



CONTACTS

PROBLEM	CONTACT PERSON
Medical Emergency Building Security Breach	Call 911 Samuel Sims or designated person on-call
Power outage in the building Computer Issues/Virus	Samuel Sims or designated person on-call
Administrative: Forms Change of Address, Phone Number Supplies Housekeeping Issues	Suzanna Meza
DME Orders, Supplies, Follow Up	Patricia Hatcher
Email Issues	Millicent Sims
DME Works (database)	Audrey Ray