



## TEXAS DEPARTMENT OF STATE HEALTH SERVICES

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September 16, 2011

TO: Executive Directors  
Substance Abuse Treatment and OSAR Contractors

FROM: Juanita Salazar, Unit Manager   
Substance Abuse Contracts Management Unit  
Mental Health and Substance Abuse Division

SUBJECT: **CMBHS Disaster Contacts Information**

The DSHS Clinical Management for Behavioral Health Services (CMBHS) electronic data system has been enhanced to allow DSHS-funded substance abuse contractors to add disaster contact information. In accordance with the DSHS FY12 General Provisions, Section 19.03 Disaster Substance Abuse Services, substance abuse treatment and OSAR contractors shall provide the following disaster contact information:

1. the names and twenty-four (24)-hour contact information of at least two professional staff trained in mental health, substance abuse, or crisis counseling as disaster contacts;
2. the names and twenty-four (24)-hour contact information of Contractor's Risk Manager or Safety Officer;

Instructions for adding disaster contacts in CMBHS is attached. Please complete the disaster contact entries in CMBHS no later than Friday, September 30, 2011.

If you have questions on how to enter the disaster contacts, please contact the CMBHS Helpline at 1-866-806-7806.

Thank you for your cooperation.