



# Detroit Wayne Integrated Health Network

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**To:** Children’s Providers (SED / IDD)  
**From:** Cassandra Phipps (Director of Children’s Initiative)  
**CC:** Melissa Moody (VP of Clinical Operations), Stacey Sharp (Associate VP of Clinical Operations)  
**Re:** Children’s Services Report Submission  
**Date:** January 8, 2025

Please be advised the DWIHN Children’s Initiative Department is providing the following update pertaining to the children’s services reporting requirements: Effective **1/5/2025**, Children’s Providers are to use the Children’s Clinical Services Report Submission Form to submit reports according to the reporting schedule below: <https://app.smartsheet.com/b/form/588be8c94eea4f8db96f2bca4609e6e9>

Program Name	DWIHN Clinical Specialist	Frequency	Due Date
Children Home Based Services	Monica Hampton	Quarterly	Jan 10 <sup>th</sup> / April 10 <sup>th</sup> / July 10 <sup>th</sup> / Oct 10 <sup>th</sup>
Children Wrap Around Services	Monica Hampton	Quarterly	Jan 10 <sup>th</sup> / April 10 <sup>th</sup> / July 10 <sup>th</sup> / Oct 10 <sup>th</sup>
Children Outpatient Services	Monica Hampton	Quarterly	Jan 10 <sup>th</sup> / April 10 <sup>th</sup> / July 10 <sup>th</sup> / Oct 10 <sup>th</sup>
Juvenile Restorative Program	Monica Hampton	Quarterly	Jan 10 <sup>th</sup> / April 10 <sup>th</sup> / July 10 <sup>th</sup> / Oct 10 <sup>th</sup>
Home Based Consultant	Monica Hampton	Quarterly	Jan 10 <sup>th</sup> / April 10 <sup>th</sup> / July 10 <sup>th</sup> / Oct 10 <sup>th</sup>
Third Circuit Court	Sherri Ruza	Quarterly	Jan 10 <sup>th</sup> / April 10 <sup>th</sup> / July 10 <sup>th</sup> / Oct 10 <sup>th</sup>
MC3	Sherri Ruza	6 Months	April 10 <sup>th</sup> / Oct 10 <sup>th</sup>
PMTO	Sherri Ruza	Quarterly	Jan 10 <sup>th</sup> / April 10 <sup>th</sup> / July 10 <sup>th</sup> / Oct 10 <sup>th</sup>
Infant Toddler Court Grant	Christie Spudowski	Quarterly	Jan 7 <sup>th</sup> / April 7 <sup>th</sup> / July 7 <sup>th</sup> / Oct 7 <sup>th</sup>
Cornerstone / Youth Peer Support	Ebony Redding	6 Months	April 15 <sup>th</sup> / Oct 15 <sup>th</sup>
Transitional Readiness Scale	Ebony Redding	6 Months	April 15 <sup>th</sup> / Oct 15 <sup>th</sup>
IECMHC Grant	Ebony Redding	Quarterly	Jan 7 <sup>th</sup> / April 7 <sup>th</sup> / July 7 <sup>th</sup> / Oct 7 <sup>th</sup>
IECMHC HV Grant	Ebony Redding	Quarterly	Jan 7 <sup>th</sup> / April 7 <sup>th</sup> / July 7 <sup>th</sup> / Oct 7 <sup>th</sup>
MI-AIMH	Ebony Redding	6 Months	April 10 <sup>th</sup> / Oct 10 <sup>th</sup>
Pediatric Integrated Health	Ebony Redding	Quarterly	Jan 10 <sup>th</sup> / April 10 <sup>th</sup> / July 10 <sup>th</sup> / Oct 10 <sup>th</sup>
School Success Initiative	Rasha Bradford	Quarterly	Jan 5 <sup>th</sup> / April 5 <sup>th</sup> / July 5 <sup>th</sup> / Oct 5 <sup>th</sup>
GOAL Line	Rasha Bradford	Quarterly	Jan 5 <sup>th</sup> / April 5 <sup>th</sup> / July 5 <sup>th</sup> / Oct 5 <sup>th</sup>
Supports Coordination Services (IDD Children Providers ONLY)	Lucas Gogliotti	Quarterly	Jan 10 <sup>th</sup> / April 10 <sup>th</sup> / July 10 <sup>th</sup> / Oct 10 <sup>th</sup>

DWIHN Clinical Specialists to provide each Provider with the FY25 program report form to upload to the smartsheet. Any questions and or concerns can be directed to [TeamChildrens@dwihn.org](mailto:TeamChildrens@dwihn.org) for assistance.

Sincerely,  
 Cassandra Phipps, LPC, LLP, CAADC  
 Director of Children’s Initiatives

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