



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Purchasing Services

Nicole Westmoreland, MBA, Purchasing Agent

813/ 794-2221 Fax: 813/ 794-2111

727/ 774-2221 TDD: 813/794-2484

352/ 524-2221 e-mail: nwestmor@pasco.k12.fl.us

February 18, 2014

MEMORANDUM

TO: Honorable School Board Members

FROM: Nicole Westmoreland, MBA, Purchasing Agent *NW*

RE: Amendment to the Agreement for Partnership Agreement
Pasco County Health Department

The attached partnership agreement between the District School Board of Pasco County and the Pasco County Health Department was Board approved on July 23, 2013, Contract #2013001043. Please reference the attached memo from Angela Porterfield, Director, Head Start and Early Head Start Program for further information regarding this contract. This amendment has been reviewed and approved by Nancy Alfonso, District School Board Attorney, on February 4, 2014.

At this time, we are requesting Board approval for the above-referenced amendment that will reduce the rate paid by the Head Start and Early Head Start Programs for health services provided to uninsured Head Start and Early Head Start Program enrollees.

Should you have any questions regarding this matter, please contact Ms. Porterfield or me at your earliest convenience.

NW/dr
Attachments

Date/Time: February 12, 2014 08:43:00

(813)794-2000 • (352) 524-2000 • (727) 774-2000 • www.pasco.k12.fl.us

The District School Board of Pasco County is System Accredited by AdvancED/Southern Association of Colleges and Schools



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Memo # ECP-17-13/14
Contact: Angela Porterfield *act*
Ext. # 42732

DATE: March 4, 2014
TO: HONORABLE SCHOOL BOARD MEMBERS
FROM: Kurt S. Browning, Superintendent of Schools
Amelia Van Name Larson, Assistant Superintendent for Student Achievement
SUBJECT: Amendment to contract # 2013001043 with Florida Department of Health in Pasco County

Introduction

The Head Start and Early Head Start Programs must partner with existing community agencies to deliver necessary health services to enrolled families. The Florida Department of Health provides these services to the Head Start/Early Head Start enrollees at the prevailing Medicaid rate.

Description

Contract # 2013001043 was approved by the Board on July 23, 2013. The Florida Department of Health in Pasco County has submitted an amendment to the original contract that will reduce the rate paid by the Head Start and Early Head Start Programs for services provided to uninsured Head Start/Early Head Start enrollees. All payments to the Florida Department of Health will be from Head Start/Early Head Start grant funds.

Strategic Focus: Engage Families, Communities, and Business

Strategic Goal: The district and schools will communicate with and engage all stakeholders in the educational process.

Action Requested

Approval of the amended contract with the Florida Health Department is needed in order to satisfy health services requirements.

Conclusion

The staff respectfully requests the approval of the amended contract with the Florida Health Department in Pasco County.

AMENDMENT # 1

This amendment, entered into between the District School Board of Pasco County, Pasco County Early Childhood Programs Head Start/Early Head Start, and the Florida Department of Health, amends the agreement.

Pasco County Early Childhood Programs and the Florida Department of Health have agreed to amend this Agreement as follows:

1. Paragraph 2 of Page 1 is hereby amended in its entirety as follows:

"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 insurance. Reimbursement for dental services shall be billed at the rate of \$120.00 per visit. Reimbursement for medical services shall be on a per visit basis at the Cost Based Reimbursement rate in effect at the time of the visit. In addition, the DOH will perform lead blood tests for Head Start/Early Head Start children at the rate of \$15.00 and hemoglobin tests (finger stick) at the rate of \$5.00 for approved Head Start/Early Head Start children if the physician who performed the initial EPSDT failed to perform either of these required blood tests."

This amendment shall begin on January 1, 2014, or the date on which the amendment has been signed by both parties, whichever is later.

All provisions in the contract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform with this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the contract.

This amendment and all its attachments are hereby made a part of the contract.

IN WITNESS THEREOF, the parties hereto have caused this 1 page amendment to be executed by their officials thereunto duly authorized.

SIGNED
BY: *Michael J. Napier*

NAME: Michael J. Napier, MS

TITLE: Administrator, County Health Officer

DATE: 1/7/14

SIGNED
BY: *Nicole Westmoreland*

NAME: Nicole Westmoreland, MBA
Michael J. Woodall, CPPO

TITLE: Purchasing Agent
District School Board of Pasco County

DATE: 2/6/14

SIGNED
BY: _____

NAME: *Alison Crumbley*
Cynthia Armstrong, Chairman
District School Board of Pasco County

DATE: _____



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent
813/ 794-2221 Fax: 813/ 794-2112
727/ 774-2221 TDD: 813/794-2484
352/ 524-2221 e-mail: mwoodall@pasco.k12.fl.us

July 23, 2013

MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, Purchasing Agent *MJW*

SUBJECT: Partnership Agreement
Pasco County Health Department

The attached Partnership Agreement with the Pasco County Health Department is being forwarded to the Board for approval. The Pasco County Health Department and the Head Start and Early Head Start Programs will partner to facilitate necessary health services outlined in the attached agreement.

At this time, we respectfully request your approval to enter into the one-year agreement with the above-referenced facility for the period of August 1, 2013 through July 31, 2014. The estimated annual expenditure is \$25,000. A Head Start/Early Head Start Federal Grant will be used to fund this agreement. This agreement has been reviewed and approved by Nancy Alfonso, School Board Attorney, on May 30, 2013.

If you should have any questions regarding this matter, please contact me at your earliest convenience.

MJW/sb
Attachments

Date/Time: July 16, 2013 09:58:00



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DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Memo # PRK-055-12/13

Contact: Angela Porterfield *apf*

Ext. # 42732

DATE: July 30, 2013
TO: HONORABLE SCHOOL BOARD MEMBERS
FROM: Kurt S. Browning, Superintendent of Schools
Amelia Van Name Larson, Assistant Superintendent for Student Achievement
SUBJECT: Partnership Agreement- Pasco County Health Department

Introduction

The Head Start and Early Head Start Programs must partner with existing community agencies to deliver necessary health services to enrolled families. The agreement will facilitate necessary health services for Head Start and Early Head Start enrollees.

Description

The 2012-13 agreement was reviewed and updated to address most current practices and requirements. The Head Start/Early Head Start federal grant will be used to fund this agreement.

Strategic Focus: Engage Families, Communities, and Business

Strategic Goal: The district and schools will communicate with and engage all stakeholders in the educational process.

Action Requested

Approval of the updated Pasco County Health Department Partnership Agreement is needed in order to satisfy health services requirements.

Conclusion

The staff respectfully requests the approval of the Pasco County Health Department Partnership Agreement for the 2013-14 school year.

District School Board
of Pasco County

JUL 23 2013

Board Approved

**District School Board of Pasco County
Pasco County Early Childhood Programs Head Start/Early Head Start and
Florida Department of Health Partnership Agreement
2013-2014 Fiscal School Year**

Pasco County Early Childhood Programs and the Florida Department of Health in Pasco County, hereinafter referred to as DOH, agree to work together and share information in providing Child Health Check Up (EPSDT physicals), dental services, nutrition services and prenatal/postpartum health care for enrolled expectant/postpartum (up to six weeks after delivery) women, infants, toddlers and preschool children in Pasco County Head Start/Early Head Start during the 2013-2014 fiscal school year. **THOUGH APPOINTMENTS CAN BE MADE PRIOR TO AUGUST 1, 2013, THEY CANNOT TAKE PLACE BEFORE AUGUST 1, 2013, AND NO TREATMENTS CAN BE PERFORMED PRIOR TO AUGUST 1, 2013.**

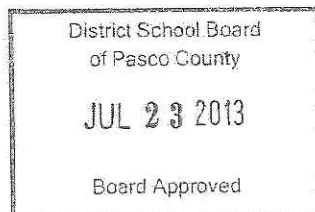
Funds to reimburse services are provided by the Federal Head Start/Early Head Start grants to those expectant/postpartum women, infants, toddlers and preschool children who do not have current Medicaid eligibility or other health insurance. Reimbursement shall be on a per visit basis at the Cost Based Reimbursement rate in effect at the time of the visit. In addition, the DOH will perform lead blood tests for Head Start/Early Head Start children at the rate of \$15.00 and hemoglobin tests (finger stick) at the rate of \$5.00 for approved Head Start/Early Head Start children if the physician who performed the initial EPSDT failed to perform either of these required blood tests.

Head Start/Early Head Start funds may be used for professional medical and dental services when no other source of funding is available. DOH will verify Medicaid or other insurance coverage when services are provided to ensure that Head Start/Early Head Start is the payor of last resort. DOH will verify that any 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 DOH 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, 2014. Payment will not be made for services provided after that date, and all invoices must be submitted no later than August 31, 2014.

Pasco County Early Childhood Programs agrees to provide services as outlined:

- Receive referrals from DOH 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.



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District School Board of Pasco County
Pasco County Early Childhood Programs Head Start/Early Head Start and
Florida Department of Health Partnership Agreement
2013-2014 Fiscal School Year

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- 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.



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- Provide an infant and toddler assessment on an ongoing basis for enrolled infant and toddlers.
- 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.
- Provide individualized services to all expectant/postpartum women, infants, toddlers and preschool Medicaid Physician Evaluation and Management Services Fee Schedule
- 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 DOH on an as needed basis.

DOH 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
 Child Health Check Ups (EPSDT)
 Lead Blood Testing/Hemoglobin for children whose PCPs do not provide this test
 Dental procedures as outlined on Dental Treatment Guidelines for children 30 months of age or older (Exhibit A))

DOH 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

District School Board
 of Pasco County
 JUL 23 2013
 Board Approved

CONTRACT REVIEWED
 AND APPROVED:
[Signature] 7.11.13

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Nutrition Counselling & Intervention
Breast Feeding Support
Food Budgeting/ Menu Planning
Attachment and Bonding

- The parties will maintain confidentiality of all data, files and client records related to the services provided pursuant to the agreement and shall comply with all State and Federal laws including, but not limited to, Sections 384.29, 381.004, 392.65 and 456.057 Florida Statutes. Both parties shall assure compliance with HIPAA as well as all regulations promulgated there under (45 CFR parts 160, 162, and 164).
- A referral form mutually agreed upon by both partners will be used to document the need for services, the treatment recommended and services received. A sample referral form is attached hereto (Exhibit B).
- A Release for Information form that is mutually agreed upon by both partners will be used to document that confidentiality procedures have been followed (Exhibit C).
- A representative from DOH will participate as a member of the Head Start Health Advisory Committee.
- A representative from DOH will be available as needed to provide training to parents on health related topics mentioned in this agreement.
- DOH will train their office/clinic staff to be knowledgeable of the partnership agreement/procedures.

I have read the above and agree to provide Child Health Check Up (EPSDT physicals), nutrition services and prenatal/postpartum health care to expectant/postpartum women, infants, toddlers and preschool children enrolled in Pasco County Early childhood Programs (Head Start/Early Head Start as outlined herein.

Michael J. Napier 6/3/13
Michael J. Napier, MS Date
Administrator, County Health Officer

Michael J. Woodall 7.11.13
Michael J. Woodall, CPPO Date
Purchasing Agent
District School Board of Pasco County

Angela Porterfield 7/8/13
Angela Porterfield, Director Date
Pasco County Early Childhood Programs

Jamie Blaine
Jamie Blaine, Chairman Date
Head Start/Early Head Start Policy Council

Cynthia Armstrong 7/23/13
Cynthia Armstrong, Chairman Date
District School Board of Pasco County

District School Board
of Pasco County
JUL 23 2013
Board Approved

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Pasco County Head Start/Early Head Start Dental Treatment Guidelines

The dentist will provide treatment to the Head Start/Early Head Start children not less than Thirty (30) months of age assigned to him/her under the following conditions:

Covered Services:

Because of budget limitations, Head Start/Early Head Start can provide only those services, which will give the greatest long-term benefit to the child. **Please contact the program office 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 when deemed necessary at the sole discretion of the dentist.
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. Space maintainers and orthodontic appliances are not included as basic services due to the prolonged follow-up that may be required.
7. Head Start/Early Head Start cannot pay for sealants under this agreement.

Method of Payment:

1. If a child is not covered under Medicaid or any other 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 by August 1, 2012 to:
 - a. Cover initial dental examinations of non-Medicaid children preparing to enter the program.
 - b. Cover treatment costs of \$500 per child 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 (727-774-2736) the request for a case that requires immediate treatment. A separate purchase order will be issued and treatment should not begin until the dental office receives this authorization.

Documentation of Service:

1. Prior to beginning 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 and shall be instructed to make an appointment with the dental provider of their choice. After each visit, this completed form should be returned to the Program by the family. Head Start/Early Head Start staff may obtain the dental form from the dental provider if necessary. Head Start/Early Head staff can provide transportation and other needed assistance in order to increase compliance.

District School Board
of Pasco County

JUL 23 2013

Board Approved

Michael J. Napier 6/3/13
 Michael J. Napier, MS Date
 Ad , County Health Officer
 Pasco County Health Department

Angela Porterfield 7/8/13
 Angela Porterfield, Director Date
 Prekindergarten Service
 CONTRACT REVIEWED AND APPROVED:
Jaw 7.11.13