



# INTER OFFICE MEMO

WILLIAM M. FIREHART

DBE

TO: Distribution A-G

AT:

DATE 12-28-83

FROM: R. C. Dever, M.D.

AT: 19 Tower - Medical Division

SUBJECT: Medical Division Changes

On January 1, 1984 a reorganization in the Medical Division will become effective. The revised organization chart is on the back of this page.

In order to better support the specialized needs of both our private business operations and our government programs, we have defined separate departments and designated individual managers for the private business and government business medical review programs.

Arlene Johnston will serve as Manager of the Private Business Medical Review and Medical Policy Department. In this capacity Arlene will devote her efforts to strengthening the Medical Policy Program and managing the development of review programs which will assist in strengthening private business products and services. Arlene has been with the Corporation for more than twenty years and has served in a management capacity in the Medical Division during the last four years.

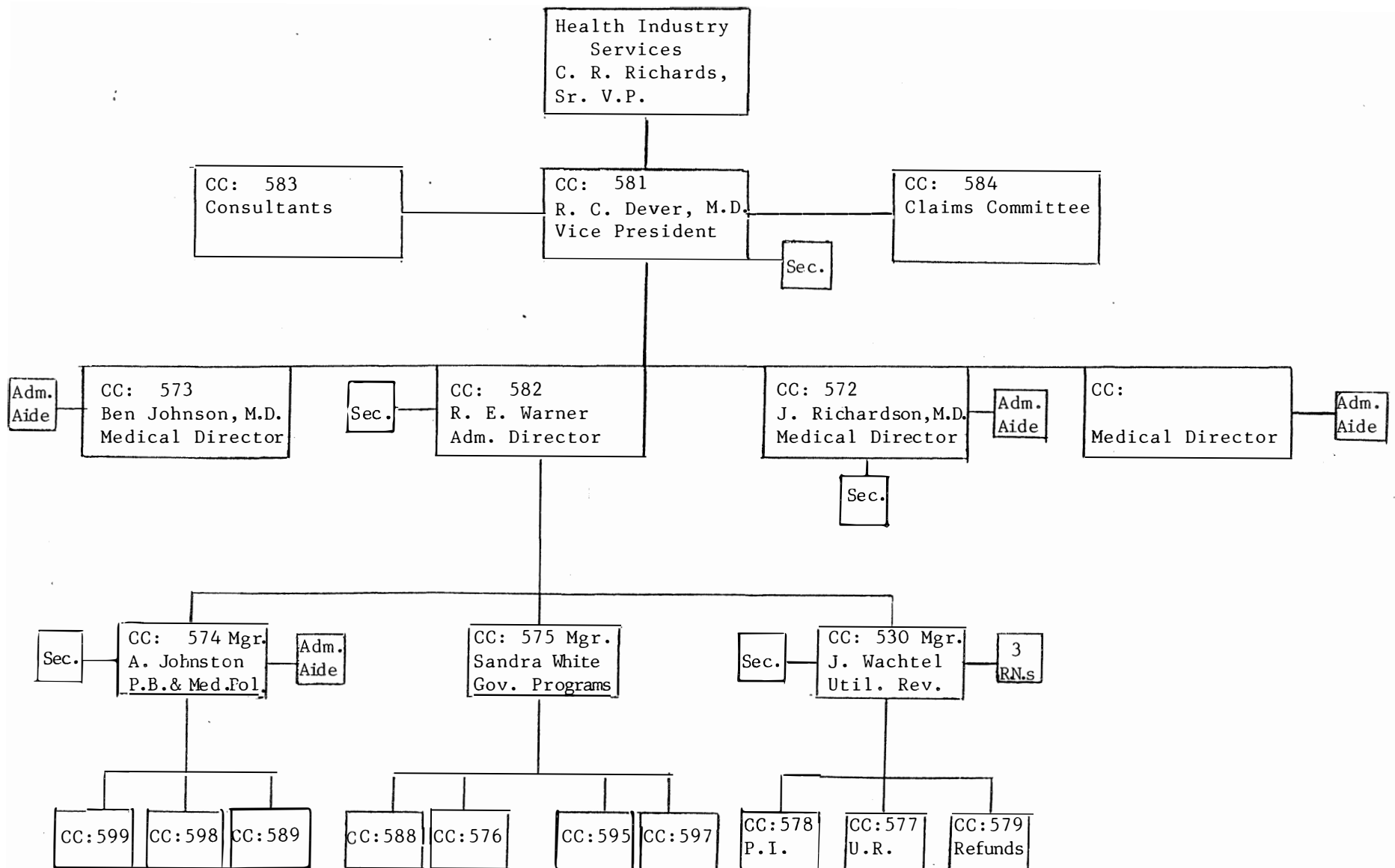
Sandra White will serve as Manager of Government Programs Medical Review. Sandra will manage all activities associated with Government Business Medical Review including Medicare B Pre-payment Review, Post-payment Review and Hearings and Medicare A Reconsiderations and Hearings. Sandra has been with the Corporation for eight years and has served as Supervisor of Medicare B Reviews and Hearings for the last three years.

Lee Smith will serve as Supervisor of Medicare B Reviews and Hearings. Lee has been with the Company for eight years and has served as Medical Analyst for the last three years.

Please join me in congratulating these ladies and in providing them with the support and assistance they will need to be successful in their new positions.

RCD/REW/gjh

MEDICAL AFFAIRS DIVISION



CC: 599, Private Business Reviews  
 CC: 598, Medical Policy  
 CC: 589, Second Opinion Program  
 CC: 588, Pre-payment Review - Med. B

CC: 576, DME Prior Approval, Med. B  
 CC: 595, Part A Reconsideration  
 CC: 597, Med. B Hearings & Reviews  
 CC: 578, 577, 579, Program Integrity, Utilization Review, Refunds