

FORM APPROVED COUNTY COUNSEL  
 BY: GREGORY P. PRIAMOS DATE 4/20/16

Departmental Concurrence

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

503



**FROM:** Riverside University Health System – Public Health

**SUBMITTAL DATE:**

4-11-2016

**SUBJECT:** Approve the second amendment between Riverside University Health System – Public Health and California State University Fullerton Contract # 13-111 for student affiliation Districts – All [\$2,500 annually funded by California State University Fullerton]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the second amendment between California State University Fullerton and Riverside University Health System- Public Health for the performance period of July 1, 2016 through June 30, 2019, and
2. Authorize the Chairperson of the Board of Supervisors to sign three (3) copies of the amendment on behalf of Riverside County, and
3. Authorize the Director of Riverside University Health System – Public Health to sign subsequent amendments that do not change the substantive terms of the agreement nor exceed the amount approved.

**BACKGROUND:**

**Summary**

(Continue on page 2 )

Sarah S. Mack  
 Sarah S. Mack, Director  
 Public Health

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 2,500	\$ 2,500	\$ 7,500	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$	\$	\$	\$	

**SOURCE OF FUNDS:** 100 % funded by California State University Fullerton  
 Budget Adjustment: No  
 For Fiscal Year: 16/17 – 18/19

**C.E.O. RECOMMENDATION:** **APPROVE**  
 BY: Christopher M. Hans  
 County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: 11/26/13 Item 3-36 | District: All | Agenda Number:

3-18

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: Approve the second amendment between Riverside University Health System – Public  
Health and California State University Fullerton Contract # 13-111 for student affiliation [Districts –  
All ] [\$2,500 annually funded by University]**

**DATE:**

**PAGE:** 2 of 2

**BACKGROUND:**

**Summary**

The Department of Public Health has participated in student internship/clinical rotation for more than 35 years. This agreement between Riverside University Health System-Public Health (RUHS-PH) and California State University Fullerton (University) provides for the assignment of students enrolled in the University to RUHS-PH.

The University is experiencing a shortage of Nursing Instructors and has requested the County of Riverside to coordinate the student's rotation in exchange for monetary compensation. RUHS-PH will provide a Public Health Nurse (Program Coordinator) to the University's School of Nursing to coordinate all students' activities participating in the County's internship clinical rotation. RUHS-PH will be compensated by the University for the provision of the Public Health Nurse as the County's Program Coordinator. University instructors will continue to provide supervision to those students assigned to the RUHS-PH. In addition, the University has requested RUHS-PH to extend contract expiration date to June 30, 2019.

Through this second amendment, the RUHS-PH is requesting the Board of Supervisors to approve \$2,500 annual revenue through June 30, 2019.

**Impact on Citizens and Businesses**

Due to the critical nursing shortage, the schools of nursing have been working to increase the number of students. The RUHS-PH is working with the Nursing Schools to expand the number of student allowed in an ongoing effort to increase the pool of nurses in Riverside County.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

Based on overhead and the Public Health Nurse's salary and benefits, the RUHS-PH Fiscal Department has calculated a rate of \$ 62.00 per hour. Total compensation to the RUHS-PH by the University shall not exceed \$2,500 annually.

**Contract History and Price Reasonableness**

On July 1, 2013 the Riverside County Purchasing Agent signed a no money agreement with California State University Fullerton for one year. On November 26, 2013 the first amendment was signed by Chairman, Board of Supervisors to renew the agreement through June 30, 2016.

COUNTY OF RIVERSIDE  
AMENDMENT NO. 2 TO THE AGREEMENT  
WITH  
CALIFORNIA STATE UNIVERSITY FULLERTON

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Original Contract Term: July 1, 2013 through June 30, 2016  
Contract Term Extended To: June 30, 2019  
Effective Date of Amendment: July 1, 2016  
Original Annual Maximum Contract Amount: \$ 2,500  
Amended Annual Maximum Contract Amount: \$ 2,500  
Contract ID: 13-111

The Agreement between County of Riverside (COUNTY) and California State University Fullerton (CONTRACTOR), entered into as of July 1, 2013, is amended as follows:

1. On page 3 of the Agreement, amend Section 2 the "Period of Performance":  
To amend all reference to the Period of Performance of June 30, 2016 to a Period of Performance of July 1, 2016 through June 30, 2019, unless terminated as specified in Section 5 "TERMINATION". All other terms of the Period of Performance in the Agreement shall apply.
2. To include Attachment B, Public Health Nursing Program Coordinator, attached hereto and incorporated herein.
3. "The COUNTY agrees to pay CONTRACTOR for services performed at an annual rate of two thousand five hundred dollars (\$2,500), including all expenses, based on the availability of fiscal funding."
4. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

**IN WITNESS WHEREOF**, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

**COUNTY OF RIVERSIDE**, a political  
subdivision of the State of California

**CALIFORNIA STATE UNIVERSITY  
FULLERTON**

By: \_\_\_\_\_

John J. Benoit, Chairman

Board of Supervisors

Dated: \_\_\_\_\_

By:  \_\_\_\_\_

Name: Angela Warren, Buyer III

Title: \_\_\_\_\_

Dated: 4/11/2014

\_\_\_\_\_  
Sarah S. Mack, M.P.H., Interim Director      Cameron Kaiser, M.D., Public Health Officer

COUNTY OF RIVERSIDE  
AMENDMENT NO. 2 TO THE AGREEMENT  
WITH  
CALIFORNIA STATE UNIVERSITY FULLERTON

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ATTEST:

Kecia Harper-Ihem  
Clerk of the Board

By: \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:  
Gregory P. Priamos  
County Counsel

By:   
Neal Kipnis,  
Deputy County Counsel

## ATTACHMENT B

### Public Health Nursing Program Coordinator

#### Scope of Work

(fee for service)

UNIVERSITY's School of Nursing, whose students are placed in the COUNTY Department of Public Health (DOPH) Public Health Nursing Branch, has the option to request the assistant of the DOPH Public Health Nursing Program Coordinator (PROGRAM COORDINATOR) as an adjunct instructor. This Scope of Work is in addition to the general terms and conditions specified in the agreement. The services offered by the COUNTY to the UNIVERISTY for a fee are as follows:

#### **1. UNIVERSITY'S Responsibilities.**

- 1.1 UNIVERSITY shall provide orientation to PROGRAM COORDINATOR as to student's curriculum requirements and educational expectations while at the County.
- 1.2 UNIVERSITY shall hold quarterly meetings with PROGRAM COORDINATOR and other clinical instructors to discuss student participation and other issues related to the educational experience of the students.

#### **2. COUNTY'S Responsibilities.**

COUNTY shall provide a Public Health Nurse, as Program Coordinator, to provide the following services to the UNIVERSITY as follows:

- 2.1 Establish student teams for home visitations.
- 2.2 Assigning COUNTY clients to students for follow-ups.
- 2.3 Pre-conferences during which students plan and prepare for home visits.
- 2.4 Being available by telephone while students are out in the field.
- 2.5 Provide students with materials and resources for COUNTY clients.
- 2.6 Instruct students about charting, referrals, mandatory reporting and other relevant activities.

- 2.7 Review student's curriculum documentation.
- 2.8 Sign charts at the conclusion of contact with clients and/or end/or quarter.
- 2.9 Correct disposition of COUNTY documents such as files.
- 2.10 Report concerns about the conduct of the students to UNIVERSITY.
- 2.11 Cooperate with the UNIVERSITY with mid-term and end-of-term student evaluations.
- 2.12 Coordinate student's activities in ways consistent with COUNTY policies and

**3. Compensation.**

3.1 UNIVERSITY shall compensate COUNTY for the provision of a PROGRAM COORDINATOR or adjunct instructor at a rate of sixty-two dollars (\$62.00) per hour. The Program coordinator or adjunct instructor remains an employee of the COUNTY and not the UNIVERSITY; the COUNTY is responsible for all employee obligations and activities of the Program Coordinator or adjunct instructor. The total amount of the contract shall not to exceed \$2,500 a year and one rotation per term.

3.2 The total amount of this contract shall not exceed seven thousand, five hundred dollars (\$7,500) including travel and all other expenses. Compensation as follows ;

FY 16/17 — \$2,500  
FY 17/18 — \$2,500  
FY 18/19 — \$2,500

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