



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Public Health and Human Services

To: City Council

From: City Manager & Staff

Council Meeting Date: February 1, 2016

Re: Missouri Department of Health and Senior Services Memorandum of Understanding

Executive Summary

An ordinance authorizing the City Manager to sign a Memorandum of Understanding between the City of Columbia and the Missouri Department of Health and Senior Services for STD medication and laboratory testing program services.

Discussion

The City of Columbia and the Missouri Department of Health and Senior Services have had a collaborative relationship regarding sexually transmitted disease testing and treatment for over 30 years. The Memorandum of Understanding is necessary to comply with the state requirements for testing and treatment of sexually transmitted diseases.

Fiscal Impact

Short-Term Impact: This agreement authorizes state provided laboratory testing and treatment for certain sexually transmitted diseases. There is no impact to the General Fund.

Long-Term Impact: none

Vision & Strategic Plan Impact

Vision Impacts:

Primary Impact: Health, Social Services & Affordable Housing, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Strategic Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Legislative History

Date	Action
Annual	The City of Columbia and the Missouri Department of Health and Senior Services have had an agreement for sexually transmitted disease services for over 30 years.

Suggested Council Action

Should the Council agree with staff recommendations, an affirmative vote is in order.

Introduced by _____

First Reading _____

Second Reading _____

Ordinance No. _____

Council Bill No. B 29-16

AN ORDINANCE

authorizing a Memorandum of Understanding with the Missouri Department of Health and Senior Services for STD testing and treatment services; and fixing the time when this ordinance shall become effective.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City Manager is hereby authorized to execute a Memorandum of Understanding with the Missouri Department of Health and Senior Services for STD testing and treatment services for the period of January 1, 2016 through December 31, 2016. The form and content of the memorandum of understanding shall be substantially in the same form as set forth in "Exhibit A" attached hereto. Any actions taken by or on behalf of the City in connection with such memorandum of understanding prior to the date of this ordinance are hereby approved and ratified.

SECTION 2. This ordinance shall be in full force and effect from and after its passage.

PASSED this _____ day of _____, 2016.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

**Memorandum of Understanding
Between
Missouri Department of Health and Senior Services
And**

**Facility/Provider Name: City of Columbia, Missouri,
on behalf of its Department of Public Health and Human Services
ICN: _____**

This Memorandum of Understanding (MOU) between the Missouri Department of Health and Senior Services, hereinafter referred to as "DHSS," acting in its Public Health Authority capacity, and

City of Columbia, MO, on behalf of its Department of Public Health and Human Services hereinafter referred to as "Provider," a HIPAA covered entity as defined in 45 CFR 160.103, is entered into for the purpose of:

- ☒ provision of STD medications. The MOU outlines the requirements for Providers to receive STD medications from DHSS. **See page 2: STD Testing Program Medication Provision.**
- ☒ collaborating to reduce Sexually Transmitted Disease (STD) incidence. The MOU outlines the activities of the DHSS STD Testing Program, which includes screening selected groups for Chlamydia and gonorrhea and implementing interventions for those infected as stated in the *2015 STD Testing Program Procedural Guidelines*. **See page 3: STD Testing Program Participation.**

This MOU is established to maximize collaboration and define the roles and responsibilities of DHSS and the Provider. This MOU shall be in effect for a one-year period beginning January 1, 2016, and ending December 31, 2016. Either party may terminate this MOU without cause, upon thirty (30) calendar days written notice to the other party.

Signed: _____ Date: _____
Bret Fischer, Director Division of Administration

CITY OF COLUMBIA, MISSOURI

APPROVED AS TO FORM:

By: _____
Mike Matthes, City Manager

By: _____
Nancy Thompson, City Counselor

Date: _____

ATTEST:

By: _____
Sheela Amin, City Clerk

Facility/Provider Name: City of Columbia, Missouri, on behalf of its Department of Public Health and Human Services

STD Testing Program Medication Provision

DHSS agrees to provide the following to the Provider:

- STD medications, as available.
- Referrals for infected patients and partners through referral to DHSS's Disease Intervention Specialists (DIS) as resources allow.
- Required record keeping forms, to include the *STD Medication Report and Record of Drugs*
- Technical assistance regarding CDC treatment recommendations.

Provider agrees to:

- Follow the confidentiality policies in the *Communicable Disease Investigative Reference Manual*, Section 3.0, Surveillance Systems, found at <http://health.mo.gov/living/healthcondiseases/communicable/communicabledisease/cdmanual/>
- Treat all clients diagnosed with syphilis, Chlamydia and/or gonorrhea as well as individuals exposed to those infections in accordance with the provider's standing orders and the current edition of CDC's *Sexually Transmitted Disease Treatment Guidelines*, which can be found at <http://www.cdc.gov/std/treatment/default.htm>.
- Order medication according to the *2015 STD Testing Program Procedural Guidelines*.
- Comply with State of Missouri reporting statutes and rules regarding communicable diseases under [Missouri CSR 20-20.020](#).
- Maintain complete *Record of Drugs*, to include third party payer notations, and make available to DHSS upon request.
- Refrain from charging clients for DHSS-provided medications.

Throughout 2016, DHSS will assess the provider for compliance throughout the MOU period to inform the Provider's continued enrollment.

Administrator Initials and Date: _____

Facility/Provider Name: City of Columbia, Missouri, on behalf of its Department of Public Health and Human Services

STD Testing Program Participation

DHSS agrees to provide the following to the Provider:

- *2015 STD Testing Program Procedural Guidelines.*
- Specimen collection devices, as needed and available as resources allow. The number of devices supplied will be based on demand.
- Training opportunities, educational materials, and applicable guidelines (e.g., screening, treatment).
- Periodic quality assurance visits.
- Quarterly reports of testing activity.

Provider agrees to:

- Follow the *2015 STD Testing Program Procedural Guidelines* provided by DHSS.
- Collect and submit laboratory specimens according to STD Testing Program screening criteria and STD testing procedures developed by the State Public Health Laboratory (SPHL) and the manufacturer of the STD collection device, which are included as Appendix A5 in the *2015 STD Testing Program Procedural Guidelines*.
- Ensure accuracy and completeness of all laboratory requisitions (lab slips) submitted to the State Public Health Laboratory, to include patient insurance information.
- Conduct Risk Reduction Counseling as described in the *2015 STD Testing Program Procedural Guidelines*.
- Notify the DHSS STD Testing Coordinator of any provider changes that would impact program operations (i.e., staffing changes, significant changes in testing volume, etc.) in a timely manner.
- Comply and participate as needed during DHSS STD Testing Program quality assurance site visits and provide access to all STD Testing Program charts and records for review by DHSS.
- Refrain from charging clients for DHSS-provided testing kits and laboratory services.

Throughout 2016, DHSS will assess the provider for continued enrollment. The assessment factors may include but are not limited to: positivity rates, adherence to screening criteria, client insurance information collection, the number of uninsured and underinsured individuals served, results of quality assessment visits, availability of project funding, and general adherence to this MOU. DHSS reserves the right to terminate the MOU at any time, giving at least thirty (30) calendar days written notice to the Provider prior to the effective date of the termination.

Administrator Initials and Date: _____