

AB #
S17230

48132-26
42988-04

HEALTH SCREENING CONTRACT

BETWEEN THE

NEBRASKA DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF CHILDREN AND FAMILY SERVICES
AND

CREIGHTON UNIVERSITY

This contract is entered into by and between the Nebraska Department of Health and Human Services, **DIVISION OF CHILDREN AND FAMILY SERVICES** (hereinafter "DHHS"), and **Creighton University, by and through its Family Health Care Florence Clinic** (hereinafter "Contractor").

PURPOSE. The purpose of this contract is to provide direct medical services in the form of Health Screening and vaccinations to refugees.

I. TERM AND TERMINATION

- A. TERM. This contract is in effect from October 1, 2009 until September 30, 2010.
- B. TERMINATION. This contract may be terminated at any time upon mutual written consent or by either party for any reason upon submission of written notice to the other party at least Thirty (30) days prior to the effective date of termination. DHHS may also terminate this contract in accord with the provisions designated "FUNDING AVAILABILITY" and "BREACH OF CONTRACT." In the event either party terminates this contract, the Contractor shall provide to DHHS all work in progress, work completed, and materials provided to it by DHHS in connection with this contract immediately.

II. CONSIDERATION

- A. The Department agrees to pay the Contractor the total amount not to exceed \$266,805 (Two hundred and sixty six thousand, eight hundred and five) for the services specified herein.
- B. PAYMENT STRUCTURE. For screening services and vaccinations, the contractor will receive payment based upon:
1. Reimbursement for all services will be subject to the Scope of Services listed below.
 2. For refugees seen within the first 90 days after date of arrival in the U.S. – package rate of \$539 per refugee. Eighty-five (85%) percent of the package rate will be reimbursed following the month health screening services were completed and appropriate billing documents are received as outlined in Attachment 1 (See

Attachment A of the Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees).

3. The final 15% will be reimbursed upon receipt of documentation that the immunizations are completed. If a patient is unable to be located, or reached to complete the series, provide the final billing document stating why the vaccinations were not completed and document this information in Nebraska State Immunization Information System (NESIIS). The options in NESIIS include "inactive," "moved out of state" and permanently inactive-deceased
4. For refugees seen after the first 90 days – reimbursement will be made per service for services that are not covered by Medicaid. Payment will be made at the current Medicaid rate. Reimbursement will occur following the month health screening services were completed and appropriate billing documents are received as outlined in Attachment 1. (See attachment B of the Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees)

III. SCOPE OF SERVICES

The Contractor agrees:

- A. To partner with the referring Voluntary Agency (VOLAG) and determine each individual's eligibility. To be eligible for a refugee health screening, proof is required in the form of documentation issued to an individual by the U.S. Citizenship and Immigration Services (USCIS). The documentation must establish one of the following statuses:
 - o Paroled as a refugee or asylee under section 212 (d) (5) of the Immigration and Nationality Act (INA).
 - o Admitted as a refugee under section 207 of the INA.
 - o Granted political asylum under section 208 of the INA.
 - o Granted parole status as a Cuban/Haitian Entrant, in accordance with the requirements in 45CFR Section 401.2.
 - o Certain Amerasians from Vietnam.The documentation must also establish the date of arrival into the United States. See guidelines in Attachment 1 (Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees) for more details.
- B. To conduct the entire health screening assessment and provide initial vaccinations at a single location to provide ease of services to refugees, help reduce costs, and maximize the Refugee Medical Assistance (RMA) funding for health screening. See guidelines in Attachment 1 (Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees) for more details.
- C. There is no time limit for follow-up immunizations as long as the initial health assessment was performed within 90 days of arrival and immunizations are begun within eight months of arrival.
- D. To the fullest extent possible, ensure ease of service for follow-up vaccinations. Continuity of care for the refugee will also be taken into consideration.

- E. To arrange or establish referrals for services that are needed but are not covered in the initial health exam. The health screening focuses on screening for communicable disease and conditions that may prevent the refugee from an effective resettlement (gaining employment, language training, and going to school). Treatment and follow-up are not included, however, if a refugee does test positive for Chlamydia or Gonorrhea, treatment may be offered at the discretion of the Nebraska Infertility Prevention Project (IPP) which offers treatment (Ceftriaxone and Azithromycin). Treatment is available to providers for Isoniazid and Vitamin B6 at no cost to patients through the State TB Program.
- F. To provide services to refugees without expecting the refugee to pay for any services included in the initial health screening.
- G. To ensure that no other sources, private or public, are charged for services included in the health screening and required vaccinations.
- H. To complete the Report of Medical Examination and Vaccination Report (Form I-693) and include them as part of the package of service as described in the Attachment 1 (Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees). Only a civil surgeon designated by the United States Citizenship and Immigration Services (USCIS) to conduct medical examinations or a health department that has been given a blanket waiver may complete the Form I-693 and the vaccination supplement submitted with it.
- I. To have a licensed provider to conduct the health screening assessment such as a nurse practitioner, physician assistant, public health or extended role nurse. Trained assistants may be used as appropriate (blood pressure, vision screening).
- J. To use a qualified interpreter for the refugee who speaks limited English. In Nebraska, there are no laws for licensing of medical interpreters. The clinic will make the judgment if an interpreter is qualified.
- K. To comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Privacy Rule.
- L. To report State reportable health conditions for communicable disease to the local health authority (local health department) per Title 173. (<http://www.dhhs.ne.gov/reg/t173.htm>).
- M. To utilize the "Vaccines for Children Program" for all children 18 and under who need vaccines.

2. The Contractor agrees to perform the following services:
 - A. Follow the recommended health screening protocol as outlined in Attachment 1 (The Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees) when screening refugees.
 - B. Complete the Health Screening Assessment form in Attachment 1 (See Attachment E of the Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees) for each refugee and collect data on services provided and submit to the State. Upon the availability of the assessment form on the Nebraska State Immunization Information System (NESIIS), transition to utilization of the NESIIS instead of paper forms.
 - C. Provide the Health Screening Assessment as outlined in Attachment 1 for at least 90% of refugees in the first 90 days after a refugee arrives in the United States.
 - D. Make appointments/referrals for refugees in need of follow-up care.
 - E. Conduct oversight to assure that their agency is not billing Medicaid for the same refugee service as provided in the refugee health screening protocol.
 - F. Bill for services covered within the first 90 days according to the procedures contained in Attachment 1 (See Attachment A of the Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees).
 - G. Bill Medicaid for Medicaid covered services after the first 90 days.
 - H. For non covered Medicaid services after the first 90 days, provide a bill of covered services to the Department according to Attachment 1 (See Attachment B of the Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees).
 - I. Have a Civil Surgeon sign USCIS form 693 (Report of Medical Examination and Vaccination Record) needed for refugees to acquire Lawful Permanent Resident status without an additional charge to the refugee.
 - J. Ensure staff is trained on the Health Screening Protocol and on billing requirements for the program.
 - K. Provide reports to the Department as found in Attachment 1 (See attachments A, B, and C of the Nebraska Refugee Health Screening Program Core Screening Procedures for Refugees.).
 - L. Permit access to all financial or other records developed under this grant agreement to the Department and the United States Department of Health and Human Services.

3. The Department shall be responsible for the following:
 - A. Provide administrative guidance, policy, and monitoring of services.
 - B. Provide all necessary training to the Contractor on the health screening protocol and billing process.
 - C. Notify the contractor of changes to the health screening protocol.
 - D. Provide quality Assurance and record reviews ensuring guidelines are followed.

IV. GENERAL PROVISIONS

A. ACCESS TO RECORDS AND AUDIT RESPONSIBILITIES.

All Contractor books, records, and documents regardless of physical form, including data maintained in computer files or on magnetic, optical or other media, relating to work performed or monies received under this contract shall be subject to audit at any reasonable time upon the provision of reasonable notice by DHHS. Contractor shall maintain all records for five (5) years from the date of final payment, except that records that fall under the provisions of Health Insurance Portability and Accountability Act (HIPAA) shall be maintained for six (6) full years from the date of final payment. In addition to the foregoing retention periods, all records shall be maintained until all issues related to an audit, litigation or other action are resolved to the satisfaction of DHHS. All records shall be maintained in accordance with generally accepted business practices.

1. The Contractor shall provide DHHS any and all written communications received by the Contractor from an auditor related to Contractor's internal control over financial reporting requirements and communication with those charged with governance including those in compliance with or related to Statement of Auditing Standards (SAS) 112 *Communicating Internal Control related Matters Identified in an Audit* and SAS 114 *The Auditor's Communication with Those Charged With Governance*. The Contractor agrees to provide DHHS with a copy of all such written communications immediately upon receipt or instruct any auditor it employs to deliver copies of such written communications to DHHS at the same time copies are delivered to the Contractor, in which case the Contractor agrees to verify that DHHS has received a copy.
2. The Contractor shall immediately correct any material weakness or condition reported to DHHS in the course of an audit and notify DHHS that the corrections have been made.

3. In addition to, and in no way in limitation of any obligation in this contract, the Contractor shall be liable for audit exceptions, and shall return to DHHS all payments made under this contract for which an exception has been taken or which has been disallowed because of such an exception, upon demand from DHHS.
- B. AMENDMENT. This contract may be modified only by written amendment, executed by both parties. No alteration or variation of the terms and conditions of this contract shall be valid unless made in writing and signed by the parties.
- C. ANTI-DISCRIMINATION. The Contractor shall comply with all applicable local, state and federal statutes and regulations regarding civil rights and equal opportunity employment, including Title VI of the Civil Rights Act of 1964; the Rehabilitation Act of 1973, Public Law 93-112; the Americans With Disabilities Act of 1990, Public Law 101-336; and the Nebraska Fair Employment Practice Act, NEB. REV. STAT. §§ 48-1101 to 48-1125. Violation of said statutes and regulations will constitute a material breach of contract. The Contractor shall insert this provision in all subcontracts.
- D. ASSIGNMENT. The Contractor shall not assign or transfer any interest, rights, or duties under this contract to any person, firm, or corporation without prior written consent of DHHS. In the absence of such written consent, any assignment or attempt to assign shall constitute a breach of this contract.
- E. ASSURANCE. If DHHS in good faith, has reason to believe that the Contractor does not intend to, is unable to, or has refused to perform or continues to perform all material obligations under this contract, DHHS may demand in writing that the Contractor give a written assurance of intent to perform. Failure by the Contractor to provide written assurance within the number of days specified in the demand may, at DHHS's option, be the basis for terminating this contract.
- F. BREACH OF CONTRACT. DHHS may terminate the contract, in whole or in part, if the Contractor fails to perform its obligations under the contract in a timely and proper manner. DHHS may, by providing a written notice of default to the Contractor, allow the Contractor to cure a failure or breach of contract within a period of thirty (30) days or longer at DHHS's discretion considering the gravity and nature of the default. Said notice shall be delivered by Certified Mail, Return Receipt Requested or in person with proof of delivery. Allowing the Contractor time to cure a failure or breach of contract does not waive DHHS's right to immediately terminate the contract for the same or different contract breach which may occur at a different time. DHHS may, at its discretion, contract for any services required to complete this contract and hold the Contractor liable for any excess cost caused by Contractor's default. This provision shall not preclude the pursuit of other remedies for breach of contract as allowed by law.
- G. CONFIDENTIALITY. Any and all information gathered in the performance of this contract, either independently or through DHHS, shall be held in the strictest confidence and shall be released to no one other than DHHS without the prior written authorization

of DHHS, provided, that contrary contract provisions set forth herein shall be deemed to be authorized exceptions to this general confidentiality provision. This provision shall survive termination of this contract.

- H. CONFLICTS OF INTEREST. In the performance of this contract, the Contractor shall avoid all conflicts of interest and all appearances of conflicts of interest. The Contractor shall immediately notify DHHS of any such instances encountered so that other arrangements can be made to complete the work.
- I. DATA OWNERSHIP AND COPYRIGHT. All data collected as a result of this project shall be the property of DHHS. The Contractor shall not copyright any of the copyrightable material produced in conjunction with the performance required under this contract without written consent from DHHS. DHHS hereby reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the copyrightable material for state government purposes. This provision shall survive termination of this contract.
- J. DEBARMENT, SUSPENSION OR DECLARED INELIGIBLE. The Contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- K. DOCUMENTS INCORPORATED BY REFERENCE. All references in this contract to laws, rules, regulations, guidelines, directives, and attachments which set forth standards and procedures to be followed by the Contractor in discharging its obligations under this contract shall be deemed incorporated by reference and made a part of this contract with the same force and effect as if set forth in full text, herein.
- L. DRUG-FREE WORKPLACE. Contractor certifies that it maintains a drug-free workplace environment to ensure worker safety and workplace integrity. Contractor shall provide a copy of its drug-free workplace policy at any time upon request by DHHS.
- M. FEDERAL FINANCIAL ASSISTANCE. The Contractor will comply with all applicable provisions of 45 C.F.R. §§ 87.1-87.2. The Contractor shall not use direct federal financial assistance to engage in inherently religious activities, such as worship, religious instruction, and/or proselytization.
- N. FORCE MAJEURE. Neither party shall be liable for any costs or damages resulting from its inability to perform any of its obligations under this contract due to a natural disaster, or other similar event outside the control and not the fault of the affected party ("Force Majeure Event"). A Force Majeure Event shall not constitute a breach of this contract. The party so affected shall immediately give notice to the other party of the Force Majeure Event. Upon such notice, all obligations of the affected party under this contract which are reasonably related to the Force Majeure Event shall be suspended, and the affected party shall do everything reasonably necessary to resume

performance as soon as possible. Labor disputes with the impacted party's own employees will not be considered a Force Majeure Event and will not suspend performance requirements under this contract.

- O. FUNDING AVAILABILITY. DHHS may terminate the contract, in whole or in part, in the event funding is no longer available. Should funds not be appropriated, DHHS may terminate the contract with respect to those payments for the fiscal years for which such funds are not appropriated. DHHS shall give the Contractor written notice thirty (30) days prior to the effective date of any termination. The Contractor shall be entitled to receive just and equitable compensation for any authorized work which has been satisfactorily completed as of the termination date. In no event shall the Contractor be paid for a loss of anticipated profit.
- P. GOVERNING LAW. The contract shall be governed in all respects by the laws and statutes of the State of Nebraska. Any legal proceedings against DHHS or the State of Nebraska regarding this contract shall be brought in Nebraska administrative or judicial forums as defined by Nebraska State law. The Contractor shall comply with all Nebraska statutory and regulatory law.
- Q. HOLD HARMLESS.
1. The Contractor shall defend, indemnify, hold, and save harmless the State of Nebraska and its employees, volunteers, agents, and its elected and appointed officials ("the indemnified parties") from and against any and all claims, liens, demands, damages, liability, actions, causes of action, losses, judgments, costs, and expenses of every nature, including investigation costs and expenses, settlement costs, and attorney fees and expenses ("the claims"), sustained or asserted against the State of Nebraska, arising out of, resulting from, or attributable to the willful misconduct, negligence, error, or omission of the Contractor, its employees, subcontractors, consultants, representatives, and agents, except to the extent such Contractor liability is attenuated by any action of the State of Nebraska which directly and proximately contributed to the claims.
 2. DHHS's liability is limited to the extent provided by the Nebraska Tort Claims Act, the Nebraska Contract Claims Act, the Nebraska Miscellaneous Claims Act, and any other applicable provisions of law. DHHS does not assume liability for the action of its Contractors.
- R. INDEPENDENT CONTRACTOR. The Contractor is an Independent Contractor and neither it nor any of its employees shall for any purpose be deemed employees of DHHS. The Contractor shall employ and direct such personnel as it requires to perform its obligations under this contract, exercise full authority over its personnel, and comply with all workers' compensation, employer's liability and other federal, state, county, and municipal laws, ordinances, rules and regulations required of an employer providing services as contemplated by this contract.

S. INVOICES: Invoices for payments submitted by the Contractor shall contain sufficient detail to support payment. Any terms and conditions included in the Contractor's invoice shall be deemed to be solely for the convenience of the parties.

T. INTEGRATION. This written contract represents the entire agreement between the parties, and any prior or contemporaneous representations, promises, or statements by the parties, that are not incorporated herein, shall not serve to vary or contradict the terms set forth in this contract.

U. LOBBYING.

1. No Federal appropriated funds shall be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract or (a) the awarding of any Federal agreement; (b) the making of any Federal grant; (c) the entering into of any cooperative agreement; and (d) the extension, continuation, renewal, amendment, or modification of any Federal agreement, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract, the Contractor shall complete and submit Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

V. NEBRASKA NONRESIDENT INCOME TAX WITHHOLDING. Contractor acknowledges that Nebraska law requires DHHS to withhold Nebraska income tax if payments for personal services are made in excess of six hundred dollars (\$600) to any contractor who is not domiciled in Nebraska or has not maintained a permanent place of business or residence in Nebraska for a period of at least six months. This provision applies to individuals, to a corporation if 80% or more of the voting stock of the corporation is held by the shareholders who are performing personal services, and to a partnership or limited liability company if 80% or more of the capital interest or profits interest of the partnership or limited liability company is held by the partners or members who are performing personal services.

The parties agree, when applicable, to properly complete the Nebraska Department of Revenue Nebraska Withholding Certificate for Nonresident Individuals Form W-4NA or its successor. The form is available at:

http://www.revenue.ne.gov/tax/current/f_w-4na.pdf or

http://www.revenue.ne.gov/tax/current/fill-in/f_w-4na.pdf

W. NEBRASKA TECHNOLOGY ACCESS STANDARDS.

The Contractor shall review the Nebraska Technology Access Standards, found at <http://www.nitc.state.ne.us/standards/accessibility/tacfinal.html> and ensure that

products and/or services provided under the Contract comply with the applicable standards. In the event such standards change during the Contractor's performance, the State may create an amendment to the Contract to request that Contract comply with the changed standard at a cost mutually acceptable to the parties.

- X. NEW EMPLOYEE WORK ELIGIBILITY STATUS. The Contractor shall use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. § 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

If the Contractor is an individual or sole proprietorship, the following applies:

1. The Contractor must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at www.das.state.ne.us.
2. If the Contractor indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.
3. The Contractor understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by NEB. REV. STAT. § 4-108.

- Y. PROMPT PAYMENT. Payment shall be made in conjunction with the State of Nebraska Prompt Payment Act, NEB. REV. STAT. §§ 81-2401 through 81-2408. Unless otherwise provided herein, payment shall be made by electronic means.

ACH Enrollment Form Requirements for Payment

"It is the responsibility of the vendor to complete and sign the State of Nebraska ACH Enrollment Form and to obtain the necessary information and signatures from their financial institution. The completed form must be submitted before payments to the vendor can be made."

Download ACH Form:

http://www.das.state.ne.us/accounting/nis/address_book_info.htm

- Z. PUBLIC COUNSEL. In the event Contractor provides health and human services to individuals on behalf of DHHS under the terms of this contract, Contractor shall submit to the jurisdiction of the Public Counsel under NEB. REV. STAT. §§ 81-8,240 through 81-

8,254 with respect to the provision of services under this contract. This clause shall not apply to contracts between DHHS and long-term care facilities subject to the jurisdiction of the state long-term care ombudsman pursuant to the Long-Term Care Ombudsman Act.

- AA. RESEARCH. The Contractor shall not engage in research utilizing the information obtained through the performance of this contract without the express written consent of DHHS. The term "research" shall mean the investigation, analysis, or review of information, other than aggregate statistical information, which is used for purposes unconnected with this contract.
- BB. SEVERABILITY. If any term or condition of this contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this contract did not contain the particular provision held to be invalid.
- CC. SUBCONTRACTORS. The Contractor shall not subcontract any portion of this contract without prior written consent of DHHS. The Contractor shall ensure that all subcontractors comply with all requirements of this contract and applicable federal, state, county and municipal laws, ordinances, rules and regulations.
- DD. TIME IS OF THE ESSENCE. Time is of the essence in this contract. The acceptance of late performance with or without objection or reservation by DHHS shall not waive any rights of DHHS nor constitute a waiver of the requirement of timely performance of any obligations on the part of the Contractor remaining to be performed.

NOTICES. Notices shall be in writing and shall be effective upon receipt. Written notices, including all reports and other written communications required by this contract shall be sent to the following addresses:

FOR DHHS:
Karen Parde
DHHS

301 Centennial Mall South
Lincoln, NE 68509
402-471-9264

Kristin Gall
DHHS
301 Centennial Mall South
Lincoln, NE 68509
402-471-1372

FOR CONTRACTOR:

Name
Creighton Family Health Care Florence
Clinic
7909 N. 30TH
Omaha, NE 68112
Phone

With Copy to
Creighton University
Office of Dean, School of Medicine
2500 California Plaza
Omaha NE ~~68114~~ 68178

IN WITNESS THEREOF, the parties have duly executed this contract hereto, and each party acknowledges the receipt of a duly executed copy of this contract with original signatures.

FOR DHHS:

FOR CONTRACTOR:

Todd L. Reckling

Daniel E. Burkey

Todd L. Reckling
Director
Department of Health and Human Services
Division of Children and Family Services

Name: Daniel E. Burkey
Title: Vice President for Administration and Finance
Creighton ~~Ohio~~ University

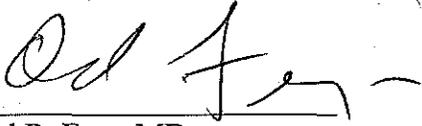
DATE: 03/03/2010

DATE: 3/16/10

CREIGHTON UNIVERSITY

By: _____
Fred Salzinger
Associate Vice President for Health Sciences

Date: _____

By:  _____
Donald R. Frey, MD
Vice President for Health Sciences

Date: 3/16/10

By: signed previous page
Daniel E. Burkey
Vice President for Administration and Finance

Date: _____