

# Request for DHHS-OCQI Services

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## Request for OCQI Services

- Technical assistance, program evaluation, data analysis, research, education, training, coaching, mentoring, literature searches, etc. can be requested by any departmental staff and submitted to the Office of Continuous Quality Improvement (OCQI).
- If the Requester is someone other than the relevant decision-maker, the request must be forwarded to that person for review and approval before submission to OCQI.
- The OCQI Managers will review the request and ask for any additional information needed to respond to the request appropriately and fully.
- The requesting entities will commit to actively supporting and assuring that:
  - a) the staff time and resources required to respond to the request and any related issues
  - b) the resources and processes required to implement are all available.

### **Send Requests to:**

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