



District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/ 794-2221

Heather Fiorentino, Superintendent


www.pasco.k12.fl.us

Department of Purchasing
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May 15, 2012

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Partnership Agreement between Head Start/Early Head Start and Premier Community Healthcare Group, Inc.

The attached partnership agreement between the above-referenced entities is designed to provide primary care services including prenatal care services for enrolled pregnant women, infants and toddlers in the Head Start and Early Head Start programs during the 2012-2013 fiscal year. Please reference the attached memo from Ms. Beth E. Rawls, Director of PreKindergarten Services, for further information.

The specific services are outlined in the agreement and are attached for your perusal. It is anticipated that annual expenditures will be approximately \$25,000.00. The source of funding will be out of Head Start Federal Grant funds. The services covered under this contract are considered professional services and are therefore exempt from the competitive pricing requirements as outlined in DOE's Section 6A-1.012 (11)(a). This contract was reviewed and approved by Ms. Nancy Alfonso, School Board Attorney, via email on April 25, 2012. The contract will commence on August 1, 2012 and continue through July 31, 2013.

At this time, we respectfully request your approval to enter into the attached agreement. If you have any questions regarding this matter, please contact Beth E. Rawls. If you have any purchasing-related questions regarding this agreement, please contact me at your earliest convenience.

KDG/plh

Attachments



District School Board of Pasco County

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Heather Fiorentino, Superintendent

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Memo # PRK-048-11/12

Contact: Beth E. Rawls *BER*

Ext.# 42732

DATE: May 15, 2012

TO: HONORABLE SCHOOL BOARD MEMBERS

FROM: Heather Fiorentino, Superintendent
Ruth B. Reilly, Assistant Superintendent for Curriculum and Instructional Services

SUBJECT: **Premier Community Healthcare Group, Inc. Partnership Agreement for the 2012-13 School Year**

History

Head Start and Early Head Start must enter into an agreement for services with community providers to ensure the delivery of comprehensive services. Premier Community Healthcare Group, Inc., has agreed to provide services for non-insured Head Start/Early Head Start children at Medicaid rates.

Description

The agreement has been updated and approved by the Policy Council on April 11, 2012.

Strategic Focus: Engage Families, Communities and Businesses

Strategic Plan Goal: Communicate with and engage all stakeholders in the educational process

Action Requested

Approval of the 2012-13 Premier Community Healthcare Group, Inc. Partnership Agreement is needed in order to satisfy health services requirements.

Conclusion

The staff respectfully requests the approval of the 2012-13 Premier Community Healthcare Group, Inc. Partnership Agreement with the Pasco County Prekindergarten Services Head Start Program.



RECEIVED

4/24/12 *Rem*



COMPLETED

5/2/12 *PH*

**District School Board of Pasco County
Pasco County Prekindergarten Services Head Start/Early Head Start
Premier Community Healthcare Group, Inc. Partnership Agreement
2012-2013 Fiscal School Year**

Pasco County Prekindergarten Services and Premier Community Healthcare Group, Inc. agree to work together and share information in providing Child Health Check Up (EPSDT physicals), dental services, and nutrition services to enrolled expectant/postpartum women (up to six weeks after delivery), infants, toddlers and preschool children in Head Start/Early Head Start during the 2012-2013 fiscal school year, as well as prenatal/postpartum care for enrolled expectant/postpartum women. **NO APPOINTMENTS CAN BE SCHEDULED AND NO TREATMENTS CAN BE PERFORMED PRIOR TO AUGUST 1.**

Funds to reimburse services are provided by the Federal Head Start/Early Head Start grants to those expectant/postpartum women, infants, toddlers and preschool children who do not have current Medicaid eligibility or other health or dental insurance. Cost reimbursement will be based on Medicaid rates.

Head Start/Early Head Start funds **may** be used for professional medical and dental services **when no other source of funding is available**. Premier Community Healthcare Group, Inc. will verify Medicaid or other insurance availability when services are provided to ensure that Head Start/Early Head Start is the payor of last resort. Premier Community Health Group, Inc. will verify that any expectant/postpartum women, infants, toddlers and preschool children requesting treatment are currently enrolled in the Head Start/Early Head Start program before services are provided. Parent/Guardian will provide a copy of their program acceptance letter as verification. Purchase orders will be issued in favor of Premier Community Healthcare Group, Inc. and reimbursement will be made upon receipt of an invoice, which includes the patient's name and the services provided. Purchase orders will expire at the end of the Head Start/Early Head Start Fiscal year on July 31, 2013. Payment will not be made for services provided after that date, and all invoices must be submitted no later than August 31, 2013.

Pasco County Prekindergarten Services agrees to provide services as outlined:

- Receive referrals from the Pasco County Health Department for expectant/postpartum women, infants, toddlers and preschool children who may be eligible for the program.
- Recruit, enroll and serve eligible expectant/postpartum women, infants, toddlers age birth to three years, and preschool children.
- Provide screening, using the Ages and Stages Questionnaire, for all enrolled infants and toddlers within 45 days of entry into the program for developmental, sensory and behavior concerns.
- Provide an infant and toddler assessment on an ongoing basis for enrolled infant and toddlers.

ATTACHMENT "A"
INCORPORATED HEREIN

Kay

CONTRACT REVIEWED AND APPROVED: <i>Kay 5-2-12</i>

Tom Scherfke, CEO

- Implement “Partners for a Healthy Baby” home visiting curriculum.
- Refer expectant/postpartum women, infants, toddlers and preschool children for medical, dental and nutritional services care.
- Assist expectant/postpartum women and families with scheduling transportation for all medical, dental and nutrition care appointments.
- Work closely with other community agencies in order to provide comprehensive services to expectant/postpartum women, infants, toddlers and preschool children in order to build on pre-existing plans.
- Develop family partnership agreements that build on pre-existing plans with all enrolled families.
- Develop and implement transition plans that support expectant/postpartum women, infants, toddlers and preschool children as they enter and exit into different program options.
- Be available to provide training and consultation to the staff at the Premier Community Healthcare Group, Inc. on an as needed basis.

Premier Community Healthcare Group, Inc. agrees to provide services for Early Head Start expectant/postpartum women, infants, and toddlers, and for Head Start children as follows:

Prenatal and Postpartum care (up to six weeks after delivery)
 Child Health Check Ups (EPSDT) as indicated in the Florida Child Health checkup Coverage and Limitations Handbook.
 Dental procedures as outlined on Dental Treatment Guidelines (Exhibit A)

Premier also agrees to make referrals as follows:

Fetal Development
 Smoking cessation
 Alcohol and drug exposure
 Environmental Hazards
 Child Birth Classes
 Parenting Classes
 Family Planning
 Miscarriage Support
 SIDS
 Grief Counselling Referrals
 Infant Toddler First Aid CPR Training
 How to Apply for Medicaid and Florida Kid Care
 Identification of Nutritional Needs



**Pasco County Head Start/Early Head Start
Dental Treatment Guidelines**

The dentist will provide treatment to the Head Start/Early Head Start children under the following conditions:

Covered Services:

Because of budget limitations, Head Start/Early Head Start can provide only those services that will give the greatest long-term benefit to the child. **Please contact the program office at (352) 524-2737 to discuss exceptions on a per-child basis.**

1. Prophylaxis is allowed for all children.
2. Fluoride treatment may be provided to all children.
3. Teeth not restored may be extracted only when deemed necessary.
4. Polycarbonate crowns are not to be used.
5. Bitewing and limited periapical x-rays are the only x-rays permitted if they are indicated.
6. Orthodontic appliances are not indicated as basic services due to prolonged follow-up that may be required.
7. Head Start/Early Head Start cannot pay for sealants.

Method of Payment:

1. If a child is not covered under Medicaid or other dental insurance, the program will pay for services. The dentist will be reimbursed by the District School Board of Pasco County through a purchase order.
2. A standing purchase order will be issued to the dental office dated August 1 to:
 - a. Cover initial dental examinations of uninsured children preparing to enter the program.
 - b. Cover treatment costs of \$500 or less during the program year.
3. Prior approval should be obtained from the program bookkeeper for treatment costing **greater than \$500**. The approval should be obtained by faxing (352-524-2736) the request for a case that needs immediate treatment. A separate purchase order will be issued and treatment should not begin until the dental office receives this authorization.

Documentation of Services:

1. Prior to the beginning of dental treatment, the dentist will provide the program with a treatment plan and cost estimate for each child. The program requests both Medicaid and non-Medicaid treatment plans. An itemized statement of completion is also required for both Medicaid and non-Medicaid children.



2. Families of enrolled children will be provided with a yellow "Dental Exam Form PREKH108" and instructed to make an appointment with the dental provider of their choice. After each visit, the family should return this completed form to the program. Head Start/Early Head Start staff may obtain dental form from dental provider if necessary. Head Start/Early Head staff can provide transportation and other needed assistance in order to increase compliance.


Donna DeLong, Chief Finance Officer Date
Premier Community Health Care Group, Inc.


Beth E. Rawls, Director Date
Pasco County Prekindergarten Services

CONTRACT REVIEWED
AND APPROVED:


Attachment A – Premier Community Healthcare Group, Inc.

- A) This contract is subject to Act of God or government regulation, disaster, strikes, civil disorder, or other emergency making it illegal or impossible to provide facilities or hold the events. Should Premier Community Healthcare Group, Inc. cancel this contract for reasons other than Act of God, etc., and another date time cannot be mutually agreed upon Premier Community Healthcare Group, Inc. shall refund all monies (including deposits) to the School Board.


In addition, when the Department of Homeland Security issues a "Red Alert Status," the District School Board of Pasco County has the right to cancel this agreement without penalty and Premier Community Healthcare Group, Inc. shall refund all monies (including deposits) to the School Board within thirty (30) calendar days.
- B) As provided for under common law, and to the extent specifically authorized by Section 768.28, Florida Statutes, Premier Community Healthcare Group, Inc. hereby agrees to indemnify and hold the District harmless from and against all damages of any nature whatsoever which are caused or materially contributed to by the negligent acts of any officer, employee, and agent or other representative of (vendor name) and which are not caused or materially contributed to by any officer, employee, agent or other representative of the District.
- C) Termination of Contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.
- D) Venue for any and all legal action regarding or arising out of the transaction covered herein shall be solely in the appropriate Court in and for Pasco County, State of Florida.
- E) This contract is governed by the laws put forth by the State of Florida.
- F) The School Board normally issues payment for services within 30 days from receipt of invoices, provided the services have been received in a satisfactory and proper manner. No advance payments will be made.
- G) The company and/or individual shall remain independent and not an employee or agent of the Board for the purpose of providing services not otherwise available to the Board.
- H) Premier Community Healthcare Group, Inc. shall not assign, sublet, or otherwise dispose of, without first obtaining the written consent of the Board, any portion of services to be performed under this Contract.
- I) Premier Community Healthcare Group, Inc. shall comply with all applicable laws, ordinances, codes, and statutes of any and all local, state, or national governing bodies included within this section. Premier Community Healthcare Group, Inc. shall comply with the regulations of the Civil Rights Act of 1964, in which no person in the United States shall on the grounds of race, creed, color, or national origin be excluded from participation in or be denied the proceeds of, or be subject to discrimination in the performance of this Contract.
- J) **Children receiving treatment at Premier Community Healthcare Group, Inc. will be accompanied at all times by a parent of by a level II screened employee of the District School Board of Pasco County.**



Donna Delong, CFO
Premier Community Healthcare Group, Inc.

2-27-12

Date



Kendra Goodman, CPPB
Purchasing Agent
District School Board of Pasco County



Beth E. Rawls, Director
Pasco County Prekindergarten Services

5-2-12