

# BOH CONTRACT SUMMARY

- New Contract**
- Renewal**
- Amended Renewal**

<b>NAME OF ORGANIZATION</b>	Office of Special Projects (Specialty Courts)					
<b>EFFECTIVE DATES OF CONTRACT</b>	12/1/24					
<b>BRIEF DESCRIPTION OF CONTRACT PURPOSE</b>	To provide communicable disease testing to Specialty Court clients per their grant received					
<b>CONTRACT TERMS</b>	MOU will continue from date signed unless terminated in writing by either party with 30 day prior notice					
<b>MCDH DEPT/STAFF INVOLVED</b>	MCDH Public Health Nurse, Administrative Specialist as needed					
<b>FINANCIAL TERMS</b>	Specialty Courts to be invoiced on a monthly or as needed basis based on current MCDH fees. Fees are subject to change.					
	Federal \$	State	Local	Federal \$	State	Local
<b>INDEMNIFICATION CLAUSE?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
<b>SPECIAL ARRANGEMENTS, REQUIREMENTS, CONDITIONS</b>	Specialty Court staff to request an appointment for client requiring testing					

# Memorandum of Understanding

Between  
**McHenry County Department of Health  
(MCDH)  
2200 N. Seminary Ave., Building A  
Woodstock, IL 60098**

And

**Office of Special Projects  
(Specialty Courts)  
22<sup>nd</sup> Judicial Circuit  
2200 N. Seminary Ave  
Woodstock, IL 60098**

The MCDH and Specialty Courts desire to work collaboratively to meet the infection prevention needs of its program participants. This Memorandum of Understanding (MOU) sets forth the terms and understanding between the MCDH and Specialty Courts to provide communicable disease testing for its clients.

## **Background**

Specialty Courts applied for and received a grant for its programming. One requirement of the grant is that communicable disease testing will be performed, including testing for HIV, hepatitis and syphilis.

## **Goal**

To meet the grant deliverables and provide access to communicable disease testing, provide community resources for treatment and/or case management, if indicated, as well as education regarding said diseases.

## **Objectives**

- Provide HIV, hepatitis B and C and syphilis testing
- Provide education and community resources for treatment and/or case management as indicated

## **Participants**

Specialty Court Clients, as indicated by Specialty Court staff.

## **Cost**

Specialty Courts will be invoiced monthly or on an as utilized basis based on current MCDH testing fees per Public Health Ordinance, Article VII. Clients will not be billed. Fees are subject to change.

## **Staff Required**

1 Public Health Nurse (RN) for testing and education and/or 1 Administrative Specialist for testing registration and clinic check-in/out

## **Partnership Deliverables**

Specialty Courts will provide:

- Client for said testing
- Specialty Courts staff will call 815-334-4500 to set an appointment for the individual requiring testing. Client name, date of birth, address and email to be provided.

MCDH will provide:

- Testing for HIV, hepatitis B and C and syphilis
- Education will be provided by an RN regarding the transmission, risk behaviors, symptoms, and prevention of said diseases
- Testing result will be shared with client
- Client must fill out a Release of Information (ROI) requesting results be shared with Specialty Courts Staff, as needed

**Term and Termination**

This MOU is at-will and may be modified by mutual consent of authorized officials from Specialty Courts and the MCDH in writing. The term of this Agreement shall commence upon execution hereof by both parties and shall perpetuate until either party chooses to terminate. Either party may terminate this agreement with or without cause upon thirty (30) days prior written notice.

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Signature  
Kelly Scimeca, MA, LCPC  
Director, Office of Special Projects  
2200 N. Seminary Ave.  
Woodstock, IL 60098  
Telephone: 815-334-4458  
E-mail: KAScimeca@mchenrycountyil.gov

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Date

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Signature  
Melissa Adamson, Public Health Administrator  
2200 N. Seminary Ave.  
Woodstock, IL 60098  
Telephone: 815-334-4575  
E-mail: MHAdamson@mchenrycountyil.gov

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Date