



**Katrina Derry, PharmD, President**

**Pooja Nawathe, MD, President-Elect**

**J. Perren Cobb, MD, Founding President and Chair of the Board**

It is the policy of SCCM So Cal that all requests for expenses will be sent by the President to the Treasurer with copy to the President-Elect. If the password, *USC2017CSMC* is not included in the request, the Treasurer or other board members who receive this request will immediately delete the request. Then, the Treasurer or receiving board member will create a new email and send to the President or President-Elect alerting them of the scam request. Upon change in leadership, the Treasurer will obtain a list of the authorized email addresses which may authorize requests.

It is the policy of SCCM SoCal to never forward the actual email received but to screen shot or describe the content of the email to those who need to be informed. When in doubt, it is the policy of SCCM SoCal that the Treasurer will call the President to verify the request.