



STATE OF MARYLAND

**DHMH**

Maryland Department of Health and Mental Hygiene

---

Larry Hogan, Governor - Boyd Rutherford, Lt. Governor - Van Mitchell, Secretary

**MEMORANDUM**

**DATE:** March 14, 2016

**CCPC HO Memo #16-06**

**TO:** Health Officers  
CRF Cancer Program Directors, Coordinators and Staff  
SAHC CRF Program Directors, Coordinators, and Staff

**FROM:** Cindy Domingo, Program Manager  
Cigarette Restitution Fund Programs Unit, Center for Cancer Prevention and Control

**RE:** Teleconference on CRF Cancer Programs – Wednesday, March 16, 2016

---

Attached is the agenda for the Teleconference on **Wednesday, March 16, 2016, from 10:00 a.m. - 12:00 p.m.**

**If there are problems, we will send out an e-mail** notifying you about what is happening, so please check your e-mail. If you have any trouble dialing into the audio-conference call, contact DHMH Teleconference Services at (410) 767-5108 and a staff member will assist you. You may connect into the conference call as **early as 9:55 AM, NOT SOONER, PLEASE.**

**Conference Call Procedures: PLEASE GO SLOWLY AND FOLLOW THE PROMPTS**

- A. Dial in to the following “Meeting Place” dial in number: 1-415-655-0003**
- B. Enter the Access code: 645 075 896-** Call in no sooner than 9:55 a.m.
- C. Please avoid calling in from a cellular device.** If you are unable to participate via a landline, all cellular devices must be muted to prevent feedback that makes portions of the call inaudible to all.
- D. Please turn your phone to MUTE** unless asking a question at the teleconference.  
#5 can be used from your cellular and land lines to **MUTE** your phone once you have called in. To **UNMUTE**, hit #5 again.
- E. Please do not place call on hold** if you must step away briefly, or we will hear your music.

cc: D. Gugel  
M. Spencer  
S. Hokenmaier/ C. Lewis

*The information contained in this transmission is private. It may also be legally privileged and/or confidential information of the sender or a third party, authorized only for the use of the intended recipient. If you are not the intended recipient, any use, disclosure, distribution, or copying of this transmission is strictly prohibited. If you have received this message in error, please return the original message and notify the sender immediately.*

**CRF-Cancer Prevention Education Screening and Treatment Teleconference**  
**DHMH Center for Cancer Prevention and Control**  
**Wednesday, March 16, 2016, 10:00 AM-12:00 PM**

---

**Agenda**

- 1. Maryland Comprehensive Cancer Control Program** (Meredith Truss)
  - **PNN Annual Meeting and Training:** The Patient Navigation Network (PNN) Annual Meeting and Training will be held on Tuesday June 14, 2016 at Sheppard Pratt in Towson, Maryland. Registration and agenda details will be announced in early May. PNN members will have priority registration available for one week prior to general registration.
  - **Webinar on Health Insurance Appeals:** The PNN is hosting a webinar in partnership with the Consumer Protection Division of the Office of the Attorney General, about the health insurance appeals rights of Maryland consumers who are enrolled in HMOs and private health plans, and a free mediation program. The webinar will be held on March 24, 2016 at 11am; to register, please contact Thuy Nguyen at [thuy.nguyen@maryland.gov](mailto:thuy.nguyen@maryland.gov) by March 22, 2016.
  
- 2. Pilot Project: Integrating Breast, Cervical and Colorectal Cancer Screening Programs in Local Health Departments** (Cindy Domingo)
  - For Fiscal Year 17, the Center for Cancer Prevention and Control (CCPC) will provide an opportunity for select programs to pilot an integrated Breast and Cervical Cancer Program (BCCP) and Cigarette Restitution Fund - Cancer Prevention, Education, Screening and Treatment (CRF-CPEST) program within their jurisdiction.
  - The attached Pilot Project Presentation and Pilot Project Overview provides additional information regarding the pilot project:
    - Pilot Project Presentation (*See Attachment 1*)
    - Pilot Project Overview (*See Attachment 2*)
  
- 3. Health Educator Updates** (Lacey Christian)
  - The Colorectal Cancer Awareness Month Toolkit was sent to programs on 2/24/16.
    - For any questions about the materials provided in the toolkit, please contact Lacey Christian at [lacey.christian@maryland.gov](mailto:lacey.christian@maryland.gov).
    - Official copies of the signed Governor's Proclamation for Colorectal Cancer Awareness Month are still available. If interested, please submit a request to Lacey Christian via email at [lacey.christian@maryland.gov](mailto:lacey.christian@maryland.gov).
  - For questions about health education and outreach, you may contact Lacey Christian at [lacey.christian@maryland.gov](mailto:lacey.christian@maryland.gov) or by phone at 410-767-0876.
  
- 4. Administrative and General CRF Program Updates** (Cindy Domingo):
  - **Technical Lead Update:**
    - Technical Lead Assignments Update: We have updated the technical leads assigned to CRF-CPEST programs, as per the attached list (*See Attachment 3*).
      - Please contact your technical lead for any program, grant, or other related questions:  
Dwayne Selph: [dwayne.selph@maryland.gov](mailto:dwayne.selph@maryland.gov) or 410-767-5139  
Lacey Christian: [lacey.christian@maryland.gov](mailto:lacey.christian@maryland.gov) or 410-767-0786

- Cindy Domingo: [cindy.domingo@maryland.gov](mailto:cindy.domingo@maryland.gov) or 410-767-5123
- For any technical database inquiries or needs, you may contact the CDB helpdesk at [dhmh.cdbhelp@maryland.gov](mailto:dhmh.cdbhelp@maryland.gov) or the EDB helpdesk at [dhmh.edbhelp@maryland.gov](mailto:dhmh.edbhelp@maryland.gov)
  - **DHMH Website:** As a result of last month's DHMH website update, some links on the website may not be working properly. Links to specific documents are currently being updated. Below is a list of CRF-CPEST related links and updates regarding document availability:
    - Health Officer Memos: The 2015 Health Officer Memos are updated. Health Officer Memos from prior years are being updated. Please contact your technical lead for more information.  
Website: <http://phpa.dhmh.maryland.gov/cancer/Pages/homemos.aspx>
    - Education and Training Materials: All materials have been updated and are available.  
Website: [http://phpa.dhmh.maryland.gov/cancer/Pages/education\\_materials.aspx](http://phpa.dhmh.maryland.gov/cancer/Pages/education_materials.aspx)
    - Minimal Clinical Elements and Standards of Case Management: All materials have been updated and are available.  
Website: <http://phpa.dhmh.maryland.gov/cancer/Pages/resources.aspx>

**Future monthly teleconferences are scheduled for the third Wednesday of each month in the 2016 calendar year, from 10:00 a.m. to 12:00 noon, unless advised otherwise:**

April 20, May 18, June 15, July 20, August 17, September 21, October 19, November 16, December 21

**For information on other Center for Cancer Prevention and Control programs, please see contact list below:**

**Breast and Cervical Cancer Program and Colorectal Cancer Control Program:**

Dawn Henninger at 410-767-5141 or [dawn.henninger@maryland.gov](mailto:dawn.henninger@maryland.gov)

**Breast and Cervical Cancer Diagnosis and Treatment Program:**

Patricia Harvey at 410-767-5738 or [patricia.harvey@maryland.gov](mailto:patricia.harvey@maryland.gov)

**Maryland Cancer Fund:**

Nanyamka Hales at 410-767-2037 or [nanyamka.hales@maryland.gov](mailto:nanyamka.hales@maryland.gov)

**Maryland Cancer Registry:**

Kimberly Stern at 410-767-5521 or [kimberly.stern@maryland.gov](mailto:kimberly.stern@maryland.gov)

**Maryland Comprehensive Cancer Control Program:**

Meredith Truss at 410-767-5641 or [meredith.truss@maryland.gov](mailto:meredith.truss@maryland.gov)

**Surveillance Evaluation Unit (SEU):**

For any CDB or EDB related inquiries, please send an e-mail to:

CDB Help Email: [dhmh.cdbhelp@maryland.gov](mailto:dhmh.cdbhelp@maryland.gov)

EDB Help Email: [dhmh.edbhelp@maryland.gov](mailto:dhmh.edbhelp@maryland.gov)