

SECTION 1: ADMINISTRATION AND STRUCTURE	POLICY: 1.31
POLICY: ORGANIZATION CHART	PAGE: 1 OF: 5

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.

Helms Home Care LLC
Organization Chart

LAURA HELMS, RN BSN
Agency Director & CEO

FINANCE & OPERATIONS

CHRISTOPHER GANT
Agency Administrator

CLINICAL CARE & COORDINATION

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

JILL PICCOLO
Payroll Manager

KAO THAO
Business Operations &
Revenue Manager

JAMES KENT
IT Specialist

MORIAH KOCH*
Licensure & Compliance

STEPHANIE ALFARO
Recruiting Supervisor

MADYSEN SMITH
Recruiter

OPEN
Recruiter
Maryland Office

CHEYENNE PATTERSON
Documentation Supervisor

ADRIEAN DRUM
Documentation Specialist

JAMES WEBER
Documentation Specialist

DAWN TUIE*
Documentation Specialist

OPEN*
Documentation Specialist

ANDREA BELL
Operations Generalist

GALINA USKOV
Billing Specialist

CARLY PICCOLO
Billing Assistant

LATISHA HUTCHINSON
Receptionist
Kentucky Office

KELLEY BENES*
Authorizations

SHARON PATTERSON
Executive Assistant

LENA BURKEEN*
Shipping Assistant

RENEE BRAMMER, RN BSN
Clinical Supervisor: Care Plans

TEHSA LINDSEY, RN*
Care Plan Review Specialist

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

BROOKE BISHOP*
Compliance Assistant

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

TAKIVA RICHARDSON
Lab Coordinator
Virginia Office

DONNA STEWART
Lab Coordinator
Virginia Office

KALLIE FRAZIER
Team 1 & 2 Supervisor

ALEXANDRA SCAFURO
Team 1

CASEY WALKER
Team 1

EMILY HALL
Team 1

BRITTANY HULLET
Team 2

MAXINE CUNANAN
Team 2

AMBER ADAMS
Team 2

KIMBERLY 'MADI' CRISLER
Team 2

ANA WILSON
Team 3 & 4 Supervisor

JAYMERSON LOCKLEY
Team 3

KIERSTEN PARSON
Team 3

CLAIRE SCOTT
Team 3

MONIQUE HAITH
Team 4

NICOLE FACEY
Team 4

DESTINY BENSON
Team 4

KAITLIN MOORE
Intake Supervisor

ASHLEY ARTRIP
Intake Supervisor

ASHLEIGH JENSEN
Intake Supervisor

ABIGAIL MURPHY
Intake Coordinator

KAYLAN HEAVNER
Intake Support

KRISTIN CUTTER
Intake Support

TARA SHIRLEY
After Hours Supervisor

AMBER JOY
Evening Coordinator

AMANDA CAVENDER
Evening Coordinator

VALERIE MENDEZ
Weekend Coordinator

OPEN
After Hours Coordinator

PARKER ZAPATA
Weekend Coordinator

RYAN GRIGG
Weekend Coordinator

KAREN BRANAGAN, RN
Clinical Supervisor

BRITTANY BRAWLEY, RN
Clinical Supervisor

ALICE COLLIER, RN
Infusion Educator

SUSAN BURKE, RN
Quality Review Specialist

COURTNEY JENKINS, RN
Quality Review Specialist

STEPHANIE WALDRON, RN
Quality Review Specialist

JUDITH SAMS, RN
Clinical Supervisor (KY)

	CASELOAD 1	CASELOAD 2	CASELOAD 3	CASELOAD 4
TEAM 1 Intake: Kaitlin Lead: Kallie	KALLIE Factor Vyvgart	ALEX Line Care & TPN (NC: A-D) Vyepiti	EMILY IVIg (NC: A-J)	CASEY IVIg (NC: K-Z)
TEAM 2 Intake: Abigail Lead: Kallie	BRITTANY Line Care & TPN (NC: E-J) Ocrevus	MADI Line Care & TPN (NC: K-P)	AMBER A Line Care & TPN (NC: Q-Z)	TARA/AMBER J Chemo TD
TEAM 3 Intake: Ashley Lead: Ana	JAYMERSON Miscellaneous	KIERSTEN Line Care & TPN (Non-NC)	CLAIRE Entyvio Alpha-1	
TEAM 4 Intake: Ashleigh Lead: Ana	DESTINY Enzymes SCIg SC & IM Injections Tepezza	MONIQUE IVIg (Non-NC)	NICOLE Infliximabs	