

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 III, 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 \$968,572. In addition, the State share of all state authorized fees in an anticipated amount of \$99,185 for a combined total of \$1,067,757. 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 \$1,303,374.

B. The county agrees:

To pay for services identified in Attachment II as the county's responsibility in an appropriated amount not to exceed \$309,252. In Addition, the county shall provide its share of all county authorized fees in an anticipated amount of \$93,597. 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 \$555,870.

IX. The Department and the County mutually agree:

A. Effective date:

1. This contract shall begin on October 1, 1990 or the date on which the contract has been signed by both parties, whichever is later.
2. This contract shall end on September 30, 1991.

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 IX), 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: 9-25-90

ATTESTED TO: [Signature]

SIGNED BY: [Signature]

NAME: T. J. (Jerry) Greeson

TITLE: Ex-Officio Clerk

Nassau Co. Board of Co. Commissioners

DATE: 9-25-90

STATE OF FLORIDA
DEPARTMENT OF HEALTH AND
REHABILITATIVE SERVICES

SIGNED BY: Lee Johnson
(Department Authority)

NAME: Lee Johnson

TITLE: District Administrator

HRS District IV

DATE: 9/28/90

SIGNED BY: James T. McGibony, Jr.

CPHU Director/
Administrator

NAME: James T. McGibony, Jr.

TITLE: Administrator

HRS Nassau County Public Health Uni.

DATE: 9-25-90

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, 1991 for the report period October 1, 1990 through December 31, 1990;
2. June 1, 1991 for the report period October 1, 1990 through March 31, 1991;
3. September 1, 1991 for the report period October 1, 1990 through June 30, 1991; and
4. December 1, 1991 for the report period October 1, 1990 through September 30, 1991.

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 and 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:

- A. The county shall deposit its annual contribution to the County Public Health Unit Trust Fund as specified below.**

The county shall deposit a proportional share of its annual contribution as tax dollars are received.

- B. The department shall release state contributions to this contract as follows:**

1. Funds appropriated as "Aid to Local Government" shall be released in four quarterly 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. Indicate in the space below the income eligibility limit for comprehensive primary care clients.

100 % of OMB Poverty Guidelines.

XII. 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).

1,000.

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 90-91

Object Class	Schedule C		Article XIX	Other (Include G.R. non-categorical for PP)	Fees & 3rd Party	Total
	Article X	State FP General Revenue				
Personnel						
Salaries	27,637	0	5,750	75,438	11,608	120,433
Fringe						
Benefits	6,335	0	1,610	21,123	4,654	33,722
Other	7,217	0	1,211	15,869	1,036	25,333
Contracts (excluding sterilizations)						
SUBTOTAL (must equal Schedule C Article X and/or State FP general revenue)	41,189	0	8,571	112,430	17,298	179,488
Sterilizations (If funds are in CPDU trust fund)	0	0	0	0	0	0
TOTAL*	41,189	0	8,571	112,430	17,298	179,488

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

PLANNED FUNDING & EXPENDITURES

ATTACHMENT II

ATTACHMENT II

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

	Estimated State Share of CPHU Trust Fund Balance as of 9/30/90	Estimated County Share of CPHU Trust Fund Balance as of 9/30/90	Total
1. CPHUTF Ending Balance 9/30/90	100,201	133,542	233,743
2. Drawdown For Contract Year October 1, 1990 to September 30, 1991	0	16,745	16,745
3. Special Project Use For Contract Year October 1, 1990 to September 30, 1991	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, 1990 to September 30, 1991 (12½ Recommended for Emergency or Cash Flow)	100,201	116,797	216,998
6. New Construction/Renovation Funding:			
Special Appropriation by the Legislature for Contract Year 1990-91	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
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1. GENERAL REVENUE:			
Revenue ALG/Contributions to CPHU Obj. Code (Cat. 050329):			
015050 Contrib. to CPHU	527,519		527,519
015065 AIDS Prev. & Surveillance	0		0
015065 AIDS Patient Care	0		0
015050 Mig. Lbr Camp Sanitation	0		0
015050 CMS/Nurse Coord.	0		0
015050 Home Health Svc Pilot	0		0
015050 EPSDT/Nurs. Case Mgr. - Cocaine Babies	10,000		10,000
015066 T.B. Control Program	0		0
015048 STD Program	0		0
004015 School Health	29,501		29,501
004024 Improved Pregnancy Outcome	0		0
004023 Family Planning	0		0
Other GR: (Specify)	0		0
	0		0
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Total State General Revenue	567,020		567,020

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

STATE	CPHU Trust Fund (Cash)	Other Contributions	Total
2. OTHER STATE NON GENERAL REVENUE FUNDS			
004019 ALG/Primary Care	130,000		130,000
015026 ALG/Bioh. Waste DER-G & D TF	0		0
015026 ALG/Safe Drinking Water Prg./DER	0		0
015020 Radon TF/Radon Sur.-Trans.	701		701
015029 Radon Protection TF/X-Ray Inspection-Trans.	0		0
015029 Radon Prot. TF/Radioactive License Fee-Trans.	0		0
015071 EMS TF/EMS Injury Control Grant-Trans.	0		0
015047 G & D TF/SUPER Act/DER	0		0
Other Non GR: (Specify)	0		0
	0		0
Total State Non General Revenue	130,701		130,701

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

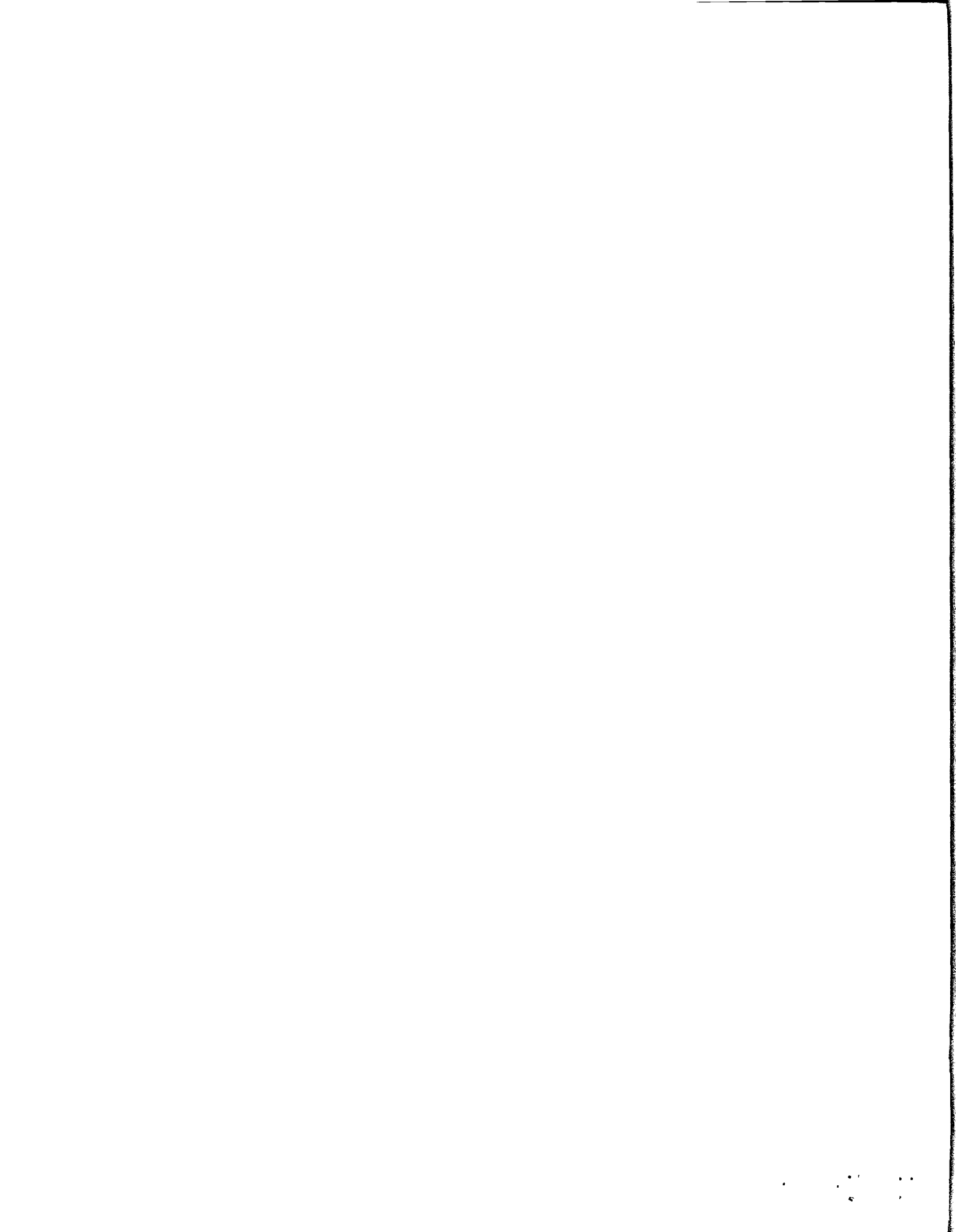
STATE	CPHU Trust Fund (Cash)	Other Contributions	Total
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3.	FEDERAL FUNDS:		
Revenue Obj.			
015049	ALG/STD Program	0	0
015067	ALG/T.B. Control Program	0	0
004027	Child Health (MCH Blk Grt)	13,300	13,300
004032	Dental Projects (MCH Blk Grt)	30,300	30,300
004034	IPO (MCH Block Grant)	81,882	81,882
004033	Family Planning (Title X)	41,189	41,189
015051	WIC	100,000	100,000
015071	Perinatal AIDS-Trans.	0	0
015071	AIDS Ped. HIV Sero./Surv.-Trans.	0	0
015071	T.B. Control-Trans.	0	0
015064	AIDS Prevention & Surveillance	0	0
015071	Water Quality Assur.-Trans.	0	0
015029	OSHA Field Sanitation Inspection-Trans.	0	0

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

STATE	CPHU Trust Fund (Cash)	Other Contributions	Total
015058 Hypertension (Prev. Hlth Blk)	4,180		4,180
015058 Prev. Svc for Elder(Prev Hlth Blk)	0		0
015071 Other Federal (Specify)	0		0
	0		0
<hr/>			
Total Federal Funds	270,851		270,851
4. FEES ASSESSED BY STATE OR FEDERAL RULES OR REGULATIONS:			
001091 Communicable Disease Fees	0		0
001073 Primary Care Fees	0		0
001092 Environmental Health Fees	99,185		99,185
<hr/>			
Total State Fees	99,185		99,185
5. OTHER CASH REVENUE:			
Draw down from Public Health Unit Trust Fund, if any	0		0
SUPER Act Reimbursements	0		0

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

STATE	CPHU Trust Fund (Cash)	Other Contributions	Total
Medicaid (all sources)	136,305		136,305
D. B. R. (Restaurant Insps.)	0		0
Other State (Specify)			
D E R - Fuel Storage Ins	58,672		58,672
C P H U T F Interest	14,640		14,640
Health Education Grant	26,000		26,000
	0		0
<hr/>			
Total Other Cash Revenues	235,617		235,617
 6. OTHER STATE CONTRIBUTIONS, NOT DEPOSITED IN THE CPHU TRUST FUND:			
State Pharmacy Services		67,389	67,389
State Laboratory Services		49,711	49,711
State TB Services		1,896	1,896
State Immunization Services		17,683	17,683
State STD Services		3,301	3,301
State Construction/Renovation		0	0
WIC Food		553,978	553,978
Other (Specify)			
		0	0
		0	0
		0	0
<hr/>			
Total Other Non Cash Contributions		693,958	693,958
<hr/>			
Total State Contributions	1,303,374	693,958	1,997,332



ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

COUNTY	CPHU Trust Fund (Cash)	Other Contributions	Total
<hr/>			
1. BOARD OF COUNTY COMMISSIONERS ANNUAL APPROPRIATION:	309,252		309,252
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2. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION:			
Communicable Disease Fees	12,299		12,299
Primary Care Fees	81,298		81,298
Environmental Health Fees	0		0
<hr/>			
Total County Fees	93,597		93,597
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3. OTHER LOCAL CONTRIBUTIONS:			
Draw down from Public Health Unit Trust Fund, if any	16,745		16,745
School Board	26,516		26,516
Medicare	12,000		12,000
Other County (Specify)			
Halfway Hs.-phy.services	3,600		3,600
Halfway Hs.-nutr.servics	1,999		1,999
Other Insurance	4,800		4,800
Cphu Transfers	87,361		87,361
<hr/>			
Total Other Cash Contributions	153,021		153,021
<hr/>			
Total County Cash Contributions	555,870		555,870

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	0
	0	0	0
Total Buildings	81,720		81,720
5. OTHER COUNTY CONTRIBUTIONS, NOT DEPOSITED IN THE CPHU TRUST FUND (Specify)			
		0	0
		0	0
		0	0
		0	0
Total Other Non-Cash Contributions		0	0
Total County Contributions	555,870	81,720	637,590

ATTACHMENT II
Part II. SOURCES OF CONTRIBUTIONS TO CPHU

Summary State and County	CPHU Trust Fund (Cash)	Other Contributions	Total
Total State Contributions	1,303,374	693,958	1,997,332
Total County Contributions	555,870	81,720	637,590
GRAND TOTAL CPHU PROGRAM	1,859,244	775,678	2,634,922

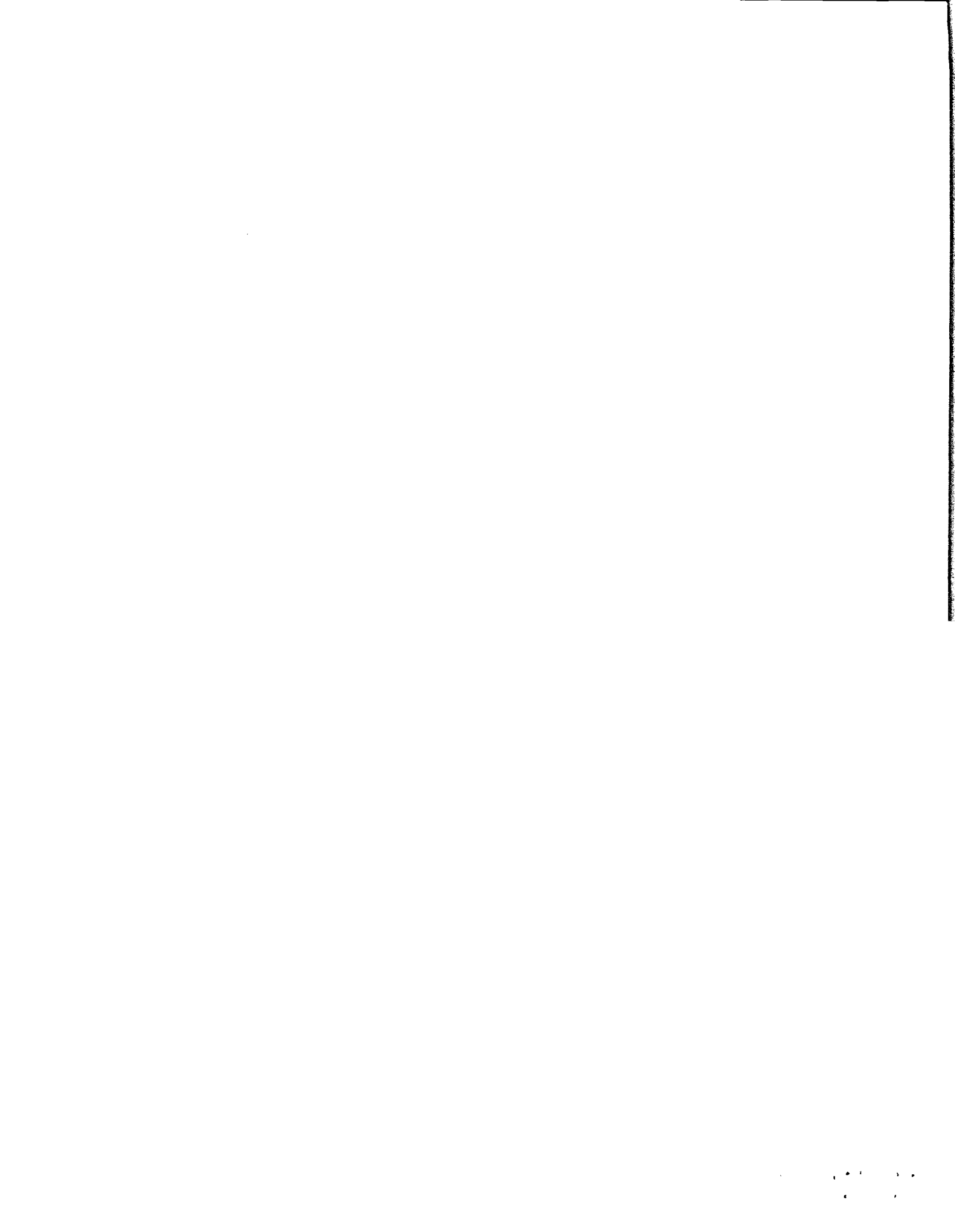
ATTACHMENT II

PART III. PLANNED STAFFING, CLIENTS, SERVICES, AND EXPENDITURES BY PROGRAM SERVICE AREA WITHIN EACH LEVEL OF SERVICE
October 1, 1990 to September 30, 1991

	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	8,000	10,812	10,812	10,812	10,812	31,226	12,022	43,248
STD (102)	0.24	88	372	2,741	2,741	2,741	2,741	7,916	3,048	10,964
A.I.D.S. (103)	0.60	168	168	1,729	1,729	1,729	1,729	4,994	1,922	6,916
TB Control Services (104)	0.20	1,462	1,875	2,241	2,241	2,241	2,241	6,472	2,492	8,964
Communicable Disease Surveillance/Investigation (106)	0.24	0	232	2,680	2,680	2,680	2,680	7,740	2,980	10,720
Vital Statistics (180)	0.20	0	0	1,198	1,198	1,198	1,198	3,460	1,332	4,792
Subtotal	2.68	1,718	10,647	21,401	21,401	21,401	21,401	61,808	23,796	85,604
B. PRIMARY CARE:										
Chronic Disease Services (210)	0.60	628	2,795	5,472	5,472	5,472	5,472	15,804	6,084	21,888
Home Health (215)	0.00	0	0	0	0	0	0	0	0	0
W.I.C. (221)	5.00	468	4,708	41,397	41,397	41,397	41,397	119,556	46,032	165,588
Family Planning (223)	5.30	2,136	8,860	44,872	44,872	44,872	44,872	129,590	49,898	179,488
Improved Pregnancy Outcome (225)	5.80	431	8,304	57,593	57,593	57,593	57,593	159,262	71,110	230,372
Comprehensive Child Health (229)	7.20	3,140	18,856	73,693	73,693	73,693	73,693	203,784	90,988	294,772

ATTACHMENT II
 PART III. PLANNED STAFFING, CLIENTS, SERVICES, AND EXPENDITURES BY PROGRAM SERVICE AREA WITHIN EACH LEVEL OF SERVICE
 October 1, 1990 to September 30, 1991

	FTE's (0.00)	Number of Individuals / Units	Number of Services	Quarterly Expenditure Plan				State/County State	Totals County	Grand Total
				1st	2nd	3rd	4th			
B. PRIMARY CARE: (continued)										
School Health (234)	6.00	0	32,828	53,123	53,123	53,123	53,123	146,902	65,590	212,492
Comprehensive Adult Health (237)	7.00	2,381	15,580	68,905	68,905	68,905	68,905	190,543	85,077	275,620
Dental Health (240)	1.20	6,896	7,924	14,366	14,366	14,366	14,366	41,490	15,974	57,464
Subtotal	38.10	16,080	99,855	359,421	359,421	359,421	359,421	1,006,931	430,751	1,437,684
C. ENVIRONMENTAL HEALTH:										
Water Services:										
Private Water System (357)	0.56	0	392	5,417	5,417	5,417	5,417	15,642	6,026	21,668
Public Drinking Water System (358)	0.84	0	2,560	8,756	8,756	8,756	8,756	23,582	11,442	35,024
Bottle Water (359)	0.02	0	173	173	173	173	173	500	192	692
Swimming Pools/Bathing Places (360)	0.28	0	260	1,430	1,430	2,862	2,862	6,198	2,386	8,584
Subtotal	1.70	0	3,385	15,776	15,776	17,208	17,208	45,922	20,046	65,968
Sewage and Waste Services:										
Individual Sewage Disposal (361)	3.68	608	4,142	36,288	36,288	36,288	36,288	101,387	43,765	145,152
Public Sewage (362)	0.02	0	4	90	90	90	90	260	100	360
Solid Waste Disposal (363)	0.02	0	6	126	126	126	126	364	140	504
Water Pollution Control (370)	0.02	0	4	64	64	64	64	185	71	256
Subtotal	3.74	608	4,156	36,568	36,568	36,568	36,568	102,196	44,076	146,272



ATTACHMENT II
 PART III. PLANNED STAFFING, CLIENTS, SERVICES, AND EXPENDITURES BY PROGRAM SERVICE AREA WITHIN EACH LEVEL OF SERVICE
 October 1, 1990 to September 30, 1991

Facilities:	FTE's (0.00)	Number of Individuals / Units	Number of Services	Quarterly Expenditure Plan (Whole dollars only)				State/ County Totals	Grand Total	
				1st	2nd	3rd	4th			
Group Care Facilities (351)	0.40	40	288	4,802	4,802	4,802	4,802	13,868	5,340	19,208
Migrant Labor Camps (352)	0.00	0	0	0	0	0	0	0	0	0
Housing and Public Building Safety and Sanitation (353)	0.02	4	4	271	271	271	271	784	300	1,084
Mobile Home and Recreational Vehicle Park Services (354)	0.16	0	100	1,525	1,525	1,525	1,525	4,404	1,696	6,100
Subtotal	0.58	44	392	6,598	6,598	6,598	6,598	19,056	7,336	26,392
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)	0.28	60	284	2,473	2,473	2,473	2,473	7,142	2,750	9,892
Air Pollution (371)	0.02	0	4	118	118	118	118	341	131	472
Radiological Health (372)	0.00	0	4	326	326	326	326	942	362	1,304
Toxic Substances (373)	0.06	0	12	753	753	753	753	2,175	837	3,012
Subtotal	0.36	60	304	3,670	3,670	3,670	3,670	10,600	4,080	14,680
Vector Control:										
Rabies Surveillance/control	0.40	74	360	3,536	3,536	3,536	3,536	10,212	3,932	14,144
Severus (366)	0.00	0	0	0	0	0	0	0	0	0
Arbovirus Surveillance (367)	0.00	0	4	29	29	29	29	87	29	116
Rodent/Arthropod Control (368)	0.00	0	0	0	0	0	0	0	0	0
Subtotal	0.40	74	364	3,565	3,565	3,565	3,565	10,299	3,961	14,260

ATTACHMENT II

PART III. PLANNED STAFFING, CLIENTS, SERVICES, AND EXPENDITURES BY PROGRAM SERVICE AREA WITHIN EACH LEVEL OF SERVICE
October 1, 1990 to September 30, 1991

	FTE's (0.00)	Number of Individuals / Units	Number of Services	1st	2nd	3rd	4th	State/ County	Totals County	Grand Total
				Quarterly Expenditure Plan (Whole dollars only)						
C. ENVIRONMENTAL HEALTH: (continued)										
Emergency Medical Services (346)	0.00	0	0	0	0	0	0	0	0	0
Food Hygiene (348)	1.64	336	1,420	17,096	17,096	17,096	17,096	46,562	21,822	68,384
Subtotal (Environmental Health)	8.42	1,122	10,021	83,273	83,273	84,705	84,705	234,635	101,321	335,956
TOTAL CONTRACT	49.20	18,920	120,523	464,095	464,095	465,527	465,527	1,303,374	555,870	1,859,244

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>0.</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	750.
-Annual operating permit to 25,000 gallons	\$ 25	500.
over 25,000 gallons	\$ 75	4,275.

ATTACHMENT IV
STATE FEE SCHEDULES (Continued)

LEVEL OF SERVICE/SERVICE	Fee	Estimated Annual Revenue Accruing To The CPHU Trust Fund
C. ANNUAL PERMITS:		
-Mobile home and recreational vehicle parks		
6-10 spaces	\$ 40	440.
11-50 spaces	\$ 80	1,200.
51-200 spaces	\$120	360.
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.
<u>Environmental Subtotal</u>	\$ <u>99,185.</u>	
<u>Total State Fees</u>	\$ <u>99,185.</u>	

- (1) A \$7 fee to fund the statewide accelerated soil survey is collected with each permit fee until December 31, 1990. A \$5.00 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>LEVEL OF SERVICE/SERVICE</u>	<u>Fee/Range</u>	<u>Estimated Annual Revenue Accruing To The CPHU Trust Fund</u>
I. <u>COMMUNICABLE DISEASE:</u>		
		12,299.
	<u>Subtotal</u>	\$ <u>12,299.</u>
II. <u>PRIMARY HEALTH CARE:</u>		
Primary Care (Physical exams, immunizations, UCG's, etc.)		52,109.
Maternal Health/IPO		11,920.
Family Planning		17,269.
	<u>Subtotal</u>	\$ <u>81,298.</u>
III. <u>ENVIRONMENTAL HEALTH:</u>		
	<u>Subtotal</u>	\$ <u>0.</u>
	<u>Total County Fees</u>	\$ <u>93,597.</u>

ATTACHMENT VI

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

<u>LEVEL OF SERVICE/SERVICE:</u>	<u>Position Classification</u>	<u>Number</u>
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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.