

Contact Information for Psychiatry Staff

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Last update 6/30/2021				
Name	Titles	Description	Email	Phone
Administration				
Marika Brigham	Director	Chief Financial Officer and Department Administrator	marika@ufl.edu	352 265-7981
Samantha LeClair	Assistant Director - Financial/HR	Budget Management & Oversee Fiscal Office	leclair@ufl.edu	352 265-7296
Priscilla Spence	Admin Specialist III	Admin. Assist. To Chair & Liaison to Faculty, COM, VIPs	pspence@ufl.edu	352 294-4914
Fiscal				
Bobbi Reynolds	Accountant III	Teaching Hours, Grant Reporting, and Asset Management, Faculty P&Ls	bobbi@ufl.edu	352 594-4256
Tina Green	Administrative Support Assistant III	Clinical Service Contract, Accounts Receivables and Payables, Vero Admin.	tinagreen@ufl.edu	352 594-4261
Dawn Roberts	Accountant I	Grant & Effort Reporting, Distributions, Space reporting, Property (Assets - IPad, Laptops, Desktops, Surplus)	droboters76@ufl.edu	352-594-4228
Jessica Sanders	Fiscal Assistant III	Accounts Receivables, Contractual Mileage, Department P-Card Reconciliation	hemingway@ufl.edu	352-594-4303
Yolanda Rutledge	Fiscal Assistant II	Travel, Department P-Card Reconciliation, Invoices, dept. Purchases, Moving Expenses, Dues & Memberships	yurutledge@ufl.edu	352-594-4265
Divisional Administration				
Hannah Hatcher	Administrative Specialist II	Admin. for Addiction Division	hatcher225@ufl.edu	352-265-5539
Holly Haltner-Pfiester	Administrative Support Assistant III	Admin. for Adult Division, Faculty On-call Schedule.	hhaltnerpfiester@ufl.edu	352 594-1854
Jennifer Cobb Stricklen	Residency/Fellowship Program Assist	Admin. Functions of Child & Adolescent Division, Child Fellowship	jstricklen@ufl.edu	352 265-2862 Room#1788
Monica Brook	Administrative Support Assistant II	Admin. Functions of Psychology Division and Training Program	monicaross@ufl.edu	352-265-8853
Personnel (PSYCH-HR@ad.ufl.edu)				
Aracely Chang	Administrative Specialist II (Faculty)	Personnel & Payroll, Faculty Onboarding and Offboarding, Adjuncts, Courtesy, GA's, Research Post-Doc, DSA	chang.a@ufl.edu	352 594-4325
Denise Lambert	HR Generalist I (Staff/TEAMS)	Personnel & Payroll, TEAMS new hires, Credentialing, TEAM evaluations, DSA	denisel@ufl.edu	352 594-4229
Tovah Lawrence	HR Assistant (OPS/Housestaff)	Housestaff/Resident/Fellows, Adjunct Clinical Post-Doc, OPS/FWS, Extra Duty-Residents, Volunteers, Faculty Leave	tovah.lawrence@ufl.edu	352-594-4306
Education, Promotion and Tenure (P&T), & Marketing				
Britany Ratliff	Residency/Fellowship Program Crd. II	Admin. support for Residency, Ground Rounds. Clerkship program/Event Planning.	britanyg94@ufl.edu	352 265-2863 Room#1782
Jacqueline Garcia	Residency/Fellowship Program Assist	Assists with Residency/Fellowship Programs, Education Media & IT, CME and Medical Education	restore@ufl.edu	352 265-2865 Room#1796
Jennifer Cobb Stricklen	Residency/Fellowship Program Assist	Admin. Functions of Child & Adolescent Division, Child Fellowship	jstricklen@ufl.edu	352 265-2862 Room#1788
Natalie Brown	Administrative Support Assistant II	Medical Education and Dr. Brown's CME Programs	natbrown1104@ufl.edu	352 265-5300
Lynda Kirk	Administrative Support Assistant II	Addiction Division Residency and Addiction Division IME's	lynda.kirk@ufl.edu	352-595-5525
Taylor Greene	Academic Assistant II	Program Development support including course scheduling and coordination, and enrollment coordination	tgrene740@ufl.edu	352-294-5565
Martha Penneck Schaub	Administrative Specialist II	Faculty Promotion and Tenure, Faculty Development & Mentoring, CME Admin. & Grand Rounds, Faculty Evaluations	marpen@ufl.edu	352 294-4918
Melinda Fawcett	Public Relations Specialist I	Department website management and content, video, digitizing, photography/ Social Media	hartigan@ufl.edu	352 294-4906
David Roberts	Administrative Support Assistant II	BI Receptionist, Admin. Support for COARD Center and Research Vice Chairs, Research Faculty Leave	david.roberts@ufl.edu	352-294-4900
Research - Grant Proposals				
Nicole Bristow	Research Administrator III	Research Admin. & Development: proposal development, submission,educational activities to aid faculty	nhenning@ufl.edu	352-294-4963
Jacqueline Tucker	Research Administrator II	Research Admin. & Development: proposal development, submission,educational activities to aid faculty	jackie.tucker@ufl.edu	352-294-4913
Kelli Gatti	Research Administrator I	Grant support for purchase orders, Travel, reimbursements, Grant P-Card Reconciliation, Grant Proposals	kgatti@ufl.edu	352-294-4934
Research Coordinators				
Robyn Nelson	Research Coordinator III	Project coordinator PGENeS Lab (Dr. Mathews). Manages staff and volunteers and all IRB related task	r.nelson@ufl.edu	352-294-5563
Robert Prather	Research Coordinator III	Coordinator for Dr. Nixon, manages staff, students, resources and purchasing	rprather@ufl.edu	352-294-4942
Dana Mason	Research Coordinator II	Primary coordinator on clinical trials, patient enrollments and start ups, development and procedures	dmason@ufl.edu	352-273-8540
<i>TBD</i>	Research Coordinator II	Coordinator for FRC, manages staff, students and volunteers. Assist with study development		352-265-9612
Clinical Support Staff				
Kati Breton	Clinical Program Coordinator III	DOH Pediatric Collaborative Care Grant/Contract; UF CAN Program; Admin.Support Child Div. Clinical programs; Psychology clin/prog.	kbreton@ufl.edu	352-265-8844
Safal Desai	Assistant Director - Clinic/Billing	Inpatient/Outpatient billing and coding, Managed Care Liaison, Clinic Operations Liaison, Clinic Business Development	desisam@ufl.edu	cell: 352 328-7896 352 594-1891
MaryEllen Frey	Clinic Manager - FRC	Manager of addiction clinic operations, clinic staff, scheduling and billing	freyme@shands.ufl.edu	352 594-1821
MaryEllen Frey	Clinic Manager - Springhill	Manager of adult clinic operations, clinic staff, scheduling and billing	freyme@shands.ufl.edu	352 594-1821
Jason Pappas	Clinic Manager - Springhill 2	Manager of child and psychology clinic operations, clinic staff, scheduling and billing	pappaj@shands.ufl.edu	352 265-8885
Gina Palladino	Clinic Manager - Vero	Manager of adult, child and addiction clinic operations, clinic staff, scheduling and billing. Assist clinical trainees on site, community liaison.	PALLAG@shands.ufl.edu	772 794-0179/772-794-1082

See website <http://psychiatry.ufl.edu/about-us/staff-directory/>