SFax- HIPAA Compliant Faxing System (Numbers and Assignments)

Andres Carrasquillo - 2022-10-20 - Desktop Computing and Printing

Faxing System Upgrade: On March 1, the college upgraded to a new "SFax" digital platform to ensure that all sent/received faxes are HIPPA compliant. Outgoing faxes will be sent as electronic documents, so no need to print a document to send it. Incoming faxes will be received as digital documents (PDF) and delivered to your email. New phone numbers and SFax coordinators have been established for each department within the college, per the table below.

	Assigned Number	Primary Admin	Backup Admin	Alternate Senders
Group 1 (Office of the Dean, Facilities, Finance, Development/Events, IT	888-965-2065	Jennifer Monroe	TBD	
Group 2 (Graduate Admissions, BMS)	888-965-3549	Bridget Statler	Sara Greene	
Group 3 (GME Office*)	888-965-3610	Venus Davis-Wallace	Krystal Rajkumar	Whitehair
Group 4 (OME, SIM Center, Student Affairs)	844.552.4182	Holly Labarca	Annie Thomas	Brickman, Santiago
Group 5 (Admissions, Diversity/Inclusion)	888-974-0326	Monica Lopez		Rootes
Group 6 (IMS Department)	888-974-0460	Stephanie Gabrielsen	Catherine Gouchenour	
Group 7 (BMS Department)	888-974-0820	Sara Greene	Bridget Statler	
Group 8 (Surgery Department)	855-214-0831	Hillary Cohen	Gretchen Lynch, Anna-Kaye Campbell	

GME Residency Faxes

	Assigned Number	Primary Admin	Backup Admin	Alternate Senders
Group 1(GME)	(888) 965-3610	Davis-Wallace	Krystal Rajkumar	Whitehair
Group 2 (Internal Medicine)	(866) 617-7717	Joanne Daly		
Group 3 (Emergency Medicine)	(866) 617-8268	Taryn Santiago	Angie Benavides, Shih	
Group 4 (Psychiatry)	(866) 617-8271	Robert Bullock		
Group 5 (Neurology)	(866) 622-2185	Robert Bullock	Dr. Kantor	
Group 6 (Surgery)	(855) 214-0831	Hillary Cohen		

Your department's SFAX coordinators are responsible for receiving and distributing incoming faxes. If you need to send a fax, contact your department's SFAX coordinators to digitize and send your fax. If you have your fax number on your business card, contact your administrative person to request new cards with your updated fax number. You will need to contact anyone who sends you faxes to let them know your new fax number. All existing fax machines/phone lines will be disabled.

- Tags
- fax
- fax machine
- sfax