

STANDARD CONTRACT BETWEEN

NASSAU

COUNTY

BOARD OF COUNTY COMMISSIONERS

AND

STATE OF FLORIDA
DEPARTMENT OF HEALTH AND REHABILITATIVE SERVICES

Pursuant to the Laws of Florida, Chapter 83-177 and 154, F.S. as revised, this contract is entered into between the Department of Health and Rehabilitative Services, hereinafter referred to as the "department," and Nassau County, hereinafter referred to as the "county." This contract stipulates the services that will be provided by the county public health unit, hereinafter referred to as the CPHU, the sources and amount of funds that will be committed to the provision of these services, the administrative and programmatic requirements which will govern the use of these funds, and the respective responsibilities of the department and the county in enabling the CPHU "to promote, protect, maintain, and improve the health and safety of its citizens and visitors through promotion of the public health, the control and eradication of preventable diseases, and the provision of primary health care for special populations."

I. General Provision:

Both parties agree that the CPHU shall:

- A. Provide services according to the conditions specified in Attachment I and all other attachments to this contract; and
- B. Fund the services specified in Attachment II, Part PII, at the funding level specified for each program service area in that attachment.

II. Federal and State Laws and Regulations:

Both parties agree that the CPHU shall:

- A. Comply with the provisions contained in the Civil Rights Certificate, hereby incorporated into this contract as Attachment III;
- B. Comply with the provisions of 45 CFR, Part 74, and other applicable regulations if this contract contains federal funds;

- C. Comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act as amended (42 USC 1857 et seq.) and the Federal Water Pollution Control Act as amended (33 USC 1368 et seq.), if this contract contains federal funds and the total contract amount is over \$100,000; and
- D. Comply with applicable sections of Chapter 427, Florida Statutes, (Transportation Services) and Chapter 41-1, Florida Administrative Code, (Coordinated Community Transportation Services) regarding the provision of transportation services for the transportation disadvantaged if this contract contains any state or federal funds which are used to provide for direct or indirect (ancillary) transportation services.

III. Records, Reports and Audits:

Both parties agree that the CPHU shall:

- A. Maintain books, records and documents in accordance with accounting procedures and practices which sufficiently and properly reflect all expenditures of funds provided by the department, the county and other sources under this contract. Books, records and documents must be adequate to enable the CPHU to comply with the following reporting requirements:
 - 1. The revenue and expenditure requirements in the State Automated Management Accounting System 2.2;
 - 2. The client registration and service reporting requirements of the minimum data set as specified in the Client Information System/Health Management Component Manual and any revisions subsequent to the January 1, 1984 version, or the equivalent as approved by the State Health Office. Any reporting system used by or on behalf of the CPHU to produce the above information must provide data in a machine readable format approved by the department which can be transferred electronically to the Client Information System;
 - 3. The CPHU is responsible for assuring that all contracts with service providers include provisions that all subcontracted services be reported back to the CPHU in a manner consistent with the client registration and

service reporting requirements of the minimum data set as specified in the Client Information System/Health Management Component Manual and any revisions subsequent to the January 1, 1984 version;

4. Financial procedures specified in the department's Accounting Procedures Manuals and Accounting Memoranda;
 5. All appropriate CPHU employees shall report time in the Client Information System/Health Management Component compatible format by program component for at least the sample periods specified by the department; and
 6. Any other state and county program specific reporting requirements detailed in attachments to this contract.
- B. Assure these records shall be subject during normal business hours to inspection, review or audit by state or county personnel duly authorized by the department or the county, as well as by federal personnel;
- C. Retain all financial records, supporting documents, statistical records, and any other documents pertinent to this contract in conformance with the retention schedules required in HRSM 15-1, "Records Management Manual";
- D. Allow persons duly authorized by state or county, and federal auditors, pursuant to 45 CFR, Part 74.24(a), (b), and (d) to have full access to, and the right to examine any of said records and documents during said retention period; and
- E. Include these aforementioned audit and record-keeping requirements in all approved subcontracts and assignments.

Both parties further agree that:

The department shall provide uniform financial statements of program account balances for each level of service on a quarterly basis to the county and to the director or administrator of the CPHU.

IV. Monitoring:

Both parties agree that, as either determines necessary, the department and/or the county shall

monitor the budget and services as detailed in Attachment II and operated by the CPHU or its subcontractor or assignee.

V. Safeguarding Information:

Both parties agree that the CPHU shall not use or disclose any information concerning a recipient of services under this contract for any purpose not in conformity with the state law, regulations or manual (HRSM 50-2 Security of Data and Information Technology) and federal regulations (45 CFR, part 205.50), except by written consent of the recipient, or his/her responsible parent or guardian when authorized by law.

VI. Assignments:

Both parties agree that the CPHU shall not assign the responsibility of this contract to another party without prior written approval of the department and the county. No such approval by the department and the county of any assignment shall be deemed in any event or in any manner to provide for the incurrence of any obligation of the department or the county in addition to the dollar amount agreed upon in this contract. All such assignments shall be subject to the conditions of this contract and to any conditions of approval that the department and the county shall deem necessary.

VII. Subcontracts:

Both parties agree that the CPHU shall be permitted to execute subcontracts with the approval of the delegated authority in the department for services necessary to enable the CPHU to carry out the programs specified in this contract, provided that the amount of any such subcontract shall not be for more than ten (10) percent of the total value of this contract.

In the event that the CPHU needs to execute a subcontract for an amount greater than ten (10) percent of the value of this contract, both parties to this contract must agree in writing to such a subcontract prior to its execution.

No subcontracts shall be deemed in any manner to provide for the incurrence of any obligation of the department or the county in addition to the total dollar amount agreed upon in this contract. All such subcontracts shall be subject to the conditions of this contract and to any conditions of approval that the department and the county shall deem necessary.

VIII. Payment for Services:

A. The department agrees:

To pay for services identified in Attachment II as the state's responsibility in an amount not to exceed \$955,277.00. In addition, the State share of all state authorized fees in an anticipated amount of \$100,855.00 for a combined total of \$ 1,056,132.00. The State's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Legislature. These amounts, plus any other state revenues, include all revenues from whatever sources to be appropriated to the County Public Health Unit Trust Fund for services provided by the county health unit for a grand total of \$ 1,139,612.00.

B. The county agrees:

To pay for services identified in Attachment II as the county's responsibility in an appropriated amount not to exceed \$ 300,345.00. In addition, the county shall provide its share of all county authorized fees in an anticipated amount of \$ 31,221.00. Furthermore, the county public health unit may execute contracts, agreements or other documents with agencies internal and external to the county and identified in Attachment II. These documents will indicate the reimbursement for professional medical services provided by the county public health unit to or on behalf of those agencies. These additional revenues shall be deposited in the County Public Health Unit Trust Fund for a grand total of \$ 385,681.00.

IX. The Department and the County mutually agree:

A. Effective date:

1. This contract shall begin on October 1, 1989 or the date on which the contract has been signed by both parties, whichever is later.
2. This contract shall end on September 30, 1990.

B. Termination:

1. Termination because of lack of funds:

In the event funds to finance this contract become unavailable, either party may terminate the contract upon no less than twenty-four hours notice in writing to the

other party. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. The department or the county shall be the final authority as to the availability of their respective funds as applicable. In case of cancellation due to the unavailability of funds, staffing and services shall be reduced appropriately.

2. Termination for breach:

Unless breach is waived by either party in writing, either party may, by written notice to the other party, terminate this contract upon no less than twenty-four (24) hours notice. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. If applicable, either party may employ the default provisions in Chapter 13A-1, Florida Administrative Code. Waiver of breach of any provision of this contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of the contract. The provisions herein do not limit either party's right to remedies at law or to damages.

3. Termination at will:

This contract may be terminated by either party upon no less than thirty (30) days notice, without cause. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery.

C. Notice and contact:

The contract manager for the department for this contract is

James A. Pearson

The representative of the county for this contract is

T. J. (Jerry) Greeson

. In the event that different representatives are designated by either party after execution of this contract, notice of the name and address of the new representative will be rendered in writing to the other party and said notification attached to originals of this contract.

D. Modification:

Modifications of provisions of this contract shall, unless otherwise specified in Attachment I, be enforceable only when they have been reduced to writing and duly signed by both parties to this contract.

E. Name and address of payee:

The name and address of the official payee to whom the payment shall be made is: Public Health Unit Trust Fund, Nassau County, P. O. Box 517, Fernandina Beach, Florida 32034.

F. All terms and conditions included:

This contract and its attachments as referenced, (Attachments I through X), contain all the terms and conditions agreed upon by the parties.

In WITNESS THEREOF, the parties hereto have caused this 42 page contract to be executed by their undersigned officials as duly authorized.

BOARD OF COUNTY COMMISSIONERS
FOR Nassau COUNTY

SIGNED BY: Jimmy L. Higginbotham

NAME: Jimmy L. Higginbotham

TITLE: Chairman
Nassau Co. Board of Co. Commissioners
DATE: 11-14-89

ATTESTED TO:

SIGNED BY: T. J. (Jerry) Greeson

NAME: T. J. (Jerry) Greeson
Ex-Officio
TITLE: Clerk to the Nassau Co. Board
DATE: 11-14-89

STATE OF FLORIDA
DEPARTMENT OF HEALTH AND
REHABILITATIVE SERVICES

SIGNED BY: Lucy D. Hadi
(Department Authority)

NAME: Lucy D. Hadi

TITLE: District Administrator
DATE: 2/19/90

SIGNED BY: David P. Page, Jr.
CPHU Director/
Administrator

NAME: David P. Page, Jr., M.D.
Director
TITLE: HRS Nassau County Public Health Uni
DATE: 2/1/90

ATTACHMENT I

SPECIAL PROVISIONS

I. Public Health Unit Trust Fund:

Both parties agree:

- A. That all funds to be expended by the CPHU shall be deposited in the County Public Health Unit Trust Fund (CPHUTF) maintained by the state treasurer.
- B. That all funds deposited in the Public Health Unit Trust Fund shall be expended by the department solely for services rendered by the CPHU as specified in this contract. Nothing shall prohibit the rendering of additional services not specified in this contract.
- C. That funds deposited in the Public Health Unit Trust Fund for the CPHU in Nassau County shall be accounted for separately from funds deposited for other CPHUs, and shall be used only for public health unit services in Nassau County. If actual expenditures should exceed the total planned expenditure amount for either the county or the state as agreed to in this contract, the HRS county public health unit will, by agreement between the department and the county, draw down from the trust fund balance, if any, to cover the excess expenditures, or will cut back services to come within budget.
- D. That any surplus funds, including fees or accrued interest, remaining in the CPHUTF account at the end of the contract year shall be credited to the state or county, as appropriate, in such amounts as may be determined by multiplying the surplus funds remaining in a program account by the percentage of County Public Health Unit Trust Fund funding provided by each governmental entity for the rendering of the particular health service for which such account was established. Such surplus funds may be applied toward the funding requirements of each participating governmental entity in the following year. However, in each such case, all surplus funds, including fees and accrued interest, shall remain in the trust fund and shall be accounted for in a manner which clearly illustrates the amount which has been credited to each participating governmental entity. The planned use of surplus funds shall be

reflected in Attachment II, Part I of this contract, with special projects explained in Attachment VIII.

- E. There shall be no transfers of funds between the three levels of service without a contract amendment duly signed by both parties to this contract and the proper budget amendments unless the CPHU director/administrator determines that an emergency exists wherein a time delay would endanger the public's health and the Deputy Secretary for Health has approved the transfer. The Deputy Secretary for Health shall forward written evidence of this approval to the CPHU within 30 days after an emergency transfer.
- F. That either party may increase or decrease funds to this contract by notifying the other party in writing of the amount and purpose for the increased/decreased funding, and allowing 30 days for written objection before the additional funds are released for expenditure or the state allocation is decreased. A decrease in funds must be related to a reduction, shortfall, or sequestering of anticipated appropriations.
- G. That the contract shall include as Part III of Attachment II a section entitled "Planned Staffing, Clients, Services and Expenditures by Type of Service Within Each Level of Service." This section shall include the following information for each type of service area within each level of service:
- the planned number of full-time equivalents (FTE's) by level of service;
 - the planned number of services to be provided;
 - the planned number of individuals/units to be served; and
 - the planned state and county expenditures.
- Expenditure information shall be displayed in a quarterly plan to facilitate monitoring of contract performance.
- H. That adjustments in the planned expenditure of funds for each type of service within each level of service are permitted without an amendment to this contract.
- I. That the CPHU shall submit quarterly reports to the county and the department which shall include at least the following sections:

1. A transmittal letter briefly summarizing CPHU activity year-to-date;
2. DE385L1 - "CPHU Contract Management Variance Report";
3. DE580L1 - "Analysis of Fund Equities"; and
4. A written explanation of the variances reflected in the DE385L1 report for each quarter of the contract year if the CPHU exceeds the tolerance levels as specified below as of the end of the quarterly report period:
 - a. The cumulative percent variance cannot exceed by more than 25 percent the planned expenditures for a particular type of service or fall below planned expenditures by more than 25 percent.
 - b. However, if the cumulative amount of variance between actual and planned expenditures for the report period for a program service area does not exceed one percent of the cumulative planned expenditures for the level of service in which the type of service is included, a variance explanation is not required.
5. The CPHU Contract Management Variance Report shall:
 - a. Explain the reason for the variances in expenditures in any program service area which exceeds the tolerance levels established above;
 - b. Specify steps that will be taken to comply with the contract expenditure plan, including a contract amendment, if necessary; and
 - c. Provide a time table for completing the steps necessary to comply with the plan. Failure of the CPHU to accomplish the planned steps by the dates established in the written explanation shall constitute non-performance under the contract and the county or the department may withhold funds from the contract or take other appropriate

administrative action to achieve compliance.

J. The required dates for the CPHU director's/ administrator's quarterly report to the county and the department shall be as follows:

1. March 1, 1990 for the report period October 1, 1989 through December 31, 1989;
2. June 1, 1990 for the report period October 1, 1989 through March 31, 1990;
3. September 1, 1990 for the report period October 1, 1989 through June 30, 1990; and
4. December 1, 1990 for the report period October 1, 1989 through September 30, 1990.

II. Fees:

A. Environmental regulatory fees:

The department shall establish by administrative rule fees for environmental regulatory functions designated in Attachment IV of this contract a conducted by the CPHU. Such fees shall supersede any environmental regulatory fees existing prior to the effective date of the department's rule. The county may, however, establish fees pursuant to Florida Statutes, Section 381.311 which are not inconsistent with department rules and other statutes, after consultation with the department.

B. Communicable disease services fees:

The department may establish by administrative rule fees for communicable disease services, other than environmental regulatory services, designated in this contract and conducted by the CPHU. The county may establish fees pursuant to Florida Statutes, Section 381.311 which are not inconsistent with department rules and other statutes. All state or federally authorized communicable disease services fees shall be listed in Attachment IV of this contract. All county authorized communicable disease services fees shall be listed in Attachment V of this contract.

C. Primary Care fees:

Either party may establish fees for primary care services designated in this contract and conducted by the CPHU except for those services for which fee schedules are specified in federal or state law or regulations.

Both parties further agree:

1. That such fees shall be established by resolution of the Board of County Commissioners, if promulgated by the county, or by administrative rule, if promulgated by the department;
2. That there shall be no duplication of fees by the department and the county for communicable disease or primary care services provided by the CPHU;
3. That primary care fees shall be listed in Attachments IV (state) and V (county) of this contract.

D. Collection and use of fees:

Both parties agree that:

1. Proceeds from all fees collected by or on behalf of the CPHU, whether for environmental, communicable disease, or primary care services, shall only be used to fund services provided by the CPHU;
2. All fees collected by or on behalf of the CPHU shall be deposited with the State Treasury and credited to the Public Health Unit Trust Fund or other appropriate state account if required by Florida Statute or the State Comptroller.

III. Service Policies and Standards:

Both parties agree that the CPHU shall adhere to the service policies and standards published by the department in program manuals and other guidelines provided by the department, where they exist, as a guide for providing each funded service specified in Attachment II, Part III of this contract.

IV. Fair Hearing Guidelines:

The provider shall establish a system through which applicants for services and current clients may present grievances over denial, modification or termination of services. The contractor will advise applicants of the right to appeal a denial or exclusion from services, of failure to take account of a client's choice of service, and of his/her right to a fair hearing to the final governing authority of the agency. Specific references to existing laws, rules or program manuals are included in Attachment IX of this contract.

The provider shall post in a readily accessible location and visible to all clients either procedures or a poster informing clients how they may contact the Human Rights Advocacy Committee (HRAC).

V. Personnel:

Both parties agree:

A. The CPHU shall have at least the following employees:

1. A director or administrator appointed by the Secretary of the department after consultation with the Deputy Secretary for Health and with the concurrence of the Board of County Commissioners;
2. A full-time community health nurse;
3. An environmental health specialist; and
4. A clerk.

B. That all department employees working in the CPHU shall be supervised by the department and subject to Department of Administration rules.

C. Staffing levels shall be established in this contract in Attachment II, Part III as FTE's, and may be changed as funds become available.

D. The number and classification of employees working in the CPHU that are county employees rather than department employees shall be listed in Attachment VI of this contract.

VI. Facilities:

Both parties agree that:

- A. CPHU facilities shall be provided as specified in Attachment VII of this contract. This attachment shall include a description of all the facilities used by the CPHU, including the location of the facility and by whom the facility is owned;
- B. The county shall own the facilities used by the CPHU unless otherwise provided in Attachment VII of this contract; and
- C. Facilities and equipment provided by either party for the CPHU shall be used for public health services provided that the county shall have the right to use such facilities and equipment, owned or leased by the county, as the need arises, to the extent that such use would not impose an unwarranted interference with the operation of the CPHU.

VII. Method of Payment: (Specify choice by lining through non-applicable A or B.)

~~A. In each quarter of the contract year, the county shall deposit at least one fourth of its total annual contribution to the County Public Health Unit Trust Fund. At least one third of this quarterly contribution shall be deposited no later than the last day of the first month in each quarter,~~

OR

B. The county shall deposit monthly one twelfth of its total annual contribution to the County Public Health Unit Trust Fund.

C. The department shall release state contributions to this contract as follows:

1. Funds appropriated as "Aid to Local Government" shall be released in four equal amounts at the beginning of each quarter of the contract year;
2. WIC and other state funds appropriated in a cost reimbursement category (e.g. expense and special) shall be released on the basis of invoices documenting expenditures.

VIII. Laboratory and Pharmacy Support:

The department agrees to supply laboratory and pharmacy support services for the CPHU at least at the level provided in the prior state fiscal year if funds are available.

IX. Emergencies:

Both parties agree, to the extent of their respective resources, that they may assist each other in meeting public health emergencies.

X. Sponsorship:

In compliance with Section 286.25 Florida Statutes, the provider assures that all notices, informational pamphlets, press releases, advertisements, descriptions of the sponsorship of the program, research reports, and similar public notices prepared and released by the provider shall include the statement:

Sponsored by HRS Nassau County Public Health Unit
Provider

and the State of Florida, Department of Health and Rehabilitative Services." If the sponsorship reference is in written material, the words, "State of Florida, Department of Health and Rehabilitative Services" shall appear in the same size letters or type as the name of the organization.

XI. Program Specific Reporting Requirements:

Specific information not available through CIS/HMC or SAMAS must be supplied by completing the following:

- A. Specify in the space below the minimum number of clients who will receive comprehensive primary care services (clients registered in Program Component 88 who will receive services during this contract period).

2,000

- B. Specify in the space below the amount of any county funds earmarked by the Board of County Commissioners for hospitalization in the Improved Pregnancy Outcome program if such funds are deposited in the CPHU Trust Fund and included in the IPO line on Attachment II, Part III, of this contract.

\$ 0.

- C. Complete the planned Family Planning budget information on the following page for this contract period.

COUNTY PUBLIC HEALTH UNIT PLANNED FAMILY PLANNING BUDGET FOR CONTRACT YEAR

Object Class	Schedule C			Other (include G.R. non-categorical for FP)	Fees & 3rd Party	Total
	Title X	State FP General Revenue	Title XIX			
Personnel Salaries	27,825	0	16,891	90,446	10,977	146,139
Fringe Benefits	7,791	0	4,728	25,326	3,074	40,919
Other	5,573	0	3,381	18,119	2,199	29,272
Contracts (excluding sterilizations)	0	0	0	0	0	0
SUBTOTAL (must equal Schedule C Title X and/or State FP general revenue)	41,189	0	25,000	133,891	16,250	216,330
Sterilizations (if funds are in CPHU trust fund)	0	0	0	0	0	0
TOTAL*	41,189	0	25,000	133,891	16,250	216,330

*Must equal family planning grand total on Attachment II, Part III of the contract.

ATTACHMENT II

PLANNED FUNDING & EXPENDITURES

ATTACHMENT II

Part I. PLANNED USE OF COUNTY PUBLIC HEALTH UNIT TRUST FUND BALANCES

	Estimated County Share of CPHU Trust Fund Balance as of 9/30/89	Estimated State Share of CPHU Trust Fund Balance as of 9/30/89	Total
1. CPHUTF Ending Balance 9/30/89	88,139	90,325	178,464
2. Drawdown For Contract Year October 1, 1989 to September 30, 1990	0	0	0
3. Special Project Use For Contract Year October 1, 1989 to September 30, 1990	0	0	0
4. Construction/Renovation <u>carry-over</u> from prior year(s)	0	0	0
5. Balance Reserved for Contingency Fund October 1, 1989 to September 30, 1990 (12% Recommended for Emergency or Cash Flow)	88,139	90,325	178,464
6. New Construction/Renovation Funding: Special Appropriation by the Legislature for Contract Year 1989-90	0	0	0

Note: The total of items 2, 3, 4, and 5 must equal the ending balance in item 1.

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

STATE	CPHU Trust Fund (Cash)	Other Contributions	Total
1. GENERAL REVENUE:			
Revenue ALG/Contributions to CPHU			
Obj. Code (Cat. 050329):			
015050	Contrib. to CPHU	525,925	525,925
015065	AIDS Prev. & Surveillance	0	0
015065	AIDS Patient Care	0	0
015050	Mig. Lbr Camp Sanitation	0	0
015050	Home Health Svc Pilot	0	0
015050	ESPDT/Nurs. Case Mgr. - Cocaine Babies	10,000	10,000
015048	STD Program	0	0
004015	School Health	29,501	29,501
004024	Improved Pregnancy Outcome	0	0
004023	Family Planning	0	0
004019	Primary Care	130,000	130,000
	Other GR: (Specify)		
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Total General Revenue		695,426	695,426

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

STATE	CPHU Trust Fund (Cash)	Other Contributions	Total
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2. FEDERAL FUNDS:			
Revenue ALG/Contributions to CPHU			
Obj. Code (cat. 050329):			
015049 STD Program	0		0
Waste Disp./BIOH. Waste	0		0
004027 Child Health (MCH Blk Grt)	13,300		13,300
004032 Dental Projects (MCH Blk Grt)	30,300		30,300
004034 IPO (MCH Block Grant)	81,882		81,882
004033 Family Planning (Title X)	41,189		41,189
015051 WIC	89,000		89,000
AIDS:			
015064 Prevention & Surveillance	0		0
015071 Other AIDS (Specify)			
015058 Hypertension (Prev. Hlth Blk)	4,180		4,180
015058 Prev. Svc for Elder(Prev Hlth Blk)	0		0

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

STATE	CPHU Trust Fund (Cash)	Other Contributions	Total
015063 CHIP Proj (Prev Hlth Blk Trans)	0		0
004025 HERR/CHIP Proj. (cat. 101505)	0		0
015071 Other Federal (Specify)			1
<hr/>			
Total Federal Funds	259,851		259,851
 3. FEES ASSESSED BY STATE OR FEDERAL RULES OR REGULATIONS:			
Communicable Disease Fees	0		0
Primary Care Fees	16,250		16,250
Environmental Health Fees	84,605		84,605
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Total Fees	100,855		100,855

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

STATE	CPHU Trust Fund (Cash)	Other Contributions	Total
4. OTHER REVENUE:			
Draw down from Public Health Unit Trust Fund, if any	0		0
Medicaid (all sources)	77,000		77,000
Other State (Specify)			
DBR Food Service	6,480		6,480
5. OTHER STATE CONTRIBUTIONS, NOT DEPOSITED IN THE CPHU TRUST FUND:			
State Pharmacy Services		19,026	19,026
State Laboratory Services		43,651	43,651
State TB Services		3,422	3,422
State Immunization Services		44,749	44,749
State STD Services		1,363	1,363
WIC Food		376,957	376,957
Other (Specify)			
Total Other Revenues	83,480	489,168	572,648
Total State Contributions	1,139,612	489,168	1,628,780

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

COUNTY	CPHU Trust Fund (Cash)	Other Contributions	Total
1. BOARD OF COUNTY COMMISSIONERS ANNUAL APPROPRIATION:	300,345		300,345
TOTAL:	300,345		300,345
2. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION:			
Communicable Disease Fees	6,500		6,500
Primary Care Fees	24,721		24,721
Environmental Health Fees	0		0
Total Fees	31,221		31,221
3. OTHER LOCAL CONTRIBUTIONS:			
Draw down from Public Health Unit Trust Fund, if any	0		0
School Board	26,516		26,516
Medicare	12,000		12,000
Other County (Specify)			
Jail Physician Services	10,000		10,000
Halfway House Physician Svcs	3,600		3,600
Halfway House Nutrition Svcs	1,999		1,999
Total Other	54,115		54,115

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

COUNTY	CPHU Trust Fund (Cash)	Other Contributions	Total
4. BUILDINGS:			
Annual Rental Equivalent Value	81,720		81,720
Maintenance	0		0
Total Buildings	81,720		81,720
5. OTHER COUNTY CONTRIBUTIONS, NOT DEPOSITED IN THE CPHU TRUST FUND (Specify)			

Total Other	0		0
Total County Contributions	385,681	81,720	467,401

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

	CPHU Trust Fund (Cash)	Other Contributions	Total
Summary State and County			
-----	-----	-----	-----
Total County Contributions	385,681	81,720	467,401
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Total State Contributions	1,139,612	489,168	1,628,780
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GRAND TOTAL CPHU PROGRAM	1,525,293	570,888	2,096,181

ATTACHMENT II
 PART III. PLANNED STAFFING, CLIENTS, SERVICES, AND EXPENDITURES BY PROGRAM SERVICE AREA WITHIN EACH LEVEL OF SERVICE
 October 1, 1989 to September 30, 1990

	FTE's (0.00)	Number of Individuals / Units	Number of Services	Quarterly Expenditure Plan				State/County Totals		Grand Total
				1st	2nd (Whole dollars only)	3rd	4th	State	County	
A. COMMUNICABLE DISEASE CONTROL:										
Immunization (101)	1.20	0	6,550	9,112	9,112	9,112	9,110	27,242	9,204	36,446
STD (102)	0.40	250	500	2,423	2,423	2,423	2,420	7,183	2,506	9,689
A.I.D.S. (103)	0.70	350	2,000	4,465	4,465	4,465	4,468	15,462	2,401	17,863
TB Control Services (104)	0.40	2,300	3,700	2,423	2,423	2,423	2,420	7,183	2,506	9,689
Communicable Disease Surveillance/Investigation (106)	0.60	0	200	4,490	4,490	4,490	4,490	13,621	4,339	17,960
Vital Statistics (180)	0.30	0	50	1,817	1,817	1,817	1,816	5,387	1,880	7,267
Subtotal	3.60	3,200	13,000	24,730	24,730	24,730	24,724	76,078	22,836	98,914
B. PRIMARY CARE:										
Chronic Disease Services (210)	1.80	800	6,500	12,630	12,630	12,630	12,630	38,316	12,204	50,520
Home Health (215)	0.00	0	0	0	0	0	0	0	0	0
W.I.C. (221)	6.00	2,220	2,960	42,100	42,100	42,100	42,098	127,721	40,677	168,398
Family Planning (223)	7.50	1,830	9,500	54,082	54,082	54,082	54,084	154,179	62,151	216,330
Improved Pregnancy Outcome (225)	5.50	347	7,500	38,591	38,591	38,591	38,592	117,078	37,287	154,365
Comprehensive Child Health (229)	8.40	3,400	14,500	60,352	60,352	60,352	60,083	165,397	75,742	241,139

ATTACHMENT II
 PART III. PLANNED STAFFING, CLIENTS, SERVICES, AND EXPENDITURES BY PROGRAM SERVICE AREA WITHIN EACH LEVEL OF SERVICE
 October 1, 1989 to September 30, 1990

	FTE's (0.00)	Number of Individuals / Units	Number of Services	1st	2nd	3rd	4th	State/ County State	County	Grand Total
				Quarterly Expenditure Plan (Whole dollars only)						
B. PRIMARY CARE: (continued)										
School Health (234)	4.50	0	45,000	30,778	30,778	30,778	30,777	93,374	29,737	123,111
Comprehensive Adult Health (237)	8.00	2,625	14,300	52,143	52,143	52,143	52,143	162,834	45,738	208,572
Dental Health (240)	0.70	3,100	3,600	8,206	8,206	8,206	8,206	30,300	2,524	32,824
Subtotal	42.40	14,322	103,860	298,882	298,882	298,882	298,613	889,199	306,060	1,195,259
C. ENVIRONMENTAL HEALTH:										
Water Services:										
Private Water System (357)	0.40	8	756	2,809	2,809	2,809	2,807	8,520	2,714	11,234
Public Drinking Water System (358)	0.50	8	1,360	3,511	3,511	3,511	3,510	10,651	3,392	14,043
Bottle Water (359)	0.00	0	0	0	0	0	0	0	0	0
Swimming Pools/Bathing Places (360)	0.30	96	184	2,106	2,106	2,106	2,107	6,390	2,035	8,425
Subtotal	1.20	112	2,300	8,426	8,426	8,426	8,424	25,561	8,141	33,702
Sewage and Waste Services:										
Individual Sewage Disposal (361)	4.20	784	3,680	29,791	29,791	29,791	29,792	89,466	29,699	119,165
Public Sewage (362)	0.00	0	0	0	0	0	0	0	0	0
Solid Waste Disposal (363)	0.00	0	0	0	0	0	0	0	0	0
Water Pollution Control (370)	0.00	0	0	0	0	0	0	0	0	0
Subtotal	4.20	784	3,680	29,791	29,791	29,791	29,792	89,466	29,699	119,165

ATTACHMENT II

PART III. PLANNED STAFFING, CLIENTS, SERVICES, AND EXPENDITURES BY PROGRAM SERVICE AREA WITHIN EACH LEVEL OF SERVICE
October 1, 1989 to September 30, 1990

	FTE's (0.00)	Number of Individuals / Units	Number of Services	1st	2nd	3rd	4th	State/County State	County	Grand Total
				Quarterly Expenditure Plan (Whole dollars only)						
C. ENVIRONMENTAL HEALTH: (continued)										
Facilities:										
Group Care Facilities (351)	0.40	40	272	2,809	2,809	2,809	2,807	8,520	2,714	11,234
Migrant Labor Camps (352)	0.00	0	0	0	0	0	0	0	0	0
Housing and Public Building Safety and Sanitation (353)	0.00	0	0	0	0	0	0	0	0	0
Mobile Home and Recreational Vehicle Park Services (354)	0.10	4	52	606	606	606	605	1,796	627	2,423
Subtotal	0.50	44	324	3,415	3,415	3,415	3,412	10,316	3,341	13,657
Community Hygiene:										
Occupational Health (344)	0.00	0	0	0	0	0	0	0	0	0
Consumer Product Safety (345)	0.00	0	0	0	0	0	0	0	0	0
Sanitary Nuisance (365)	0.30	44	236	2,106	2,106	2,106	2,107	6,390	2,035	8,425
Air Pollution (371)	0.00	0	0	0	0	0	0	0	0	0
Radiological Health (372)	0.00	0	0	0	0	0	0	0	0	0
Toxic Substances (373)	0.00	0	0	0	0	0	0	0	0	0
Subtotal	0.30	44	236	2,106	2,106	2,106	2,107	6,390	2,035	8,425
Vector Control:										
Rabies Surveillance/Control Services (366)	0.40	104	220	2,809	2,809	2,809	2,807	8,520	2,714	11,234
Arbovirus Surveillance (367)	0.00	0	0	0	0	0	0	0	0	0
Rodent/Arthropod Control (368)	0.00	0	0	0	0	0	0	0	0	0
Subtotal	0.40	104	220	2,809	2,809	2,809	2,807	8,520	2,714	11,234

ATTACHMENT II

PART III. PLANNED STAFFING, CLIENTS, SERVICES, AND EXPENDITURES BY PROGRAM SERVICE AREA WITHIN EACH LEVEL OF SERVICE
October 1, 1989 to September 30, 1990

	FTE's (0.00)	Number of Individuals / Units	Number of Services	Quarterly Expenditure Plan				State/County Totals		Grand Total
				1st	2nd	3rd	4th	State	County	
C. ENVIRONMENTAL HEALTH: (continued)										
Emergency Medical Services (346)	0.00	0	0	0	0	0	0	0	0	0
Food Hygiene (348)	1.60	256	1,252	11,234	11,234	11,234	11,235	34,082	10,855	44,937
Subtotal (Environmental Health)	8.20	1,344	8,012	57,781	57,781	57,781	57,777	174,335	56,785	231,120
TOTAL CONTRACT	54.20	18,866	124,872	381,393	381,393	381,393	381,114	1,139,612	385,681	1,525,293

ATTACHMENT III

CIVIL RIGHTS CERTIFICATE

The applicant provides this assurance in consideration of and for the purpose of obtaining federal grants, loans, contracts (except contracts of insurance or guaranty); property, discounts, or other federal financial assistance to programs or activities receiving or benefitting from federal financial assistance. The provider agrees to complete the Civil Rights Compliance Questionnaire, HRS Forms 946 A and B, if so requested by the department.

The applicant assures that it will comply with:

1. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C., 2000d et seq., which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving or benefitting from federal financial assistance.
2. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of handicap in programs and activities receiving or benefitting for federal financial assistance.
3. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving or benefitting from federal financial assistance.
4. The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving or benefitting for federal financial assistance.
5. The Omnibus Budget Reconciliation Act of 1981, P.L. 97-35, which prohibits discrimination on the basis of sex and religion in programs and activities receiving or benefitting from federal financial assistance.
6. All regulations, guidelines and standards lawfully adopted under the above statutes.

The applicant agrees that compliance with this assurance constitutes a condition of continued receipt of or benefit from federal financial assistance, and that it is binding upon the applicant, its successors, transferees, and

assignees for the period during which such assistance is provided. The applicant further assures that all contractors, subcontractors, subgrantees or others with whom it arranges to provide services or benefits to participants or employees in connection with any of its programs and activities are not discriminating against those participants or employees in violation of the above statutes, regulations, guidelines, and standards. In the event of failure to comply, the applicant understands that the grantor may, at its discretion, seek a court order requiring compliance with the terms of this assurance or seek other appropriate judicial or administrative relief, to include assistance being terminated and further assistance being denied.

ATTACHMENT IV
STATE FEE SCHEDULES, BY SERVICE

<u>LEVEL OF SERVICE/SERVICE:</u>	<u>Fee</u>	<u>Estimated Annual Revenue Accruing To The CPHU Trust Fund</u>
I. <u>COMMUNICABLE DISEASE:</u>		
AIDS, HIV, Alternate Site Testing	\$20 (optional)	
	<u>Subtotal</u>	\$ <u>0.</u>
II. <u>PRIMARY CARE:</u>		
Family Planning	(Statewide Schedule)	
	<u>Subtotal</u>	\$ <u>16,250.</u>
III. <u>ENVIRONMENTAL HEALTH:</u>		
A. <u>Swimming Pools and Bathing Places:</u>		
-Original construction plan review and approval/swimming pools	\$275	
-Original construction plan review and approval/bathing places	\$150	
-Modification of original construction	\$100	
-Initial operating permit	\$125	
-Annual operating permit to 25,000 gallons	\$ 25	600.
over 25,000 gallons	\$ 75	<u>3,000.</u>
	<u>Subtotal:</u>	3,600.

ATTACHMENT IV
STATE FEE SCHEDULES (Continued)

<u>LEVEL OF SERVICE/SERVICE</u>	<u>Fee</u>	<u>Estimated Annual Revenue Accruing To The CPHU Trust Fund</u>
C. <u>ANNUAL PERMITS:</u>		
-Mobile home and recreational vehicle parks	6-10 spaces \$ 40	440.
	11-50 spaces \$ 80	1,040.
	51-200 spaces \$120	240.
	over 200 \$160	
-Migrant Labor Camps	5 to 50 residents \$ 75	
	51 to 100 \$150	
	over 100 residents \$225	
-Bottled water plants and dealers	\$100 (3)	
-Water vending machines (per machine)	\$ 20 (3)	60.
	Subtotal:	1,780.
<u>Environmental Subtotal</u>	<u>\$ 84,605</u>	
<u>Total State Fees</u>	<u>\$ 100,855.</u>	

- (1) A \$7 fee to fund the statewide accelerated soil survey is collected with each permit fee; and a \$500 OSDS program research fee is collected with each permit.
- (2) 50% of the variance application fee is deposited in the CPHU Trust Fund and 50% in the Assistant Secretary for Health Administrative Trust Fund Account.
- (3) The state collects these fees and sends \$100 to CPHUs for each water plant and \$20 for each vending machine.

ATTACHMENT V
COUNTY FEE SCHEDULE, BY SERVICE

<u>NAME OF SERVICE/SERVICE</u>	<u>Fee/Range</u>	<u>Estimated Annual Revenue Accruing To The CPHU Trust Fund</u>
I. <u>COMMUNICABLE DISEASE:</u>		
Vital Statistics		6,500.
	<u>Subtotal</u>	\$ <u>6,500.</u>
II. <u>PRIMARY HEALTH CARE:</u>		
Primary Care Fees		24,721.
	<u>Subtotal</u>	\$ <u>24,721.</u>
III. <u>ENVIRONMENTAL HEALTH:</u>		
	<u>Subtotal</u>	\$ <u>0.</u>
	<u>Total County Fees</u>	\$ <u>31,221.</u>

CLASSIFICATION AND NUMBER OF EMPLOYEES WORKING IN THE
COUNTY PUBLIC HEALTH UNIT WHO ARE PAID BY THE
COUNTY, BY LEVEL OF SERVICE, IF APPLICABLE

LEVEL OF SERVICE/SERVICE: Position Classification Number

I. COMMUNICABLE DISEASE:

N/A

II. PRIMARY HEALTH CARE:

N/A

III. ENVIRONMENTAL HEALTH:

N/A

ATTACHMENT VII

FACILITIES UTILIZED BY THE CPHU

<u>Facility Description</u>	<u>Location</u>	<u>Owned By</u>
1. Fernandina Beach Clinic and Administration	4th and Ash Streets Fernandina Beach, Florida	County
2. Yulee Clinic	State Road 200 Yulee, Florida	County
3. Callahan Clinic	208 Mickler Street Callahan, Florida	County
4. Hilliard Clinic	3rd and Pecan Streets Hilliard, Florida	County

ATTACHMENT VIII

DESCRIPTION OF USE OF PUBLIC HEALTH UNIT TRUST FUND BALANCES
FOR SPECIAL PROJECTS, IF APPLICABLE
(From Attachment II, Part I)

N/A

ATTACHMENT IX

PROGRAM SPECIFIC REPORTING REQUIREMENTS AND PROGRAMS REQUIRING COMPLIANCE WITH THE PROVISIONS OF SPECIFIC MANUALS

Some health services must comply with specific program and reporting requirements in addition to the CIS/HMC minimum data set and the SAMAS 2.2 requirements because of federal or state law, regulation or rule. If a county public health unit is funded to provide one of these services, it must comply with the special reporting requirements for that service. The services and the reporting requirements are listed below:

<u>Service</u>	<u>Requirement</u>
1. Sexually Transmitted Disease Program	Requirements as specified in HRSM-150-22. Requirements as specified in Policy 87-7-5 regarding State Health Office STD Program review and approval of personnel/budget actions.
2. Dental Health	Monthly reporting on HRSH Form 1008.
3. Special Supplemental Food Program for Women, Infants and Children.	Service documentation and monthly financial reports as specified in HRSM 150-24B and all federal, state and county requirements detailed in the program manuals and published procedures.
4. Improved Pregnancy Outcome	Requirements as specified in HRSM 150-13A. Quarterly reports of services and outcome on HRSH Form 3096. Program Quarterly Progress Report, Quarterly Summary Report, Presumptive Eligibility/Medicaid Determination Log by all providers authorized to determine presumptive eligibility.
5. Family Planning	Periodic financial and programmatic reports as specified in HRSM 150-27.

ATTACHMENT IX (continued)

6. Immunization
Periodic reports as specified by the department regarding the surveillance/investigation of reportable vaccine preventable diseases, vaccine usage accountability, the assessment of various immunization levels and forms reporting adverse events following immunization.
7. CPHU Program
Requirements as specified in HRSM 150-3 and HRSM 50-9.
8. Chronic Disease Program
Periodic reports as specified by the program and use of HRS forms identified in HRSM 150-8 and 150-12.
9. Environmental Health
Requirements as specified in HRSM 50-10.
10. AIDS Program
Requirements in HRSM 150-30 and case reporting on CDC Form 50.42. Socio-demographic data on persons tested for HIV in CPHU clinics should be reported on CDC HIV Counseling & Testing Report Form. These reports are to be sent to the Headquarters AIDS office within 30 days of the initial post-test appointment regardless of clients' return.
11. School Health Services
HRSM 150-25, including the requirement for an annual plan as a condition for funding.

ATTACHMENT X

ELIGIBILITY AND FEE ASSESSMENT FOR PRIMARY CARE SERVICES

Beginning October 1, 1989, list below any eligibility limits for primary care services for persons at or above 100% poverty. Primary care services include, but are not limited to, first contact acute care; chronic disease prevention, detection and treatment; maternal and child health; family planning; nutrition; school health; AIDS patient care; home health; and dental services. (s. 154.01 (2) (b) (c), F.S.)

Primary Care services as defined in F.A.C. 10D-101 are provided

by the HRS/Nassau CPHU to those clients at below 100% of the

Federal Poverty Guidelines. Registration of clients for Primary

Care at 100% or above the federal poverty guidelines is not

in effect at this time.
