AGREEMENT BETWEEN

LEEWARD COMMUNITY COLLEGE
96-045 Ala Ikae
Pearl City, Hawai‘i 96782

UNIVERSITY OF HAWAI‘I AT MĀNOA

UNIVERSITY HEALTH SERVICES
1710 East West Road
Honolulu, Hawai‘i 96822

This Agreement is entered into on this 5th day of April, 2012, by and between Leeward Community College ("LCC"), whose place of business and post office address is 96-045 Ala ‘Ike, Pearl City, Hawai‘i 96782-3393, and the University of Hawai‘i at Mānoa, University Health Services ("UHSM"), whose place of business and post office address is 1710 East-West Road, Honolulu, Hawai‘i 96822.

WITNESSETH:

WHEREAS, the UHSM is the only comprehensive campus health facility among the ten campuses in the University of Hawaii system. It provides services in medical and specialty clinics, pharmacy, and laboratory. It has an extensive health education/promotion program, and participates in teaching of health professional students, and clinical research projects. The professional staff often assist the other campuses on health related issues and activities; and

WHEREAS, the Student Health Center at Leeward Community College ("Student Health Center") has been operating as a satellite clinic of the UHSM under a MOU dated May 15, 2009, with Addendum dated September 8, 2011. Under the terms of the MOU the UHSM managed and staffed the LCC clinic, funded by a combination of student health fee, allocated funds from LCC, extramural grant funds, and fee-for-service collections; and

WHEREAS, the MOU has been in effect from July 1, 2009 to June 30, 2012, and LCC and UHSM have agreed on the renewal of the MOU, and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, LCC and UHSM agree as follows:

A. SCOPE OF SERVICES

UHSM will provide the following services at the LCC Student Health Center:

1. Health Clearance Services
   a. Monitor compliance with DOH secondary school matriculation health clearance requirements.
b. Administer TB skin test and reading, as permitted by LCC staffing and supervision.

c. Distribute TB clearance cards, as permitted by LCC staffing and supervision.

d. Administer MMR or order antibody testing, as permitted by LCC staffing and supervision.

e. Provide certificate(s) of health clearance to the students.

f. Place and remove registration "holds" in Banner.

g. Work with the Admissions and Records office on matters relating to health clearance procedures.

h. Document health clearance records in the electronic health record (EHR).

2. Medical Services

a. Registered Nurses may provide immunizations, first aid and minor care, allergy shots, health information and referrals with appropriate supervision.

b. Physician(s) may provide general medical care and family planning services.

c. Alternatively, or in addition, Nurse Practitioner(s) may provide family planning and limited medical services.

d. Selected pre-packaged prescription medicines and birth-control pills, and over-the-counter medicines would be available.

e. Limited CLIA waived lab tests may be available on site (Urine dipstick, Urine HCG, Occult blood, Glucose, Strep and Flu screens). When trained staff is present, specimen may be obtained on site for other tests at community medical laboratories.

3. Health Education/Promotion and Campus Outreach Services and Activities

As staffing and funding permits, staff may conduct outreach programs at the LCC campus, and allow LCC students to participate in various health education and promotion activities. (Health Fairs, Blood Drives, etc.)

4. A service fee schedule has been established and will be updated periodically. UHSM will be responsible for health insurance information collection, claims submission, collection of reimbursement, maintenance of records, billing
statements, and provision of medical data management system. Patient co-
payments will be collected at the time of services by LCC Cashier’s Office and
deposited directly to a designated account for UHSM.

B. FUNDING

1. $60,000 for fiscal year 2013, $61,800 for FY 2014, and $63,600 for FY 2015 will
   be transferred to the UHSM to be used for operational expenses (not including
   personnel) for the LCC Student Health Center. The transfer may be done once a
   semester by journal voucher.

2. LCC will fund the equivalent of one 1.00 FTE Registered Nurse salary and fringe
   benefits. (Estimated to be approximately $95,000.00 annually.) The funds may be
   transferred by journal voucher once a semester, or by direct payment from
   designated LCC account.

3. LCC will fund the equivalent of one 0.20 FTE Staff Physician salary and fringe
   benefits. (Estimated to be approximately $35,500.00 annually.) The funds may be
   transferred by journal voucher once a semester, or by direct payment from
   designated LCC account. This arrangement will continue as long as UHSM is
   able to provide a physician for LCC.

3. LCC will fund the equivalent of up to 20 hours per week of student employment.
   (Estimated at $13 per hour x 20 hours x 42 weeks for approximately $13,000
   annually.)

4. Additional personnel, if needed, and expanded operational expenses, if deemed
   appropriate, will be funded by revenues from fee-for-service collected and
   insurance claims reimbursements received. If revenues generated are not
   sufficient to maintain a break-even operation, services and/or hours of operation
   may be reduced accordingly. LCC will be notified in writing 30 days before such
   actions take place.

C. FACILITIES, EQUIPMENT & SUPPLIES AND POLICIES

1. LCC’S Responsibilities

   a. LCC will be responsible for the usual maintenance, cleaning, repairs, and
      security of the physical facility, including utilities access, cleaning and
      bathroom supplies.

   b. LCC will be responsible for maintaining FAX and telephone lines, and
      mail service, at the Student Health Center.
c. LCC will be responsible for ensuring that all existing medical and office equipment, medical supplies, office supplies, computer(s), phone and FAX lines will remain in place.

2. UHSM's Responsibilities
   a. UHSM will be responsible for obtaining any medical and office equipment, medical supplies, office supplies, computers, etc., which are needed and in addition to what is already provided by LCC at the Student Health Center.
   b. Any new equipment obtained by UHSM shall remain the property and responsibility of UHSM to repair, maintain and replace.

D. OTHER
   1. UHSM obtained AAAHC (Accreditation Association of Ambulatory Health Centers) in June 2011, with LCC Student Health Center as a designated satellite clinic. The accreditation period extends to June 2014. UHSM will ensure that all practice and management standards are maintained for accreditation renewal in 2014.
   2. UHSM will implement a computer medical management and electronic health records system at LCC interfaced with the system in place at UHSM.
   3. UHSM will endeavor to expand services at LCC that meet the health service needs of the student population and community at LCC.

E. TERM OF THE AGREEMENT & MODIFICATIONS
   1. The period of performance of this agreement will be from July 1, 2012 through June 30, 2015. This agreement will be renewable annually unless one of the parties involved provides three (3) months advance written notification of intent to terminate.
   2. Modifications of the terms and procedural changes may be made with mutual agreement at anytime.

IN WITNESS WHEREOF, LCC and UHSM have caused this Agreement to be duly executed on the 5th day of April 2012 first above written.
LEEWARD COMMUNITY COLLEGE

By Manuel Cabral 4/3/12
Manuel Cabral
Chancellor

By Christopher B. Manaseri 4/3/12
Christopher B. Manaseri
Dean of Student Services

UNIVERSITY OF HAWAI'I AT MĀNOA

By Lori M. Ideta 4/5/2012
Lori M. Ideta
Asst. Vice Chancellor for Students & Dean of Students

UNIVERSITY HEALTH SERVICES MĀNOA

By Andrew W. Nichols 4/9/2012
Andrew W. Nichols
Director