, Continuous Quality Improvement, medication monitoring, medical records; coordinates 5150 training and coordinates with the Deputy Directors of Centralized and Community Treatment services in critical treatment issues.
- C The Deputy Director of the Centralized Treatment Division supervises the following Program Managers: Forensic Services, Children's 24-Hour Care, Inpatient, and the Adult Community Services Program.
- D The Deputy Director of the Community Treatment Division supervises the following Program Managers: San Bernardino/East Valley; Phoenix Program; Central Valley; West Valley; Desert/Mountain and Community Outreach

Programs

- E. The Deputy Director of Administration oversees the following major sections: Fiscal, Internal Audits, Support Services, and Contracts Management. Administrative Support Services includes the Business Office, Financial Evaluation Office, Property Management, and the Word Processing Center. Fiscal includes accounting, budget and cost reports.

- F. The Deputy Director of the Office of Alcohol and Drug Programs (OADP) supervises OADP treatment services, community services and administrative services.

The attached organization chart is for Fiscal Year 1995-96.

JL:dm
Attachment

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DEPARTMENT OF MENTAL HEALTH

