



# JEFFERSON COUNTY PUBLIC HEALTH

615 Sheridan Street • Port Townsend • Washington • 98368  
www.jeffersoncountypublichealth.org

June 13, 2011

## JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

### AGENDA REQUEST

**TO:** Board of County Commissioners  
Philip Morley, County Administrator

**FROM:** Jean Baldwin, Director

**DATE:** July 5, 2011

**SUBJECT:** Agenda Item – Intergovernmental Agreement with Olympic Educational Service District 114 (OESD) for School Nurse Corp Program, Amendment #3; May 6, 2011 – June 30, 2011; addendum to amendment #2, language only

**STATEMENT OF ISSUE:**

Jefferson County Public Health, Community Health, is requesting Board approval of the Intergovernmental Agreement with Olympic Educational Service District 114 (OESD) for School Nurse Corp Program, Amendment #3; May 6, 2011 – June 30, 2011; addendum to amendment #2, language only

**ANALYSIS/STRATEGIC GOALS/PRO'S and CON'S:**

This addendum to Amendment #2 adds specific language to clarify details and name of the conference that was attended by the school nurse in May. JCPH was reimbursed \$286.00 (Amendment #2) which included registration, lodging, mileage, and per diem.

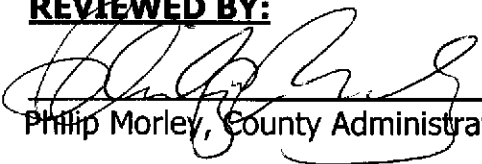
**FISCAL IMPACT/COST BENEFIT ANALYSIS:**


This is addendum language only. There is no fiscal impact.

**RECOMMENDATION:**

JCPH management request approval of the Intergovernmental Agreement with Olympic Educational Service District 114 (OESD) for School Nurse Corp Program, Amendment #3; May 6, 2011 – June 30, 2011; addendum to amendment #2, language only

**REVIEWED BY:**

  
Philip Morley, County Administrator

  
Date

**CONTRACT AMENDMENT – TITLE 1 D HEALTH SERVICES PROJECT**

Modification of Contract between the Olympic Educational Service District 114, State of Washington (hereinafter referred to as OESD)

and

Jefferson County Health Department  
(hereinafter referred to as Contractor)

Which commenced the 6<sup>th</sup> day of May, 2011, and terminates the 30th day of June, 2011.

For and in consideration of the mutual promises contained in this modification of contract, the OESD and Contractor do mutually agree to modify the contract identified above as follows:

A. DUTIES OF OESD, The OESD agrees to amend the contract to read as follows,

*Pay Contractor for school health provider to attend the Institutional Ed "Reconnecting At-Risk Youth Through Education and Advocacy" conference on May 17 and 18, 2011 including lodging, mileage, per diem, and registration.*

CONTRACTOR

OLYMPIC EDUCATIONAL  
SERVICE DISTRICT 114

\_\_\_\_\_  
(Contractor Signature)

Who certifies that he/she is the Contractor identified herein, or in the alternative, a person duly qualified and authorized to bind the Contractor so identified to the foregoing agreement.

Signed this \_\_\_\_\_ day  
of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Dr. Walt Bigby, Superintendent

Signed this \_\_\_\_\_ day  
of \_\_\_\_\_, 2011.

Approved as to form only:

David Almon 6/20/11  
Jefferson Co. Prosecutor's Office

\_\_\_\_\_  
OESD USE ONLY      PURCHASE ORDER NO.  
Director:                      3601011076  
Enter the purchase order  
original contract.

**CONTRACT AMENDMENT**

Modification of Contract between the Olympic Educational Service District 114, State of Washington (hereinafter referred to as OESD)

and

Jefferson County Health Department  
(hereinafter referred to as Contractor)

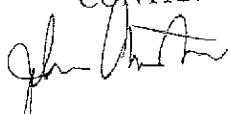
Which commenced the 6<sup>th</sup> day of May, 2011, and terminates the 30th day of June, 2011.

For and in consideration of the mutual promises contained in this modification of contract, the OESD and Contractor do mutually agree to modify the contract identified above as follows:

A. DUTIES OF OESD, The OESD agrees to amend the contract to read as follows,

*Pay Contractor for school health provider's Professional Development offered by the School Nurse Corps, not to exceed \$286. (This is in addition to the \$500 for a total of \$786.)*

CONTRACTOR



\_\_\_\_\_  
(Contractor Signature)  
Who certifies that he/she is the Contractor identified herein, or in the alternative, a person duly qualified and authorized to bind the Contractor so identified to the foregoing agreement.

Signed this 13<sup>th</sup> day of June, 2011.

OLYMPIC EDUCATIONAL  
SERVICE DISTRICT 114

\_\_\_\_\_  
Dr. Walt Bigby, Superintendent

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Approved as to form only:

David Alvarado 5/31/11  
Jefferson Co. Prosecutor's Office

\_\_\_\_\_  
OESD USE ONLY      PURCHASE ORDER NO.  
Director:                      3601011018  
Enter the purchase order original contract.



INTERGOVERNMENTAL AGREEMENT  
BETWEEN  
OLYMPIC EDUCATIONAL SERVICE DISTRICT 114  
SCHOOL NURSE CORPS PROGRAM

(hereinafter referred to as OESD 114)

105 National Avenue North  
Bremerton, WA 98312

AND

Jefferson County Health & Human Services

(hereinafter referred to as Contractor)

615 Sheridan Port Townsend, WA 98368

This agreement is entered into by the School Nurse Corps Program as administered by the Olympic Educational Service District (OESD) and Jefferson County Health & Human Services for the purpose of providing nursing services appropriate to the needs of identified Jefferson County public schools.

Jefferson County Health & Human Services agrees to provide registered nurse services to include the following:

1. Assess and provide for the emergent care needs of students, emergency plans for students with life-threatening medical conditions, students with acute or chronic health conditions, students with health concerns and/or requiring nursing treatments or care. Develop individualized care plans for these students, including training of unlicensed staff in the care of students.
2. Assess the physical and emotional health of students as related to the educational process and within the scope of the school nurse practice; initiate referrals for further diagnosis and treatment of identified health needs and provide follow-up; communicate health concerns that may impact learning to appropriate staff with parent and/or student consent.
3. Delegate and provide training and consultation of non-nurse school staff in the provision of nursing services and procedures that can by law be delegated to unlicensed school personnel.
4. Provide interpretation of medical and nursing needs and district resources for health care to parents of students with health problems as requested by districts.
5. Assist district personnel in monitoring educational effect of treatment program (meds, etc.)
6. Establish procedures for emergency care of students and training of staff.
7. Interpret medical records for district staff as educational placement and services are being determined.
8. Provide nursing consultation regarding students in special education. Participate in MDT meetings for students with significant medical problems and assist in initial development of IEP as resources permit.
9. Provide nursing consultation in communicable disease.

10. Provide health education directly or in consultation with school staff.
11. Assist in development and/or revision of district health policies and procedures, records and forms as indicated and requested by districts.
12. Provide nursing consultation in student immunization compliance.
13. Establish mandatory screening programs (per WAC 249-148, 248-150) for districts.
14. Provide supervision and evaluation of nursing staff in performance of the above-enumerated duties.
15. Maintain proper liability insurance coverage on all its nursing personnel performing the above-enumerated duties.

The Educational Service District agrees to provide the following:

1. Provide a nurse coordinator who will support, consult, and train nursing staff assigned to perform above duties.
2. Pay Contractor twenty-nine dollars and sixty-one cents (\$29.61) per hour for nursing services described above for up to sixteen (16) hours weekly, for thirty-six (36) weeks, not to exceed \$17,055.36.
3. Pay Contractor twenty-nine dollars and sixty-one cents (\$29.61) per hour for nursing services described above for four (4) additional nursing services hours per week for 11 weeks beginning August 16, 2010 and ending October 29, 2010, not to exceed \$1,302.84 (Chimacum School District).
4. Pay Contractor twenty-nine dollars and sixty-one cents (\$29.61) per hour for nursing services described above for sixteen (16) additional nursing services hours per week for 12 weeks beginning August 16, 2010 and ending November 5, 2010, not to exceed \$5,685.12 (Port Townsend School District).
5. Provide for reimbursement of nursing staff for mileage incurred in connection with provision of above services at the rate of \$.50/mile, not to exceed \$396.

Billing shall be done monthly with a final bill submitted prior to June 30, 2011.

Either party upon 30 days advance written notice to the other party may terminate this agreement in whole, or in part.

The period of performance for this agreement shall be August 16, 2010 through June 2011 school year.

OESD agrees to comply with all provisions of the Americans with Disabilities Act and all regulations interpreting or enforcing such act.

Each party to this agreement shall be solely responsible for any damage or injury to persons or property resulting from its own negligence or the negligence of its employees, agents or officers, and the cost or expense of defending, including attorney's fees any claim, action, suit or other legal proceeding arising or caused by the allegedly negligent acts and omissions of its employees, agents or officers. The parties acknowledge this paragraph required each of them to hold the other party harmless and indemnify them for the negligent acts and omissions of its employees, agents, or officers. Neither party assumes responsibility to the other party for consequences of acts or omissions of any persons, companies or corporations not party to this agreement.

IN WITNESS THEREOF, OESD 114 and Contractor have executed this Agreement  
consisting of three pages.

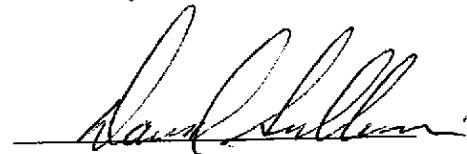
CONTRACTOR

OLYMPIC  
EDUCATIONAL SERVICE DISTRICT 114

The undersigned certifies that  
he/she is the person duly  
qualified and authorized to  
bind the Contractor so  
identified to the foregoing  
Agreement and under penalty of  
perjury, certifies the Social  
Security Number or Federal  
Identification Number provided  
is correct.


Signed this 13<sup>th</sup> day

of September 2010.

  
David Sullivan, Chair  
Board of County Commissioners

Signed this \_\_\_\_\_ day

of 9/27 2010

  
Walt Bigby, Superintendent

Approved as to form only:

David Alvarez 8/31/10  
Jefferson Co. Prosecutor's Office

OESD USE ONLY

APPROVALS:

<u>Gyasi</u>	<u>9-27-10</u>
PROGRAM COORDINATOR	DATE
<u>Quilda Garrison</u>	<u>9/27/10</u>
DEPARTMENT HEAD	DATE
<u>JF 9-27</u>	_____
DIVISION HEAD	DATE

3601011018  
PURCHASE ORDER NUMBER