**MEMORANDUM OF UNDERSTANDING**

Between

**Mercy Health – Marcum and Wallace Hospital**

**and**

**Members of the Project HOME Network (PHN)**

**PURPOSE and SCOPE**

The purpose of the Health Resources and Services Administration (HRSA) RCORP-Planning project is to support prevention of and treatment for substance use disorders, including opioid use disorder (OUD). The overall goal of the program is to reduce the morbidity and mortality associated with opioid overdoses in high-risk rural communities by strengthening the capacity of multi-sector consortiums to address one or more of three focus areas at community, county, state, and/or regional levels: (1) Prevention—reducing the occurrence of opioid addiction among new and at-risk users as well as fatal opioid-related overdoses through community and provider education and harm reduction measures including the strategic placement of overdose reversing devices, such as naloxone; (2) Treatment—implementing or expanding access to evidence-based practices for OUD treatment, such as medication-assisted treatment (MAT); and (3) Recovery—expanding peer recovery and treatment options that help people start and stay in recovery.

The Project HOME Network (PHN) is a rural health network that serves three counties in East Central Kentucky. Those counties are Estill, Lee and Powell. The total population of the service area is approximately 34,000. The purpose of the network is to provide health care access to the underserved and needy population living in the three network counties. Current and past activities of the network include the use of a Health Care Navigator (HCN) in the Emergency Department to address the prevalence of the uninsured using the Emergency Department for primary care. In addition, the network provided transportation vouchers to assist the uninsured in getting to medical test and appointments. The PHN also provided assistance with specialty care as well as Lung Cancer screening for the uninsured. The network currently provides Medication Management Therapy (MTM) to high risk ED patients, those recently discharged from the hospital and those that have difficulty managing their medication. In addition, the PHN has developed a Behavioral Health Telehealth (BHT) network throughout the 3-county area as well as a rural community opioid response program

Mercy Health – Marcum and Wallace Hospital has been awarded an RCORP-Planning grant that will benefit Estill, Lee and Powell Counties and consortium members (hereinafter referred to as “Collaborators”) by:

* Providing a holistic intervention and recovery program aimed at addressing the opioid epidemic in East Central Kentucky. Focusing on prevention, treatment and recovery.

This Memorandum of Understanding (MOU) clearly identifies the roles and responsibilities of the Project HOME Network and Collaborators.

**DURATION**

This MOU shall become effective upon signature by the duly authorized representatives of the Collaborators and Mercy Health – Marcum and Wallace Hospital and will remain in effect for the duration of the funding period for Healing, Empowering and Living Program unless modified by mutual consent and executed in writing by the authorized representatives of all parties. The MOU is at-will and may be terminated by any party at an any time upon written notice to the other party.

**FUNDING**

Option 1: There is no funding provided under this MOU.

Option 2: Funding under this MOU is specified in individual *Letters of Commitment.*

**ROLES and RESPONSIBILITIES OF [RCORP-Funded Organization]**

Mercy Health – Marcum and Wallace Hospital understands that the RCORP-Planning award is to be used for the activities proposed in the Healing, Empowering and Living Program work plan, that the activities must exclusively benefit populations in the target rural service area, and that funding is not to be used for the exclusive benefit of Mercy Health – Marcum and Wallace Hospital or any one Collaborator.

Collaborators commit to:

* Dedicate staff time for meetings and consultations regarding Healing, Empowering and Living Program.
* Treat shared information as confidential and agree not to disclose shared information to unauthorized entities.
* Disclose any conflict of interest that may arise in the course of Healing, Empowering and Living Program activities.
* Protect patients and comply with all Health Insurance Portability and Accountability Act and federal requirements.

**BENEFITS OF COLLABORATION**

Collaboration on the Healing, Empowering and Living Program will enhance prevention, treatment, and recovery service capacity to address the needs of individuals at-risk for and with OUD. Collaboration will expand access to evidence-based treatment for OUD and peer recovery treatment options. Collaborating organizations will benefit from contributing to the reduction in morbidity and mortality related to opioid use and overdose.

**GOVERNING STRUCTURE**

The Project HOME Network (PHN) operates under the control of the applicant agency Mercy Health – Marcum and Wallace Hospital and adherers to the policy and procedures of this agency. In addition, the daily functions of the PHN are governed by a Board of Directors comprised of each member agency. The PHN has approved by-laws, policies and protocols governing the operations of the Network. A Project Director, Registered Pharmacist, Pharmacy Technician, Administrative Assistant, Addiction Recovery Coordinator, Peer Support Specialist and Behavioral Health Clinician (BHC) make up the current staff.

The PHN is currently comprised of 18 agencies located in the three counties. Each agency has a representative and makes up the Board of Directors. Membership is considered based on the mission of the respective agency and how that mission helps the network. All potential members must sign an MOU and ensure that representatives attend at least 75% of the Board meetings.

The Project HOME Network Board is comprised of a Chairman, Vice Chairman, Secretary and Treasurer. The terms for each office are staggered and are generally for one year with the Secretary being for two years.

The PHN currently has one standing committee. The Clinical Care Committee is comprised of the Medical Advisor (Physician) and clinical staff at each clinic. This committee is charged to evaluate clinical processes, develop protocols and policies and to provide oversight to areas of the network that directly affect patient care. The Project HOME Network also at times has Ad Hoc committees that address various issues and problems.

The PHN currently has six staff members that are well qualified to carry out the network goals and objectives. The Project Director provides entire administrative oversight of the daily operation of the network. All current staff members are employed by the applicant agency, Mercy Health – Marcum and Wallace Hospital.

The PHN Board meets bi-monthly and the standing committees tend to meet quarterly or more frequent if issues arise.

**USE OF Healing, Empowering and Living Program NAME**

No party will use the name or logo of Healing, Empowering and Living Program in any advertisement, press release, or other publicity without written prior approval of Mercy Health – Marcum and Wallace Hospital. Mercy Health – Marcum and Wallace Hospital has the right to acknowledge Collaborator’s support of the work performed under this MOU in public communications.

**TERMINATION**

It is mutually understood and agreed by and among the parties that Collaborators will provide a written notice of the intention to withdraw from the Healing, Empowering and Living Project (HELP) to the Chair of the Board or Secretary of the Board. Such resignation, which may or may not be made contingent on formal acceptance, shall take effect on the date of receipt or at a later time specified therein. If a Collaborator chooses to withdraw, said Collaborator commits to making arrangements to complete assigned or pending activities before termination. Any Board member may be removed with or without cause at any time by the affirmative majority vote of the members of the Board at any regular or special called meeting called for that purpose.

**EFFECTIVE DATE AND** **SIGNATURE**

This MOU shall be effective upon the signature of each authorized representative listed in this Agreement and will remain in effect for at least the duration of the funding period for Healing, Empowering and Living Project. Parties indicate agreement with this MOU by their signatures on the appended Letter of Commitment.

**Mercy Health – Marcum and Wallace Hospital**

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Trena L. Stocker

President

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**Mercy Health – Marcum and Wallace Hospital**

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Stephanie Moore

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**White House Clinics**

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Derrick J. Hamilton, DO

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**Juniper Health, Inc.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Brian Mullins

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**Kentucky River Foothills**

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Joe Crawford

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**Estill Development Alliance**

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Director

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**Kentucky Homeplace Program**

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**Mercy Health Clinics**

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Stephen Wright

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**Westcare, Inc.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**New Vista (Formerly Bluegrass.org)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tiffani Wright

Registered Nurse

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**Hospice Care Plus**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vivian Smith

Director

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**Lee County Health Department**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tim Gould

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**Estill County Health Department**

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Donna Isfort

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**Estill Medical Clinic, PSC**

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Shawn Rice, DO

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**US Acute Care Solutions**

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Jimmie Wise

Director

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**Estill County Emergency Medical Services**

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**Kentucky Regional Health Information Organization**

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Jeff Saylor

Superintendent

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**Estill County Board of Education**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Children’s Clinic**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Kentucky Office of Rural Health – Non-Voting Member**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**University of Kentucky Center of Excellence in Rural Health – Non-Voting Member**