

**County of San Bernardino
Department of Behavioral Health**

Research and Evaluation Functions

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Policy It is the policy of the Department of Behavioral Health that the Research and Evaluation Unit perform functions in compliance with Department, County, State, and Federal requirements, regulations and mandates regarding the collection of data, the presentation of data analysis, and recommendations for program development.

Purpose The purpose of the policy is to explain the functions of the Research and Evaluation Unit within DBH

Research and Evaluation Functions Research and Evaluation functions shall include, but not be limited to, the following:

- Provide operational support for:
 - DBH administration in the form of statistical analysis and evaluation of staff, site and/or program activities, and
 - The Quality Management Unit of DBH, as may be required and at the direction of the QM Program Manager.
- Provide research support for grants and interagency agreements in which DBH participates.
- Review, evaluate and recommend approval or disapproval of research requests via its Institutional Review Board (IRB) [See also SPM 6005]
- Design, carry out, and report the findings of original research aimed at enhancing and improving the lives of the severely and persistently mentally ill, and/or preventing the development of serious mental illness.
 - Such research projects will also serve as Performance Improvement Projects for the purposes of the Mental Health Plan and other relevant regulations.
- Respond to ad hoc data requests from Administration that involves complex database queries beyond the scope of the department's Application Services Group (ASG) or other DBH sections.
- Design and maintain specialized client services, performance outcome, and research related databases including an integrated data warehouse and data mining/analytics software.
- Routinely monitor the published research literature related to the etiology and treatments of serious mental disorders, and make summaries of this research available to administrators and managers within DBH.

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Research and Evaluation Functions, Continued

References

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- California Mental Health Master Plan, 2003 (Chapter 8)
 - Department Of Mental Health Medi-Cal Managed Mental Health Care Quality Strategy (April, 2004)
 - Mental Health Medi-Cal Managed Care Oversight, 1998 (DMH document)
 - DBH SPM 6005: Research Review Committee
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