

Memorandum of Understanding

Between

Ector County Independent School District

Odessa, Texas

And

Texas Tech University Health Sciences Center

School of Medicine

Department of Psychiatry

Odessa, Texas

This Memorandum of Understanding (MOU) sets the terms and understanding between the Ector County Independent school District (hereinafter "ECISD") and the Texas Tech University Health Sciences Center on behalf of its School of Medicine, Permian Basin Campus, Department of Psychiatry (hereinafter "TTUHSC") to assist ECISD students in need of medical/psychiatric services by establishing a School-based mental health center. Both ECISD and TTUHSC Department of Psych are also referred to herein as "Party," or collectively "Parties."

Background

School-based mental health centers (SBMHCs) help improve the lives of children because they bring essential services to students where they are, in school. SBMHCs support student success because healthy students are better learners. The following are advantages of SBMHCs:

- Students have direct access to mental health care providers while they are at school; helps reduce stigma of going to mental health clinic.
- Students do not have to miss as much class time.
- Parents do not have to miss work to take their child to the doctor.
- Transportation problems are reduced.
- Risky behaviors are identified and addressed.
- Emergency Room visits and Psychiatric hospitalizations are reduced.
- Students learn how to be effective consumers of mental health care in a non-intimidating environment.
- Referrals are made to appropriate community providers for services not provided at the SBHC.

Purpose

This MOU will provide direct Psychiatric services by a psychiatrist (TTUHSC psychiatrist) as follows:

- Mental Health Screening (for depression, anxiety, and other conditions)

- Comprehensive behavioral health assessments and treatment plans
- Crisis intervention
- Substance abuse screening & treatment
- Medication Management
- Psychological testing
- Mental health awareness and outreach, including suicide prevention

The above goals will be accomplished by undertaking the following activities: The School counselor or School Nurse will identify a student needing a psychiatric evaluation and make an appointment for the student to be seen. Teachers can refer students needing services by contacting the School Counselor or School Nurse. Parents will be notified by the Counselor or Nurse and asked for written consent. Consent for treatment must be obtained in accordance with TTUHSC policy and procedure. Intake forms used and completed by parents will be those used by TTUHSC and students will not be seen by the TTUHSC psychiatrist until consent to treatment is obtained from an individual authorized to consent to such treatment on behalf of the student and TTUHSC intake forms are complete. In accordance with TTUHSC policies, payment is expected at the time of service. Because the TTUHSC psychiatrist will use space in the School Nurse Office, the appointments will be kept by the RN and communicated to TTUHSC. The Parent will make the actual appointment for the student to be seen. The TTUHSC psychiatrist will be available four hours a week during the school calendar and not available when school is closed including summer months. Should students need to be seen during school closure days, the parents will transport the student to TTUHSC. TTUHSC will maintain paper medical records that will be scanned into the TTUHSC Electronic Medical Record. Medical records may be securely accessed via laptop; however, medical records shall not be stored on a laptop. No such confidential patient information will not be shared with ECISD without written parental and student consent/authorization. Medications prescribed will be the responsibility of parents. The RN will handle written prescriptions and assure the parents are in receipt. Where possible the TTUHSC psychiatrist will call in prescriptions to the pharmacy of parent's choice. Return appointments will be scheduled through the School Nurse. At no time will the TTUHSC psychiatrist appear in white coats to avoid calling attention to other students on campus. Strict patient confidentiality will be observed.

Reporting

A committee made up of ECISD Administrators and TTUHSC Department of Psychiatry members will evaluate services provided and determine if services should continue year to year. Factors to consider will be number of students seen and overall findings in terms of diagnoses made and treatment successes or failures. Reports will be made to the ECISD Board of Trustees on an annual basis.

Funding

ECISD will not be responsible for patient payment to TTUHSC. Individual financial arrangements are to be made between the student's parents and TTUHSC. When possible, School Counselors, School Nurses, and School Social Workers will assist parents to look for community resources such as application for Medicaid funding.

Liability

TTUHSC is responsible for its own negligence, gross negligence, willful misconduct or legal wrongdoing in any way connected with the performance of any work under this Agreement which results in claims or liabilities, penalties, costs or expenses as authorized by Texas law.

ECISD is responsible for its own negligence, gross negligence, willful misconduct or legal wrongdoing in any way connected with the performance of any work under this Agreement which results in claims or liabilities, penalties, costs or expenses.

Duration

This MOU shall become effective upon signature by the authorized officials from the ECISD and TTUHSC and will remain in effect until modified or terminated. Either party may terminate this MOU at any time, with or without cause, by giving the other party thirty (30) days written notice.

This MOU and each of its provisions shall be binding upon the Parties and may not be waived, modified, amended or altered except by in writing signed by the Parties.

HIPAA

It is the intent of the Parties to comply with all provisions of the Health Insurance Portability and Accountability Act of 1996, now codified at Title XI, Part C of the Social Security Act and as it may be amended and all regulations promulgated thereunder ("HIPAA"), as these may change from time to time. ECISD shall not, and shall require that its employees and agents, shall not, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by TTUHSC in writing, any individually identifiable patient or medical record information regarding TTUHSC patients, and the ECISD shall comply, and shall ensure that each of its employees and agents providing services under this Agreement complies, with all federal and state laws and regulations, and all HIPAA rules, regulations and policies of TTUHSC regarding the confidentiality of such information. If required, ECISD agrees to execute TTUHSC's business associate agreement.

Contact Information

Ector County Independent School District

Mr. Tom Crowe

Superintendent

P.O. Box 3912, Odessa, Texas 79760

432-456-9871

Fax: 432-456-9878

Thomas.Crowe@ectorcountyisd.org

Texas Tech University Health Sciences Center
School of Medicine
Elmo M. Cavin
Executive Vice President for Finance and Administration
3601 4th Street, Lubbock, TX 79430
1-806-743-3080

TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

By: _____

Printed Name: Elmo M. Cavin

Title: Executive Vice President for Finance and Administration

Date: _____

ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT

By: _____

Printed Name: Mr. Tom Crowe

Title: Superintendent

Date: _____