

MEMORANDUM OF AGREEMENT

To define the terms BETWEEN:

Community Connections
721 Stedman Street
Ketchikan, AK 99901
Ph: (907) 225-7825
Fx: (907) 225-1541

AND

Southeast Island School District
PO Box 19569
Thorne Bay, Alaska 99919
(907) 828-8254
Fax: 907-828-8257

Purpose: This memorandum of agreement is to establish a mutual framework to provide coordinated mental health, therapeutic and behavioral health services to those youth who have been diagnosed as emotionally disturbed and severely emotionally disturbed under DSM-IV criteria.

This collaboration will follow FERPA, HIPAA and 42 CFR, Part 2 confidentiality guidelines with Releases of Information signed by parents and guardians to facilitate sharing of information to support treatment needs of youth within the schools.

Roles and Responsibilities of Parties Involved:

Community Connections, Inc. will:

- Provide clinical treatment services to eligible children within the Southeast Island School District. These services include assessments, treatment planning, case management, rehabilitative services, and clinical services as defined by Medicaid regulations.
- Support staff will work within the confines of Medicaid regulation for Therapeutic Behavioral Health Services for children to individuals and groups of students.
- Provide support staff within the classroom setting, as hiring and demand for services, make persons available.
- Service Coordinators and Therapists will work collaboratively with special education and school principals to prioritize available staff resources and time to students with the highest levels of need.
- Ensure all staff are directed to abide by school and district guidelines for conduct of adults within school property.
- Utilize the appropriate chain of command when there are concerns or questions related to the conduct of any school personnel involved with a client.
- Invite input of school district staff into the treatment planning process.
- Maintain all behavioral health records and provide release of information to the school.
- Staff will sign in, out and wear appropriate identifying badges as requested by a school.
- Ensure that background checks are completed for any staff working on school property.

Southeast Island School District will:

- Cooperatively engage in planning and supporting identified client mental health needs with Service Coordinators, Therapists and Support Specialists, via regular communication and treatment team meetings.
- Provide written guidelines regarding adult conduct on school premises to ensure Community Connections can provide appropriate training.
- Provide families and clients with information regarding availability of services when appropriate.
- Utilize the appropriate chain of command when there are questions, concerns or disagreement regarding the services, interventions or conduct of Community Connections staff.
- Provide all curriculum, planning and educational tools to meet the academic needs of youth identified as SED or ED.
- Provide confidential space, as available, within the school setting to meet with students and staff.
- Provide internet access via WIFI (wireless connection) or hard-wired connection when necessary in order to facilitate the use of Electronic Health Records. This access will vary by school facility and may include permission through network firewall to create VPN tunnel for the sole purpose of connection to our Electronic Health Records facilitator (LWSI) or creation of a remote desktop connection to the Community Connections server. CCCMH will provide the appropriate electronic equipment (i.e. laptops) to complete this task.

This agreement will remain in effect until June 30, 2021, but can be terminated at any time in writing by either party with 30 day's notice.

For Southeast Island School District

Lauren Burch, Superintendent

For Community Connections:

Bill Swift, Director of Children's Mental Health

Bess Clark, Executive Director