

**KAISER MEDICAL CARE PROGRAM  
ORANGE COUNTY AREA  
POLICIES AND PROCEDURES**

<b>TITLE:</b>	LABORATORY P&P	INDEX NO:	03-015 -01
<b>SECTION:</b>	JOB DESCRIPTIONS	ORIGIN DATE:	9/11
<b>SUBJECT:</b>	Director Delegation of Responsibilities	REVISION DATE	11/14, 06/15, 7/15, 5/16, 3/17

## Director Delegation of Responsibility

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**PURPOSE** This policy specifies the authorized designee(s) to be delegated responsibilities by the Director.

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**POLICY** The responsibilities that may be delegated by the Director are outlined in Laboratory Director 03-011-01 found in the JOB DESCRIPTIONS section of the Clinical Laboratory manual. The individuals listed have accepted responsibility through their position.

### A.) Irvine Medical Center

Name	CLIA Positions
Jana Pindur, MD	Medical Lab Director
David Huebner-Chan, MD	Clinical Consultant Technical supervisor General supervisor
Benham Abdollahi, MD	Clinical Consultant Technical supervisor General supervisor
Mary Lou Beaumont, CLS	Technical supervisor General supervisor
Carlo Punu, CLS	Technical supervisor General supervisor
Julius Salomon, CLS	Technical supervisor General supervisor
Ruby Co, CLS	Technical supervisor General supervisor
Jane Byrne, CLS	Technical supervisor General supervisor
Cynthia Schwartz, CLS	Technical supervisor General supervisor
Sam Ibe, CLS	Technical supervisor General supervisor
Judith Remolar	Technical supervisor General supervisor
Whittle, Patricia	Technical supervisor General supervisor
All Licensed Clinical Lab Scientists	General supervisor
Matthew Desrochers, PA	Technical supervisor (Anatomic Pathology)

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Melissa Gordon, PA	Technical supervisor (Anatomic Pathology)
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**B.) Harbor Mac Arthur Medical Office Building**

Name	CLIA Positions
Benham Abdollahi, MD	Medical Lab Director
David Huebner-Chan, MD	Clinical Consultant Technical supervisor General supervisor
Mary Lou Beaumont, CLS	Technical supervisor General supervisor
Carlo Punu, CLS	Technical supervisor General supervisor
Julius Salomon, CLS	Technical supervisor General supervisor
Ruby Co, CLS	Technical supervisor General supervisor
Jane Byrne, CLS	Technical supervisor General supervisor
Cynthia Schwartz, CLS	Technical supervisor General supervisor
Sam Ibe, CLS	Technical supervisor General supervisor
Judith Remolar	Technical supervisor General supervisor
Whittle, Patricia	Technical supervisor General supervisor

**C.) Mission Viejo Medical Office Building**

Name	CLIA Positions
David Huebner-Chan, MD	Medical Lab Director
Benham Abdollahi, MD	Clinical Consultant Technical supervisor General supervisor
Mary Lou Beaumont, CLS	Technical supervisor General supervisor
Carlo Punu, CLS	Technical supervisor General supervisor
Julius Salomon, CLS	Technical supervisor General supervisor
Ruby Co, CLS	Technical supervisor General supervisor
Jane Byrne, CLS	Technical supervisor

<b>SUBJECT</b>	Director Delegation of Responsibilities	<b>INDEX NO:</b>	03-015 -03
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	General supervisor
Cynthia Schwartz, CLS	Technical supervisor General supervisor
Sam Ibe, CLS	Technical supervisor General supervisor
Judith Remolar	Technical supervisor General supervisor
Whittle, Patricia	Technical supervisor General supervisor

Document History Page

Change type: New, Major, Minor etc.	Changes Made to SOP – describe	Signature responsible person/date	Med. Dir. Reviewed/ Date	Lab Manager reviewed/ date	Date change Imp.
NEW		S. Prien 9/28/11			
Major	Change of delegates	11/11/12 L. Padilla			
Major	Added delegates	Judith Remolar 6/5/15			
Major	Added delegates	Judith Remolar 7/1/15			
Major	Updated delegation	Judith Remolar 5/24/16			
Major	Added delegate	Carlo Punu 07/18/16			
Major	Added HBM and MVJ MOB delegates	Judith Remolar 3/7/17			

Imp. =Implemented