County Approver Certification & Vendor Appointment
County Name: _____

To ensure the confidentiality of county mental health data, the Department of Health Care Services, requests the county behavioral health director designate two contacts to be responsible for approving county (and vendor, if applicable) staff requests for access to the confidential patient data in the DCR system.

Please complete the information below and email the signed form to MHSA@dhcs.ca.gov. The email must be sent from the signer's (Behavioral Health Director's) email account. If you have any questions, please email MHSA@dhcs.ca.gov.

Approver I:
First Name: _____ Last Name: _____
Title: _____
Phone Number: _____ Fax Number: _____
Email Address: _____

Approver II:
First Name: Last Name: _____
Title: _____
Phone Number: _____ Fax Number: _____
Email Address: _____

Appointed Vendor(s): (if applicable)
The vendor listed below has the authority to receive, send, and process the above named county's confidential mental health information in the **DCR** system. (The designated county approvers will approve vendor access requests)
Vendor Name: _____
Vendor Contact Name: _____ Contact Email Address: _____

County Behavioral Health Director Certification:
I, the undersigned (check all that apply):

☐ Designate the above county individuals to have independent authority to approve access requests to the DCR system. DHCS may rely on approvals, denials, and changes made by the above individuals in its processing of access requests to this county's data in the DCR system. As changes occur to the above approving contacts or vendor information, I will sign an updated certification and forward it to DHCS.

☐ Appoint the above vendor to have authority to receive, send and process the above named county's confidential mental health information in the DCR system.

_____ _____
County Behavioral Health Director (Signature) Date

_____ _____
County Behavioral Health Director (Print Name) County Behavioral Health Director (Email address)