



Community Progress Council, Inc.

226 East College Avenue
York, PA 17403

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www.headstartofyorkcounty.org

EARLY HEAD START/HEAD START OF YORK COUNTY

Memorandum of Agreement

Between

Community Progress Council, Inc. Early Head Start/Head Start of York County
226 East College Ave., York, PA 17403 – Phone 717-846-4600

And

Nurse Family Partnership
116 South George Street, York, PA 17401

Purpose: This non-binding agreement reflects the terms of the referral and support process, and provides an organized overview of each provider's responsibilities. This Memorandum establishes a non-financial, cooperative agreement between Early Head Start/Head Start of York County, a program of Community Progress Council Inc. and Nurse Family Partnership. These agencies agree to work together in a benevolent manner to increase accessibility and provide needed services for people of our community.

Scope: Both agencies agree to the following:

1. Neither agency is obligated to solely refer or utilize the services of the other.
2. Neither agency is obligated or authorized to provide services at all the expenses of the other.
3. Referrals are screened for appropriateness and accepted into the program as quickly as possible.
4. Communication between the service and the provider are referral source will be maintained when appropriate.

Confidentiality: Nurse Family Partnership and Early Head Start/Head Start of York County are governed by various State and Federal Regulations to protect the privacy and confidentiality of clients. Both agencies agree to operate in compliance with these Regulation, including The Health Insurance Portability and Accountability Act of 1996 (HIPPA). Both agencies agree to have appropriate administrative, technical, and physical safeguards to protect the privacy of Protected Health Insurance Information (PHI).

Exclusions: Both agencies agree as follows:

- This is not a Contract, simply an acknowledgement of our commitment to work together in the best interest of our clients.
- There are no financial obligations or arrangements between the parties because of this Agreement.

Terms of Agreement: Both agencies agree as follows:

- The time frame covered under this agreement: June 1, 2015 through May 31, 2016.
- The terms of this Agreement supersede any previous Agreements between these two agencies.
- Either party may terminate this Agreement at any time, with or without cause, by notifying the other in writing.

Community Progress Council, Inc.
Early Head Start/Head Start of York County

Nurse Family Partnership

Print Name: Sue Yohe
Signature: [Signature]
Title: Director of Early Childhood Ed.
Date: 8-11-15

Print Name: Jennifer Englerth
Signature: [Signature]
Title: CEO
Date: 8-17-15