

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

1010



FROM: Community Health Agency / Department of Public Health

SUBMITTAL DATE:

SUBJECT: Approve the Memorandum of Understanding between the County of Riverside Department of Public Health (DOPH) and Riverside County Superintendent of Schools, Head Start/Early Head Start Programs (ES/EHS).

RECOMMENDED MOTION: That the Board of Supervisors:

- 1) Approve the Memorandum of Understanding (MOU) between the County of Riverside Department of Public Health (DOPH) and Riverside County Superintendent of Schools, Head Start/Early Head Start Programs (HS/EHS) for the performance period of September 1, 2010 through August 30, 2015;
- 2) Authorize the Chairperson to sign three (3) originals of said MOU on behalf of the County; and
- 3) Authorize the Purchasing Agent to sign any subsequent amendments to this Agreement through August 30, 2015.

BACKGROUND: (continued on page 2)

SM:td

Michael Osur, Deputy Director for
Susan Harrington, Director Department of Public Health

**FINANCIAL
DATA**

Current F.Y. Total Cost:	\$ N/A	In Current Year Budget:	N/A
Current F.Y. Net County Cost:	\$ N/A	Budget Adjustment:	N/A
Annual Net County Cost:	\$ N/A	For Fiscal Year:	10/11

SOURCE OF FUNDS: N/A

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY:
Debra Cournoyer

County Executive Office Signature

Policy ☒ Policy ☒
Consent ☒ Consent ☒
Dep't Recomm.: ☐ Per Exec. Ofc.: ☐

Prev. Agn. Ref.: 12/5/06, Item 3.3

District: ALL

Agenda Number:

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.28

FORM APPROVED COUNTY COUNSEL
BY: NEAL R. KIPNIS
DATE: 10/10/10
Departmental Concurrence

Purchasing:
Mark Seiler, Assistant Director

SUBJECT: Approve the Memorandum of Understanding between the County of Riverside Department of Public Health (DOPH) and Riverside County Superintendent of Schools, Head Start/Early Head Start Programs (HS/EHS).

BACKGROUND: The Riverside County Office of Education Head Start/ Early Head Start Programs and the Community Health Agency Department of Public Health have been working together since 2005 to establish working procedures to improve coordination and the provision of health and nutrition related services to Head Start / Early Head Start children and their families.

Both HS/EHS and DOPH serve low-income children 5 years of age and under, as well as their families by providing health and nutrition related services and education. HS/EHS is mandated to provide developmental, sensory, and behavioral screening and follow-up assessment for each child in the program. Further, HS/EHS is required to ensure that children are up to date on an age appropriate schedule of well childcare. HS/EHS must provide health and nutrition education for parents and works with parents to ensure that children access appropriate health care. DOPH provides health and nutrition education as well as direct health services for children and their parents in Riverside County.

The current agreement between both agencies will expire on August 30, 2010. This new agreement will authorize both agencies to continue to work together in reaching their goal of linking children with health care providers in order to ensure early diagnosis, continuous care treatment of conditions and preventive care to promote health.

Riverside County Superintendent of Schools
Head Start / Early Head Start Programs
and
County of Riverside, Community Health Agency
Department of Public Health

MEMORANDUM OF UNDERSTANDING

This agreement is between the **County of Riverside, Community Health Agency, Department of Public Health** and the Riverside County Superintendent of Schools, Head Start / Early Head Start Programs. This agreement is from **September 1, 2010** through **August 30, 2015**.

I. PURPOSE STATEMENT

The purpose of this agreement is to establish a working procedure between the Riverside County Department of Public Health (DOPH) programs and the Head Start / Early Head Start Programs of the Riverside County Office of Education (RCOE) to improve coordination and the provision of health and nutrition related services to Head Start / Early Head Start children and their families.

It is the intent of this agreement to:

1. Define services to be provided by each agency
2. Ensure that HS/EHS children and their families' needs are met.
3. Ensure that open communication and the opportunity to exchange information is maintained by each agency.
4. Ensure that cooperative arrangements between HS/EHS and DOPH are developed.

II. BACKGROUND

Both HS/EHS and DOPH serve low-income children 5 years of age and under, as well as their families by providing health and nutrition related services and education. HS/EHS is mandated to provide developmental, sensory, and behavioral screening and follow-up assessment for each child in the program. Further, HS/EHS is required to ensure that children are up to date on an age appropriate schedule of well childcare. HS/EHS must provide health and nutrition education for parents and works with parents to ensure that children access appropriate health care. DOPH provides health and nutrition education, as well as direct health services for children and their parents in Riverside County. Both agencies share the goal of linking children with health care providers in order to ensure early diagnosis, continuous care treatment of conditions and preventive care to promote health.

MOU of HSA and HS/EHS

MEMORANDUM OF UNDERSTANDING

FUNCTION	Department of Public Health Responsibilities	Head Start / Early Head Start Responsibilities
<p>III. Services</p>	<p>Agency will provide assistance to eligible HS/EHS children and families through the following programs: California Children's Services, Child Health and Disability Prevention Program (CHDP), Childhood Lead Poisoning Prevention Program, Public Health Nursing, Maternal, Adolescent and Family Services, Family Planning, Pregnancy Prevention and STD Prevention Program, Cal Learn Program, Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), California Network for Healthy Families, First Five Loving Support Breastfeeding Program, First Five Child Care Consortium, Immunizations, Disease Control and HIV/AIDS Outreach.</p>	<p>The agency will assist in the provision of the services listed below: Provide outreach, awareness and referrals to DOPH programs for eligible populations; assist with removing barriers to accessing services, track a families' participation and encourage follow through in the DOPH programs; provide reinforcement of any educational and treatment program for specific children and families; provide space for parenting and staff training; provide audiovisual equipment for trainings and presentations; coordinate site based Health Fairs to assist DOPH in accessing low income families and nutrition education, assist in procuring a site for CHDP audiometric training practicum.</p>
<p>IV. Outreach</p>	<p>Agency will obtain and display HS/EHS information (bilingual brochures, posters). This information will inform DOPH clients about HS/EHS. DOPH will provide education and information at site-based HS/EHS Health Fairs.</p>	<p>Agency will inform HS/EHS clients about DOPH programs, locations and services through a community resource notebook, bilingual brochures and posters.</p>
<p>V. Trainings</p>	<p>Agency will train staff on HS/EHS eligibility guidelines and effective referral. Joint staff training opportunities will be identified for persons responsible for health and nutrition education and services coordination.</p>	<p>HS/EHS will train staff on eligibility guidelines and effective referral and follow-up for DOPH programs. Joint staff training opportunities will be identified for persons responsible for health and nutrition education and services coordination.</p>
<p>VI. Referrals</p>	<p>Authorization for Release of Information form will be used by DOPH and HS/EHS, which will include a release statement from the parent(s) with their signature.</p>	<p>Referral will be made for potentially eligible participants to DOPH programs using the appropriate program referral form.</p>

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MOU of HAS and HS/EHS

MEMORANDUM OF UNDERSTANDING		
FUNCTION	Department of Public Health Responsibilities	Head Start / Early Head Start Responsibilities
VII. Data Collection	Agency will ensure confidentiality. DOPH will share confidential information, with signed consent from the parent/participant, with HS/EHS in order to provide more comprehensive services and reduce the duplication of services.	Agency will ensure confidentiality. HS/EHS will share confidential information with DOPH, with signed consent from the parent/participant, in order to provide more comprehensive services and reduce duplication of services.
VIII. MOU Review	DOPH representative agrees to meet at least annually with HS/EHS to review and update this agreement. With this agreement DOPH makes no financial obligations or expectations on the part of the agency.	HS/EHS representative agrees to meet at least annually with DOPH to review and update this agreement. With this agreement HS/EHS makes no financial obligations or expectations on the part of the agency.
IX. Fiscal Services		

Signature of Approval

Each agency by the signature below of it's authorized representative, hereby acknowledges understanding of this agreement and agrees to be bound by its terms. This Memorandum of Understanding will remain binding on all successors in interest of the signatories of this agreement and the agencies they represent.

Marion Ashley Date
Riverside County Chairman, Board of
Supervisors

Dr. Diana Walsh-Reuss Date
Riverside County Associate Superintendent of
Schools

ATTEST: Kecia Harper-Ihem, Clerk

By: _____

Signatures of Approval

FORM APPROVED COUNTY COUNSEL

BY:

NEAL R. KIPNIS

DATE

9/10/10