

INTERAGENCY AGREEMENT BETWEEN  
WASHINGTON STATE UNIVERSITY  
COLLEGE OF NURSING  
AND  
COMMUNITY COLLEGES OF SPOKANE FOR  
STUDENT HEALTH SERVICES 2018-2019

I. Parties

This interagency Agreement (the "Agreement") is entered into by and between the Washington State University ("WSU") College of Nursing ("WSU-CON") and Community Colleges of Spokane ("CCS").

II. Purpose

The purpose of this Agreement is to outline the limited health care services provided by WSU-CON to the student body of Spokane Community College (SCC) and Spokane Falls Community College (SFCC) through the "CCS Student Health Clinic" (the "Clinic") and to further the educational, research and service missions of WSU.

III. Description of Services

- A. Facility, Equipment and Supplies. Clinic services will be provided by WSU-CON to SCC and SFCC students in the Clinic located at 1810 North Greene Street, Building 7, Room 118, Spokane, Washington.
1. SCC will provide all space, equipment, supplies and hazardous waste removal for business of the Clinic. CCS will purchase all vaccines and injectables, medications and other incidental items necessary for the provision of services. Supplies, equipment and incidental items include but are not limited to:
    - CLIA license required for laboratory operation and any other licenses that may be required by the state or federal government to operate and maintain a health clinic
    - Provider references and patient education materials
    - Provider parking passes
    - Telephone, fax machine, photocopier, computers with internet access and printers, locking file cabinets, refrigerator, rooms stocked with equipment for physical examinations and treatments (e.g., blood pressure devices, oto/ophthalmoscopes, examination beds, bandages, syringes and needles, alcohol pads)
    - All chart supplies, prescription pads and paper.
  2. CCS staff will be responsible for cash handling according to CCS policies and procedures.
- B. General Services. WSU-CON will provide limited treatment and counseling for acute minor illness, stable chronic illness and simple diagnostic testing. Services will be provided by Washington State licensed advanced registered nurse practitioners (ARNPs) who are employees

of WSU-CON, with assistance from undergraduate and/or graduate nursing students under their direction. WSU-CON students and CCS students may have opportunities for educational practice experiences at the Clinic, to be scheduled through the WSU Provider Coordinator or clinic staff.

- C. **Specific Services.** Services provided by WSU-CON may include, but are not limited to:
1. Primary diagnosis and initial management of minor illness or injury, including ordering of diagnostic tests and/or imaging studies.
  2. Interval management for stable chronic conditions.
  3. Client-centered mental and behavioral health care, including psychiatric evaluation and diagnosis based on DSM-V criteria and follow-up management as needed, including medication management, education and therapy.
  4. Provision of medication prescriptions and/or OTC medications as appropriate and available.
  5. Clearance for return to school or work.
  6. Point-of-care diagnostic tests including urinalysis, rapid strep test, pregnancy test, finger stick glucose, and peak airflow measurement and interpretation.
  7. Health promotion services and referral.
  8. Immunizations and injections, dependent upon vaccine availability and public health recommendations.
  9. Physical exams required by the Department of Transportation, sports or other physical activity programs or classes, and health science programs on an "as available" basis.
  10. Referral to community services for ongoing and/or complex care,
  11. Services that are not routinely covered are complex diagnostic workup, pap smears, suturing or complex wound care, reading of imaging studies, or ongoing management of complex health conditions.
- D. **Service Limitations.** Services provided by WSU-CON will be limited by the following:
1. No emergency services will be provided, except to call 911 if needed.
  2. Services will be provided only in the Clinic.
- E. **CCS Obligations.**
1. Mental health services/counseling and/or supervision of mental health interns.
  2. Statistical tracking of data for the Clinic.
  3. Marketing and promotional services. The printing and distribution of any news releases or other promotional materials for the Clinic will be the joint responsibility of WSU-CON and CCS. Nothing contained herein shall be deemed to grant CCS the right to use WSU trademarks or logos, and CCS may not do so without the prior written consent of WSU.
  4. A secure and confidential PAML/Labcorp electronic connection for the return of laboratory results.
  5. Retention of student health records according to statutory requirements.

#### IV. Term; Hours of Operation

This Agreement shall be effective from July 1, 2018, through June 30, 2019, (the "Term"), and may be renewed for additional academic years upon the mutual consent of the parties, superseding any previous written agreements inclusive of these dates.

During fall, winter, and spring quarters of the Term, clinic services will be provided 5 days per week (Monday through Friday) from September 12, 2018 through June 7, 2019. In general, the

clinic will be open on CCS class days. ARNPs certified in adult or family practice will provide 25 hours of general care weekly, and a psychiatric mental health nurse practitioner will provide 7 hours of mental health care weekly.

During summer quarter of the term, clinic services will be provided 2 days per week (generally Tuesdays and Thursdays) from July 3 through Aug 23, 2018. ARNPs certified in adult or family practice will provide 8 hours of general care weekly, and a psychiatric mental health nurse practitioner will provide care for a total of 20 hours during regular clinic hours.

No services will be provided on the following dates:

October 23, 2018  
November 12, 21-23, 2018  
December 10, 2018 through January 1, 2019  
January 21, 2019  
February 18, 2019  
March 18 through March 29, 2019  
May 6 and 27, 2019

Actual dates and times of closures will be determined by mutual agreement between CCS staff and administration and the WSU provider coordinator, and based on CCS student preferences and WSU-CON nurse practitioner availability.

Changes to the hours of operation and/or type or cost of services offered may be made at any time upon agreement of both parties, but will generally occur at the end of each CCS quarter, with any changes to commence at the start of the following quarter.

V. Joint Evaluation of Services

Evaluation of clinical services addressing the process to date, general satisfaction and any unforeseen problems will occur at the end of each CCS quarter, and will involve representatives of each institution, as well as representation from the SCC student body if requested by CCS administrators.

A summative evaluation meeting will take place at the beginning of the 3rd quarter and will be followed by specific planning for future services. Student users of the Clinic will be given the opportunity to evaluate their experience at each visit.

VI. Payment For Services

- A. The costs of the previously listed health services are listed in Exhibit A attached hereto and incorporated herein by reference. CCS will be invoiced at the beginning of the fall, winter and spring quarters and payment will be due according to the schedule listed below.

Payment should be made payable to:  
WSU College of Nursing, Attn: Brett Oglesbee, Director of Finance and Administrative Services.

B. Payment Schedule:

<i>Quarter:</i>	<i>Due on or before:</i>	<i>Amount:</i>
Fall Quarter	Thursday, October 04, 2018	26,804.88
Winter Quarter	Friday, January 03, 2019	26,804.88
Spring Quarter	Friday, April 04, 2019	26,804.88

VII. Insurance; Hold Harmless

A. Insurance.

1. WSU and its officers, employees, and agents, while acting in good faith within the scope of their official WSU duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against WSU and its employees, officers, and agents in the performance of their official WSU duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.
2. SCC and its officers, employees, and agents, while acting in good faith within the scope of their official SCC duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against CCS and its employees, officers, and agents in the performance of their official SCC duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

- B. Hold Harmless. Each party to this Agreement shall be responsible for damage to persons or property resulting from negligence on the part of itself, its employees, its officers or agents. No party to this Agreement shall be responsible for the acts and omissions of those not a party to this Agreement.

VIII. General Terms

- A. Termination. Either party may terminate this Agreement upon not less than thirty (30) days prior written notice to the other party.
- B. Amendments. This Agreement may be amended upon the mutual written consent of the parties. Changes to operational details of the Clinic may be handled informally by the parties through letter agreements or otherwise pursuant to Section IV herein.
- C. Assignment. Neither party may assign their rights or obligations under this Agreement without the express prior written consent of the other party.
- D. Severability. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

E. Notices. Any notices required hereunder shall be sent to the following individuals:

WSU-CON:

Name: Joyce P. Griffin-Sobel  
Title: Dean, WSU-CON  
Address: P.O. Box 1495  
Spokane, WA 99210-1495  
Phone: 509-324-7332  
Fax: 509-324-7341  
E-mail: joyce.griffen-sobelt@wsu.edu

CCS:

Name: Connan Campbell  
Title: Director, Student Development  
Address: 1810 N. Greene St., MS 2061  
Spokane, WA 99217-5399  
Phone: 509-533-8657  
Fax: 509-533-8185  
E-mail: connan.campbell@scc.spokane.edu

F. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of Washington.

G. Disputes. In the event that a dispute arises under this Agreement that the parties can't resolve, they shall allow the dispute to be decided by a Dispute Panel in the following manner: Each party to this Agreement shall appoint one member to the Dispute Panel, and the members so appointed shall jointly appoint an additional member to the Dispute Panel. The Dispute Panel shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Panel shall be final and binding on the parties hereto.

H. Non-Discrimination. No person will be discriminated against in the performance of this Agreement on the basis of race, creed, color, national origin, gender, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, in accordance with Title VI of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, P.L. 101-336; and Title IX/Chapter 28A.640 RCW of the Education Amendments of 1972, as amended, and RCW Chapter 49.60.

IX. Signatures

Each party by their signature hereto represents that they have read the foregoing and agree to be bound by its terms, and that they have been delegated with signature authority to sign this Agreement on behalf of their respective party.

[Signatures follow on the next page.]

Attachment A  
 Cost of Services  
 WSU College of Nursing Services for CCS Student Health Clinic  
 BUDGET 2018-19  
 July 1, 2018 - June 30, 2019

	Salary	Benefits	Total
<b>I. PERSONNEL</b>			
<u>Nurse Practitioners</u> 864 hours x \$50	\$43,200.00	\$7,776.00	\$50,976.00
<u>Psychiatric Nurse Practitioner</u> 260 hours x \$50	\$13,000.00	\$2,340.00	\$15,340.00
<u>Coordinator</u> 120 hours x \$50	\$6,000.00	\$1,080.00	\$7,080.00
<u>Business Office Support</u> 2.5% (\$36,000) 9 months for one person	\$900.00	\$162.00	\$1,062.00
<b>TOTAL PERSONNEL</b>	<b>\$63,100.00</b>	<b>\$11,358.00</b>	<b>\$74,458.00</b>

Total Direct Costs	\$74,458.00
Indirect Costs @ 8%	5,956.64
Total Costs	\$80,414.64

Community Colleges of Spokane

WSU College of Nursing - Recommended by:

Name: Laurel Campbell Name: Brett Oglesbee  
Title: Purchasing Manager Title: Director of Administrative Services  
Signature: Laurel Campbell Signature: Brett Oglesbee  
Date: 7/6/18 Date: 6/28/2018

Recommended by:

CONNOR CAMPBELL

ASSOCIATE DEAN,  
STUDENT DEVELOPMENT

07.02.2018

Approved by:

Washington State University

Casey St. Clair

Signature \_\_\_\_\_  
Casey St. Clair, Contracts Assistant Manager  
WSU Office of Finance and Administration

Date 20180628

WSU Contract # 16876

CCS PO # \_\_\_\_\_

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- Provider references and patient education materials
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- All chart supplies, prescription pads and paper.

2. CCS staff will be responsible for cash handling according to CCS policies and procedures.

B. General Services. WSU-CON will provide limited treatment and counseling for acute minor illness, stable chronic illness and simple diagnostic testing. Services will be provided by Washington State licensed advanced registered nurse practitioners (ARNPs) who are employees of WSU-CON, with assistance from undergraduate and/or graduate nursing students under their

direction. WSU-CON students and CCS students may have opportunities for educational practice experiences at the Clinic, to be scheduled through the WSU Provider Coordinator or clinic staff.

- C. **Specific Services.** Services provided by WSU-CON may include, but are not limited to:
1. Primary diagnosis and initial management of minor illness or injury, including ordering of diagnostic tests and/or imaging studies.
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- E. **CCS Obligations.**
1. Mental health services/counseling and/or supervision of mental health interns.
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  5. Retention of student health records according to statutory requirements.

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During fall, winter, and spring quarters of the Term, clinic services will be provided 5 days per week (Monday through Friday) from September 13, 2017 through June 8, 2018. In general, the clinic will be open on CCS class days and final exam days. ARNPs certified in adult or family

practice will provide 25 hours of general care weekly, and a psychiatric mental health nurse practitioner will provide 7 hours of mental health care weekly.

During summer quarter of the term, clinic services will be provided 2 days per week (generally Tuesdays and Thursdays) from July 3 through Aug 17, 2017. ARNPs certified in adult or family practice will provide 8 hours of general care weekly, and a psychiatric mental health nurse practitioner will provide care for a total of 20 hours during regular clinic hours.

No services will be provided on the following dates:

October 18, 2017  
November 10, 22-24, 2017  
December 11, 2016 through January 2, 2018  
January 15, 2018  
February 19, 2018  
March 19 through March 31, 2018  
May 3 and 28, 2018

Actual dates and times of closures will be determined by mutual agreement between CCS staff and administration and the WSU provider coordinator, and based on CCS student preferences and WSU-CON nurse practitioner availability.

Changes to the hours of operation and/or type or cost of services offered may be made at any time upon agreement of both parties, but will generally occur at the end of each CCS quarter, with any changes to commence at the start of the following quarter.

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Evaluation of clinical services addressing the process to date, general satisfaction and any unforeseen problems will occur at the end of each CCS quarter, and will involve representatives of each institution, as well as representation from the SCC student body if requested by CCS administrators.

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Payment should be made payable to:  
WSU College of Nursing, Attn: Brett Oglesbee, Director of Finance and Administrative Services.

B. Payment Schedule:

<i>Quarter:</i>	<i>Due on or before:</i>	<i>Amount:</i>
Fall Quarter	Thursday, October 05, 2017	26,741.16
Winter Quarter	Friday, January 05, 2018	26,741.16
Spring Quarter	Friday, April 06, 2018	26,741.16

VII. Insurance; Hold Harmless

A. Insurance.

1. WSU and its officers, employees, and agents, while acting in good faith within the scope of their official WSU duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against WSU and its employees, officers, and agents in the performance of their official WSU duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.
2. SCC and its officers, employees, and agents, while acting in good faith within the scope of their official SCC duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against CCS and its employees, officers, and agents in the performance of their official SCC duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

- B. Hold Harmless. Each party to this Agreement shall be responsible for damage to persons or property resulting from negligence on the part of itself, its employees, its officers or agents. No party to this Agreement shall be responsible for the acts and omissions of those not a party to this Agreement.

VIII. General Terms

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- C. Assignment. Neither party may assign their rights or obligations under this Agreement without the express prior written consent of the other party.
- D. Severability. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

E. Notices. Any notices required hereunder shall be sent to the following individuals:

WSU-CON:

Name: Joyce P. Griffin-Sobel  
Title: Dean, WSU-CON  
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Spokane, WA 99210-1495  
Phone: 509-324-7332  
Fax: 509-324-7341  
E-mail: joyce.griffen-sobel@wsu.edu

CCS:

Name: Connan Campbell  
Title: Director, Student Development  
Address: 1810 N. Greene St., MS 2061  
Spokane, WA 99217-5399  
Phone: 509-533-8657  
Fax: 509-533-8185  
E-mail: connan.campbell@scc.spokane.edu

F. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of Washington.

G. Disputes. In the event that a dispute arises under this Agreement that the parties can't resolve, they shall allow the dispute to be decided by a Dispute Panel in the following manner: Each party to this Agreement shall appoint one member to the Dispute Panel, and the members so appointed shall jointly appoint an additional member to the Dispute Panel. The Dispute Panel shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Panel shall be final and binding on the parties hereto.

H. Non-Discrimination. No person will be discriminated against in the performance of this Agreement on the basis of race, creed, color, national origin, gender, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, in accordance with Title VI of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, P.L. 101-336; and Title IX/Chapter 28A.640 RCW of the Education Amendments of 1972, as amended, and RCW Chapter 49.60.

IX. Signatures

Each party by their signature hereto represents that they have read the foregoing and agree to be bound by its terms, and that they have been delegated with signature authority to sign this Agreement on behalf of their respective party.

[Signatures follow on the next page.]

Community Colleges of Spokane

WSU College of Nursing - Recommended by:

Name: STEVEN J. HOPF

Name: Brett Oglesbee

Title: PURCHASING MANAGER

Title: Director of Administrative Services

Signature: 

Signature: 

Date: 6/27/17

Date: 2017 06 27

Approved by:

Washington State University

Signature: 

Casey St. Clair, Contracts Assistant Manager

Date: 20170621

Attachment A  
 Cost of Services  
 WSU College of Nursing Services for CCS Student Health Clinic  
 BUDGET 2017-18  
 July 1, 2017 - June 30, 2018

	Salary	Benefits	Total
<b>I. PERSONNEL</b>			
<u>Nurse Practitioners</u> 856 hours x \$50	\$42,800.00	\$7,704.00	\$50,504.00
<u>Psychiatric Nurse Practitioner</u> 263 hours x \$50	\$13,150.00	\$2,367.00	\$15,517.00
<u>Coordinator</u> 122 hours x \$50	\$6,100.00	\$1,098.00	\$7,198.00
<u>Business Office Support</u> 2.5% (\$36,000) 9 months for one person	\$900.00	\$162.00	\$1,062.00
<b>TOTAL PERSONNEL</b>	<b>\$62,950.00</b>	<b>\$11,331.00</b>	<b>\$74,281.00</b>

Total Direct Costs	\$74,281.00
Indirect Costs @ 8%	\$5,942.48
Total Costs	\$80,223.48

**Professional/ Confidential Exempt Salary Schedule  
Annual Salary Equivalent  
Effective January 1, 2017**

CCS Levels		Step One	Step Two	Step Three	Step Four
PE	V	\$44,670	\$46,613	\$48,555	\$50,497
PE	IV	\$49,074	\$51,207	\$53,341	\$55,475
PE	III	\$53,477	\$55,802	\$58,127	\$60,452
PE	II	\$57,880	\$60,397	\$62,913	\$65,429
PE	I	\$62,456	\$65,117	\$67,778	\$70,489
CE	S4	\$43,719	\$45,571	\$47,422	\$49,340
CE	S3	\$47,556	\$49,570	\$51,669	\$53,857
CE	S2	\$51,650	\$53,162	\$56,044	\$58,379
CE	S1	\$56,224	\$58,665	\$61,106	\$63,648

**Administrator Salary Schedule  
Annual Salary Equivalent  
Effective January 1, 2017**

AD	5	\$68,757	\$71,622	\$74,607	\$77,591
AD	4	\$73,302	\$76,357	\$79,538	\$82,720
AD	3	\$78,147	\$81,403	\$84,795	\$88,186
AD	2	\$83,313	\$86,783	\$90,399	\$94,016
AD	1	\$88,811	\$92,364	\$96,058	\$99,900

**Executive Schedule  
Annual Salary Equivalent  
Effective January 1, 2017**

CCS Levels	Representative Job Title	Annual Salary
Ex 1	Chancellor	\$220,193
Ex 2	College President	\$178,150
Ex 3	Chief Administration Officer	\$150,885
Ex 4	Chief Financial Officer	\$135,000
Ex 4A	Chief Information Officer	\$125,000
Ex 5	Vice President Learning/Provost	\$122,546
Ex 6	Vice President-Student Services/Vice Provost/ Public Info Officer	\$109,079
Ex 7	District Director of Athletic Director	\$99,900

WSU Contract # 16876

CCS PO # PR 1047

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    - Provider references and patient education materials
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    - Telephone, fax machine, photocopier, computers with internet access and printers, locking file cabinets, refrigerator, rooms stocked with equipment for physical examinations and treatments (e.g., blood pressure devices, oto/ophthalmoscopes, examination beds, band aids, syringes and needles, alcohol pads)
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1. No emergency services will be provided, except to call 911 if needed.
  2. Services will be provided only in the Clinic.
- E. **CCS Obligations.**
1. Mental health services/counseling and/or supervision of mental health interns.
  2. Statistical tracking of data for the Clinic.
  3. Marketing and promotional services. The printing and distribution of any news releases or other promotional materials for the Clinic will be the joint responsibility of WSU-CON and CCS. Nothing contained herein shall be deemed to grant CCS the right to use WSU trademarks or logos, and CCS may not do so without the prior written consent of WSU.
  4. A secure and confidential PAML electronic connection for the return of laboratory results.
  5. Retention of student health records according to statutory requirements.

IV. Term: Hours of Operation

This Agreement shall be effective from July 1, 2016, through June 30, 2017, (the "Term"), and may be renewed for additional academic years upon the mutual consent of the parties, superseding any previous written agreements inclusive of these dates.

During fall, winter, and spring quarters of the Term, clinic services will be provided 5 days per week (Monday through Friday) from September 12, 2016 through June 16, 2017. In general, the clinic will be open on CCS class days and final exam days. ARNPs certified in adult or family

practice will provide 25 hours of general care weekly, and a psychiatric mental health nurse practitioner will provide 7 hours of mental health care weekly.

During summer quarter of the term, clinic services will be provided 2 days per week (Tuesdays and Thursdays) from July 5 to Aug 18, 2016. ARNPs certified in adult or family practice will provide 10 hours of general care weekly, and a psychiatric mental health nurse practitioner will provide care for a total of 20 hours during regular clinic hours.

No services will be provided on the following dates:

November 11, 23-25, 2016  
December 12, 2016 through January 2, 2017  
January 16, 2017  
February 20, 2017  
March 23 through March 31, 2017  
May 29, 2017

Actual dates and times will be determined by mutual agreement between CCS staff and administration and the WSU provider coordinator, based on CCS student preferences and WSU-CON nurse practitioner availability.

Changes to the hours of operation and/or type or cost of services offered may be made at any time upon agreement of both parties, but will generally occur at the end of each CCS quarter, with any changes to commence at the start of the following quarter.

V. Joint Evaluation of Services

Evaluation of clinical services addressing the process to date, general satisfaction and any unforeseen problems will occur at the end of each CCS quarter, and will involve representatives of each institution, as well as representation from the SCC student body if requested by CCS administrators.

A summative evaluation meeting will take place at the beginning of the 3rd quarter and will be followed by specific planning for future services. Student users of the Clinic will be given the opportunity to evaluate their experience at each visit.

VI. Payment For Services

- A. The costs of the previously listed health services are listed in Exhibit A attached hereto and incorporated herein by reference. CCS will be invoiced at the beginning of the fall, winter and spring quarters and payment will be due according to the schedule listed below. SCC student funding will be the sole source of revenue.

Payment should be made payable to:  
WSU College of Nursing, Attn: Brett Oglesbee, Director of Finance and Administrative Services.

B. Payment Schedule:

<i>Quarter:</i>	<i>Due on or before:</i>	<i>Amount:</i>
Fall Quarter	Thursday, October 06, 2016	28,275.84
Winter Quarter	Friday, January 06, 2017	28,275.84
Spring Quarter	Friday, April 06, 2017	28,275.84

VII. Insurance; Hold Harmless

A. Insurance.

1. WSU and its officers, employees, and agents, while acting in good faith within the scope of their official WSU duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against WSU and its employees, officers, and agents in the performance of their official WSU duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.
2. SCC and its officers, employees, and agents, while acting in good faith within the scope of their official SCC duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against CCS and its employees, officers, and agents in the performance of their official SCC duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

- B. Hold Harmless. Each party to this Agreement shall be responsible for damage to persons or property resulting from negligence on the part of itself, its employees, its officers or agents. No party to this Agreement shall be responsible for the acts and omissions of those not a party to this Agreement.

VIII. General Terms

- A. Termination. Either party may terminate this Agreement upon not less than thirty (30) days prior written notice to the other party.
- B. Amendments. This Agreement may be amended upon the mutual written consent of the parties. Changes to operational details of the Clinic may be handled informally by the parties through letter agreements or otherwise pursuant to Section IV herein.
- C. Assignment. Neither party may assign their rights or obligations under this Agreement without the express prior written consent of the other party.
- D. Severability. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.
- E. Notices. Any notices required hereunder shall be sent to the following individuals:

WSU-CON:

Name: Joyce P. Griffin-Sobel  
Title: Dean, WSU-CON  
Address: P.O. Box 1495  
Spokane, WA 99210-1495  
Phone: 509-324-7332  
Fax: 509-324-7341  
E-mail: joyce.griffen-sobelt@wsu.edu

CCS:

Name: Connan Campbell  
Title: Director, Student Development  
Address: 1810 N. Greene St., MS 2061  
Spokane, WA 99217-5399  
Phone: 509-533-8657  
Fax: 509-533-8185  
E-mail: connan.campbell@scc.spokane.edu

- F. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of Washington.
- G. Disputes. In the event that a dispute arises under this Agreement that the parties can't resolve, they shall allow the dispute to be decided by a Dispute Panel in the following manner: Each party to this Agreement shall appoint one member to the Dispute Panel, and the members so appointed shall jointly appoint an additional member to the Dispute Panel. The Dispute Panel shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Panel shall be final and binding on the parties hereto.
- H. Non-Discrimination. No person will be discriminated against in the performance of this Agreement on the basis of race, creed, color, national origin, gender, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, in accordance with Title VI of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, P.L. 101-336; and Title IX/Chapter 28A.640 RCW of the Education Amendments of 1972, as amended, and RCW Chapter 49.60.

IX. Signatures

Each party by their signature hereto represents that they have read the foregoing and agree to be bound by its terms, and that they have been delegated with signature authority to sign this Agreement on behalf of their respective party.

[Signatures follow on the next page.]

Community Colleges of Spokane

WSU College of Nursing - Recommended by:

Name: ROD RAMER Name: Brett Oglesbee

Title: PURCHASING MGR Title: Director of Administrative Services

Signature: Rod Ramer Signature: Brett Oglesbee

Date: 16 JUNE 2016 Date: 6/16/2017

Approved by:

Washington State University

Signature

Amanda N. Owen, Contracts Manager

Date 6/10/16

Attachment A  
 Cost of Services  
 WSU College of Nursing Services for CCS Student Health Clinic  
 BUDGET 2016-17  
 July 1, 2016 - June 30, 2017

	Salary	Benefits	Total
<b>I. PERSONNEL</b>			
<u>Nurse Practitioners</u> 940 hours x \$50	\$ 47,000.00	\$ 8,460.00	\$ 55,460.00
<u>Psychiatric Nurse Practitioner</u> 258 hours x \$50	\$12,900.00	\$2,322.00	\$15,222.00
<u>Coordinator</u> 116 hours x \$50	\$ 5,800.00	\$ 1,044.00	\$ 6,844.00
<u>Business Office Support</u> 2.5% (\$30,393) 9 months for one person	\$ 760.00	\$ 258.00	\$ 1,018.00
<b>TOTAL PERSONNEL</b>	<b>\$ 66,460.00</b>	<b>\$ 12,084.00</b>	<b>\$ 78,544.00</b>

Total Direct Costs	\$ 78,544.00
Indirect Costs @ 8%	\$ 6,283.52
Total Costs	\$ 84,827.52

WSU Contract # 16876

CCS PO # 2413-2670

INTERAGENCY AGREEMENT BETWEEN WASHINGTON STATE UNIVERSITY  
COLLEGE OF NURSING  
AND  
COMMUNITY COLLEGES OF SPOKANE FOR  
STUDENT HEALTH SERVICES 2015-2016

I. Parties

This Interagency Agreement (the "Agreement") is entered into by and between the Washington State University ("WSU") College of Nursing ("WSU-CON") and Community Colleges of Spokane ("CCS").

II. Purpose

The purpose of this Agreement is to outline the limited health care services provided by WSU-CON to the student body of Spokane Community College (SCC) and Spokane Falls Community College (SFCC) through the "CCS Student Health Clinic" (the "Clinic") and to further the educational, research and service missions of WSU.

III. Description of Services

A. Facility: Equipment and Supplies. Clinic services will be provided by WSU-CON to SCC and SFCC students in the Clinic located at 1810 North Greene Street, Building 7, Room 118, Spokane, Washington.

1. SCC will provide all space, equipment, supplies and hazardous waste removal for business of the Clinic. CCS will purchase all vaccines and injectables, medications and other incidental items necessary for the provision of services. Supplies, equipment and incidental items include but are not limited to:

- CLIA license required for laboratory operation and any other licenses that may be required by the state or federal government to operate and maintain a health clinic
- Provider references and patient education materials
- Provider parking passes
- Telephone, fax machine, photocopier, computers with internet access and printers, locking file cabinets, refrigerator, rooms stocked with equipment for physical examinations and treatments (e.g., blood pressure devices, oto/ophthalmoscopes, examination beds, band aids, syringes and needles, alcohol pads)
- All chart supplies, prescription pads and paper.

2. CCS staff will be responsible for cash handling according to CCS policies and procedures.

B. General Services. WSU-CON will provide limited treatment and counseling for acute minor illness, stable chronic illness and simple diagnostic testing. Services will be provided by Washington State licensed advanced registered nurse practitioners (ARNPs) who are employees of WSU-CON, with assistance from undergraduate and/or graduate nursing students under their

direction. WSU-CON students and CCS students may have opportunities for educational practice experiences at the Clinic, to be scheduled through the WSU Provider Coordinator or clinic staff. If scheduled for CCS students, these experiences will be governed by a separate affiliation agreement between CCS and WSU.

- C. **Specific Services.** Services provided by WSU-CON may include, but are not limited to:
1. Primary diagnosis and initial management of minor illness or injury, including ordering of diagnostic tests and/or imaging studies.
  2. Interval management for stable chronic conditions.
  3. Client-centered mental and behavioral health care, including psychiatric evaluation and diagnosis based on DSM-V criteria and follow-up management as needed, including medication management, education and therapy.
  4. Provision of medication prescriptions and/or OTC medications as appropriate and available.
  5. Clearance for return to school or work.
  6. Point-of-care diagnostic tests including urinalysis, rapid strep test, pregnancy test, finger stick glucose, and peak airflow measurement and interpretation.
  7. Health promotion services and referral.
  8. Immunizations and injections, dependent upon vaccine availability and public health recommendations.
  9. Physical exams required by the Department of Transportation, sports or other physical activity programs or classes, and health science programs on an "as available" basis.
  10. Referral to community services for ongoing and/or complex care.
  11. Services that are not covered are routine pap smears, suturing, complex wound care, and ongoing management of complex health conditions.
- D. **Service Limitations.** Services provided by WSU-CON will be limited by the following:
1. No emergency services will be provided, except to call 911 if needed.
  2. Services will be provided only in the Clinic.
- E. **CCS Obligations.**
1. Mental health services/counseling and/or supervision of mental health interns.
  2. Statistical tracking of data for the Clinic.
  3. Marketing and promotional services. The printing and distribution of any news releases or other promotional materials for the Clinic will be the joint responsibility of WSU-CON and CCS. Nothing contained herein shall be deemed to grant CCS the right to use WSU trademarks or logos, and CCS may not do so without the prior written consent of WSU.
  4. A secure and confidential PAMI, electronic connection for the return of laboratory results.
  5. Retention of student health records according to statutory requirements.

IV. Term: Hours of Operation

This Agreement shall be effective from July 1, 2015, through June 30, 2016, (the "Term"), and may be renewed for additional academic years upon the mutual consent of the parties, superseding any previous written agreements inclusive of these dates.

During fall, winter, and spring quarters of the Term, clinic services will be provided 31 hours per week (Monday through Friday) from September 16, 2015 through June 10, 2016. In general, the clinic will be open on CCS class days. Actual dates and times will be determined by mutual

agreement between CCS and the WSU provider coordinator. ARNPs certified in adult or family practice will provide 24 hours of general care weekly, and a psychiatric mental health nurse practitioner will provide 7 hours of mental health care weekly.

During summer quarter of the term, family nurse practitioners will provide services 8 hours per week (Tuesdays and Thursdays), and a psychiatric/mental health nurse practitioner will provide care for a total of 20 hours during regular clinic hours.

No services will be provided on the following dates:

November 11, 23-27, 2015  
December 7, 2015 through January 3, 2016  
January 18, 2016  
February 15, 2016  
March 21 through April 3, 2016  
May 30, 2016

Clinic hours will generally be coordinated through the WSU provider coordinator and CCS staff and be based on CCS student preferences and WSU-CON nurse practitioner availability.

Changes to the hours of operation and/or type or cost of services offered may be made at any time upon agreement of both parties, but will generally occur at the end of each CCS quarter, with any changes to commence at the start of the following quarter.

V. Joint Evaluation of Services

Evaluation of clinical services addressing the process to date, general satisfaction and any unforeseen problems will occur at the end of each CCS quarter, and will involve representatives of each institution, as well as representation from the SCC student body if requested by CCS administrators.

A summative evaluation meeting will take place at the beginning of the 3rd quarter and will be followed by specific planning for future services. Student users of the Clinic will be given the opportunity to evaluate their experience at each visit.

VI. Payment For Services

- A. The costs of the previously listed health services are listed in Exhibit A attached hereto and incorporated herein by reference. CCS will be invoiced at the beginning of the fall, winter and spring quarters and payment will be due according to the schedule listed below. SCC student funding will be the sole source of revenue.

Payment should be made payable to:  
WSU College of Nursing, Attn: Brett Oglesbee, Director of Finance and Administrative Services.

B. Payment Schedule:

<b>Quarter:</b>	<b>Due on or before:</b>	<b>Amount:</b>
Fall Quarter	Thursday, October 08, 2015	25,429.67
Winter Quarter	Friday, January 08, 2016	25,429.67
Spring Quarter	Friday, April 08, 2016	25,429.67

VII. Insurance; Hold Harmless

A. Insurance.

1. WSU and its officers, employees, and agents, while acting in good faith within the scope of their official WSU duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against WSU and its employees, officers, and agents in the performance of their official WSU duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.
2. SCC and its officers, employees, and agents, while acting in good faith within the scope of their official SCC duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against CCS and its employees, officers, and agents in the performance of their official SCC duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

B. Hold Harmless. Each party to this Agreement shall be responsible for damage to persons or property resulting from negligence on the part of itself, its employees, its officers or agents. No party to this Agreement shall be responsible for the acts and omissions of those not a party to this Agreement.

VIII. General Terms

- A. Termination. Either party may terminate this Agreement upon not less than thirty (30) days prior written notice to the other party.
- B. Amendments. This Agreement may be amended upon the mutual written consent of the parties. Changes to operational details of the Clinic may be handled informally by the parties through letter agreements or otherwise pursuant to Section IV herein.
- C. Assignment. Neither party may assign their rights or obligations under this Agreement without the express prior written consent of the other party.
- D. Severability. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

E. Notices. Any notices required hereunder shall be sent to the following individuals:

WSU-CON:

Name: Cynthia Corbett  
Title: Interim Dean, WSU-CON  
Address: P.O. Box 1495  
Spokane, WA 99210-1495  
Phone: 509-324-7332  
Fax: 509-324-7341  
E-mail: corbett@wsu.edu

CCS:

Name: Connan Campbell  
Title: Director, Student Development  
Address: 1810 N. Greene St., MS 2061  
Spokane, WA 99217-5399  
Phone: 509-533-8657  
Fax: 509-533-8185  
E-mail: connan.campbell@scc.spokane.edu

F. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of Washington.

G. Disputes. In the event that a dispute arises under this Agreement that the parties can't resolve, they shall allow the dispute to be decided by a Dispute Panel in the following manner: Each party to this Agreement shall appoint one member to the Dispute Panel, and the members so appointed shall jointly appoint an additional member to the Dispute Panel. The Dispute Panel shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Panel shall be final and binding on the parties hereto.

H. Non-Discrimination. No person will be discriminated against in the performance of this Agreement on the basis of race, creed, color, national origin, gender, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, in accordance with Title VI of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, P.L. 101-336; and Title IX/Chapter 28A.640 RCW of the Education Amendments of 1972, as amended, and RCW Chapter 49.60.

IX. Signatures

Each party by their signature hereto represents that they have read the foregoing and agree to be bound by its terms, and that they have been delegated with signature authority to sign this Agreement on behalf of their respective party.

[Signatures follow on the next page.]

Community Colleges of Spokane

WSU College of Nursing - Recommended by:

Name: POD RAMER Name: Brett Oglesbee  
Title: PURCHASING MGR Title: Director of Administrative Services  
Signature: Pod Ramer Signature: Brett Oglesbee  
Date: 30 JUN 2015 Date: 02 July 2015  
P.O. 2413-26710

Approved by:

Washington State University

Signature: Christine R. Hoyt  
Christine R. Hoyt, Contracts Manager

Date 7-2-15

Attachment A  
 Cost of Services  
 WSU College of Nursing Services for CCS Student Health Clinic  
 BUDGET 2015-16  
 July 1, 2015 - June 30, 2016

	Salary	Benefits	Total
<b>I. PERSONNEL</b>			
<u>Nurse Practitioners</u> 813 hours x \$50	\$ 40,650.00	\$ 7,317.00	\$ 47,967.00
<u>Psychiatric Nurse Practitioner</u> 251 hours x \$50	\$ 12,550.00	\$ 2,259.00	\$ 14,809.00
<u>Coordinator</u> 116 hours x \$50	\$ 5,800.00	\$ 1,044.00	\$ 6,844.00
<u>Business Office Support</u> 2.5% (\$30,393) 9 months for one person	\$ 760.00	\$ 258.00	\$ 1,018.00
<b>TOTAL PERSONNEL</b>	<b>\$ 59,760.00</b>	<b>\$ 10,878.00</b>	<b>\$ 70,638.00</b>

Total Direct Costs	\$70,638.00
Indirect Costs @ 8%	\$5,651.00
Total Costs	\$76,289.00

WSU Contract # 16876

CCS PO # 2413-24610X

INTERAGENCY AGREEMENT BETWEEN WASHINGTON STATE UNIVERSITY  
COLLEGE OF NURSING  
AND  
COMMUNITY COLLEGES OF SPOKANE FOR  
STUDENT HEALTH SERVICES 2014-2015

I. Parties

This Interagency Agreement (the "Agreement") is entered into by and between the Washington State University ("WSU") College of Nursing ("WSU-CON") and Community Colleges of Spokane ("CCS").

II. Purpose

The purpose of this Agreement is to outline the limited health care services provided by WSU-CON to the student body of Spokane Community College (SCC) and Spokane Falls Community College (SFCC) through the "CCS Student Health Clinic" (the "Clinic") and to further the educational, research and service missions of WSU.

III. Description of Services

A. Facility; Equipment and Supplies. Clinic services will be provided by WSU-CON to SCC and SFCC students in the Clinic located at 1810 North Greene Street, Building 7, Room 118, Spokane, Washington.

1. SCC will provide all space, equipment, supplies and hazardous waste removal for business of the Clinic. CCS will purchase all vaccines and injectables, medications and other incidental items necessary for the provision of services. Supplies, equipment and incidental items include but are not limited to:
  - CLIA license required for laboratory operation and any other licenses that may be required by the state or federal government to operate and maintain a health clinic
  - Provider references and patient education materials
  - Telephone, fax machine, photocopier, computers with internet access and printers, locking file cabinets, refrigerator, rooms stocked with equipment for physical examinations and treatments (e.g., blood pressure devices, oto/ophthalmoscopes, examination beds, band aids, syringes and needles, alcohol pads)
2. All chart supplies, prescription pads and paper. CCS staff will be responsible for cash handling according to CCS policies and procedures.

B. General Services. WSU-CON will provide limited treatment and counseling for acute minor illness, stable chronic illness and simple diagnostic testing. Services will be provided by Washington State licensed advanced registered nurse practitioners (ARNPs) who are employees of WSU-CON, with assistance from undergraduate and/or graduate nursing students under their direction. WSU-CON students and CCS students may have opportunities for educational practice experiences at the Clinic, to be scheduled through the WSU Provider Coordinator. If

scheduled for CCS students, these experiences will be governed by a separate affiliation agreement between CCS and WSU.

- C. **Specific Services.** Services provided by WSU-CON may include, but are not limited to:
1. Primary diagnosis and initial management of minor illness or injury, including ordering of diagnostic tests and/or imaging studies.
  2. Interval management for stable chronic conditions.
  3. Client-centered mental and behavioral health care, including psychiatric evaluation and diagnosis based on DSM-V criteria and follow-up management as needed, including medication management, education and therapy.
  4. Provision of medication prescriptions and/or OTC medications as appropriate and available.
  5. Clearance for return to school or work.
  6. Point-of-care diagnostic tests including urinalysis, rapid strep test, pregnancy test, finger stick glucose, and peak airflow measurement and interpretation.
  7. Health promotion services and referral.
  8. Immunizations and injections, dependent upon vaccine availability and public health recommendations.
  9. Physical exams required by the Department of Transportation, sports or other physical activity programs or classes, and health science programs on an "as available basis."
  10. Referral to community services for ongoing and/or complex care,
  11. Services that are not covered are routine pap smears, suturing, complex wound care, and ongoing management of complex health conditions.
- D. **Service Limitations.** Services provided by WSU-CON will be limited by the following:
1. No emergency services will be provided, except to call 911 if needed.
  2. Services will be provided only in the Clinic.
- E. **CCS Obligations.**
1. Mental health services/counseling and/or supervision of mental health interns.
  2. Statistical tracking of data for the Clinic.
  3. Marketing and promotional services. The printing and distribution of any news releases or other promotional materials for the Clinic will be the joint responsibility of WSU-CON and CCS. Nothing contained herein shall be deemed to grant CCS the right to use WSU trademarks or logos, and CCS may not do so without the prior written consent of WSU.
  4. A secure and confidential PAML electronic connection for the return of laboratory results.
  5. Retention of student health records according to statutory requirements.

IV. Term; Hours of Operation

This Agreement shall be effective from July 1, 2014, through June 23, 2015, (the "Term"), and may be renewed for additional academic years upon the mutual consent of the parties; superseding any previous written agreements inclusive of these dates.

During fall, winter, and spring quarters of the Term, services will be provided 35 hours per week (Monday through Friday). Actual times will be determined by mutual agreement between CCS and the WSU clinical coordinator. ARNPs certified in family practice will provide 30 hours of general care weekly, and a psychiatric mental health nurse practitioner will provide 5 hours of mental health care weekly.

During summer quarter of the term, family nurse practitioners will provide services 10 hours per week (Tuesdays and Thursdays), and a psychiatric/mental health nurse practitioner will provide care for a total of 25 hours during regular clinic hours.

In general, the Clinic will be open all CCS class days and final exam days. No services will be provided on the following dates:

November 11, 26-28, 2014  
December 12, 2014 through January 4, 2015  
January 19, 2015  
February 16, 2015  
March 26 through April 5, 2015  
May 25, 2015

Clinic hours will generally be coordinated through the Clinic Administrator and other representative staff and be based on CCS student preferences and WSU-CON nurse practitioner availability.

Changes to the hours of operation and/or type or cost of services offered may be made at any time upon agreement of both parties, but will generally occur at the end of each CCS quarter, with any changes to commence at the start of the following quarter.

V. Joint Evaluation of Services

Evaluation of clinical services addressing the process to date, general satisfaction and any unforeseen problems will occur at the end of each CCS quarter, and will involve representatives of each institution, as well as representation from the SCC student body if requested by CCS administrators.

A summative evaluation meeting will take place at the beginning of the 3rd quarter and will be followed by specific planning for future services. Student users of the Clinic will be given the opportunity to evaluate their experience at each visit.

VI. Payment For Services

- A. The costs of the previously listed health services are listed in Exhibit A attached hereto and incorporated herein by reference. CCS will be invoiced at the beginning of the fall, winter and spring quarters and payment will be due according to the schedule listed below. SCC student funding will be the sole source of revenue.

Payment should be made payable to:  
WSU College of Nursing, Attn: Brett Oglesbee, Director of Finance and Administrative Services.

B. Payment Schedule:

Summer 2014	July 10, 2014	\$26,357.00
Fall 2014	October 1, 2014	\$26,357.00

Winter 2015	January 10, 2015	\$26,357.00
Spring 2015	April 10, 2015	\$26,357.00

VII. Insurance; Hold Harmless

A. Insurance.

1. WSU and its officers, employees, and agents, while acting in good faith within the scope of their official WSU duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against WSU and its employees, officers, and agents in the performance of their official WSU duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.
2. SCC and its officers, employees, and agents, while acting in good faith within the scope of their official SCC duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against CCS and its employees, officers, and agents in the performance of their official SCC duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

- B. Hold Harmless. Each party to this Agreement shall be responsible for damage to persons or property resulting from negligence on the part of itself, its employees, its officers or agents. No party to this Agreement shall be responsible for the acts and omissions of those not a party to this Agreement.

VIII. General Terms

- A. Termination. Either party may terminate this Agreement upon not less than thirty (30) days prior written notice to the other party.
- B. Amendments. This Agreement may be amended upon the mutual written consent of the parties. Changes to operational details of the Clinic may be handled informally by the parties through letter agreements or otherwise pursuant to Section IV herein.
- C. Assignment. Neither party may assign their rights or obligations under this Agreement without the express prior written consent of the other party.
- D. Severability. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.
- E. Notices. Any notices required hereunder shall be sent to the following individuals:

WSU-CON:

Name: Patricia Butterfield  
Title: Dean, College of Nursing  
Address: P.O. Box 1495  
Spokane, WA 99210-1495  
Phone: 509-324-7332  
Fax: 509-324-7341  
E-mail: pbutter@wsu.edu

CCS:

Name: Connan Campbell  
Title: Director, Student Development  
Address: 1810 N. Greene St., MS 2061  
Spokane, WA 99217-5399  
Phone: 509-533-8657  
Fax: 509-533-8185  
E-mail: connan.campbell@scc.spokane.edu

- F. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of Washington.
- G. Disputes. In the event that a dispute arises under this Agreement that the parties can't resolve, they shall allow the dispute to be decided by a Dispute Panel in the following manner: Each party to this Agreement shall appoint one member to the Dispute Panel, and the members so appointed shall jointly appoint an additional member to the Dispute Panel. The Dispute Panel shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Panel shall be final and binding on the parties hereto.
- H. Non-Discrimination. No person will be discriminated against in the performance of this Agreement on the basis of race, creed, color, national origin, gender, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, in accordance with Title VI of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, P.L. 101-336; and Title IX/Chapter 28A.640 RCW of the Education Amendments of 1972, as amended, and RCW Chapter 49.60.

IX. Signatures

Each party by their signature hereto represents that they have read the foregoing and agree to be bound by its terms, and that they have been delegated with signature authority to sign this Agreement on behalf of their respective party.

[Signatures follow on the next page.]

Community Colleges of Spokane

WSU College of Nursing - Recommended by:

Name: ROD RAMER Name: Brett Oglesbee

Title: PURCHASING MGR Title: Director Admin Svcs

Signature: Rod Ramer Signature: Brett Oglesbee

Date: 01 JUL 2014 Date: 01 July 2014

P.O. 2013-24610X

Approved by:

Washington State University

Signature Christine R. Hoyt  
Christine R. Hoyt, Contracts Manager

Date 7-1-14

Attachment A  
 Cost of Services  
 WSU College of Nursing Services for CCS Student Health Clinic  
 BUDGET 2014-15  
 July 1, 2014 - June 24, 2015

	Salary	Benefits	Total
<b>I. PERSONNEL</b>			
<u>Nurse Practitioners</u> 1250 hours x \$50	\$62,500	\$12,500	\$75,000
<u>Psychiatric Nurse Practitioner</u> 225 hours x \$50	\$11,250	\$2,250	\$13,500
<u>Coordinator</u> 135 hours x \$50	\$6,750	\$1,350	\$8,100
<u>Business Office Support</u> 2.5% (30,393) 9 months for one person	\$760	\$258	\$1,018
<b>TOTAL PERSONNEL</b>	<b>\$81,260</b>	<b>\$16,358</b>	<b>\$97,618</b>

Total Direct Costs

\$97,618

Indirect Costs @ 8%

\$7,809

Total Costs

\$105,428



# PURCHASE ORDER

You are authorized to enter our order and provide the following goods and/or services as described below.

DATE ORDERED	PO Number
11/15/2013	<b>2U13-2310</b>

SHIP TO: Not Applicable  
=====

O.B.	TERMS	PROMISED DELIVERY
	Net	
Phone#	VENDOR Fax#	
	(509) 324-7250	

91600110H      VENDOR REP: Patricia Butterfield, Dean  
 TO:    WSU College of Nursing  
        Freddi Van Gemert, RM 222A  
        PO BOX 1495  
        SPOKANE, WA 99210-1495

**MAIL INVOICES TO:** Community Colleges of Spokane  
 Purchasing Department MS 1007  
 PO Box 6000  
 Spokane, WA 99217-6000

DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
Inter-agency agreement for WSU College of Nursing ARNP providers to operate SCC Student Health Clinic per agreement attached. Three equal payments per schedule in agreement: Oct 8, 2013: \$25,860.64 Jan 4, 2014: \$25,860.64 April 5, 2014: \$25860.63 <b>ITEMS: WSU Contract #16876 attached.</b>	1	Each	\$77581.91	\$77581.91

Subtotal:	\$77581.91
Tax	
Total:	\$77581.91

by: Title: Phone Number:  
 Buyer Purchasing Manager 50990-434-5325

Agency Approval:

Standard Terms and Conditions for State of Washington Apply to this Purchase Order

VENDOR COPY

**INTERAGENCY AGREEMENT BETWEEN  
WASHINGTON STATE UNIVERSITY COLLEGE OF NURSING  
AND  
SPOKANE COMMUNITY COLLEGE  
FOR  
STUDENT HEALTH SERVICES  
2013-2014**

**I. Parties**

This Interagency Agreement (the "Agreement") is entered into by and between the Washington State University ("WSU") College of Nursing ("WSU-CON") and Spokane Community College ("SCC").

**II. Purpose**

The purpose of this Agreement is for WSU-CON to provide limited health care services to the student body of Spokane Community College (SCC) and Spokane Falls Community College (SFCC) and to further the educational, research and service missions of WSU. This Clinic shall be referred to as the "SCC Student Health Center" by both parties.

**III. Description of Services**

- A. Facility; Equipment and Supplies. Clinic services will be provided by WSU-CON to SCC and SFCC students in the SCC clinic located at 1810 North Greene Street, Building 7, Room 118, Spokane, Washington.
1. SCC will provide all space, equipment, supplies and hazardous waste removal for business of the clinic. In addition, SCC will purchase all vaccines and injectables, medications and other incidental items necessary for the provision of services. Supplies equipment and incidental items include but are not limited to:
    - CLIA license required for laboratory operation
    - Provider reference / patient education materials
    - Telephone, fax machine, photocopier, computers with internet access and printers, locking file cabinets, refrigerator, rooms stocked with equipment for physical examinations and treatments (e.g., blood pressure devices, oto/ophthalmoscopes, examination beds, band aids, syringes and needles, alcohol pads, etc.)
    - All chart supplies, prescription pads and paper.
  2. SCC staff will be responsible for cash handling according to SCC policies and procedures.
- B. General Services. WSU-CON will generally provide limited treatment and counseling for acute minor illness, stable chronic illness and simple diagnostic testing at no cost to students. Services will be provided by Washington State licensed advanced practice

nurse practitioners (ARNPs) who are employees of WSU-CON, with assistance from undergraduate and/or graduate nursing students under his/her direction. WSU-CON students and SCC students may have opportunities for educational practice experiences at the Clinic, to be scheduled through the WSU Clinic Coordinator. If scheduled for SCC students, these experiences will be governed by a separate affiliation agreement between SCC and WSU.

C. **Specific Services.** Services provided by WSU-CON may include, but are not limited to, the following:

1. Primary diagnosis and initial management of minor illness or injury, including ordering of diagnostic tests and/or imaging studies.
2. Interval management for stable chronic conditions.
3. Provision of medication prescriptions and/or OTC medications as appropriate and available.
4. Clearance for return to school or work.
5. Simple diagnostic tests including urinalysis, rapid strep test, pregnancy test, finger stick glucose, and peak airflow measurement and interpretation.
6. Health promotion services and referral.
7. Some immunizations may be available at cost to students. In addition, flu vaccination may be made available at cost to CCS faculty and staff, dependent upon vaccine availability and public health recommendations.
8. Physical exams required by the Department of Transportation, sports or other physical activity programs or classes, and health science programs on an "as available basis."
9. For ongoing and/or complex care, referral may be made to community services.
10. Services that are not covered are routine pap smears and ongoing management of complex medical problems.
11. No emergency services will be provided, except to call 911 if needed.
12. Laboratory and radiology costs will be the responsibility of the student.
13. Services will be provided only in the clinic.

D. **SCC Obligations.**

1. Mental health services/counseling and/or supervision of mental health interns will be provided by SCC staff.
2. SCC students enrolled in Health Information Management classes shall provide statistical tracking data for the SCC Clinic.
3. SCC will be responsible for marketing health services on SCC and SFCC campuses.
4. SCC will arrange a secure PAML connection for the return of laboratory results.
5. SCC will retain health records of students according to statutory authority.

IV. **Term; Hours of Operation**

This Agreement shall be effective from **September 16, 2013, through June 20, 2014**, (the "Term"), and may be renewed for additional academic years upon the mutual consent of the parties.

During the Term, services will be offered 30 hours per week (Monday through Friday) with actual times to be determined by mutual agreement between SCC and the WSU clinical coordinator. ARNPs certified in family practice will provide general care 25 hours

weekly, and an ARNP with a psychiatric certification will provide mental health care 5 hours weekly. No services will be provided on the following dates:

**November 11, 27-29, 2013**  
**December 13, 2013, through January 3, 2014**  
**January 20 2014**  
**February 17, 2014**  
**March 27-April 4, 2014**  
**May 26, 2014**

Clinic hours will generally be coordinated through the SCC Acting Dean of Nursing and based on CCS student preferences and WSU-CON nurse practitioner availability. Changes to the hours of operation and/or type or cost of services offered may be made at any time upon agreement of both parties, but will generally occur at the end of each SCC quarter.

**V. Joint Evaluation of Services**

Evaluation of clinical services addressing the process to date, general satisfaction and any unforeseen problems will occur at the end of each SCC quarter, and will involve representatives of each institution, as well as representation from the SCC student body if requested by SCC administrators.

A summative evaluation meeting will take place at the beginning of the 3<sup>rd</sup> quarter and will be followed by specific planning for future services. Student users of the clinic will be given the opportunity to evaluate their experience at each visit.

**VI. Payment For Services**

- A. The costs of the previously listed health services are listed in Exhibit A attached hereto and incorporated herein by reference. SCC will be invoiced at the beginning of the fall, winter and spring quarters and payment will be due according to the schedule listed below. SCC student funding will be the sole source of revenue.

Payment should be made payable to the WSU College of Nursing, Attn: Brett Oglesbee, Director of Finance and Administrative Services. The printing and distribution of any news releases or other promotional materials for the SCC Clinic will be the joint responsibility of WSU-CON and SCC. Nothing contained herein shall be deemed to grant SCC the right to use WSU trademarks or logos, and SCC may not do so without the prior written consent of WSU.

- B. Payment Schedule:

<b>Quarter:</b>	<b>Due on or before:</b>	<b>Amount:</b>
Fall Quarter	October 8, 2013	\$25,860.64
Winter Quarter	January 4, 2014	25,860.64
Spring Quarter	April 5, 2014	25,860.63

**VII. Insurance; Hold Harmless**

**A. Insurance.**

1. WSU and its officers, employees, and agents, while acting in good faith within the scope of their official WSU duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against WSU and its employees, officers, and agents in the performance of their official WSU duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.
2. SCC and its officers, employees, and agents, while acting in good faith within the scope of their official SCC duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against SCC and its employees, officers, and agents in the performance of their official SCC duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

- B. Hold Harmless.** Each party to this Agreement shall indemnify and hold the other harmless for any and all claims, injuries, damages, losses or suits, including attorneys' fees, arising out of its own acts or omissions and those of its officers, employees and agents in the performance of this Agreement. No party to this Agreement shall be responsible for the acts and omissions of those not a party to this Agreement.

**VIII. General Terms**

- A. Termination.** Either party may terminate this Agreement upon not less than thirty (30) days prior written notice to the other party.
- B. Amendments.** This Agreement may be amended upon the mutual written consent of the parties. Changes to operational details of the clinic may be handled informally by the parties through letter agreements or otherwise pursuant to Section IV herein.
- C. Assignment.** Neither party may assign their rights or obligations under this Agreement without the express prior written consent of the other party.
- D. Severability.** If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.
- E. Notices.** Any notices required hereunder shall be sent to the following individuals:

**WSU-CON:**

Name: Patricia Butterfield  
Title: Dean, College of Nursing  
Address: P.O. Box 1495  
Address: Spokane, WA 99210-1495

**SCC:**

Name: Heather Stephen-Selby  
Title: Acting Dean of Nursing  
Address: 1810 N. Greene St. MS 2090  
Address: Spokane, WA 99217-5399

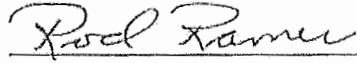
Phone: 509-324-7332  
Fax: 509-324-7341  
E-Mail: pbutter@wsu.edu

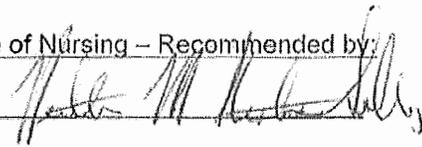
Phone: 509-533-7311  
Fax: 509-533-8621  
E-mail: Hstephen-selby@scc.spokane.edu

- F. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of Washington.
- G. **Disputes.** In the event that a dispute arises under this Agreement that the parties can't resolve, they shall allow the dispute to be decided by a Dispute Panel in the following manner: Each party to this Agreement shall appoint one member to the Dispute Panel, and the members so appointed shall jointly appoint an additional member to the Dispute Panel. The Dispute Panel shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Panel shall be final and binding on the parties hereto.
- H. **Non-Discrimination.** No person will be discriminated against in the performance of this Agreement on the basis of race, creed, color, national origin, gender, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, in accordance with Title VI of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, P.L. 101-336; and Title IX/Chapter 28A.640 RCW of the Education Amendments of 1972, as amended, and RCW Chapter 49.60.

**IX. Signatures**

Each party by their signature hereto represents that they have read the foregoing and agree to be bound by its terms, and that they have been delegated with signature authority to sign this Agreement on behalf of their respective party.

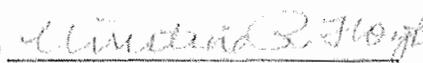
Community Colleges of Spokane  
Signature   
Title Purchasing Manager  
Date 15 NOV 2013

WSU College of Nursing – Recommended by:  
Signature   
Title Dean, College of Nursing  
Date 10-21-13

2013 - 23105

Approved by:

Washington State University

Signature   
Christine R. Hoyt  
Title Contracts Manager  
Washington State University  
Date 10-17-13

Attachment A  
 Cost of services  
**WSU College of Nursing Services for SCC Student Health Center**  
**BUDGET 2013-14**  
 Sept. 16, 2013 – June 20, 2014

	Salary	Benefits	Annual Total
<b>I. PERSONNEL</b>			
<b><u>Nurse Practitioner</u></b> 970 hours x \$45	\$43,650.00	\$8,730.00	\$52,380.00
<b><u>Psychiatric Nurse Practitioner</u></b> 175 hours x \$45			
<b><u>Coordinator</u></b> 135 hours x \$45	\$7,875.00 \$6,075.00	\$1,575.00 \$1,215.00	\$9,450.00 \$7,290.00
<b><u>Business Office Support</u></b> 2.5% for two people, 9 months	\$2,026.20	\$688.91	\$2,715.11
<b>TOTAL PERSONNEL</b>	\$59,626.20	\$18,283.91	\$71,835.11
<b>II. GOODS &amp; SERVICES to be provided by SCC</b>			71,835.11
<b>TOTAL DIRECT COSTS</b>			71,835.11
<b>INDIRECT COST @ 8%</b>			\$5,746.80
<b>TOTAL COSTS</b>			\$77,581.91

WSU Contract #16876

CCS PO ~~00011730~~

2413-20501

**INTERAGENCY AGREEMENT BETWEEN  
WASHINGTON STATE UNIVERSITY COLLEGE OF NURSING  
AND  
SPOKANE COMMUNITY COLLEGE  
FOR  
STUDENT HEALTH SERVICES  
2012-2013**

**I. Parties**

This Interagency Agreement (the "Agreement") is entered into by and between the Washington State University ("WSU") College of Nursing ("WSU-CON") and Spokane Community College ("SCC").

**II. Purpose**

The purpose of this Agreement is for WSU-CON to provide limited health care services to the student body of Spokane Community College (SCC) and Spokane Falls Community College (SFCC) and to further the educational, research and service missions of WSU. This Clinic shall be referred to as the "SCC Student Health Center" by both parties.

**III. Description of Services**

A. Facility; Equipment and Supplies. Clinic services will be provided by WSU-CON to SCC and SFCC students in the SCC clinic located at 1810 North Greene Street, Building 7, Room 118, Spokane, Washington.

1. SCC will provide all space, equipment, supplies and hazardous waste removal for business of the clinic. In addition, SCC will purchase all vaccines and injectables, medications and other incidental items necessary for the provision of services. Supplies equipment and incidental items include but are not limited to:
  - CLIA license required for laboratory operation
  - Provider reference / patient education materials
  - Telephone, fax machine, photocopier, computers with internet access and printers, locking file cabinets, refrigerator, rooms stocked with equipment for physical examinations and treatments (e.g., blood pressure devices, oto/ophthalmoscopes, examination beds, band-aids, syringes and needles, alcohol pads, etc.)
  - All chart supplies, prescription pads and paper.
2. SCC staff will be responsible for cash handling according to SCC policies and and procedures.

B. General Services. WSU-CON will generally provide limited assessment, diagnosis, treatment and counseling for acute minor illness and stable chronic illness and simple diagnostic testing at no cost to students. Services will be provided by Washington State licensed advanced practice nurse practitioners (ARNPs) who are employees of WSU-

CON, with assistance from undergraduate and/or graduate nursing students under his/her direction. In addition, mental health services will be provided by a psychiatric ARNP who is also a WSU-CON employee. WSU-CON students and SCC students may have opportunities for educational practice experiences at the Clinic, to be scheduled through the Clinic Coordinator. If scheduled for SCC students, these experiences will be governed by a separate affiliation agreement between SCC and WSU.

- C. Specific Services. Services provided by WSU-CON may include, but are not limited to:
1. Primary diagnosis and initial management of minor illness or injury, including mental health services, and the ordering of diagnostic tests and/or imaging studies.
  2. Interval management for stable chronic conditions.
  3. Provision of medication prescriptions and/or OTC medications as appropriate and available.
  4. Clearance for return to school or work.
  5. Simple diagnostic tests including urinalysis, rapid strep test, pregnancy test, finger stick glucose, and peak airflow measurement and interpretation.
  6. Health promotion services and referral.
  7. Some immunizations may be available at cost to students. In addition, flu vaccination may be made available at cost to CCS faculty and staff, dependent upon vaccine availability and public health recommendations.
  8. Physical exams required by the Department of Transportation and health science programs on an "as available basis." Contract does not include varsity sports physicals.
  9. For ongoing and/or complex care, referral may be made to community services.
  10. Services that are not covered are routine pap smears and ongoing management of chronic medical problems.
  11. No emergency services will be provided, except to call 911 if needed.
  12. Laboratory and radiology costs will be the responsibility of the student.
  13. Services will be provided only in the clinic.
- D. SCC Obligations.
1. Mental health counseling and/or supervision of mental health interns will be provided by SCC staff.
  2. SCC students enrolled in Health Information Management classes shall provide statistical tracking data for the SCC Clinic.
  3. SCC will be responsible for marketing health services on SCC and SFCC campuses.
  4. SCC will arrange a secure PAML connection for the return of laboratory results.
  5. SCC will retain health records of students according to statutory authority.
- E. The printing and distribution of any news releases or other promotional materials for the SCC Clinic will be the joint responsibility of WSU-CON and SCC. Nothing contained herein shall be deemed to grant SCC the right to use WSU trademarks or logos, and SCC may not do so without the prior written consent of WSU.

#### **IV. Term; Hours of Operation**

This Agreement shall be effective from **September 17, 2012, through June 19, 2013**, (the "Term"), and may be renewed for additional academic years upon the mutual consent of the parties.

During the Term, services will be offered 25 hours per week (Monday through Friday) with actual times to be determined by mutual agreement between SCC and the WSU clinical coordinator. No services will be provided on the following dates:

**November 12, 21, 22, and 23, 2012**  
**December 13, 2012, through January 1, 2013**  
**January 21, 2013**  
**February 18, 2013**  
**March 25-29, 2013**  
**May 27, 2013**

Clinic hours will generally be coordinated through the SCC Associated Dean of Nursing and based on WSU-CON nurse practitioner availability. Changes to the hours of operation and/or type or cost of services offered may be made at any time upon agreement of both parties, but will generally occur at the end of each SCC quarter.

**V. Joint Evaluation of Services**

Evaluation of clinical services addressing the process to date, general satisfaction and any unforeseen problems will occur at the end of each SCC quarter, and will involve representatives of each institution, as well as representation from the SCC student body if requested by SCC administrators.

A summative evaluation meeting will take place at the beginning of the 3<sup>rd</sup> quarter and will be followed by specific planning for future services. Student users of the clinic will be given the opportunity to evaluate their experience at each visit.

**VI. Payment For Services**

A. The costs of the previously listed health services are listed in Exhibit A attached hereto and incorporated herein by reference. SCC will be invoiced at the beginning of the fall, winter and spring quarters and payment will be due according to the schedule listed below. SCC student funding will be the sole source of revenue. Payment should be made payable to the WSU Intercollegiate College of Nursing, Attn: Tim Mildren, Area Finance Officer.

B. Payment Schedule:

<b>Quarter:</b>	<b>Due on or before:</b>	<b>Amount:</b>
Fall Quarter	October 8, 2012	\$25,073
Winter Quarter	January 4, 2013	\$25,073
Spring Quarter	April 5, 2013	\$25,072

**VII. Insurance; Hold Harmless**

A. Insurance.

1. WSU and its officers, employees, and agents, while acting in good faith within the scope of their official WSU duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against WSU and its employees, officers, and agents in the

performance of their official WSU duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

2. SCC and its officers, employees, and agents, while acting in good faith within the scope of their official SCC duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against SCC and its employees, officers, and agents in the performance of their official SCC duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

- B. **Hold Harmless.** Each party to this Agreement shall indemnify and hold the other harmless for any and all claims, injuries, damages, losses or suits, including attorneys' fees, arising out of its own acts or omissions and those of its officers, employees and agents in the performance of this Agreement. No party to this Agreement shall be responsible for the acts and omissions of those not a party to this Agreement.

#### **VIII. General Terms**

- A. **Termination.** Either party may terminate this Agreement upon not less than thirty (30) days prior written notice to the other party.
- B. **Amendments.** This Agreement may be amended upon the mutual written consent of the parties. Changes to operational details of the clinic may be handled informally by the parties through letter agreements or otherwise pursuant to Section IV herein.
- C. **Assignment.** Neither party may assign their rights or obligations under this Agreement without the express prior written consent of the other party.
- D. **Severability.** If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.
- E. **Notices.** Any notices required hereunder shall be sent to the following individuals:

**WSU-CON:**

Name: Patricia Butterfield  
Title: Dean, College of Nursing  
Address: P.O. Box 1495  
Address: Spokane, WA 99210-1495  
Phone: 509-324-7332  
Fax: 509-324-7341  
E-Mail: pbutter@wsu.edu

**SCC:**

Name: Erlene Pickett  
Title: Associate Dean of Nursing  
Address: 1810 N. Greene St. MS 2090  
Address: Spokane, WA 99217-5399  
Phone: 509-533-7311  
Fax: 509-533-8621  
E-mail: epickett@scc.spokane.edu

- F. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of Washington.

G. Disputes. In the event that a dispute arises under this Agreement that the parties can't resolve, they shall allow the dispute to be decided by a Dispute Panel in the following manner: Each party to this Agreement shall appoint one member to the Dispute Panel, and the members so appointed shall jointly appoint an additional member to the Dispute Panel. The Dispute Panel shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Panel shall be final and binding on the parties hereto.

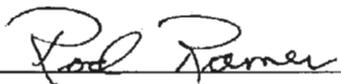
H. Non-Discrimination. No person will be discriminated against in the performance of this Agreement on the basis of race, creed, color, national origin, gender, honorably discharge veteran or military status, sexual orientation, or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, in accordance with Title VI of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, P.L. 101-336; and Title IX/Chapter 28A.640 RCW of the Education Amendments of 1972, as amended, and RCW Chapter 49.60.

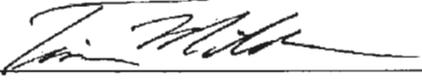
**IX. Signatures**

Each party by their signature hereto represents that they have read the foregoing and agree to be bound by its terms, and that they have been delegated with signature authority to sign this Agreement on behalf of their respective party.

Community Colleges of Spokane

WSU College of Nursing

Signature 

Signature 

Title Purchasing Manager

Title Dir. of Finance & Admin. Services

Date 08 Oct 2012

Date 10/4/12

2013-20501

Approved by:

Washington State University

Signature 

Title Amanda N. Owen  
Contracts Manager  
Washington State University

Date 10/17/12

Attachment A  
 Cost of services  
**WSU College of Nursing/SCC Student Health Clinic**  
**BUDGET 2012-2013**

Sept. 17, 2012 - June 19, 2013

	Salary	Benefits	Annual Total
<b>I. PERSONNEL</b>			
<b><u>Nurse Practitioner</u></b> 925 hours X \$45	\$41,625	\$8,325	\$49,950
<b><u>Psychiatric Nurse Practitioner</u></b> 144 hours x \$45	\$6,480	\$1,296	\$7,776
<b><u>Clinic Coordinator</u></b> 135 hours x \$45	\$6,075	\$1,215	\$7,290
<b><u>Medical Assistant</u></b> To be hired through SCC for up to 10183 hrs.			
<b><u>Business Office Support</u></b> 5% for two people, 9 months	\$3,123	\$1,062	\$4,185
TOTAL PERSONNEL			
<b>II. GOODS &amp; SERVICES to be provided by SCC</b>			
			\$69,201
TOTAL DIRECT COSTS			\$6,017
INDIRECT COST @ 8% of TC			\$75,218
TOTAL COSTS			\$75,218



# PURCHASE ORDER

You are authorized to enter our order  
and provide the following goods and/or  
services as described below.

DATE ORDERED

PO Number

10/8/2012

**2U13-20501**

SHIP TO: Not Applicable  
=====

PRICE F.O.B. NA	TERMS Net	PROMISED DELIVERY 10/11/2012	91600110H      VENDOR REP: Patricia Butterfield, Dean <b>TO: WSU College of Nursing Freddi Van Gemert, RM 222A PO BOX 1495 SPOKANE, WA 99210-1495</b>	<b>MAIL INVOICES TO:</b> Community Colleges of Spokane Purchasing Department MS 1007 PO Box 6000 Spokane, WA 99217-6000
VENDOR Phone# 324-7291		VENDOR Fax# (509) 324-7250		

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
1	Inter-agency agreement for WSU College of Nursing ARNP providers to operate SCC Student Health Clinic per agreement attached. Three equal payments per schedule in agreement: October 8, 2012    \$25,073 January 4, 2013    \$25,073 April 5, 2013      \$25,072	1	Each	\$75218.00	\$75218.00

INSTRUCTIONS:

Subtotal:	\$75218.00
Tax:	\$0.00
Total:	\$75218.00

Prepared by: Rod Ramer	Title: Purchasing Manager	Phone Number: 509-434-5325	Agency Approval: 	Standard Terms and Conditions for the State of Washington Apply to this Purchase Order
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VENDOR COPY

**ADDENDUM NO. 1 TO  
INTERAGENCY AGREEMENT  
BETWEEN  
WASHINGTON STATE UNIVERSITY  
AND  
SPOKANE COMMUNITY COLLEGE  
FOR  
STUDENT HEALTH SERVICES**

**THIS ADDENDUM NO. 1** to that certain Interagency Agreement fully executed on or about October 18, 2011 (the "Agreement") is made and entered into by and between **Washington State University, by an through its College of Nursing ("WSU-CON")** and **Spokane Community College ("SCC")**, both institutions of higher education and agencies of the state of Washington.

**RECITALS**

**WHEREAS**, WSU-CON and SCC have previously entered into the Agreement for the purposes of WSU-CON providing limited health care services to the student body of SCC and Spokane Falls Community College (SFCC) and to further the educational, research and service missions of WSU-CON; and

**WHEREAS**, the parties desire to modify the Agreement in the description of services to be provided by WSU-CON and budgetary information of the Agreement, and accordingly enter into this addendum ("Addendum No. 1").

**NOW, THEREFORE**, the parties agree as follows:

1. **TERM; HOURS OF OPERATION.** Term; Hours of Operation is hereby modified by adding the following terms:

During the CCS summer quarter, clinic services will be provided 8 hours per week for 7 weeks, beginning the week of July 2, 2012 and ending August 17, 2012.

In addition to clinic services described elsewhere, mental health services will be provided by a psychiatric advanced registered nurse practitioner ("ARNP"). Like other ARNPs, this individual is a faculty member at WSU-CON. Mental health services, to include medication management and associated counseling, will be provided 4 hours per week beginning the week of March 12, 2012, through the remainder of CCS winter, spring and summer quarters.

2. **ATTACHMENT A: Budget 2011-2012.** Attachment A is hereby modified by adding the following terms:

Psychiatric Advanced Registered Nurse Practitioner  
1 day per week (4 hours/day) @ \$216 per day for 22 weeks =  
\$4752

Additional Expenses for Clinic Operation During Summer Quarter  
2012  
2 days per week (4 hours/day) @ \$216 per day for 7 weeks =  
\$3,024 (\$432/week x 7 weeks)

Clinic Coordination during Summer Quarter, 2012  
2 hours/week x 7 weeks @\$54/hour = \$756

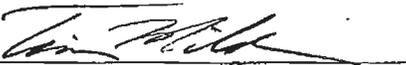
3. **Remainder of Agreement Unchanged.** All other terms and conditions of the Agreement shall remain unchanged and in full force and effect.

**WASHINGTON STATE UNIVERSITY**

**SPOKANE COMMUNITY COLLEGE**

Recommended by:

Recommended by:

By:   
Name: Tim Mildren  
Title: Dir. of Finance & Admin Svcs.  
Date: 5/8/12

By: \_\_\_\_\_  
Name: N/A  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Approved by:

Approved by:

By:   
Name: Amanda N. Owen  
Title: Contracts Manager  
Date: Washington State University 5-9-12

By:   
Name: ROD RAMER  
Title: PURCH MGR  
Date: 07 MAY 2012

CCS PO 1126-19305



**Community Colleges  
of Spokane**

# PURCHASE ORDER

You are authorized to enter our order  
and provide the following goods and/or  
services as described below.

DATE ORDERED

PO Number

5/7/2012

**1126-19305**

SHIP TO: Not Applicable  
=====

PRICE F.O.B. NA	TERMS Net	PROMISED DELIVERY
--------------------	--------------	-------------------

91600110H VENDOR REP: Patricia Butterfield, Dean

TO: WSU College of Nursing  
Freddi Van Gemert, RM 222A  
PO BOX 1495  
SPOKANE, WA 99210-1495

MAIL INVOICES TO: Community Colleges of Spokane  
Purchasing Department MS 1007  
PO Box 6000  
Spokane, WA 99217-6000

VENDOR Phone# 324-7291	VENDOR Fax# (509) 324-7250
---------------------------	-------------------------------

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
1	Psychiatric Advanced Registered Nurse Practioner 1 day per week (4hours/day) @216.00 per day for 15 weeks during 2011-2012 FY.	15	Each	\$216.00	\$3240.00
2	Additional Expenses for Clinic Operation During Summer Quarter 2012 2 days per week (4 hours/day) @216.00 per day for 7 weeks during 2012-2013 FY	1	Lot	\$3024.00	\$3024.00
3	Clinic Coordination during Summe Quarter 2012 during 2012-2013 FY	1	Lot	\$756.00	\$756.00
4	Psychiatric Advanced Registered Nurse Practioner 1 day per week (4hours/day) @216.00 per day for 7 weeks during 2012-2013 FY.	7	Each	\$216.00	\$1512.00

INSTRUCTIONS: Contract addendum for these services attached.

Line item 1 in 2011-2012 FY; all other items in 2012-2013 FY.

Subtotal:	\$8532.00
Tax:	\$0.00
Total:	\$8532.00

Prepared by: Rod Ramer	Title: Purchasing Manager	Phone Number: 509-434-5325	Agency Approval:  Digitally signed by Rod Ramer Date: 2012.05.07 12:12:10 -07'00'	Standard Terms and Conditions for the State of Washington Apply to this Purchase Order.
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VENDOR COPY

**INTERAGENCY AGREEMENT BETWEEN  
WASHINGTON STATE UNIVERSITY COLLEGE OF NURSING  
AND  
SPOKANE COMMUNITY COLLEGE  
FOR  
STUDENT HEALTH SERVICES  
2011-2012**

**I. Parties**

This Interagency Agreement (the "Agreement") is entered into by and between the Washington State University ("WSU") College of Nursing ("WSU-CON") and Spokane Community College ("SCC").

**II. Purpose**

The purpose of this Agreement is for WSU-CON to provide limited health care services to the student body of Spokane Community College (SCC) and Spokane Falls Community College (SFCC) and to further the educational, research and service missions of WSU. This Clinic shall be referred to as the "SCC Student Health Center" by both parties.

**III. Description of Services**

- A. Facility, Equipment and Supplies. Clinic services will be provided by WSU-CON to SCC and Spokane Falls Community College (SFCC) students in the SCC clinic located at 1810 North Greene Street, Building 7, Room 118, Spokane, Washington.
1. SCC will provide all space, equipment, supplies and hazardous waste removal for business of the clinic. In addition SCC will purchase all vaccines and injectables, medications and other incidental items necessary for the provision of services. Supplies, equipment and Incidental items include but are not limited to:
- CLIA license required for laboratory operation
  - provider reference / patient education materials.
  - telephone, fax machine, photocopier, computers with access to the Internet and a printer, locking file cabinets, refrigerator, rooms stocked with equipment for physical examinations and treatments (e.g., blood pressure devices, oto/ophthalmoscopes, examination beds, band-aids, syringes and needles, alcohol pads, etc.),
  - All chart supplies, prescription pads and paper.
2. SCC staff will be responsible for cash handling according to Spokane Community College policies and procedures.
- B. General Services. WSU-CON will generally provide limited treatment and counseling for acute minor illness, stable chronic illness and simple diagnostic testing at no cost to the student. Services will be provided by a Washington state licensed advanced practice nurse practitioner (ARNP), WSU-CON faculty member, with assistance from undergraduate and/or graduate nursing students under his/her direction. WSU-CON students and SCC students may have opportunities for educational practice

experiences at the Clinic, to be scheduled through the Clinic's Coordinator. If scheduled for SCC students, these experiences will be governed by a separate affiliation agreement between SCC and WSU.

- C. Specific Services. Services provided by WSU-CON may include, but are not limited to the following:
1. Primary diagnosis and initial management of minor illness or injury, including ordering of diagnostic tests and/or imaging studies.
  2. Interval management for stable chronic conditions.
  3. Provision of medication prescriptions and/or OTC medications as appropriate and available.
  4. Clearance for return to school or work.
  5. Simple diagnostic tests including urine dip, rapid strep test, pregnancy test, finger stick glucose, and peak airflow measurement and interpretation.
  6. Health promotion services and referral.
  7. Some immunizations may be available at cost to students. In addition, flu vaccination may be made available at cost to CCS faculty and staff, dependent upon vaccine availability and public health recommendations.
  8. Physical exams required by the Department of Transportation and health science programs on an "as available basis." Contract does not include varsity sports physicals.
  9. For ongoing and/or complex care, referral may be made to community services.
  10. Services that are not covered are routine pap smears and ongoing management of chronic medical problems.
  11. No emergency services will be provided, except to call 911 if needed.
  12. Laboratory and radiology costs will be the responsibility of the student.
  13. Services will be provided only in the clinic.
- D. SCC Obligations.
1. Mental health services/counseling and/or supervision of mental health interns will be provided by SCC staff.
  2. SCC students enrolled in Health Information Management classes shall provide statistical tracking data for the SCC Clinic.
  3. SCC will be responsible for marketing health services on SCC and SFCC campuses.
  4. SCC will arrange a secure PAML connection for the return of laboratory results.
  5. SCC will retain health records of students according to statutory authority.

#### **IV. Term; Hours of Operation**

This Agreement shall be effective from **September 12, 2011, through June 20, 2012** (the "Term"), and may be renewed for additional academic years upon the mutual consent of the parties.

During the Term, services will be offered on 20 hours per week (Monday through Friday) with actual times to be determined by mutual agreement between SCC and WSU clinic coordinator. No services will be provided on the following dates:

**November 11, 23, 24 & 25, 2011**

**December 12, 2011, through January 2, 2012**

January 16, 2012  
February 20, 2012  
March 26-30, 2012  
May 28, 2012

Clinic hours will generally be coordinated through the SCC Associate Dean of Nursing and based on WSU-CON faculty/staff availability. Changes to the hours of operation and/or type or cost of services offered may be made at any time upon agreement of both parties, but will generally occur at the end of each SCC quarter.

**V. Joint Evaluation of Services**

Evaluation of clinical services addressing the process to date, general satisfaction and any unforeseen problems will occur at the end of each SCC quarter, and will involve representatives of each institution, as well as representation from the SCC student body if requested by SCC administrators.

A summative evaluation meeting will take place at the beginning of the 3<sup>rd</sup> quarter and will be followed by specific planning for future services. Student users of the clinic will be given the opportunity to evaluate their experience at each visit.

**VI. Payment for Services**

A. The costs of the previously listed health services are listed in Exhibit A attached hereto and incorporated herein by reference. SCC will be invoiced at the beginning of the fall, winter and spring quarters and payment will be due according to the schedule listed below. SCC student funding will be the sole source of revenue.

Payment should be made payable to the WSU Intercollegiate College of Nursing, Attn: Tim Mildren, Area Finance Officer. The printing and distribution of any news releases or other promotional materials for the SCC Clinic will be the responsibility of WSU-CON. Nothing contained herein shall be deemed to grant SCC the right to use WSU trademarks or logos, and SCC may not do so without the prior written consent of WSU.

B. Payment Schedule:

<b>Quarter:</b>	<b>Due on or before:</b>	<b>Amount:</b>
Fall Quarter	October 3, 2011	\$22,113
Winter Quarter	January 5, 2012	\$22,113
Spring Quarter	April 6, 2012	\$22,113

**VII. Insurance; Hold Harmless**

A. Insurance.

1. WSU and its officers, employees, and agents, while acting in good faith within the scope of their official WSU duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against WSU and its employees, officers, and agents in the performance of their official WSU

duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

2. SCC and its officers, employees, and agents, while acting in good faith within the scope of their official SCC duties, are covered by the State of Washington Self-Insurance Program and the Tort Claims Act (RCW 4.92.060 et seq.), and successful claims against SCC and its employees, officers, and agents in the performance of their official SCC duties in good faith under this Agreement will be paid from the tort claims liability account as provided in RCW 4.92.130.

- B. Hold Harmless. Each party to this Agreement shall indemnify and hold the other harmless for any and all claims, injuries, damages, losses or suits, including attorneys' fees, arising out of its own acts or omissions and those of its officers, employees and agents in the performance of this Agreement. No party to this Agreement shall be responsible for the acts and omissions of those not a party to this Agreement.

### VIII. General Terms

- A. Termination. Either party may terminate this Agreement upon not less than thirty (30) days prior written notice to the other party.
- B. Amendments. This Agreement may be amended upon the mutual written consent of the parties. Changes to operational details of the clinic may be handled informally by the parties through letter agreements or otherwise pursuant to Section IV herein.
- C. Assignment. Neither party may assign their rights or obligations under this Agreement without the express prior written consent of the other party.
- D. Severability. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.
- E. Notices. Any notices required hereunder shall be sent to the following individuals:

WSU-CON:

Name: Patricia Butterfield  
Title: Dean, College of Nursing  
Address: P.O. Box 1495  
Address: Spokane, WA 99210-1495  
Phone: 509-324-7332  
Fax: 509-324-7341  
E-Mail: pbutter@wsu.edu

SCC:

Name: Erlene Pickett  
Title: Associate Dean of Nursing  
Address: 1810 N. Greene St. MS 2090  
Address: Spokane, WA 99217-5399  
Phone: 509-533-7311  
Fax: 509-533-8621  
E-mail: cdoyle@scc.spokane.edu

- F. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of Washington.

G. Disputes. In the event that a dispute arises under this Agreement that the parties can't resolve, they shall allow the dispute to be decided by a Dispute Panel in the following manner: each party to this Agreement shall appoint one member to the Dispute Panel, and the members so appointed shall jointly appoint an additional member to the Dispute Panel. The Dispute Panel shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Panel shall be final and binding on the parties hereto.

H. Non-Discrimination. No person will be discriminated against in the performance of this Agreement on the basis of race, creed, color, national origin, gender, honorably discharge veteran or military status, sexual orientation, or the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability, in accordance with Title VI of the 1964 Civil Rights Act; Section 504 of the Rehabilitation Act, 1973, as amended; Americans with Disabilities Act, July 26, 1990, P.L. 101-336; and Title IX/Chapter 28A.640 RCW of the Education Amendments of 1972, as amended, and RCW Chapter 49.60.

**IX. Signatures**

Each party by their signature hereto represents that they have read the foregoing and agree to be bound by its terms, and that they have been delegated with signature authority to sign this Agreement on behalf of their respective party.

Community Colleges of Spokane

Signature Paul Ramey

Title Purchasing Manager

Date 06 Oct 2011  
P.O. 2413-17842

WSU College of Nursing

Signature [Handwritten Signature]

Title Dean, College of Nursing

Date 10.12.2011

Approved by:

Washington State University

Signature [Handwritten Signature]

Title Amanda N. Owen  
Contracts Manager  
Washington State University

Date 10/18/11

[Cost of services]

Attachment A

**WSU College of Nursing Clinic for SCC**

**BUDGET 2011-12**

Sept. 12, 2011 - June 20, 2012

	Salary	Benefits	Annual Total
<b>I. PERSONNEL</b>			
<b><u>Nurse Practitioner</u></b> 925 hours X\$45	\$41,625	\$8,325	\$49,950
<b><u>Clinic Coordinator</u></b> 135 hours x\$45	\$6,075	\$1,215	\$7,290
<b><u>Medical Assistant</u></b> To be hired through SCC for up to 1018 hrs.			
<b><u>Business Office Support</u></b> 5% for two people, 9 months	\$3,123	\$1,062	\$4,185
TOTAL PERSONNEL			
<b>II. GOODS &amp; SERVICES</b> To be provided by SCC			
TOTAL DIRECT COSTS			\$61,425
INDIRECT COST @ 8%			\$4,914
TOTAL COSTS			\$66,339



**Community Colleges  
of Spokane**

# PURCHASE ORDER

You are authorized to enter our order  
and provide the following goods and/or  
services as described below.

DATE ORDERED

PO Number

10/6/2011

**2U13-17842**

SHIP TO: Not Applicable  
=====

PRICE F.O.B. NA	TERMS Net	PROMISED DELIVERY 10/5/2011
VENDOR Phone# 324-7291	VENDOR Fax# (509) 324-7250	

91600110H      VENDOR REP: Patricia Butterfield, Dean  
TO:    WSU College of Nursing  
         Freddi Van Gemert, RM 222A  
         PO BOX 1495  
         SPOKANE, WA 99210-1495

**MAIL INVOICES TO:** Community Colleges of Spokane  
                                 Purchasing Department MS 1007  
                                 PO Box 6000  
                                 Spokane, WA 99217-6000

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
1	Inter-agency agreement for WSU College of Nursing ARNP providers to operate SCC Student Health Clinic per agreement attached. Three equal payments per schedule in agreement:  October 6, 2011    \$22,113 January 5, 2012    \$22,113 April 6, 2012      \$22,113	1	NTE	\$66339.00	\$66339.00

INSTRUCTIONS:

Subtotal:	\$66339.00
Tax:	\$0.00
Total:	\$66339.00

Prepared by:                      Title:                      Phone Number:  
Rod Ramer    Purchasing Manager    509-434-5325

Agency Approval:  
*Rod Ramer*

**Standard Terms and Conditions for the  
State of Washington Apply to this  
Purchase Order**