AGREEMENT FUNDING FORM





State of California—Health and Human Services Agency California Department of Public Health



December 19, 2007

Ms. Phyllis Goldie MCAH Director El Dorado County Public Health 929 Spring Street Placerville, CA 95667

Dear Ms. Goldie,

FIRST YEAR OF MULTI-YEAR AGREEMENT FUNDING APPLICATION (AFA) APPROVAL, ALLOCATION AGREEMENT# 200709, FY 2007/2008.

The Maternal, Child and Adolescent Health (MCAH) Program of the California Department of Public Health (CDPH) approves your Agency's three (3) year AFA. This includes the attached Scope of Work (SOW) and Budget for administration of MCAH related programs for fiscal years (FY) 2007/2008 through 2009/2010.

To carry out the programs outlined in the enclosed SOW and Budget, during the period of July 1, 2007, through June 30, 2008, the MCAH Program will reimburse expenditures up to the following amount:

Maternal, Child and Adolescent Health

\$359,954

The availability of Title V funds and State General Funds is based upon appropriated funds in the Budget Act of the 2007/2008 FY. Reimbursement of invoices is subject to compliance with all federal and state requirements pertaining to CDPH MCAH related programs and adherence to all applicable regulations, policies and procedures. CDPH MCAH policies and procedures can be accessed at www.mch.dhs.ca.gov.

Please ensure that all necessary individuals within your Agency are notified of this approval and that the enclosed documents are carefully reviewed. This approval letter constitutes a binding agreement.

Ms. Goldie Page 2 December 19, 2007

If any of the information contained in the enclosed SOW and Budget is incorrect or different from that negotiated, please contact your Contract Manager, Joni Keck, at (916) 650-0355 or Joan.Keck@cdph.ca.gov within 14 calendar days from the date of this letter. Non-response constitutes acceptance of the enclosed documents.

Sincerely.

In this fill Shabbir Ahmad, DVM, M.S., PhD., Acting Chief Maternal, Child and Adolescent Health Program

Enclosures

CC:

Clerk of the Board 330 Fair Lane Placerville, CA 95667

Marilynne Rains/Pam Kessler Fiscal Analyst 941 Spring Street Placerville, CA 95667

Guey Shiang-Tsay Program Consultant Maternal, Child and Adolescent Health Program

Joni Keck Contract Manager Maternal, Child and Adolescent Health Program

Central File

Agreement Number: 2007-09

MATERNAL, CHILD AND ADOLESCENT HEALTH (MCAH) SCOPE OF WORK (SOW)

Fiscal Year: 2007-08

The local health jurisdiction (LHJ) must work toward achieving the following goals and objectives by performing the specified activities, evaluating the results and focusing on process and/or outcome.

All children are born healthy to healthy mothers. Goal 1:

No health status disparities among racial/ethnic, gender, economic Goal 2:

and regional groups.

A safe and healthy environment for women, children and their Goal 3:

Equal access for all women, children and their families to Goal 4:

appropriate and needed care within an integrated and seamless

system.

All of the implementation activities identified in this SOW are to be Timelines:

conducted within the term of this Agreement's fiscal year.

Objective 1

MCAH Programs in the LHJ operate under the direction of an approved MCAH Director in accordance with the MCAH/OFP Branch Policies and Procedures.

Implementation Activities

The LHJ must have a MCAH Director who meets the professional qualifications 1.1 and time commitment as specified in the current MCAH Policies and Procedures Manual. (See MCAH/OFP Branch Policies and Procedures, Key Personnel)

Evaluation Process or Outcomes

- 1.1.1 The local MCAH Director must submit a copy of an approval letter or a waiver with the annual Agreement Funding Application (AFA).
- The MCAH Director is responsible for programs that improve the health of the 1.2 MCAH population.

- List all local MCAH Programs funded by the MCAH/OFP Branch in the Annual Report.
- Identify the corresponding MCAH/OFP Branch and Title V priority areas with the local MCAH Programs in the Annual Report.
- The MCAH Director's responsibilities include the following: 1.3
 - Develop policies and procedures, standards, and protocols;
 - Develop LHJ and/or community infrastructure that promote community partnerships and provide family-centered, culturally-competent services;
 - Ensure implementation and coordination of local MCAH Programs;
 - Ensure hiring and orientation of key personnel, adhering to MCAH/OFP Branch policy personnel requirements,

Agency: EL DORADO COUNTY PUBLIC HEALTH Fiscal Year: 2007-08

Agreement Number: 2007-09

Develop activities and evaluation methods to measure results that relate to meeting MCAH priorities and the LHJ multi-year plan.

 Use core public health functions to assure that progress is made toward the MCAH/OFP Branch and Title V (Federal) goals and objectives and priorities.

Evaluation Process or Outcomes

- Maintain documentation in writing and keep it on file for audit purposes for three years from the date of final payment. (See MCAH Policies and Procedures, Fiscal Administration, Audit File Retention for details.)
- Submit a duty statement that reflects the MCAH Director's responsibilities identified in the MCAH/OFP Branch Policies and Procedures with the annual AFA and with any changes in MCAH Director.
- Complete and submit Form 4 to document MCAH Director's participation in MCAH-related collaboratives with the Annual Report.

Objective 2

The LHJ MCAH Program provides comprehensive outreach activities that may include outreach, case finding, referrals, client education and community awareness that targets the MCAH population to assist them in accessing and receiving care and services to improve their health and well being.

Implementation Activities

- The LHJ provides information on community resources, services and referrals to the MCAH population.
 - Provides activities that facilitate early and continuous access to care and services
 - Promotes screening of pregnant women and women of child bearing age.
 - Refers to Healthy Families, Medi-Cal, Access for Infants and Mothers (AIM) and other low cost/no cost health insurance programs for health care coverage.
 - Determines high risk populations.
 - 2.1.1 The LHJ targets outreach, case finding and care coordination activities to high risk populations and gives priority to the following populations:
 - Low income pregnant women,
 - Women, children and adolescents who are not linked to a source of
 - Women of childbearing age who are at risk for adverse perinatal outcomes including, but not limited to, tobacco exposure and substance abuse.
 - Children with special health care needs.

- Complete and submit Form 5, Outreach Activities, in the Annual Report.
- Describe the tracking system for referral in the Annual Report.
- Report the number of referrals to Healthy Families, Medi-Cal, AIM and other low cost/no cost health insurance programs in the Annual Report.

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2.2 The LHJ promotes community wide collaboration in the development and implementation of outreach programs and works to assure that services are provided in a culturally sensitive manner with no duplication of services.

Evaluation Process or Outcomes

 Complete and submit Form 4 with the Annual Report to document participation in MCAH-related collaboratives by any MCAH staff.

Fiscal Year: 2007-08

- 2.3 The LHJ provides a toll free or no cost telephone information service. (Title V requirement)
 - The telephone number must be disseminated widely throughout the LHJ by means of pamphlets, publications and media publicity.
 - At minimum, the toll free line must be operational during normal business hours and must linguistically reflect the LHJ's population mix.
 - Personnel staffing the toll free line must have cultural sensitivity training.
 - After hours messages must be answered by the end of the following business day.

Evaluation Process or Outcomes

 Complete and submit Form 6, Toll Free Telephone Report with the Annual Report.

Objective 3

The LHJ provides skilled professional expertise to identify, coordinate and expand services for the MCAH population through collaborative planning and development to assure quality, evidence based family services.

Implementation Activities

3.1 The LHJ provides qualified program experts to manage MCAH Programs and activities consistent with specific program requirements. (See policies and procedures for individualized programs)

Evaluation Process or Outcomes

- 3.1.1 Refer to the individualized programs for specific approval and reporting requirements.
- 3.2 The LHJ must provide a Perinatal Service Coordinator (PSC) in accordance with MCAH/OFP Branch Policies and Procedures.

- 3.2.1 The LHJ requests approval verification for the PSC who meets the professional qualifications and time commitment specified in the current MCAH/OFP Branch Policies and Procedures. (See MCAH/OFP Branch Policy and Procedures, Key Personnel)
- 3.2.2 Submit a copy of the approval letter or a waiver for the PSC with the annual AFA.

Agency: EL DORADO COUNTY PUBLIC HEALTH Fiscal Year: 2007-08

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PSC must carry out the responsibilities and activities detailed in the MCAH/OFP 3.3 Branch Policies and Procedures.

Evaluation Process or Outcomes

Maintain documentation on file.

Report specific information as requested in the Annual Report.

Objective 4

The LHJ addresses their priority needs a) identified through the local Community Health Assessment and b) includes a specific Sudden Infant Death Syndrome (SIDS) objective. The LHJ continues to monitor their MCAH needs and modify their plan to achieve improved maternal, child and adolescent health.

Implementation Activities

- The LHJ works with local law enforcement to provide updated SIDS protocols 4.1 and to re-establish the response team:
 - A plan consistent with the MCAH/OFP Branch and Title V goals and objectives will be developed for responding to SIDS deaths utilizing the team approach between law enforcement and Public Health.
 - New staff will be trained in SIDS response and information.
 - MCAH staff will provide community education on co-bedding concerns
 - Continue to monitor local MCAH needs and modify the local plan to improve maternal, child and adolescent health.
 - MCAH staff will contact families of SIDS babies within 72 hours of event occurrence to provide information, support and referral.

Evaluation Process or Outcomes

- 4.1.1 Maintain documentation on file.
- 4.1.2 Report specific information as requested on the Annual Report.
- 4.2 The LHJ provides a coordinated approach to decrease perinatal substance
 - Prenatal care providers will receive information regarding perinatal substance abuse and available screening tools and resources.
 - Statistical data on prenatal substance abuse screenings will be distributed as available.
 - MCAH staff will collaborate with local CBO's, prenatal care providers and hospitals to improve referral systems and available resources.

- 4.2.1 Maintain documentation on file.
- 4.2.2 Report specific information as requested on the Annual Report.
- 4.3 The LHJ works with various agencies to ensure that Latino women have access to OB care
 - Coordinated efforts among CBO's, hospital, MCAH will maximize highest level skill of each staff member
 - Continue to monitor MCAH data with agencies involved.

- Evaluation Process or Outcomes

 4.3.1 Bilingual/bicultural staff available to assist with appointments
 4.3.2 Ensure prenatal information in Spanish is accessible

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CALIFORNIA DEPARTMENT OF PUBLIC HEALTH MATERNAL, CHILD AND ADOLESCENT HEALTH/OFFICE OF FAMILY PLANNING (MCAH/OFP) BRANCH

FISCAL PERIOD 2007-2010

AGREEMENT FUNDING APPLICATION (AFA)/UPDATE FORM *

At the beginning of each fiscal year Agencies are required to submit this AFA Form along with their AFA Package, which requires certification signatures (original signatures, no stamps allowed). This form should also be used when submitting updates that occur during the fiscal year. Update submissions do not require certification signatures.

The Agency Identification Information section must be completed each time this form is submitted.

* Note: Agreement refers to Allocations (for Local Health Jurisdictions) or Grants (for Community Based Organizations)

AGENCY IDENTIFICATION INFORMATION

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Agreement #: 2007-09

Fiscal Year: 2007-2008

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Agreement #: 2007-09 Fiscal Year: 2007-2008

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Agreement #: 2007-09

Fiscal Year: 2007-2008

AGREEMENT FUNDING APPLICATION POLICY COMPLIANCE AND CERTIFICATION

The undersigned hereby affirms that the statements contained in the Agreement Funding Application (AFA) are true and complete to the best of the applicant's knowledge.

I certify that this Maternal, Child and Adolescent Health (MCAH) Program will comply with all applicable provisions of Article 1, Chapter 1, Part 2, Division 106 of the Health and Safety code (commencing with section 123225), Chapters 7 and 8 of the Welfare and Institutions Code (commencing with Sections 14000 and 142), and any applicable rules or regulations promulgated by CDPH pursuant to this article and these Chapters. I further certify that this MCAH Program will comply with the MCAH Policies and Procedures Manual, including but not limited to, Administration, Federal Financial Participation (FFP) Section. I further certify that this MCAH Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. section 1396 et seq.) and recipients of funds allotted to states for the Maternal and Child Health Service Block Grant pursuant to Title V of the Social Security Act (42 U.S.C. section 701 et seq.) I further agree that this MCAH Program may be subject to all sanctions or other remedies applicable if this MCAH Program violates any of the above laws, regulations and policies with which it has certified it will comply.

Original Signature of Official authorized to commit the Agency to an MCAH Agreement	DIRECTOR, PUBLIC HEALTH Title
GAYLE ERBE-HAMLIN Name (Type or Print)	
Original Signature of MCAHJAFLP Director	SUPERVISING PUBLIC HEALTH NURSE Title