



## **Community Behavioral Health: Provider Notification Staff Roster Reminder February 23, 2017**

On December 28, 2016, the CBH Compliance Department released the 2017 staff roster template with a submission due date of January 31, 2017. Executive directors were contacted by email and a [Provider Notice](#) was also posted on the CBH Compliance page of the [DBHIDS website](#).

If your agency has not yet submitted a staff roster, or if you have been notified that your roster is incomplete, it is essential that you submit the complete roster to [CBH.ComplianceContact@phila.gov](mailto:CBH.ComplianceContact@phila.gov) immediately, but no later than March 10, 2017. **Failure to submit a complete roster by March 10 will result in an Event of Default under the CBH Provider Agreement and applicable sanctions will be applied.**

The 2017 roster template can be found on the CBH Compliance page of the [DBHIDS website](#). If you have any questions related to the roster, please contact Mark Miller at [Mark.D.Miller@phila.gov](mailto:Mark.D.Miller@phila.gov) or Amy Cruz at [Amy.Cruz@phila.gov](mailto:Amy.Cruz@phila.gov).