

Memorandum of Understanding

The Curators of the University of Missouri on behalf of MO-CPAP Schools

and

(Name of School or School District)

This memorandum of understanding is by and between the two listed organizations above for the period of now to end of funding. The purpose of this memorandum of understanding is to document the intent of both organizations and to clarify the roles and responsibilities of both organizations to each other. Both organizations acknowledge that all services to be provided through this memorandum of understanding are contingent upon funds being awarded by the Missouri Department of Health and Senior Services (DHSS), Office of Rural Health and Primary Care (ORHPC). The University of Missouri; MU School of Medicine as a subrecipient of the CDC National Initiative to Address COVID-19 Health Disparities among populations at high-risk and underserved, including racial and ethnic minority populations and rural communities. The primary focus of this funding is to alleviate health disparities in schools disproportionately affected by COVID-19. The MO-CPAP Schools Program's obligations under the terms and conditions of this agreement may be suspended or terminated without penalty or termination costs if MO-CPAP Schools does not receive grant funding or if the stated terms are not met by either partner. Should either party desire to discontinue this agreement, notice of 90 days will be required.

Additionally, this agreement may be amended at any time with the written approval of both parties and is subject to regular review to ensure accuracy.

MO-CPAP Schools gives School Professionals access to timely telephone or tele-video consultation services with a team of mental health professional peers, linkage and referral resources for community-based behavioral health services, and educational opportunities to improve professionals' knowledge, skills, and confidence in recognizing and managing student behavioral health issues

MO-CPAP Schools Agrees:

- To provide education and information to School Professionals (counselors, nurses, administrators) concerning evidence-based best practices for student mental and behavioral health management.
- To provide school professionals a one-hour orientation of MO-CPAP services to ensure understanding of what the consultation line can and cannot provide to participating schools.
- To provide dedicated office hours by professional peers with expertise in school mental health for timely consultation and information. (*hours TBD*)
- To ensure providers are appropriately credentialed to deliver consultation services, and their scope of practice within Schools is consistent with their training and experience.
- To respond to referrals made by school staff members who feel students may benefit from services by providing community-based referral options. (*BHR Care Coordinator role*)
- To provide ongoing educational opportunities in best practices of school nursing, counseling, and administration,
- To ensure all information shared about students is de-identified, and to ensure all FERPA and HIPAA laws are followed.

School Partner agrees:

- MO-CPAP Schools is not an emergency or crisis referral service. Emergency consultations over the phone or via web-based platforms will not be provided. For emergency intervention, contact the most appropriate local emergency service. MO-CPAP School Consultation project is educational in nature, benefitting best practices of school nursing, counseling, and administration.
- MO-CPAP Schools provides education and information to you concerning evidence-based best practices in non-pharmacological management, communication with and between families and providers, and considerations within the scope of practice of school administrators, counselors, and nurses. The school professional retains full responsibility for all actions undertaken.
- A provider-patient relationship is not created between MO-CPAP Schools and any student as a result of consultation. Identifying information on any student should not be disclosed in the consultation. Nor does MO-CPAP School have consultative responsibility and relationships with the school. Timely educational consultations with MO-CPAP will be provided to inform the practice of the School professional developing individualized Healthcare Plans and working with students, families, and staff members to support the student in optimal learning success. The School Professional is responsible at all times for adhering to the privacy rights of the student. The School Professional is responsible at all times for all actions taken pursuant to or regardless of the consultation.
- You agree not to share any protected health information with the MO-CPAP School team. Because the consultation support is educational in nature, the MO-CPAP School Peer will not request identifying information about the student. No medical records will be created or maintained by MO-CPAP Schools. MO-CPAP Schools will record only basic demographics of the student being consulted on (sex, age, zip code, etc.) and the general topic of the consultation.
- Under no circumstances shall MO-CPAP Schools or the University of Missouri or any of their respective employees, directors, officers, agents, vendors, or suppliers be liable for any direct or indirect losses of damages arising out of connection with MO-CPAP Schools or use of MO-CPAP resources/website. The website and information contained therein is operated by MO-CPAP Schools on an as-is, as available basis, without representations or warranties of any kind. MO-CPAP Schools does not represent or warrant that the information on the website is accurate, complete, reliable, useful, timely or current or that the website will operate without interruption or error.

Agency Representative	
Name	
Signature	
Date	

District Representative

Name	
Signature	
Date	

SAMPLE