



**Harvard Medical School
Office of Financial Operations & Analysis Rep List
Updated November 2003**

DEPARTMENT/DIVISION/HOSPITAL	FINANCE OFFICE REPRESENTATIVE	PHONE #
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ADMINISTRATIVE DEPARTMENTS

Dean's Office Dean's Office Executive Dean for Administration Dean for Clinical Programs Dean for Research Assoc. Dean for Basic Sciences & Graduate Studies	Nancy Laird	432-1582
Financial Operations & Analysis	Nancy Laird	432-1582
Harvard Health Publications	Matt Jordan	432-3089
Harvard Medical Center	Sharon Reine	432-4401
Harvard Medical International	Cynthia Walker	432-1142
Human Resources Associate Dean for Faculty & Staff Services Center for Career Renewal Office of Human Resources & Faculty Services	Nancy Laird	432-1582
Information Technology	Edna Liquidano	432-1581
Planning Office	Nancy Laird	432-1582
Public Affairs/Media Relations	Nancy Laird	432-1582
Resource Development	Matt Jordan	432-3089

ACADEMIC SUPPORT

ARCM	Nissa Knight	432-3793
Clinical Programs	Nancy Laird	432-1582
Continuing Medical Education	Matt Jordan	432-3089
Countway	Matt Jordan	432-3089
Diversity & Community Partnership	Nancy Laird	432-1582
Faculty Affairs	Nancy Laird	432-1582
Ombudsperson	Nancy Laird	432-1582
Research Compliance	Nancy Laird	432-1582
Research Issues	Nancy Laird	432-1582
Research Subject Protection	Nancy Laird	432-1582
Sponsored Program Administration	Nancy Laird	432-1582
Technology Licensing & Industry-Sponsored Research	Nancy Laird	432-1582

OTHER ACADEMIC¹

Center for Health & Global Environmental	Lara Abnet	432-1585
HMS-BID-MTA Institute for Education & Research	Patricia Harrington	432-3293
NEPRC	Nissa Knight	432-3793



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BASIC & SOCIAL SCIENCES¹		
Armenise	Lara Abnet	432-1585
BCMP	Lara Abnet	432-1585
Cell Biology Lab Membrane-Transport/Tosteson	Lara Abnet	432-1585
Center for Structural Cell Biology	Lara Abnet	432-1585
Center for Biochemistry & Biophysical Sciences	Lara Abnet	432-1585
Electron Microscope	Lara Abnet	432-1585
Faculty Recruitments	Lara Abnet	432-1585
Funds for Discovery	Lara Abnet	432-1585
Genetics Harvard Institute of Human Genetics	Lara Abnet	432-1585
Harvard Center for Neurodegeneration & Repair	Mike Harty	432-3289
Health Care Policy	Lara Abnet	432-1585
Institute for Chemistry & Cell Biology	Lara Abnet	432-1585
Mass Spectrometry Facility	Lara Abnet	432-1585
Microbiology	Lara Abnet	432-1585
Neurobiology	Lara Abnet	432-1585
Nuclear Medicine	Lara Abnet	432-1585
Pathology	Lara Abnet	432-1585
Social Medicine	Lara Abnet	432-1585
Systems Biology	Lara Abnet	432-1585
Vector Lab	Lara Abnet	432-1585
CLINICAL DEPARTMENTS¹		
Ambulatory Care & Prevention	Matt Jordan	432-3089
BIDMC	Edna Liquidano	432-1581
Brigham & Women's Hospital	Edna Liquidano	432-1581
Brockton/West Roxbury VA	Edna Liquidano	432-1581
Cambridge Hospital	Matt Jordan	432-3089
Children's Hospital	Edna Liquidano	432-1581
Dana Farber Cancer Institute	Patricia Harrington	432-3293
Joslin Diabetes Center	Patricia Harrington	432-3293
Judge Baker Children's Center	Matt Jordan	432-3089
HPHC - OB/GYN	Matt Jordan	432-3089
Massachusetts's General Hospital	Edna Liquidano	432-1581
McLean Hospital - Psychiatry	Edna Liquidano	432-1581
MEEI	Edna Liquidano	432-1581



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CLINICAL DEPARTMENTS¹ (continued)

MMHC	Edna Liquidano	432-1581
Medicine - Executive Committee	Matt Jordan	432-3089
Mount Auburn Hospital	Edna Liquidano	432-1581
Neurology - Executive Committee	Matt Jordan	432-3089
Partners Healthcare	Edna Liquidano	432-1581
Psychiatry	Edna Liquidano	432-1581
Consolidated Department of Psychiatry		
Psychiatry - Chief		
Psychiatry Consolidated		
Radiology - Executive Committee	Matt Jordan	432-3089
Shapiro Center	Patricia Harrington	432-3293
Sheridan Professorship	Patricia Harrington	432-3293
VA Medical Center	Edna Liquidano	432-1581

DIVISIONS

Division on Addictions	Lara Abnet	432-1585
Division on AIDS	Nancy Laird	432-1582
Division on Aging	Lara Abnet	432-1585
Division of Complementary Medical Therapies (Osher)	Patricia Harrington	432-3293
Division of Emergency Medicine	Edna Liquidano	432-1581
Division of Health Care Policy	Lara Abnet	432-1585
Division of Primary Care	Matt Jordan	432-3089
Division on Physical Med-Rehab	Matt Jordan	432-3089
Division on Neurofibromatosis	Matt Jordan	432-3089
Division of Medical Ethics	Lara Abnet	432-1585
Division of Medical Sciences	Matt Jordan	432-3089
Division of Nutrition	Patricia Harrington	432-3293
Division of Service Learning	Edna Liquidano	432-1581
Division of Sleep Medicine	Matt Jordan	432-3089

STUDENT & ALUMNI/EDUCATIONAL PROGRAMS

Academy	Patricia Harrington	432-3293
Alumni Association	Matt Jordan	432-3089
Alumni Bulletin	Matt Jordan	432-3089
Dean for Medical Education	Matt Jordan	432-3089
Division of Medical Sciences	Matt Jordan	432-3089



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STUDENT & ALUMNI/EDUCATIONAL PROGRAMS (continued)

Program in Medical Education	Matt Jordan	432-3089
HST	Matt Jordan	432-3089
MD/PhD Program	Matt Jordan	432-3089

OPERATIONS

Campus Services	Matt Jordan	432-3089
Administration		
Environmental Health & Safety		
Mailroom		
Radiation Protection		
Security		
Shuttle Bus		
Debt Service	Matt Jordan	432-3089
Engineering & Construction	Matt Jordan	432-3089
Facilities Management	Matt Jordan	432-3089
Rental Income	Matt Jordan	432-3089
Vanderbilt Hall	Matt Jordan	432-3089

¹ Note on Sponsored Accounts : For questions about sponsored accounts, please call the Office of Sponsored Programs at 432-1596 (or contact your SPA rep directly).

Note to Clinical Departments : Donna Cantillo (432-6320) is available to assist all affiliate departments with questions related to security set-up for access to the HMS systems, AP reimbursement issues, P-Card, travel policy questions or issues, processing of expense items for those few departments that are not set-up with access to the HMS systems, and general information on how to access the systems and run reports. Again, specific questions about how to interpret report results should be directed to Matt Jordan (432-3089) or Edna Liquidano (432-1581).

Note on Web Vouchers : Web vouchers in the amount of \$5,000 or greater from departments with only one approver should be directed to Donna Cantillo for approval. Donna will work with Matt Jordan and Edna Liquidano to ensure that the \$ for these expenses are available.