

## **Exhibit A: Scope of Services, Fee and Payment Schedule**

### **Scope of Services:**

CSU Channel Islands is mandated by the California State University Chancellor's Office to have a student health center located on the CSU Channel Islands campus. The CSU Channel Islands Student Health Center will provide health care services to students currently attending CSU Channel Islands. County of Ventura (hereafter known as Contractor) is to provide all medical equipment, medical supplies, counter medications and medical staff needed to provide health care services for CSU Channel Islands students at the CSU Channel Islands Student Health Center. Health care services for CSU Channel Islands students shall also be offered at other contractor operated and/or contracted satellite health care facilities located in Ventura County including a local area urgent care facility.

### **The scope of medical services shall include:**

Primary care of acute and sub-acute conditions, illnesses and injuries (e.g., physical examinations);

Primary care of preexistent acute and sub-acute conditions and exacerbation;

Family planning services, consistent with current medical practices;

Women's health care (e.g., annual PAP smears, infections, etc.);

Health education programs (e.g., nutrition, sexually transmitted diseases, HIV, alcohol and drug abuse, eating disorders, preventive medicine);

Evaluation and counseling for individual health problems;

Assistance with flu vaccine clinics provided to students as well as faculty and staff including but not limited to planning, inventory, ordering/control and staffing. Any revenues generated from flu vaccines administered to faculty and staff shall be retained by CSU Channel Islands provided Ventura County Public Health Department supplies the vaccines at no cost. Vaccines provided at cost are not included;

Consultation with and referral to off-campus health care contractors and hospitals including clinical laboratory diagnostic services and basic diagnostic X-ray services;

Access to medical care services, as defined above, through Contractor operated medical clinics, and for urgent care visits, for up to 30 CSU Channel Islands students per contract year, as needed;

Provide medical liaison services with other community health agencies and services (Ventura County Public Health department, medical and nursing schools) and the CSU Channel Islands Student Health Center; and

Care of and removal of all medical, biological and hazardous waste materials.

### **The scope of medical services may include:**

Immunization programs for the prevention and control of communicable diseases (e.g., measles, rubella, diphtheria, tetanus, polio).

Refer to attached Exhibit D, Clinic Items, and Services Offered, which contains an in-depth listing of the services available to CSU Channel Islands students.

Participation in campus EOC planning and simulations. The Contractor project manager and CSU Channel Islands staff will meet monthly to discuss the ongoing efficacy of the CSU Channel Islands Student Health Center operations.

Contractor shall provide the following Health Center medical staff/equipment/supplies to CSU Channel Islands.

Family Nurse Practitioner (FNP)/Physician Assistant (PA): One or more FNP or PA up to 36 hours per week up to 23 weeks during each semester; and up to 18 hours per week up to 20 weeks during winter, spring, and summer breaks.

Physician: Available on a rotating basis up to 5 hours per week up to 52 weeks providing oversight and clinical coverage (patient care taking priority over administrative time).

Medical Assistant: One or more up to 40 hours per week up to 52 weeks.

Receptionist: One at 40 hours per week up to 52 weeks.

Substitutes: Contractor will make every effort to respond and immediately provide experienced substitute Physician, Nurse Practitioner or Medical Assistant to cover patient care at no additional cost to CSU Channel Islands in the event of staff illness or vacation.

Credentialing: Contractor will credential all medical staff after verification of licensure, board certification and compliance with continuing education requirements.

Contractor will only bill for actual hours worked for services rendered.

**Student Privacy Arrangement:**

CSU Channel Islands is not a Covered Entity or a Business Associate with respect to the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA"), including as amended by the Health Information Technology for Economic and Clinical Health Act as set forth in Title XIII of Division A and Title IV of Division B of the American Recovery and Reinvestment Act of 2009 ("HITECH Act").

All patient medical records housed at the CSU Channel Islands Student Health Center are the property of Contractor and shall remain the property of the Contractor at the termination of this Arrangement. Contractor shall maintain medical records in accordance with all applicable laws and regulations and Contractor policies and procedures, and forward to CSU Channel Islands all copies of patient medical records upon request by CSU Channel Islands provided that requests must follow relevant Contractor procedures for records release, be accompanied by appropriate authorization from the patient, and will be provided at no charge to CSU Channel Islands.

**Health Center Operating Hours:**

The CSU Channel Islands Student Health Center shall be open Monday through Friday to provide student health care (closing from 12:00 PM to 1:00 PM for lunch). The CSU Channel Islands Student Health Center will be closed on Saturday and Sunday.

The CSU Channel Islands Student Health Center will be closed on all holidays observed by CSU Channel Islands.

The quantity of hours and service levels may be renegotiated based on student enrollment and/or allocation of funds. Hours of operation are subject to modification by CSU Channel Islands based on student demand, campus breaks, fiduciary considerations and state recognized holidays.

**Space:**

CSU Channel Islands will provide office and clinic space and telephone and janitorial services for the CSU Channel Islands Student Health Center.

**Student Identification:**

Students accessing the CSU Channel Islands Student Health Center services may be asked to show proof of current enrollment at CSU Channel Islands, such as a valid student ID card.

**Project Manager:**

Project manager for CSU Channel Islands shall be the CSU Channel Islands Associate Vice President for Student Affairs – Campus Life and Dean of Students

Project manager for Contractor shall be the Ventura County Health Care Agency Ambulatory Care Administrator.

**Deliverables:**

The CSU Channel Islands Student Health Center will compile statistics on use of services by CSU Channel Islands students and make these available to the office of the Associate Vice President for Student Affairs - Campus Life and Dean of Students and/or the Ventura County Health Care Agency Ambulatory Care Administrator upon request. The statistics will include but will not be limited to student demographics, number of student visits and type of medical services sought.

**Fee Schedule:**

Invoice(s) referencing this Agreement number and showing the Contractor's tax identification/Social Security number shall be sent to: CSU Channel Islands Accounts Payable, Lindero Hall, One University Drive, Camarillo, CA 93012.

**Payment and Schedule Terms:**

Contractor time sheets and Contractor invoices will be reviewed by the CSU Channel Islands Administrative Analyst to ensure that the work meets the specifications as shown in the scope of services listed in this Exhibit A, and that Contractor's charges correspond to the agreed upon rates outlined on Exhibit C.

**The total payment for the provision of student health services is not to exceed \$332,694.43** for each fiscal year.

Payment Terms:

Net **30** days for medical services.