

(Contract Management Use only)

# CONTRACT APPROVAL FORM

**CONTRACT TRACKING NO.**

cm1921

## CONTRACTOR INFORMATION

Name: Camsen Career Institute

Address: 4401 Salisbury Road, Suite 300; Jacksonville, FL 32216

Contractor's Administrator Name: Jeff Campbell City: \_\_\_\_\_ State: \_\_\_\_\_ Title: President/CEO Zip: \_\_\_\_\_

Tel#: 904.296.1700 Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## CONTRACT INFORMATION

Contract Name: Camsen Career Institute Affiliation Agreement Contract Value: N/A

Brief Description: Nassau County Fire Rescue & Camsen Career Institute clinical agreement

Contract Dates : From: 10/1/2012 to 10/1/2013 Status:  New  Renew  Amend#  WA/Task Order

How Procured:  Sole Source  Single Source  ITB  RFP  RFQ  Coop.  Other \_\_\_\_\_

### If Processing an Amendment:

Contract #: \_\_\_\_\_ Increase Amount of Existing Contract: \_\_\_\_\_ No Increase \_\_\_\_\_

New Contract Dates: \_\_\_\_\_ to \_\_\_\_\_ TOTAL OR AMENDMENT AMOUNT: \_\_\_\_\_

### APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

- |    |  |                         |                                     |
|----|--|-------------------------|-------------------------------------|
| 1. | <u>[Signature]</u><br>Department Head Signature                  | <u>10-16-12</u><br>Date | <u>N/A</u><br>Funding Source/Acct # |
| 2. | <u>Charlotte Young</u><br>Contract Management                    | <u>11-1-12</u><br>Date  |                                     |
| 3. | <u>[Signature]</u><br>Office of Management & Budget              | <u>11-6-12</u><br>Date  |                                     |
| 4. | <u>[Signature]</u><br>County Attorney (approved as to form only) | <u>11-1-12</u><br>Date  |                                     |

Comments: \_\_\_\_\_

### COUNTY MANAGER - FINAL SIGNATURE APPROVAL

Ted Selby [Signature] 11/7/12  
Date

### RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:

- Original: Clerk's Services; Contractor (original or certified copy)
- Copy: Department
- Office of Management & Budget
- Contract Management
- Clerk Finance

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**Camsen Career Institute  
Affiliation Agreement:  
NASSAU COUNTY FIRE/RESCUE**

**PARTICIPATING AGENCIES**

This Affiliation Agreement between Camsen Career Institute, herein referred to as the Agency and Nassau County Fire/Rescue, herein referred to as the Fire Department, shall be effective from October 1, 2012 to October 1, 2013.

**PURPOSE OF AGREEMENT**

It is mutually agreed that the purpose of this Affiliation Agreement is to provide a comprehensive learning experience for participants in accordance with provisions of the guidelines set forth in this agreement.

**GENERAL PROVISIONS OF AGREEMENT**

- A. Both parties agree that there will be no distinction in clinical offerings because of race, sex, color, creed, age, national origin, religion, martial status, disability or handicap and adhere to the provisions of Federal and State laws regarding discrimination.
- B. Nassau County Fire/Rescue will provide, at the Participant's expense, emergency care for injuries or acute illness while in attendance at Nassau County Fire/Rescue in accordance with the provisions of this Agreement.
- C. This Agreement shall be on an automatic renewal and it is subject to review annually. Either party shall have the right to terminate this Agreement upon 30 days written notice.

**SPECIFIC RESPONSIBILITIES OF THE AGENCY**

- A. Camsen Career Institute shall designate a person to coordinate and act as liaison with Nassau County Fire/Rescue.
- B. Camsen Career Institute shall provide Nassau County Fire/Rescue with a list of participants participating in the clinical agreement at least seven (7) days prior to students attending the field internship. Camsen Career Institute will use FISDAP to schedule all participants of the program for their clinical experiences. Camsen Career Institute will provide an account for Nassau County Fire/Rescue and instructions for all field personnel to access FISDAP. This will allow any Field Personnel to see when participants will be riding on their units.
- C. Camsen Career Institute will insure that each participant is readily able to perform the duties required of Nassau County Fire/Rescue and to be able to function in the capacity expected.
- D. Camsen Career Institute does undertake and agree that it will indemnify and hold harmless Nassau County Fire/Rescue and its officers, directors, employees, and agents, and reasonable attorney's fees on account thereof, that may be sustained or incurred by reason of any and all claims, demands, suits, actions, judgments, and executions for damages of any and every kind and by whomever and whenever made or obtained, allegedly caused by, arising out of, or, relating in any manner to the activity of any participant or participants

supplied by Camsen Career Institute, pursuant to this Affiliation Agreement. Hold Harmless agreements will be signed by each participant and kept on file. Nassau County Fire/Rescue may request these agreements at anytime. A copy of this agreement if provided as part of this Affiliation Agreement.

E. Camsen Career Institute shall procure and maintain, during the term of this Affiliation Agreement and any renewal, liability insurance to cover any and all liability (including professional liability) for claims, damages, or injuries to persons or property of whatsoever kind of nature arising out of the activities of the participants carried out under this Affiliation Agreement. Such insurance shall be on an occurrence basis and include no less than \$3,000,000 aggregate/\$1,000,000 per occurrence for personal injuries and \$50,000 for property damage; and Nassau County Fire/Rescue shall be an additional named insured under such general and professional liability policy or policies. Camsen Career Institute shall submit certificates of insurance to Nassau County Fire/Rescue evidencing such insurance at the time of the execution of this Affiliation Agreement, and as requested by Nassau County Fire/Rescue. Camsen Career Institute agrees that Nassau County Fire/Rescue will receive no less than thirty (30) days written notice prior to cancellation, modification, or non-renewal of any of the insurance coverage's described herein.

E. Camsen Career Institute shall, at no cost to Nassau County Fire/Rescue Employee or Volunteer, give two (2) EMT Basic seats per calendar year. This shall include all books and fees associated with the EMT Basic Program at Camsen Career Institute. This shall be limited to no more than one free spot in an individual course.

F. Camsen Career Institute shall, at a limited cost to Nassau County Fire/Rescue Employee or Volunteer, offer two (2) Paramedic seats per calendar year. This shall include all tuition fees. The student will be responsible for paying book and lab fees associated with the Paramedic Program (approx. \$1200). This shall be limited to no more than one free spot in an individual course.

#### **SPECIFIC RESPONSIBILITIES OF THE FIRE DEPARTMENT**

It shall be the responsibility of Nassau County Fire/Rescue to:

- A. Provide an appropriate orientation of participants in connection with its facilities and its policies and procedures.
- B. Provide opportunities for a learning experience with appropriate supervision.
- C. Retain ultimate responsibility for patient care even if a student gives that care.
- D. Designate a liaison from its staff to interact with Camsen Career Institute as necessary.

#### **SPECIFIC RESPONSIBILITIES OF THE PARTICIPANT**

It shall be the responsibility of the participant assigned through this Affiliation Agreement to:

- A. Comply with the policies and procedures of Nassau County Fire/Rescue.
- B. Provide the necessary and appropriate uniform, including identification of the student, while participating in the clinical experience. Nassau County Fire/Rescue will provide Camsen Career Institute any policies pertaining to dress code requirements of the Fire Department.
- C. Obtain prior written approval of both parties to this Affiliation Agreement before publishing any material related to the learning experience provided under the terms of the Affiliation Agreement.
- D. Student will agree to adhere to all pertinent HIPPA laws. Student will have received training in HIPPA laws and how they relate to patient confidentiality prior to attending externship at Nassau County Fire/Rescue. Student will agree not to use any personal patient information in any reports or documentation. Student agrees to hold in confidence any details of patient interaction during externship.

**REQUEST FOR WITHDRAWAL OF PARTICIPANT**

Nassau County Fire/Rescue shall reserve the right to withdraw any participant.

**MODIFICATION OF Affiliation Agreement**


Modification of this Affiliation Agreement may be made by mutual consent of both parties, in writing, and attached to this Agreement and shall include the date and the signatures of parties agreeing to the modification.

**COPIES OF Affiliation Agreement**

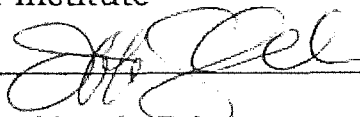
Copies of this signed Affiliation Agreement shall be placed on file and be available at the offices of Camsen Career Institute and provided to Nassau County Fire/Rescue.

**SIGNATURES OF AGREEMENT WITH Affiliation Agreement:**

A. Nassau County Fire/Rescue

- 1. Signed by: 
- 2. Title: Fire Chief
- 3. Date: 10-12-12

B. Camsen Career Institute

- 1. Signed by: 
- 2. Title: President/C.E.O.
- 3. Date: October 1, 2012

**RELEASE and WAIVER OF LIABILITY, HOLD HARMLESS AGREEMENT**

I, \_\_\_\_\_ (print name), understand that as an intern and a visitor to \_\_\_\_\_ I am not covered by health insurance benefits or by Workman's Compensation. I have read the visitor guidelines and agree to display proper decorum and to assume full responsibility for my conduct. Since I may be exposed to various potential pathogens, I will wear protective clothing as appropriate. Should I sustain any injury during my visit, I will immediately report the matter to a supervisor.

Further, I, THE UNDERSIGNED HEREBY RELEASES, WAIVES, DISCHARGES AND COVENANTS NOT TO SUE \_\_\_\_\_, and each of their officers and employees, all for the purposes herein referred to as "Releasees," from all liability to the undersigned, his or her personal representatives, assigns, heirs, and next of kin for any and all loss or damage, and any claim or demands therefore on account of injury to the person or property or resulting in death of the undersigned, whether caused by the negligence of the Releasees or otherwise while the undersigned is in or upon the facilities of \_\_\_\_\_ or in any way arising out of the internship and/or a tour, a visit, or the operation of \_\_\_\_\_

THE UNDERSIGNED further HEREBY ASSUMES FULL RESPONSIBILITY FOR AND RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE due to the negligence of Releasees or otherwise while in or upon the facilities of \_\_\_\_\_ or while participating in the internship and/or a tour, a visit, or the operation of \_\_\_\_\_

THE UNDERSIGNED further expressly acknowledges and agrees that the activities of the event and internship can be dangerous and involve the risk of serious injury and/or death and/or property damage. THE UNDERSIGNED further expressly agrees that the foregoing release, waiver, and indemnity agreement is intended to be as broad and inclusive as is permitted by the law of the State and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

THE UNDERSIGNED HAS READ AND VOLUNTARILY SIGNS THIS RELEASE AND WAIVER OF LIABILITY AGREEMENT, and further agrees that no oral representations, statements or inducements apart from the foregoing written agreement have been made.

\_\_\_\_\_  
Participants Signature

\_\_\_\_\_  
Participants Printed Name

\_\_\_\_\_  
Signature Date