

<b>SECTION 1: ADMINISTRATION AND STRUCTURE</b>	<b>POLICY: 1.31</b>
<b>POLICY: ORGANIZATION CHART</b>	<b>PAGE: 1    OF:    5</b>

**POLICY:**

- Intra-organizational relationships are clearly defined.
  - A current organizational chart delineates the lines of authority and accountability of all personnel.
  - The organizational chart is reviewed and changed as needed.
- Personnel understand and use the organizational structure as outlined in the organizational chart.

**LAURA HELMS, RN BSN**  
Agency Director & CEO

**FINANCE & OPERATIONS**

**CLINICAL CARE & COORDINATION**

**CHRISTOPHER GANT**  
Agency Administrator

**LAURA HELMS, RN BSN**  
Director of Nursing  
Case Manager, Private-Duty Services

**SHARI BLACKMON, RN BSN**  
Director of Nursing:  
Infusion Services

**MINDY MARTINEZ, LPN**  
PDN Scheduler & Assistant

**Private-Duty  
LPNs & RNs**  
*(North Carolina **only**)*

**CHRISTOPHER GANT**  
Operations Director  
Finance Director

**CHRIS GANT**  
Corporate HR

**JAMES KENT**  
IT Specialist

**JILL PICCOLO**  
Payroll Manager

**KAO THAO**  
Accounts Receivable

**MORIAH KOCH\***  
Licensure & Compliance

**STEPHANIE ALFARO**  
Recruiter

**BARB SMITH**  
Recruiter

**LANA SHANK**  
Documentation Manager

**CHEYENNE PATTERSON**  
Documentation Lead

**ADRIEAN DRUM**  
Documentation Specialist

**DAWN TUITE\***  
Documentation Specialist

**SHARON PATTERSON**  
Executive Assistant

**ANDREA BELL**  
Operations Generalist

**GALINA USKOV**  
Billing Specialist

**CARLY PICCOLO**  
Billing Assistant

**DANYEL FELTON**  
Receptionist  
*Kentucky Office*

**KELLEY BENES\***  
Authorizations

**RENEE BRAMMER, RN BSN**  
Clinical Sup.: Compliance & Care Plans

**KRISTEN ELLIS**  
Data Specialist

**CHANDRA CARPENTER**  
Data Specialist

**ALLISON SCOTT-CALLOWAY\***  
Data Specialist

**KATLYN BRAMMER\***  
Intern: Data Specialist

**JANALYN WALTON\***  
Compliance Auditor

**CATRINA ROSS\***  
Compliance Auditor

CLINICAL CARE & COORDINATION

LAURA HELMS, RN BSN

Agency Director

SHARI BLACKMON, RN BSN

Director of Nursing

KEELY THOMPSON

Infusion Coordination Manager

INFUSION RNs  
NC, SC, KY, VA, IN, WV

LAB TEAM

INFUSION COORDINATORS

INTAKE

AFTER HOURS

CLINICAL SUPPORT

JOSH BENOIT  
Lab Coordinator

PATTY ROARK  
Lab Coordinator

DONNA STEWART  
Lab Coordinator

KALLIE FRAZIER  
Team 1 & 2 Supervisor

ALEXANDRA SCAFURO  
Team 1

MADISON LAIL  
Team 1

KARLA DUBON  
Team 1

EMILY HALL  
Team 2

MAXINE CUNANAN  
Team 2

DESTINY BENSON  
Team 2

SARNE WILLOUGHBY  
Team 2

KATELYN PATTERSON  
Team 2

ANA WILSON  
Team 3 Supervisor & Floater

LEXIE CHANDLER  
Team 3

MONIQUE HAITH  
Team 3

JAYMERSON LOCKLEY  
Team 3

NICOLE FACEY  
Team 3

KAITLIN MOORE  
Intake Supervisor

ASHLEY ARTRIP  
Intake Supervisor

ASHLEIGH JENSEN  
Intake Supervisor

ABIGAIL MURPHY  
Intake Coordinator

Virginia Office

CYNTHIA RAMIREZ  
Intake Coordinator

Virginia Office

KAYLAN HEAVNER  
Intake Coordinator

TARA SHIRLEY  
After Hours Supervisor

AMBER JOY  
Evening Coordinator

TAYLOR CAMINO  
Evening Coordinator

VALERIE MENDEZ  
Weekend Coordinator

BRIANNA DELUCA  
Weekend Coordinator

PARKER ZAPATA  
Weekend Coordinator

KYLIE BRYAN  
PRN Coordinator

KAREN BRANAGAN, RN  
Clinical Supervisor

BRITTANY BRAWLEY, RN  
Clinical Supervisor

ALICE COLLIER, RN  
Infusion Educator

SUSAN BURKE, RN  
Quality Review Specialist

STEPHANIE WALDRON, RN  
Quality Review Specialist

	CASELOAD 1	CASELOAD 2	CASELOAD 3	CASELOAD 4	CASELOAD 5
<b>TEAM 1</b>  Intake: Kaitlin	<b>KALLIE</b>  Factor Vyvgart	<b>ALEX</b>  Line Care & TPN (NC: A-D)  Ocrevus Vyepti	<b>MADISON</b>  Line Care & TPN (NC: E-J)	<b>KARLA</b>  IVIg (NC: A-J)	<b>TARA</b>  Chemo TD (A - J)
<b>TEAM 2</b>  Intake: Ashleigh	<b>DESTINY</b>  Alpha-1 Enzymes SCIg SC & IM Injections Tepezza	<b>ANA</b>  Line Care & TPN (NC: K-P)	<b>KATELYN</b>  Line Care & TPN (NC: Q-Z)	<b>SARNE</b>  IVIg (NC: K-Z)	<b>TARA</b>  Chemo TD (K - Z)
<b>TEAM 3</b>  Intake: Ashley	<b>JAYMERSON</b>  Miscellaneous	<b>LEXIE</b>  Line Care & TPN (Non-NC)	<b>LEXIE</b>  Entyvio	<b>MONIQUE</b>  IVIg (Non-NC)	<b>NICOLE</b>  Infliximabs