



JEFFERSON COUNTY PUBLIC HEALTH

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

July 18, 2013

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA REQUEST

TO: Board of County Commissioners
Philip Morley, County Administrator

FROM: Jean Baldwin, Director

DATE: August 5, 2013

SUBJECT: Agenda Item – Intergovernmental Agreement with Olympic Educational Service District 114 for School Nurse Corp Program; August 26, 2013 – June 13, 2014; \$32,145 plus mileage

STATEMENT OF ISSUE:

Jefferson County Public Health, Community Health, is requesting Board approval of the Intergovernmental Agreement with Olympic Educational Service District 114 for School Nurse Corp Program; August 26, 2013 – June 13, 2014; \$32,145 plus mileage

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

This is an on-going agreement between Jefferson County Public Health and Olympic Educational Service District 114 for school nurse services. The 2013-14 agreement provides for 14 hours per week, for 36 ^{also} weeks in the School Nurse Corps Programs to identified Jefferson County public schools. OESD is funding four additional nursing service hours per week for 11 weeks at Chimacum School District and 16 additional nursing service hours per week for 12 weeks at Port Townsend School District due to the increased need for nursing services and supervision at the beginning of the school year.

Jefferson County Public Health services include: assessment, referrals and follow-up of emergent care, assess physical and emotional health needs, providing training, supervision and consultation to school personnel, identifying resources for health care as requested, participation in MDT meetings, consultation in communicable disease, assisting in development/revision of district health policies & procedures including forms and records, consulting in immunization compliance, and providing mandated screenings programs.

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FISCAL IMPACT/COST BENEFIT ANALYSIS:

This agreement will continue to fund the school health hours that we provide to Port Townsend and Chimacum schools and is reflected in the budget.

RECOMMENDATION:

JCPH management request approval of the Intergovernmental Agreement with Olympic Educational Service District 114 for School Nurse Corp Program; August 26, 2013 – June 13, 2014; \$32,145 plus mileage

REVIEWED BY:



Philip Morley, County Administrator

7/24/13

Date

(Routed to all Public Health Managers)

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 114) 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 Olympic Educational Service District 114 agrees to provide the following:

1. Provide a Nursing Program Specialist who will support, consult, and train nursing staff assigned to perform above duties.
2. ***Chimacum School District***
Pay Contractor fortythree dollars and fortyfour cents (\$43.44) per hour or less (depending on staff assigned) for nursing services described above for up to seven (7) hours weekly, for thirty-six (36) weeks, not to exceed \$10,947.
3. ***Port Townsend School District***
Pay Contractor fortythree dollars and fortyfour cents (\$43.44) per hour or less (depending on staff assigned) for nursing services described above for up to seven (7) hours weekly, for thirty-six (36) weeks, not to exceed \$10,947.

Short-term Additional Hours

4. ***Chimacum School District***
Pay Contractor fortythree dollars and fortyfour cents (\$43.44) per hour or less (depending on staff assigned) for nursing services described above for four (4) additional nursing services hours per week for 11 weeks *beginning August 26, 2013 and ending November 01, 2013*, not to exceed \$1,911.
5. ***Port Townsend School District***
Pay Contractor fortythree dollars and fortyfour cents (\$43.44) per hour or less (depending on staff assigned) for nursing services described above for sixteen (16) additional nursing services hours per week for 12 weeks *beginning August 26, 2013 and ending November 08, 2013*, not to exceed \$8,340.
6. Provide for reimbursement of nursing staff for mileage incurred in connection with provision of above services at the rate of \$.565/mile, not to exceed \$750.

Billing shall be done monthly with a final bill submitted prior to July 30, 2014.

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 26, 2013 through June 13, 2014 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.

TERMINATION

This Contract may be terminated by the OESD 114 Superintendent at any time, with or without reason, upon written notification thereof to the Contractor. This notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received by the Contractor as of midnight of the second day following the date of its posting in the United States mail—addressed as first noted herein—in the absence of proof of actual delivery to and receipt by the Contractor by mail or other means at an earlier date and/or time.

In the event of termination by the OESD 114, the Contractor shall be entitled to an equitable pro ration of the total compensation provided herein for uncompensated services, which have been performed as of the date of termination of 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 _____ day
of _____, 2013

Signed this _____ day
of _____, 2013

Contractor's Signature

OESD 114, Superintendent

OESD USE ONLY

APPROVALS:

NURSING PROGRAM SPECIALIST

DATE

DEPARTMENT HEAD

DATE

DIVISION HEAD

DATE

PURCHASE ORDER NUMBER

Approved as to form only

David Alvarez 7/24/13

Jefferson Co. Prosecutor's Office
David Alvarez, Chief Civil DPA