



**BOARD OF SUPERVISORS AGENDA ITEM REPORT  
CONTRACTS / AWARDS / GRANTS**

Requested Board Meeting Date: January 5, 2016

or Procurement Director Award

**Contractor/Vendor Name (DBA):** Amphitheater Unified School District

**Project Title/Description:**

Childhood Immunizations

**Purpose:**

Memorializes collaboration with the school district to assist in meeting immunization requirements, including administering vaccines.

**Procurement Method:**

N/A - Intergovernmental Agreement

**Program Goals/Predicted Outcomes:**

Children enrolled in district are up-to-date on required immunizations.

**Public Benefit:**

Reduce incidence of vaccine preventable disease in the community

**Metrics Available to Measure Performance:**

Immunization coverage rates for Kindergarten and 6<sup>th</sup> grade students. Number of vaccines administered.

**Retroactive:**

No

**Original Information**

Document Type: CTN Department Code: HD Contract Number (i.e., 15-123): 16-0088

Effective Date: 01/01/2016 Termination Date: 12/31/2016 Prior Contract Number (Synergen/CMS): \_\_\_\_\_

Expense Amount: \$ none  Revenue Amount: \$ none

Funding Source(s): N/A

Cost to Pima County General Fund: none

Contract is fully or partially funded with Federal Funds?  Yes  No  Not Applicable to Grant Awards

Were insurance or indemnity clauses modified?  Yes  No  Not Applicable to Grant Awards

Vendor is using a Social Security Number?  Yes  No  Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

**Amendment Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_

Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_

Effective Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_

Expense  Revenue  Increase  Decrease Amount This Amendment: \$ \_\_\_\_\_

Funding Source(s): \_\_\_\_\_

Cost to Pima County General Fund: \_\_\_\_\_

To COB: 12-18-15

7 pgs(2)

Procure Dept 12/18/15 PM01:10

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Contact: Ana Basurto

Department: Health

Telephone: 724-7838

Department Director Signature/Date:

*AB* 14 Dec 15

Deputy County Administrator Signature/Date:

*AB* 12-15-15.

County Administrator Signature/Date:

*(Required for Board Agenda/Addendum Items)*

*C. D. Bentley* 12/16/15

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NO. CTN-45-1600000000000088

AMENDMENT NO. \_\_\_\_\_

This number must appear on all invoices, correspondence and School District to this

**INTERGOVERNMENTAL AGREEMENT BETWEEN PIMA COUNTY AND AMPHITHEATER UNIFIED SCHOOL DISTRICT FOR THE PROVISION AND ADMINISTRATION OF CHILDHOOD IMMUNIZATIONS**

This Intergovernmental Agreement ("Agreement") is entered into between Pima County, a body politic and corporate of the State of Arizona ("COUNTY"), and the Amphitheater Unified School District, ("DISTRICT"), a political subdivision of the State of Arizona, for nursing services in the provision and administration of childhood immunization services.

**RECITALS:**

WHEREAS, the DISTRICT desires to enter into an Agreement with the COUNTY for the provision and administration of childhood immunization services;

WHEREAS, the schools in Amphitheater Unified School District may request training and authorization from the Pima County Health Department for the school nurse to administer vaccines under A.R.S. § 36-673(C);

WHEREAS, the DISTRICT has trained registered nurses and licensed practical nurses capable of administering childhood immunization services pursuant to the orders of a licensed physician under A.R.S. Title 32, Chapter 15;

WHEREAS, the COUNTY is mandated by A.R.S. § 36-673 to provide school immunizations;

WHEREAS, in accordance with A.R.S. § 11-951 et seq., Pima County, a body politic and corporate of the State of Arizona, and Amphitheater Unified School District, a political subdivision of the State of Arizona, are authorized to enter into this Agreement.

NOW, THEREFORE, THE DISTRICT AND THE COUNTY AGREE AS FOLLOWS:

**Article I. TERM**

This Agreement shall be effective January 1, 2016 and shall terminate on December 31, 2021. Any modification or termination shall be made by formal written amendment executed by the Parties.

**Article II. PURPOSE**

This Agreement defines the responsibilities of the Parties in a joint effort to provide required childhood immunization services at no charge to the school children of Pima County.

**Article III. FINANCE**

Each Party shall bear its own costs for the performance of its responsibilities as set forth in this Agreement.

**Article IV. DISTRICT RESPONSIBILITIES**

The DISTRICT shall:

- A. Hold back-to-school immunization clinics for school age children in their service area in collaboration with COUNTY;
  - 1. Any school child receiving immunizations pursuant to this Agreement shall receive such immunizations free of charge, if child is ADHS Vaccines for Children (VFC) eligible or underinsured.
  - 2. Underinsured is defined as a person (child) who has health insurance, but the coverage does not include vaccines or a person whose insurance covers only selected vaccines. Children with deductibles and co-pays are considered insured and NOT "underinsured."
  - 3. Follow the "How to handle your Underinsured patients after June 30, 2013" process required by the ADHS, see Exhibit A.
- B. Make registered nurses and licensed practical nurses and other necessary clerical staff available for training by the COUNTY.
- C. Make registered nurses and licensed practical nurses and other necessary clerical staff available to perform the responsibilities set forth in this Agreement.
- D. Appropriately store vaccines and clinical supplies.
- E. Be responsible for ordering supplies; setup of the clinic(s); completion of the immunization forms and records; and returning forms to COUNTY for reporting of immunizations to Medical Records and the Arizona Department of Health Services.
- F.

**Article V. COUNTY RESPONSIBILITIES**

The COUNTY shall:

- A. Provide training and training materials.
- B. Provide standing orders as determined by the Department's Chief Medical Officer.
- C. Provide DISTRICT with, vaccine, all necessary forms or copy ready originals, and medical supplies, such as alcohol swabs and syringes.
- D. Provide emergency drugs and protocols.
- E. Give technical support.
- F. Be available to answer organizational and medical questions during clinic(s).
- G.

**Article VI. NO PARTNERSHIP**

This Agreement shall not be construed to create any partnership, joint venture, or employment relationship between the parties or any employee, agent or contractor of either Party.

**Article VII. WORKER'S COMPENSATION COVERAGE**

Each Party shall comply with the notice provisions of A.R.S. § 23-1022(E). For purposes of A.R.S. § 23-1022, each participating agency shall be considered the primary employer of all personnel currently or hereafter employed by that agency, and said agency shall have the sole responsibility for the payment of worker's compensation benefits or other fringe benefits of said employees.

#### **Article VIII. INSURANCE**

Parties shall provide, or self-insure, professional liability and general liability insurance in amounts sufficient to cover their respective responsibilities under this Agreement. Parties shall maintain their own insurance, worker's compensation insurance, and shall handle all of their own internal accounting.

#### **Article IX. INDEMNIFICATION**

To the extent allowed by law, the DISTRICT shall indemnify, defend and hold harmless the COUNTY, its officers, departments, employees, and agents from and against any and all suits, actions, legal or administrative proceedings, arising out of this Agreement to the extent they are attributable to any act or omission, whether intentional or negligent of the DISTRICT, its agents, employees, or anyone acting under its direction or control.

To the extent allowed by law, the COUNTY shall indemnify, defend and hold harmless the DISTRICT, its officers, departments, employees, and agents from and against any and all suits, actions, legal or administrative proceedings, arising out of this Agreement to the extent they are attributable solely to the errors or omissions of the COUNTY, its agents, employees, or anyone acting under its direction or control.

#### **Article X. NON-DISCRIMINATION**

DISTRICT agrees to comply with all provisions and requirements of Arizona Executive Order 2009-09 **including flow down of all provisions and requirements to any subcontractors**. Executive Order 2009-09 supersedes Executive order 99-4 and amends Executive order 75-5 and may be viewed and downloaded at the Governor of the State of Arizona's website [http://www.azgovernor.gov/dms/upload/EO\\_2009\\_09.pdf](http://www.azgovernor.gov/dms/upload/EO_2009_09.pdf) which is hereby incorporated into this contract as if set forth in full herein. During the performance of this contract, DISTRICT shall not discriminate against any employee, client or any other individual in any way because of that person's age, race, creed, color, religion, sex, disability or national origin.

#### **Article XI. AMERICANS WITH DISABILITIES ACT COMPLIANCE**

The parties shall comply with all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36.

**Article XII. SEVERABILITY**

If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions shall continue to be valid and enforceable to the full extent permitted by law.

**Article XIII. CONFLICT OF INTEREST**

This Agreement is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511, the pertinent provisions of which are incorporated into this Agreement by reference.

**Article XIV. TERMINATION**

This Agreement may be terminated by either Party upon thirty (30) days written notice.

**Article XV. NON-APPROPRIATION**

Notwithstanding any other provision in this Agreement, this Agreement may be terminated if for any reason the Pima County Board of Supervisors does not appropriate sufficient monies for the purpose of maintaining this Agreement. In the event of such cancellation, the COUNTY shall have no further obligation to the DISTRICT.

**Article XVI. COMPLIANCE WITH ALL LAWS**

The parties shall comply with all federal, state and local laws, rules, regulations, standards and Executive Orders, without limitation to those designated within this Agreement. The laws and regulations of the State of Arizona shall govern the rights of the parties, the performance of this Agreement and any disputes hereunder. Any action relating to this Agreement shall be brought in a court of the State of Arizona in Pima County.

**Article XVII. NO THIRD PARTY BENEFICIARIES**

Nothing in the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not parties to this Agreement or affect the legal liability of either party to the Agreement by imposing any standard of care with respect to the maintenance of public facilities different from the standard of care imposed by law.

**Article XVIII. NOTICES**

Any notice required or permitted to be given under this Agreement shall be in writing and shall be served by personal delivery or by certified mail upon the other party as follows:

**COUNTY:**

Director  
Pima County Health Department  
3950 S, Country Club, Suite 100  
Tucson, Arizona 85714-2056

**AMPHITHEATER UNIFIED SCHOOL DISTRICT**

President  
Amphitheater Unified School District  
701 West Wetmore Road  
Tucson, Arizona 85705  
(520) 696-5000

**Article XIX. LEGAL ARIZONA WORKERS ACT COMPLIANCE**

DISTRICT hereby warrants that it will at all times during the term of this Contract comply with all federal immigration laws applicable to DISTRICT'S employment of its employees, and with the requirements of A.R.S. § 23-214 (A) (together the "State and Federal Immigration Laws"). DISTRICT shall further ensure that each subcontractor who performs any work for DISTRICT under this contract likewise complies with the State and Federal Immigration Laws.

COUNTY shall have the right at any time to inspect the books and records of DISTRICT and any subcontractor in order to verify such party's compliance with the State and Federal Immigration Laws.

Any breach of DISTRICT'S or any subcontractor's warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, shall be deemed to be a material breach of this Contract subjecting DISTRICT to penalties up to and including suspension or termination of this Contract. If the breach is by a subcontractor, and the subcontract is suspended or terminated as a result, DISTRICT shall be required to take such steps as may be necessary to either self-perform the services that would have been provided under the subcontract or retain a replacement subcontractor, as soon as possible so as not to delay project completion.

DISTRICT shall advise each subcontractor of COUNTY'S rights, and the subcontractor's obligations, under this Article by including a provision in each subcontract substantially in the following form:

"SUBCONTRACTOR hereby warrants that it will at all times during the term of this Contract comply with all federal immigration laws applicable to SUBCONTRACTOR'S employees, and with the requirements of A.R.S. § 23-214 (A). SUBCONTRACTOR further agrees that COUNTY may inspect the SUBCONTRACTOR'S books and records to insure that SUBCONTRACTOR is in compliance with these requirements. Any breach of this paragraph by SUBCONTRACTOR will be deemed to be a material breach of this Contract subjecting SUBCONTRACTOR to penalties up to and including suspension or termination of this contract."

Any additional costs attributable directly or indirectly to remedial action under this Article shall be the responsibility of DISTRICT. In the event that remedial action under this Article results in delay to one or more tasks on the critical path of DISTRICT'S approved construction or critical milestones schedule, such period of delay shall be deemed excusable delay for which DISTRICT shall be entitled to an extension of time, but not costs.

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## EXHIBIT A

Arizona  
Department of  
Health Services

### How to handle your Underinsured patients after June 30, 2013

**Definition of Underinsured:** A person who has health insurance, but the coverage does not include vaccines or a person whose insurance covers only selected vaccines. Children with deductibles and co-pays are considered insured and NOT underinsured.

**Step 1:** Verify the patient's insurance status down to the vaccine dose level.

**Step 2:** Inform the patient that only certain vaccines may be covered.

**Step 3:** Discuss the two options for the uncovered recommended vaccines.

Option 1: Vaccinate using private stock and bill the patient out-of-pocket.

Option 2: Refer the patient to a facility with the ability to provide the uncovered recommended vaccines at no cost.

#### If the patient chooses Option 1: Pay for vaccine out-of-pocket

**Step 4:** Use your private vaccine stock and administer the covered and uncovered vaccines. Charge the patient out-of-pocket for the cost of the uncovered vaccines.

#### If the patient chooses Option 2: Referral to a deputized site

**Step 4:** If some of the recommended vaccines are covered by insurance, use your private stock to administer the covered vaccine. You don't want to miss an opportunity to vaccinate.

**Step 5:** Give the patient a list of the recommended uncovered vaccines and tell them to bring the list and their shot record with them to the new facility. Consider using the Underinsured Patient Referral Form\*.

**Step 6:** Provide the patient with a county specific list, from the Underinsured Referral Locations document\*, with all the FQHCs and RHCs, deputized providers and county health department clinics.

**Step 7:** Tell the patient to call before visiting a new provider site to find out if an appointment is necessary.

\* The Underinsured Patient Referral Form and the Underinsured Referral Locations document can be found on the ADHS website (<http://www.azdhs.gov/phs/immunization/vaccine-policy-changes.htm>)