Board Office Use: Le	gislative File Info.
File ID Number	13-2058
Introduction Date	10/9/13
Enactment Number	13-2067
Enactment Date	10/9/13 0%



Community Schools, Thriving Students

Memo

To Board of Education

From Gary Yee, Ph.D., Acting Superintendent

By: Maria Santos, Deputy Superintendent, Instruction, Leadership &

Equity-in-Action Maris Scinter

Vernon Hal, Deputy Superintendent, Business & Operations

Board Meeting Date (To be completed by Procurement)

Professional Services Contract - Samuel Merritt University (contractor) - 968/

Health Services (site/department)

Action Requested

Subject

Approval of Professional Services Contract between Oakland Unified School District and Samuel Merritt University, Oakland, CA. Services to be primarily provided to 968/Health Services Department for the period of September 3,

2013 through June 30, 2014.

Background

A one paragraph
explanation of why
the consultant's
services are needed.

The school nurse program aims to provide more equitable and holistic health care to all nursing students. The internship program with the Samuel Merritt University, School of Nursing, fosters community participation and provides OUSD students with additional positive role models and health care providers. Samuel Merritt University will provide approximately 15 students per semester to intern with OUSD School Nurses to gain exposure to the entire gamut and unique needs of OUSD students. The School Nurse administrator will meet with the Samuel Merritt students and faculty to ensure all learning objectives are satisfied. The nursing students will intern one day a week for 15 weeks at select school sites under the guidance of an OUSD School Nurse.

Discussion One paragraph summary of the scope of work. Approval by the Board of Education of Professional Services Contract between the District and Samuel Merritt University, Oakland, CA, for the latter to provide student nurse interns one day a week for fifteen weeks under the guidance of a school nurse to gain exposure to the entire gamut and unique needs of OUSD students for the Health Services Department for the period of September 3, 2013 through June 30, 2014, at no cost to the District.

Recommendation

Approval of Professional Services Contract between Oakland Unified School District and Samuel Merritt University. Services to be primarily provided to Health Services Department for the period of September 3, 2013 through June 30, 2014.

Fiscal Impact

Funding Source: No Fiscal Impact

Attachments

- Memorandum of Understanding
- Certificate of Insurance
- Scope of Work
- Statement of qualifications

Board Office Use: Legis	slative File Info.
File ID Number	13-2058
Introduction Date	10/9/13
Enactment Number	17/11/
Enactment Date	



PROFESSIONAL SERVICES CONTRACT 2013-2014

(CC) fina to	ONTF incia perfo	RACTOR). OUSD is authorized by Government Code Section 53060 to contract for the furnishing of special services and advice in I, economic, accounting, engineering, legal, and administrative matters with persons specially trained, experienced, and competent rm such services. CONTRACTOR warrants it is specially trained, experienced, and competent to provide such services. The agree as follows:
1.		vices: The CONTRACTOR shall provide the ("Services" or "Work") as described in Exhibit "A," attached hereto and incorporated ein by reference.
2.	if th	ms: CONTRACTOR shall commence work on 9/3/2013, or the day immediately following approval by the Superintendent e aggregate amount CONTRACTOR has contracted with the District is below \$81,500 in the current fiscal year; or, approval by the ard of Education if the total contract(s) exceed \$81,500, whichever is later. The work shall be completed no later than 0/2014
3.	exc be	mpensation: OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement, a total fee not to eed zero Dollars (\$). This sum shall for full performance of this Agreement and includes all fees, costs, and expenses incurred by Contractor including, but not limited abor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs, and other costs.
		ONTRACTOR will be compensated hourly for services provided under this Contract, CONTRACTOR shall describe in Exhibit "A," ched hereto, the specific scope of services to be delivered on an hourly basis to OUSD.
		SD shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for SD, except as follows:
	CÓ	ment for Work shall be made for all undisputed amounts in monthly installment payments within forty-five (45) days after the NTRACTOR submits an invoice to OUSD for Work actually completed and after OUSD's written approval of the Work, or the tion of the Work for which payment is to be made.
	to c	e granting of any payment by OUSD, or the receipt thereof by CONTRACTOR, shall in no way lessen the liability of CONTRACTOR correct unsatisfactory work, although the unsatisfactory character of that work may not have been apparent or detected at the time a ment was made. Work, which does not conform to the requirements of this Agreement, may be rejected by the District and in that e must be replaced by CONTRACTOR without delay.
4.		omittal of Documents: CONTRACTOR shall not commence the Work under this Contract until CONTRACTOR has submitted and SD has approved evidence of the following:
	1.	Individual consultants:
		☐ Tuberculosis Clearance – Documentation from health care provider showing negative TB status within the last four years.
		Completion of Pre-Consultant Screening Process – Attach letter from Human Resources Support Services showing completion of Pre-Consultant Screening for this current fiscal year.
		☐ Insurance Certificates and Endorsements – General Liability insurance in compliance with section 9 herein.
	2.	Agencies or organizations:
		■ Insurance Certificates and Endorsements – Workers' Compensation insurance in compliance with section 9 herein.
5.		eement except:which shall not exceed a total cost of \$
6.	co	NTRACTOR Qualifications / Performance of Services.

CONTRACTOR Qualifications. CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and,/or regulations, as they may apply.

Standard of Care. CO NTRACTOR warrants that CONTRACTOR has the qualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of OUSD. CO NTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

7. **Notices:** All notices and invoices provided for under this Agreement shall be in writing and either personally delivered during normal business hours or sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other party at the address set forth below:

CONTRACTOR:

p								
Name: Barbara Pa	rker	Name: Samuel Merritt University						
Site /Dept.:	968/Health Services	Title: School of Nursing						
Address: 746 Grand Ave		Address: 450 30th Street, Suite 2802						
Oakland,	CA 94610	Oakland	CA	94609				
Phone: (510) 273-1586		Phone: 510-869-1589						

Notice shall be effective when received if personally served or, if mailed, three days after mailing. Either party must give written notice of a change of address. CONTRACTOR shall submit invoices in a form that includes the name of the person providing the service, the service performed, the date service was rendered, and the hours spent on the work.

8. Invoicing

Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to OUSD. All amounts paid by OUSD shall be subject to audit by OUSD.

- 1. Invoices shall include, but not be limited to: C onsultant name, consultant address, invoice date, invoice sequence number, purchase order number, name of school or department service was provided to, period of service, number of hours of service, brief description of services provided, hourly rate, total payment requested.
- 2. Invoices from Agencies or Organizations must include evidence of compliance with section 19 herein:
 - i. Fingerprinting of Employees and Agents: Agency or organization must provide a current list of all employees, agents and volunteers working at an OUSD site when invoicing, and must include the Department of Justice ATI number for each person, and at statement that subsequent arrest records have been requested for each person listed.
 - ii. Tuberculosis Screening: The list must also include a statement that TB Clearance is on file for each person.
- 9. Status of Contractor: This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of OUSD, and are not entitled to benefits of any kind or nature normally provided employees of OUSD and/or to which OUSD's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, OUSD being interested only in the results obtained.

10. Insurance:

- 1. Commercial General Liability Insurance: Unless specifically waived by OUSD, the following insurance is required:
 - i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

- CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.
- CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.
- ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage with limits of One Million Dollars (\$1,000,000) per occurrence for bodily injury and property damage. The coverage shall be primary as to OUSD and shall name OUSD as an additional insured. Evidence of insurance must be attached. Endorsement of OUSD as an additional insured shall not affect OUSD's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and OUSD in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.
- iii. If CONTRACTOR is offering OUSD professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim.

OR

- iv. CONTRACTOR is not required to maintain any insurance under this agreement. (Completed and approved Waiver of Insurance Form is required.) Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.
- 11. Licenses and Permits: CONTRACTOR shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.

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- 12. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of OUSD.
- 13. Anti-Discrimination. It is the policy of OUSD that in connection with all work performed under Contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore the CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and OUSD policy. In addition, the CONTRACTOR agrees to require like compliance by all its subcontractor(s). Contractor shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex or sexual orientation.
- 14. **Drug-Free / Smoke Free Policy**. No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on OUSD property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use drugs on these sites.
- 15. Indemnification: CONTRACTOR agrees to hold harmless, indemnify, and defend OUSD and its officers, agents, and employees from any and all claims or losses accruing or resulting from injury, damage, or death of any person, firm, or corporation in connection with the performance of this Agreement. CONTRACTOR also agrees to hold harmless, indemnify, and defend OUSD and its elective board, officers, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to CONTRACTOR in connection with the performance of this Agreement. This provision survives termination of this Agreement.
- 16. Copyright/Trademark/Patent/Ownership. CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of OUSD and cannot be used without OUSD's express written permission. OUSD shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of OUSD. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORs in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of OUSD.
- 17. **Waiver:** No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
- 18. **Termination:** OUSD may at any time terminate this Agreement upon written notice to CONTRACTOR. OUSD shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, OUSD may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, OUSD may secure the required services from another contractor. If the cost to OUSD exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.
- 19. **Conduct of Consultant.** CONSULTANT will adhere to the following staff requirements and provide OUSD with evidence of staff qualifications, consistent with invoicing requirements outlined in Section 8, which include:
 - 1. Tuberculosis Screening

Contractor initial:

2. Fingerprinting of Employees and Agents. The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONTRACTOR's services under this Agreement and CONTRACTOR certifies its compliance with these provisions as follows: "CONTRACTOR certifies that CONTRACTOR has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONTRACTOR's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by OUSD, or acting as independent contractors of CONTRACTOR, who may have contact with OUSD pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. Contractor further certifies that it has received and reviewed fingerprint results for each of its Employees and Contractor has requested and reviews subsequent arrest records for all Employees who may come into contract with OUSD pupils in providing services to the District under this Agreement.

In the event that OUSD he its sole discretion, at any time during the term of this contract, desires the removal of any CONSULTANT related persons, employee, representative or agent from an OUSD school site and, or property, CONSULTANT shall immediately upon receiving notice from OUSD of such desire, cause the removal of such person or persons.

- 20. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
- 21. OUSD's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors. O USD may evaluate the CONTRACTOR's work in any way that OUSD is entitled to do so pursuant to applicable law. The OUSD's evaluation may include, without limitation:
 - 1. Requesting that OUSD employee(s) evaluate the CONTRACTOR and the CONTRACTOR's employees and subcontractors and each of their performance.
 - 2. Announced and unannounced observance of CONTRACTOR, CONTRACTOR's employee(s), and/or subcontractor(s).

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- 22. Limitation of OUSD Liability. Other than as provided in this Agreement, OUSD's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall OUSD be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of, or in connection with, this Agreement for the services performed in connection with this Agreement.
- 23. Confidentiality. The CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. CONTRACTOR understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Contractors will be permitted access to student data only where permissible under state and federal law and only after executing OUSD's Confidentiality Agreement Regarding Student Data.
- 24. **Conflict of Interest.** CONTRACTOR shall abide by and be subject to all applicable OUSD policies, regulations, statutes or other laws regarding conflict of interest. CONTRACTOR shall not hire any officer or employee of OUSD to perform any service by this Agreement.

CONTRACTOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between CONTRACTOR's family, business or financial interest and the services provided under this Agreement, and in the event of change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to OUSD's attention in writing.

Through its execution of this Agreement, CONTRACTOR acknowledges that it is familiar with the provisions of section 1090 *et seq.* and section 87100 *et seq.* of the Government Code of the State of California, and certifies that it does not know of any facts which constitute a violation of said provisions. In the event CONTRACTOR receives any information subsequent to execution of this Agreement, which might constitute a violation of said provisions, CONTRACTOR agrees it shall notify OUSD in writing.

- 25. Integration/Entire Agreement of Parties. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 26. **Litigation:** This Agreement shall be performed in Oakland, California and is governed by the laws of the State of California. The Alameda County Superior Court shall have jurisdiction over any state court litigation initiated to enforce or interpret this Agreement. If litigation is initiated, the prevailing party shall be entitled to reasonable attorney's fees and costs.
- 27. Contract Contingent on Governing Board Approval: The District shall not be bound by the terms of this Agreement until it has been formally approved by the District's Governing Board, and no payment shall be owed or made to CONTRACTOR absent formal approval. This Agreement shall be deemed to be approved when it has been signed by the Board of Education, and/or the Superintendent as its designee.
- 28. **Signature Authority:** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been given the proper authority and empowered to enter into this Agreement.
- 29. **Counterparts:** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
- 30. Incorporation of Recitals and Exhibits: The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
- 31. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List. (https://www.epls.gov/epls/search.do)

Summary of terms and compensation:

Anticipated start date: 9/3/2013	Work shall be completed by: 6/30/2014 Total Fee: \$
OAKLAND UNIFIED SCHOOL DISTRICT President, Board of Education Superintendent of Designee Secretary, Board of Education File ID Number: 13-258 Introduction Date: 10/4/13 Enactment Number: 13-267 Enactment Date: 10/4/13	Date Contractor Signature Date Contractor Signature Date Contractor Signature Date Sam Ser Medritt Oniversity CRNA. PhD. FAAN Sam Ser Medritt Oniversity CRNA. PhD. FAAN Print Medrit President and Provider SAMUEL MERRITT UNIVERSITY 450 30th Street, Suite 2718 Oakland, CA 94609

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EXHIBIT "A" Scope of Work

DESCRIPTION OF SERVICES TO BE PERFORMED BY CONTRACTOR

CONTRACTOR'S entire Proposal is <u>not</u> made part of this Agreement. [IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES CAN BE ATTACHED <u>WITHOUT</u> ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

Summary for Board Memo and Board Agenda – Must accurately align with scope of work below. Approval by the Board of Education of professional services contract between Oakland Unified School District and Samuel Merritt University for the latter to provide student nurse interns one day a week for fifteen weeks under the guidance of a school nurse to gain exposure to the entire gamut and unique needs of OUSD students for the Health Services Department for the period of September 3, 2013 through June 30, 2014, at no cost to the District.

SCOPE OF WORK Samuel Merritt University will provide a maximum of 450.00 hours of services at a rate of \$0.00 per hour for a and end on 6/30/2014 _. Services are anticipated to begin on 9/3/2013 total not to exceed \$ 1. Description of Services to be Provided: Provide a description of the service(s) the contractor will provide. Be specific about what service(s) OUSD is purchasing and what this Contractor will do. OUSD School Nurses will mentor Samuel Merritt University nursing interns in the delivery of health services to OUSD students. The nurse interns will learn and execute a variety of health care services: special education, first aid, family and community care, health education, case management, etc. The nursing interns will learn by doing under the guidance of the OUSD School Nurses and partake in a rigorous intern program in addition to experiencing the day-to-day challenges of school nursing. Samuel Merritt University (SMU) will provide approximately 15 students per semester to intern with OUSD School Nurses to gain exposure to the entire gamut and unique needs of OUSD students. The School Nurse administrator will meet with the Samuel Merritt students and faculty to ensure all learning objectives are satisfied. The nursing students will intern one day a week for 15 weeks at select school sites under the guidance of an OUSD School Nurse. 2. Specific Outcomes: What are the expected outcomes from the services of this Contract? Be specific. For example, as a result of the service(s): 1) How many more Oakland children are graduating from high school? 2) How many more Oakland children are attending school 95% or more? 3) How many more students have meaningful internships and/or paying jobs? 4) How many more Oakland children have access to, and use, the health services they need? Provide details of program participation (Students will...) and measurable outcomes (Participants will be able to...). NOT THE GOALS OF THE SITE OR DEPARTMENT. The school nurse program at OUSD aims to provide more equitable and holistic healthcare to all students. OUSD students will receive additional healthcare services as provided by the nursing program. These health services will enable students to be better physically and emotionally prepared to engage in the learning process. The mission of Family, Schools, and Community Partnerships is to provide all students with the academic, health, and socio-economic support they need to succeed, with seamless and accessible pathways for learning supports, where schools serve as resource centers that are responsive to the changing needs of students and families. By creating a relationship with Samuel Merritt, we are responding to the critical health needs of OUSD students. This will directly bolster student learning and outcomes. 3. Alignment with District Strategic Plan: Indicate the goals and visions supported by the services of this contract: (Check all that apply.) Ensure a high quality instructional core Prepare students for success in college and careers Develop social, emotional and physical health Safe, healthy and supportive schools Accountable for quality Create equitable opportunities for learning High quality and effective instruction Full service community district

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4. Alignment with Single Plan for Student Achievement (required if using State or Federal Funds) Please select: Action Item included in Board Approved SPSA (no additional documentation required) – Action Item Number: Action Item added as modification to Board Approved SPSA – Submit the following documents to the Resource Manager either electronically via email of scanned documents, fax or drop off. 1. Relevant page of SPSA with action item highlighted. Page must include header with the word "Modified", modification date, school site name, both principal and school site council chair initials and date. 2. Meeting announcement for meeting in which the SPSA modification was approved. 3. Minutes for meeting in which the SPSA modification was approved indicating approval of the modification. 4. Sign-in sheet for meeting in which the SPSA modification was approved.

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CERTIFICATE OF INSU	CERTIFICATE 13-1480	NUMBER	ISSUE DATE 1/1/2013							
INSURER SUTTER INSURANCE SERVICES (PACIFIC GUARDIAN CENTER, MA		NO RIGHTS UP POLICY, THIS	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER OTHER THAN THOSE PROVIDED IN THE POLICY. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES DESCRIBED HEREIN.							
737 BISHOP STREET #2100			COMPANY AFFORDING COVERAGE							
HONOLULU, HI 96813			SUTTER INSURANCE SERVICES CORPORATION							
INSURED										
Samuel Merritt University 3100 Telegraph Avenue Oakland, CA 94609		THIS IS TO I BEEN ISSUE INDICATED, ANY CONTF CERTIFICAT THE POLICI AND CONDI	COVERAGE THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE CERTIFICATE PERIOD INDICATED, NOT WITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE		LIMITS					
X COMMERCIAL GENERAL LIABILITY X RETRO DATE: 10/1/90 (SMU)	SIS-2013-1	1/1/2013	1/1/2014	EACH CLAIM	\$	1,000,000				
PROFESSIONAL LIABILITY X HOSPITAL PROFESSIONAL LIABILITY X RETRO DATE: 10/1/90 (SMU)	SIS-2013-1	1/1/2013	1/1/2014	EACH CLAIM	\$	1,000,000				
EXCESS LIABILITY				EACH CLAIM	\$					
EXCESS LIABILITY RETRO DATE:					\$					
OTHER REASON FOR INTEREST										
Evidence of coverage as respectively. OUSD school nurses services to OUSD students. To	will mentor Samue	el Merritt Unive	ersity nursing							
CERTIFICATE HOLDER	W	CANCELL	ATION							
Oakland Unified School Dis 1025 2nd Avenue Oakland, CA 94606	strict	EXPIRATION DAYS WRITT FAILURE TO	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES. Bonnie George, President/CEO							

SAM Search Results List of records matching your search for :

Search Term : samuel* Record Status: Active

ENTITY SAMUEL MERRITT UNIVE	ERSITY Status:Active
DUNS: 606136778 +4:	CAGE Code: 06YJ8 DoDAAC:
Has Active Exclusion?: No Address: 450 30TH ST STE 2701	Delinquent Federal Debt?: No
City: OAKLAND ZIP Code: 94609-3302	State/Province: CALIFORNIA

July 19, 2013 2:37 PM Page 1 of 1

Samuel Merritt University School of Nursing N170/570: Community Health Nursing

To agencies and facilities working with Samuel Merritt University School of Nursing, Community Health Nursing Students:

Thank you for agreeing to work with students from Samuel Merritt University School of Nursing. We are excited that students will have an opportunity to learn more about the community you serve and to better understand the role nursing can play in providing care in the community.

The students are enrolled in Community Health Nursing in the last semester of their prelicensure program; please see the course objectives and course content for your information.

In addition to classroom assignments, each student is placed in a community agency for a clinical experience. Because each agency offers a unique service to the community, the scope of health care practice varies from one agency to another. Students are expected to actively engage with the agency to which they have been assigned, working on projects and plans that are appropriate within that agency.

In addition to the completion of the course objectives, if the opportunity is available within the agency, examples of student activities may include and are not limited to:

- 1) Provide health education on a wide range of topics to individuals and groups.
- 2) Conduct health screening, including vision, blood pressure, other vital signs, height, weight, body mass index (BMI), scoliosis, and developmental assessment. With the supervision of a certified health professional, students may conduct hearing and tuberculosis screenings.
- 3) Participate in flu and immunization vaccine clinics with the supervision of a certified health professional.
- 4) Complete health histories.
- 5) Review and document immunization status.
- 6) Conduct home visits as appropriate.
- 7) Review medications and provide appropriate education.
- 8) Identify resources and assist agency in making referrals and doing follow-up.
- 9) Work with agencies to conduct case management.
- 10) Plan and conduct health programs (e.g. health fairs, health education modules).
- 11) Assess communities and populations.
- 12) Work with agencies to develop internal systems to manage health information.
- 13) Act as a resource to agency, collecting and disseminating information that supports agency services.

Student responsibilities:

Maintain the highest professional standards

Actively engage in ongoing relationship with clinical agency, conducting relevant and appropriate clinical activities

Complete course and clinical assignments as scheduled

Participate in clinical conferences weekly

Evaluate course and clinical experience

Agency responsibilities:

Plan and conduct orientation for students

Communicate regularly with students and faculty

Provide meeting/conference/work space for students and faculty on clinical days Obtain permission from clients for student participation

Meet with faculty at end of semester to evaluate experience and plan for future

Faculty responsibilities:

Act as liaison between Samuel Merritt University School of Nursing and agency; facilitate student orientation and integration into agency

Provide agency with information about students and program

Be available to students and agency staff during regular clinical hours by phone and in person

Conduct weekly clinical conferences

Monitor the completion of course objectives and evaluate student clinical performance and written work

Conduct student evaluations at midterm and final

Contact information for faculty:

Name and phone number(s) for clinical faculty

MRE/ks.06.2012

COMMUNITY HEALTH NURSING COURSE

Course Objectives:

- 1. Analyze the needs of vulnerable populations across the lifespan, using principles, concepts, and theories from public health and nursing.
- 2. Synthesize principles, concepts and theories from public health and nursing to promote the physiological, social, cultural, and psychological health of aggregates across the lifespan.
- 3. Integrate knowledge from the examination of issues, trends, and challenges related to community health nursing practice.
- 4. Demonstrate professional behavior in the practice of community health nursing.

Course Content:

- I. Introduction to and history of community health nursing
- II. Community as client: population-based practice; core public health functions
- III. Multicultural nursing concepts: Cultural sensitivity/competency, health care disparities, social determinants of health
- IV. Roles of community health nurses: Where do we work?
- V. Skills of community health nurses: What do we do?

Care of individuals/families/communities

- A. Assessment of communities: Data collection strategies & approaches
 - I. Social science methodologies
 - 2. Biostatistics and epidemiology of communicable and chronic diseases
- B. Diagnosis of communities: Models in community health nursing
- C. Care of communities
 - 1. Program planning, partnerships, collaboration
 - 2. Communicable disease control
 - 3. Health promotion and health teaching
 - 4. Case management and care coordination
 - 5. Advocacy and policy development
 - 6. Health care economics and access (resources, referral, reform)
- VI. Other specific vulnerable populations and community health issues
 - A. Violence: family & community; child abuse; elder abuse; gangs
 - B. Poverty: homeless, working poor
 - C. Environmental health
 - D. Immigrant health; farmworkers; refugees
 - E. Other populations and issues relevant to community, clinical placements

MRE/ks 06.2012



PROFESSIONAL SERVICES CONTRACT ROUTING FORM 2013-2014

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