

Kittitas County
Review Form
Grants & Contract Agreement



Today's Date
11/01/2009

Agenda Date

Fund/Department: Kittitas County Health Department Fund 116

Contract/Grant Information

Contract /Grant Agency: Child Care Infant Nurse Consultant Contract between Munchkin Land and Kittitas County Public Health Department.

Period Begin Date: 01/01/2010

Period End Date: 12/31/2010

Total Grant/Contract Amount: \$600.00

Grant/Contract Number:

Contract/Grant Summary:

An agreement between Munchkin Land Daycare and the Kittitas County Public Health Department to provide infant nurse consultant services. Kittitas County Public Health will receive \$50.00 per month for a total contract maximum of \$600.00.

Recommendation for Board of Health and Board of Health Review on _____

Department Head Signature: Catherine Banbrick, Administrator

Date: 11/4/09

Kittitas County Prosecutor, Auditor, and Board of Health Review and Comment:

APPROVED AS TO FORM:

Bu 11/19/09
Signature of Prosecutor's Office Date

Imohan 11/16/09
Signature of Auditor's Office Date

[Signature] 11/19/09
Signature of Board of Health member Date

Financial Information

Total Amount \$600.00	State Funds \$	Federal Funds \$
Percentage County Funds	Matching Funds \$	CFDA#
	In-Kind \$ Explain	
Is Equipment being purchased?	Who owns equipment?	
New Personnel being hired?	Contact HR hiring – reporting requirements	

Budget Information

Budget Amendment Needed?	Yes <input type="checkbox"/> attach budget form	No <input checked="" type="checkbox"/> Why not : Already budgeted for
New Division Created?		
Revenue Code : 61292434620		

Pass Through Information

Agency to Pass Through	
Amount to Pass Through	
Sub-Contract Approved	Date:

Prosecutor Review

Has the Prosecutor reviewed this agreement?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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County Departments Impacted

<input type="checkbox"/> Auditor	<input type="checkbox"/> Facilities Maintenance
<input type="checkbox"/> Information Services	<input type="checkbox"/> Human Resource
<input type="checkbox"/> Prosecutor	<input type="checkbox"/> Treasurer

Submitted

Signature:	Date:
Department:	

Assignment of Tracking Information

Auditor's Office	
Human Resource	
Prosecutor's Office	
Who Signed the grant application	

Reviewer	Date
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CHILD CARE INFANT NURSE CONSULTANT CONTRACT

A. An agreement between Creative Kids Daycare and the Kittitas County Public Health Department to provide infant nurse consultant services is outlined below. Under this agreement, the following services will be provided:

1. I, Mechelle Moran, Director of Creative Kids Daycare, agrees to provide the following:
 - A staff member to serve as a contact person for the nurse consultant regarding health concerns.
 - Access to program records and facilities as needed to fulfill the duties of the nurse consultant.
2. The Kittitas County Public Health Department will agree to provide the following:
 - The nurse consultant will visit the center a minimum of one time per month as arranged with the center director, as per the WAC's.
 - The nurse consultant will be available for telephone consultation when nursing advice is needed between visits.
 - Typical duties include but are not limited to:

Monthly:

- Assess and give feedback regarding child care practices, such as feeding, diaper changing, caregiver/infant interactions, hand washing, cleaning and disinfecting.
- Assess and give feedback regarding the child care environment, and growth and development of infants and children.
- Document on-site visits in writing, copies to be retained at child care center and the Kittitas County Public Health Department.

Quarterly:

- Review program policies and procedures, health and nutrition policies and procedures, child records, and immunization records.
- Assess center for compliance with state child care licensing health regulations.

Annually:

- Review and recommend revisions of health policies and the health care plan.
- Sign health care plan provided that all recommended revisions have been incorporated.
- *Implementation of the health care plan is the responsibility of the child care center.*

Other:

- Provide up to 2 staff in-services per year, as requested by the center director.
- Consult with staff regarding health concerns of individual children and make referrals or recommendations, on an as-needed basis.
- Assist staff to determine parent education needs, and provide health information for



To Protect and Promote the Health and the Environment of the People of Kittitas County

parents (via bulletin board, handouts, or classes) as needed.

- Review illness and injury incidents as needed.
- Provide at least 30 days written notice before terminating this agreement.

B. The above services will be provided at a rate of \$50.00 per month, for a total of twelve (12) months for a contract maximum of \$600.

C. Indemnification: To the extent of its comparative liability, each party shall indemnify defend and hold the other party, its departments, elected and appointed officials, employees, and agents, harmless from and against any and all claims, damages, losses and expenses, including reasonable attorney's fees, for any bodily injury, sickness, disease, or death, or any damage to or destruction of property including the loss of use resulting therefrom which are alleged or proven to be caused in whole or in part by a negligent act or omission of its officers, directors, and employees. It is further provided that no liability shall attach to either party by reason of entering into this contract except as expressly provided herein.

D. This contract will be effective upon signature by both parties and can be voided by either party upon written 30-day notice to the other party.

Signature_____ Date_____
Catherine Bambrick, Administrator
Kittitas County Public Health Department

Signature_____ Date_____
Director
Mechelle Moran

Agreement effective: January 1, 2010
Termination Date: December 31, 2010

