



HOWARD BACKER, MD, MPH
Interim Director

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

March 9, 2011

TO: GROUP 2 AND GROUP 3
MCAH DIRECTORS AND BIH COORDINATORS
ALAMEDA
BERKELEY
LONG BEACH
LOS ANGELES (Group 3)
PASADENA
SAN JOAQUIN
SANTA CLARA

SUBJECT: BLACK INFANT HEALTH PROGRAM PRENATAL SUPPLEMENTAL
FORM DATA SUBMISSION, EFFECTIVE APRIL 8, 2011
PROGRAM POLICY ALERT FY#2010/11-03

The purpose of this letter is to notify BIH sites that CDPH/MCAH will require that each site send Prenatal Supplemental Forms (PSF) to CDPH/MCAH by April 8, 2011. Rationale and instructions are discussed below for Group 2 and Group 3 sites only: Alameda, Berkeley, Long Beach, Los Angeles (Group 3), Pasadena, San Joaquin, and Santa Clara.

In July 2010, Group 2 and Group 3 sites received training on the PSF, including an overview of the reasons for collecting these data. CDPH/MCAH requested that, on September 1st, 2010, Group 2 and 3 sites begin completing the PSF for each newly-enrolled prenatal client at intake; sites were given the option of completing a second PSF before the client gives birth. CDPH/MCAH advised sites to store the PSF data with the client records until the new MCAH Management Information System (MIS) becomes available online (currently anticipated for summer 2011). CDPH/MCAH recognizes that the lag time between the required completion of PSFs and the online availability of the MCAH MIS is creating a backlog of client forms for Group 2 and 3 sites. To ease the data entry burden at the local level and allow us to begin examining data for the revised model, CDPH/MCAH will begin entering PSF data into the new MCAH MIS before its online release.

Please submit photocopies of all PSFs that were completed on or before **February 28th, 2011**. Original forms should remain on file at the Local Health Jurisdiction. Additional forms should not be submitted to CDPH/MCAH at this time.

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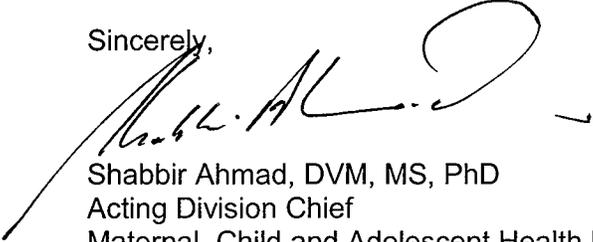
<p>Submit photocopies of original completed forms:</p>	<ul style="list-style-type: none">• Send via FedEx, United Parcel Service of America, Inc. (UPS), or Golden State Overnight (GSO), not US Postal Service. State guidelines require confidential data to be transported via bonded courier.• <u>Indicate signature on delivery.</u>• Postmark <i>no later than</i> April 8th, 2011.• Mark all packages with '<u>confidential client data.</u>'• Address to: California Department of Public Health Maternal, Child & Adolescent Health Program Attn: Nichole Sturmfels 1615 Capitol Avenue, MS 8304 P.O. Box 997420 Sacramento, CA 95899-7420
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CDPH/MCAH will complete data entry for the submitted PSF form. Every Group 2 and Group 3 site should continue to collect PSF data until the revised model has been fully implemented at the site. When the MCAH MIS becomes available for online use, Branagh Information Group (BIG) will provide training for data entry and BIH sites will transition to entering all data for their clients into the new system.

Please contact Nichole Sturmfels, CDPH/MCAH Research Scientist, with any questions about the data submission process at Nichole.Sturmfels@cdph.ca.gov or 916-650-0312.

Thank you for your patience and support during this time of transition for the BIH Program.

Sincerely,



Shabbir Ahmad, DVM, MS, PhD
Acting Division Chief
Maternal, Child and Adolescent Health Division

Cc: Karen Ramstrom, D.O., M.S.P.H.
Chief, Program Standards Branch
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