



February 25, 2014

Patrick McReynolds, CTPM  
Contract Specialist  
Texas Juvenile Justice Department  
11209 Metric Blvd, Building H  
Austin, Texas 78758

RE: Interagency Agreement, TYC # I1417

Dear Mr. McReynolds:

Enclosed is one fully executed original of the Interagency Agreement reference above for your records. Thank You!

Yours,

Richard Doan  
Director of Contracts  
University of Texas Medical Branch at Galveston  
Correctional Managed Care  
Email: [ridoan@utmb.edu](mailto:ridoan@utmb.edu)  
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Galveston, Texas 77555-1008  
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**INTERAGENCY COOPERATION AGREEMENT  
FOR HEALTH CARE SERVICES FOR TEXAS JUVENILE JUSTICE  
DEPARTMENT TJJD AGREEMENT NUMBER I1417**

This Interagency Cooperation Agreement ("Agreement") is entered into under authority of the "Interagency Cooperation Act", Chapter 771, Government Code, by and between the Texas Juvenile Justice Department, an agency of the State of Texas, hereinafter called "TJJD" and The University of Texas Medical Branch at Galveston, a component institution of the University of Texas System, an agency of the State of Texas, hereinafter called "UTMB."

**RECITALS**

WHEREAS, TJJD has the duty to provide health care services to Youth (defined below) within its custody under Section 242.051, Human Resources Code; and

WHEREAS, TJJD desires that these services be provided in a high quality manner and at the lowest reasonable cost, and UTMB has the capability and the authority under Chapter 65 and Chapter 74 of the Education Code to provide these services; and

WHEREAS, these services are not required by Article XVI, Section 21, of the Texas Constitution to be provided under an agreement awarded to the lowest responsible bidder; and

WHEREAS, both TJJD and UTMB understood and agreed that TJJD had unresolved housing and healthcare staffing issues for the Youth in its custody at the commencement of the current biennium of Fiscal Years 2014 and 2015; and

WHEREAS, to facilitate the resolution of TJJD's housing and healthcare staffing issues, both TJJD and UTMB have agreed to extend the prior Interagency Cooperation Agreement between them in the Second Amendment ("Second Amendment") for the period September 1, 2013 through December 31, 2013 and again in the Third Amendment ("Third Amendment") for the period January 1, 2014 through February 28, 2014; and

WHEREAS, both TJJD and UTMB understand and agree that TJJD's biennial appropriation for Fiscal Years 2014 and 2015 for Health Services in the amount of \$19,653,724 and its appropriation for Psychiatric Services in the amount of \$2,017,720 shall be the applicable funding for the Second Amendment, the Third Amendment and this Agreement;

NOW, THEREFORE, in consideration of the foregoing and in further consideration of the mutual benefits, the parties hereto agree as follows:

**ARTICLE I  
DEFINITIONS**

- A. "Dental Care": Of or related to preventive dental education, diagnosis, prophylaxis and treatment of hard and soft tissue pathology.
- B. "Emergency Care": Health Care services provided in a hospital emergency or minor emergency facility or on-site at the TJJD facility to evaluate and stabilize medical conditions of a recent onset and severity, including but not limited to severe pain, that would lead a

prudent layperson possessing an average knowledge of medicine and health to believe that the person's condition, sickness, or injury is of a such a nature that failure to get immediate medical care could result in:

1. placing the person's health in serious jeopardy;
  2. serious impairment to bodily functions;
  3. serious dysfunction of a bodily organ or part;
  4. serious disfigurement; or
  5. In the case of a pregnant woman, serious jeopardy to the health of the fetus or pregnant woman.
- C. "First Aid": First response medical care given in an emergent or life-threatening situation until qualified emergency care providers arrive; or first response medical care given for an obvious injury requiring immediate intervention.
- D. "Health Care": Services to provide for the mental and physical well-being of persons, including Preventive Care, and Rehabilitative Care. Health Care includes:
1. Primary Care;
  2. Nursing;
  3. Inpatient and Outpatient medical care;
  4. Rehabilitative Care;
  5. Emergency Care;
  6. First Aid;
  7. Dental Care;
  8. Psychiatry Services
  9. Specialty Care;
  10. Optometry Services;
  11. Sick Call;
  12. Clinic Care; and
  13. Ancillary Medical Services such as Laboratory and Radiological Services.

Health Care includes Medically Necessary (defined below) care for any Youth not limited by the cost of care associated with the individual Youth. Health Care includes the prescription and administration of any medication, as well as related counseling, teaching, and re-entry planning.

Health Care does not include paternity testing or DNA or other identity testing, but may include collecting samples for such tests. Health care does not include forensic rape examination and/or collection of rape kit contents or evidence but may include preserving evidence consistent with Prison Rape Elimination Act (PREA) standards if applicable. Health care does not include body cavity searches for purposes of checking for contraband. Health Care services may be provided by telemedicine.

- E. "Inpatient": A patient who has been admitted to a hospital for a period longer than 23 hours for the purpose of diagnosis, treatment, or other health care.
- F. "Local and Regional Providers": Private Health Care providers located in a community near the TJJD facility where the Youth resides.
- G. "Medically Necessary": Services, equipment, or supplies furnished by UTMB which are:

1. Appropriate and necessary for the diagnosis and treatment of a medical or psychiatric condition;
  2. Within standards of good medical practice within the medical community; and
  3. Not primarily for convenience.
  4. Medical and dental prostheses are Medically Necessary when the Youth's health or daily functioning is impaired without such.
- H. "Medical Records": All records, whether tangible or intangible, pertaining to the history, diagnosis, treatment, or prognosis of a person receiving Health Care services pursuant to this Agreement which are generated by UTMB at TJJD owned or operated facilities or at UTMB facilities and maintained by UTMB in accordance with this Agreement.
- I. "Off-Site": not located at a TJJD facility.
- J. "On-Site": located at a TJJD facility.
- K. "Optometry Services": Of or related to the correction of a Youth's vision. Services shall include corrective eyewear for Youth with 20/40 vision or above. Eyewear provided to Youth must not have glass lenses or a metal or hard plastic rod in the frame. Youth will not be allowed contact lenses unless medically necessary. Youth will not be allowed to retain non TJJD eyeglasses; non-TJJD eyeglasses will be replaced as soon as state issued eyewear is received.
- L. "Outpatient Care": Care provided to a Youth in a medical clinic or hospital, which requires observation and/or treatment of the patient for 23 hours or less.
- M. "Preventive Care": Health Care that includes screening tests for early detection of health problems (including HIV testing unless refused by the Youth), annual physical examinations, nutritional risk assessments and counseling for health conditions that require dietary intervention, health education for sexually transmitted diseases, HIV, hygiene, healthy lifestyle, and chronic health conditions such as diabetes, asthma, seizures, hypertension, and acne, and immunizations to reduce the risk of developing a disease (including Hepatitis A and B and Human Papilloma virus vaccinations).
- N. "Provider": A Texas Licensed medical doctor or doctor of osteopathy or Texas licensed advanced practice nurse or physician assistant.
- O. "Primary Care": Health Care provided by a Provider for a given episode of illness that leads to a decision regarding a course of action to resolve a health problem and includes, but is not limited to, diagnostic tests and/or procedures, treatment interventions, such as the administration of prescription (including psychotropic) and non-prescription medications, laboratory monitoring, and dental services. Primary Care also includes obstetrics and gynecology.
- P. "Psychiatric services": Mental health services provided by a Texas licensed psychiatrist or mid-level practitioner who is qualified by education and/or experience to evaluate and treat children and adolescents. These services address assessment, diagnosis and treatment of mental illness and other debilitating mental disorders that have an adverse impact on the individual's ability to function in daily life at TJJD operated facilities. They specifically include:

1. Detection, diagnosis, treatment, and stabilization of mental disorders in accordance with DSM V criteria;
  2. Medication management as clinically indicated for treatment of mental disorders;
  3. Participation with TJJD psychologists in the multidisciplinary treatment plan review of all Youth with mental health disorders;
  4. Recommendations for continuity of psychiatric aftercare services for youth identified to have psychiatric disorder prior to release from a high restriction facility;
  5. Provision of mental status examinations to include assessment of imminent threat of harm to self or others;
  6. Recommendations and coordination with Psychology services for suicide prevention and intervention strategies.
- Q. "Rehabilitative Care": Services provided to a Youth after a disabling disease or injury to restore functioning to a level that allows for safe participation in the basic activities of daily living.
- R. "Specialty Care": Health Care services provided by a physician or other health care provider who has received advanced clinical training and may have a postgraduate academic degree (includes, but is not limited to, medical consultants, surgeons, optometrists, and physical and respiratory therapists).
- S. "TJJD facility": All current institutions and halfway houses operated by TJJD operated institutions include:
1. Evins Regional Center;
  2. Gainesville State School;
  3. Giddings State School;
  4. McLennan County SJCF MHTP (MART I);
  5. McLennan County SJCF II (MART II);
  6. Ron Jackson Unit I and Intake
- TJJD operated halfway houses include:
1. Ayres;
  2. Cottrell;
  3. Schaeffer;
  4. Tamayo;
  5. Willoughby;
  6. York;
  7. McFadden Ranch; and
  8. Brownwood.
- T. "Youth": Juvenile in the custody of TJJD at a TJJD facility.

ARTICLE II  
SCOPE AND INTENT

- A. UTMB agrees to provide and administer a comprehensive Health Care delivery system that provides a uniform level of medical and mental health care for all TJJD Youth that:
  - 1. Meets or exceeds American Correctional Association (ACA) Juvenile Health Care Performance-Based Standards and Expected Practices and PREA requirements;
  - 2. Is fully integrated with TJJD's behavioral and rehabilitative systems; and
  - 3. Meets or exceeds the service level requirements specified in this Agreement.
- B. In the event of a conflict between the standards and requirements under the terms of this Agreement and the current American Correctional Association (ACA) Juvenile Health Care Performance-Based Standards and Expected Practices and/or PREA requirements, the terms that provide the higher level of care shall govern.
- C. TJJD agrees to pay UTMB for Health Care and other services received in accordance with the provisions of this Agreement.
- D. TJJD and UTMB intend to create a working relationship under this Agreement that has:
  - 1. Clearly defined roles for each party;
  - 2. An effective process to identify problems and opportunities for improvement; and
  - 3. Opportunities to resolve problems and implement improvements in a timely manner.
- E. UTMB and TJJD agree to meet on a regular basis, to discuss the quality, availability, and integration of Health Care being provided to Youth and determine any action necessary to correct deficiencies noted by either party. A report stating relevant findings and proposed action plans resulting from each meeting shall be agreed upon and approved by UTMB/TJJD representatives for purposes of reporting to state government officials.
- F. The parties have each developed and exchanged staffing plans in a good faith effort to address assessment of TJJD's health care needs and UTMB's ability to support those needs. UTMB agrees to provide monthly staffing reports that identify new hires, staff separations, and vacancies. Both parties anticipate that the location, needs and volume of TJJD's Youth may change over the term of this Agreement and appropriate changes will be made jointly. Both parties recognize that cooperation under the terms of this Agreement provides the strongest opportunity for each agency to perform its statutory mission.

ARTICLE III  
ON-SITE FACILITIES, SERVICES, EQUIPMENT AND SUPPLIES

- A. UTMB agrees to provide the following Health Care Services, in accordance with the following terms and conditions:
  - 1. UTMB will provide Psychiatric Services as described in Article I, Section P of this Agreement. The parties shall coordinate their efforts in order to minimize disruption of services resulting from bandwidth or other technology limitations outside the parties' control.

2. Primary Care for TJJD facilities shall include staff coverage by a Provider for a mutually agreed upon number of hours at each facility based on needs and a Provider and registered nurse will be available on-call for all other hours.
3. Primary Care for Halfway Houses shall include a Provider and registered nurse to be available on-call twenty-four (24) hours per day.
4. At all times, UTMB will provide TJJD facility nursing coverage at a level required for maintaining ACA standards compliance, being compliant with PREA standards or meeting access to care standards required by this Agreement, whichever is more stringent. UTMB shall submit a short and long term staffing plan, approved by TJJD for onsite nursing coverage. The staffing plan shall include onsite coverage by nurses for at least sixteen (16) hours per day (day and evening shift) at all facilities, with 24-hour nursing care at high acuity facilities (Ron Jackson and MART facilities). Without impairing compliance with ACA standards, priority shall be given to RN Staffing on weekdays. Nursing services will be provided only in a safe environment as required by the Texas Board of Nursing regulations.
5. Nursing for halfway houses at a level required for maintaining ACA standards, the compliance of which shall include sufficient personnel to conduct the following:
  - a. Medication Administration Training for TJJD Halfway House staff;
  - b. Medication Management, to include ordering and stocking of medications;
  - c. Set up or approval of Medication Administration records;
  - d. Health Care consultation as indicated;
  - e. Completion of individual medical plans and discharge reviews;
  - f. Set-up of medical and dental appointments;
  - g. Medical Records Scanning; and
  - h. Case Management.
6. Health care may be provided through the use of telemedicine at TJJD facilities and Halfway Houses.
7. Psychiatric care shall be provided to Youth referred, on site and/or via DMS/telemedicine as clinically indicated, according to the Youth's overall psychiatric acuity and clinically determined evaluation and treatment needs. Ron Jackson and MART are considered high acuity level facilities and will require on-site psychiatric care, unless approved by the medical division of TJJD in an exceptional situation.
8. First Aid shall be provided to TJJD employees when an employee is in need of such care while on duty. Infirmary staff will document any First Aid care given to staff on the log designated for this purpose. First Aid does not include routine blood pressure checks, temperature checks, and administration of any type of internal medication, examination of an individual for illness or previous injury, medical advice, or evaluation to determine whether an on-the-job injury has occurred.
9. Medication, prescription and non-prescription, with the exception of nonprescription preparations for acne and fungal infections routinely provided on the dorm for basic hygiene.

10. A thirty-day supply of prescription medication for Youth who are transferring to Contract Care programs or leaving TJJJ custody. UTMB will manage medication refills to ensure continuity for Youth transferring to a Halfway House or Contract Care program. Contract care programs are not included as "on site" locations under this Agreement. In special situations, UTMB physicians may extend the prescription for sixty days when a Youth transferred to a jail or on parole runs out of medication to ensure continuation of health care delivery.
  11. Collection of blood samples for purposes of DNA analysis when such is required to be taken from the Youth by state law.
  12. Disposal of all infectious and/or bio-hazardous waste in accordance with established Centers for Disease Control (CDC) protocols and Texas Department of State Health Service standards.
  13. All equipment and supplies, including the repair, replenishment and replacement of the equipment and supplies for the provision and administration of Health Care, including but not limited to infirmary equipment and supplies (including gloves, bandages, tongue blades, venipuncture supplies, needles, syringes, cotton balls, applicators, sutures, tape, thermometers, reference books, periodicals, drapes and sharps containers), office equipment, furniture, and supplies including computer hardware and software, printers, scanners, fax machines, photocopy machines, shredders, paper, and printer cartridges and telemedicine equipment. All equipment for which UTMB has received full reimbursement under this or any preceding agreement with TJJJ shall revert to TJJJ in the event that this Agreement expires and is not replaced or is terminated by either party. All equipment for which UTMB has received partial reimbursement under this or any preceding agreement shall revert to UTMB only to the extent that UTMB has not been fully reimbursed.
  14. UTMB agrees to provide and replenish the contents of first aid kits in TJJJ facilities and vehicles used to transport the youth. TJJJ will provide periodic first aid kit checks. bring the kits to clinic for replenishment and collaborate with UTMB to determine first aid kit placement locations.
  15. For Youth currently in TJJJ custody, UTMB will scan all clinical documents into the EMR. UTMB will duplicate EMR records as necessary for continuity of health care. TJJJ will duplicate EMR records as necessary for administrative use.
  16. The psychology records which are determined to be clinically relevant for comprehensive Psychiatric care will be scanned into the EMR by designated TJJJ staff. Psychology encounters will be entered or scanned into EMR as deemed appropriate and necessary for better coordination of health care.
- B. TJJJ will provide the following, related to UTMB's On-Site Health Care:
1. Photographs of each Youth, with the Youth's name and TJJJ number, either for presentation by the Youth at the time of Health Care service or, in the alternative, for inclusion in the Youth's medication administration record and medical file, including the EMR and PRS systems.

2. Utilities, housekeeping, housekeeping supplies (including paper towels, toilet tissue, soap, wax, etc.) and maintenance of TJJD facilities.
3. UTMB staff may not drive TJJD motor vehicles offsite unless both parties agree with the proposed arrangement.
4. All capital equipment customarily included as part of the construction of any new TJJD facilities occupied after the effective date of this Agreement. Prior review by TJJD is required for the addition of major capital equipment items which require additional facility infrastructure support such as power, water, wastewater, air conditioning, to ensure sufficient support is available.
5. Access to TJJD's technology infrastructure (telephone and data, including Internet Protocol (IP) addresses) as they currently exist, to enable UTMB's equipment, such as phones, video, computer hardware and software, to access and communicate with UTMB's offsite equipment. Upon request, TJJD will furnish sufficient information to UTMB to ensure that equipment to be purchased by UTMB for onsite use is compatible with TJJD's technology infrastructure. TJJD will provide connectivity to the EMR server in Galveston and all approved UTMB telemedicine providers at UTMB facilities.
6. Technology infrastructure and related technical bridge services for the delivery of digital medical and/or telepsychiatry services by UTMB. UTMB will be allowed to initiate DMS connections from UTMB locations around the state into TJJD DMS stations, subject to the capability and connectivity of non-TJJD technology infrastructure. UTMB will schedule DMS conferences via a mutually agreed upon process.

#### ARTICLE IV

##### OFF-SITE SERVICES AND TRANSPORTATION

- A. UTMB may provide Health Care Off-Site at the UTMB medical facility in Galveston or through Local and Regional Providers. Local and Regional Providers may provide their services Off Site, unless this Agreement requires otherwise; in that case, the services shall be provided On Site.
- B. UTMB agrees to provide Local and Regional Providers for Youth in Halfway Houses to include one Primary Care and Dental provider within a forty (40) mile radius or provide health care services at the TJJD facility, depending upon feasibility.
- C. To the extent possible, UTMB agrees that its separate agreements with Local and Regional Providers will be prearranged to assure that Health Care services are readily available at competitive market rates.
- D. TJJD agrees to be responsible for transportation of Youth for Off-Site care, except when Youth are transported by ambulance.
- E. UTMB agrees to provide Medically Necessary ambulance transport.

- F. UTMB retains decision making authority for hospital admissions and off-site care. All hospital admissions will be reported to TJJD medical services

ARTICLE V  
STANDARDS OF CARE

UTMB agrees:

- A. To provide Health Care Services that meets or exceeds all the current American Correctional Association (ACA) Standards for Juvenile Correctional Facilities.
- B. To meet the levels of care for initial health screening, health appraisal/examination, sick call, primary care physician services, clinic care, emergency medical service, dental care, medical records, pharmaceuticals, special medical programs and health promotion and disease prevention as provided in Attachment 1, *Services Levels*.
- C. To comply with all federal and state laws and regulations, court opinions and mandates and TJJD policies that are applicable to the delivery of Health Care services under this Agreement, including but not limited to:
1. Centers for Disease Control protocols and Texas Department of State Health Services standards for handling of infectious waste;
  2. TJJD policies including, but not limited to, the confidentiality of medical records; the parties shall collaborate on implementing new policies.
  3. Human Immunodeficiency Virus Services Act (Chap. 85, Health and Safety Code) requirements for maintaining the confidentiality of HIV and its related conditions;
  4. Communicable Disease Prevention & Control Act (Vernon's Ann. Civ. Stat, Art. 81.001, et seq.);
  5. Federal regulations implementing 42 USCA Sec. 290 et seq., related to the confidentiality of certain records of Youth with alcohol or other drug problems in certain federally assisted programs; and
  6. Health Insurance Portability & Accountability Act (Public Law 104-191, 104<sup>th</sup> Congress) and Standards for Privacy of Individually Identifiable Health Information (§§160.102, 160.103, 160.202, 164.104, 164.500, 164.501: 164.504);
- D. To employ or contract only fully qualified and properly licensed health care professionals for the delivery of services under this Agreement and to use registered nurses (RNs) or Providers to provide, or directly supervise, the provision of treatment consistent with the relevant licensing board requirements.
- E. To submit a facility-by-facility staffing plan for the TJJD facilities to TJJD within thirty (30) calendar days of the execution of this Agreement. The staffing plan is subject to approval by TJJD and shall be updated as clinically indicated upon request by TJJD.

- F. To use a mutually developed medication formulary appropriate for the treatment of children and adolescents. The TJJD Medical Director, in consultation with the P&T committee, has final approval authority of the medication formulary.
- G. To develop with TJJD a written infirmity emergency/disaster plan for TJJD approval that is integrated with TJJD's emergency disaster plan and includes procedures for responding to natural and man-made disasters;
- H. To prohibit any form of pharmaceutical, cosmetic or medical experiments or studies involving Youth without prior approval by TJJD; and
- I. Not to perform elective cosmetic surgery on any youth without prior written approval of the TJJD Medical Director.

ARTICLE VI  
PAYMENT FOR SERVICES

- A. Subject to the "Not To Exceed" amount specified in Article VIII and the attached budget identified as Exhibit A, which amounts are agreed upon by both parties, TJJD agrees to pay UTMB for the below-described services provided to TJJD under this Agreement:
  - 1. For Health Services, other than Psychiatric, an amount not to exceed \$19,653,724 for Fiscal Years 2014 and 2015.
  - 2. For Psychiatric Services, an amount not to exceed \$2,017,720 for Fiscal Years 2014 and 2015.
  - 3. TJJD shall issue payment to UTMB in the amount of \$550,000 on the 10<sup>th</sup> of each month, starting the 10th of March 2014. These funds are to be applied toward the expenses associated with the delivery of services in their respective categories above. On or before the 25th of each month, UTMB will summarize the previous month's actual costs and submit a request for payment to reflect the difference between the actual costs incurred and the payment amount issued by TJJD.
- B. UTMB will include with each invoice a Statement of Revenues, Expenses and Changes in Net Assets as well as the following detail according to facility and halfway house:
  - 1. Salaries and wages (staffing list by position, title and salaries and percentage allocation for administrative staff);
  - 2. Psychotropic prescriptions (identify credits and price adjustments);
- C. Basis for Payments. The parties understand and agree that the payments outlined herein cover the services specified in this Agreement. The parties further agree that this Agreement is entered into with an understanding that the level of services required shall be consistent with the accepted national standards of care at the time of execution of this Agreement. Any significant changes in the national standards of care as promulgated and approved by national authorities, such as the National Institute of Health or the U.S. Centers for Disease Control and Prevention shall be cause to amend this Agreement so that required services shall comply with new national standards.

- D. Requirement for Fiscal Estimate for Additional Services. If during the period of this Agreement, additional services beyond those contemplated within the Agreement are requested, TJJJ and UTMB agree to work cooperatively to develop an estimate that indicates the anticipated cost and/or savings related to the request and to identify a source(s) of funding for such additional services.
- E. Timely Invoices and Summary Expenses Required. On a monthly basis, UTMB shall provide, in a mutually agreed upon format, a monthly summary of expenses by cost center that contains individual itemizations for medications and for nurse position vacancies. Supporting data will be provided for psychotropic medications. UTMB will provide the summary of expenses report by the 25<sup>th</sup> day of the previous month in conjunction with the invoices. Additional information will be provided upon request. TJJJ and UTMB shall regularly meet to address any billing and payment issues.
- F. Reimbursement for Natural or Manmade Catastrophe. In the event of a Natural or Manmade Catastrophe, UTMB shall be reimbursed by the TJJJ for all actual Health Care expenses specifically related to the catastrophe and provided to TJJJ Youth and employees, including temporary housing for UTMB staff mobilized to provide services, provided that TJJJ has reviewed and verified the expenses and certified the event as a Natural or Manmade Catastrophe.
- G. Unemployment and Worker's Compensation Reimbursements. UTMB shall be responsible for reimbursements for its employees required under Article IX, Sections 15.01 and 15.02, CCSB1, General Appropriations Act, 81st Legislature, Regular Session, 2009.
- H. Cancellation due to Legislative Action. Should the Legislature fail to provide funding for Health Care Services, either party may cancel this Agreement.
- I. Material Changes Cause for Cancellation. The undersigned parties agree that any material change in the underlying rationale for this Agreement beyond the control of UTMB, including but not limited to legislative mandates, court mandates, funding decisions, natural or manmade catastrophes, shall be, at the sole election of UTMB, cause to discharge UTMB of its obligations to perform Health Care Services under this Agreement. UTMB shall provide one hundred and eighty (180) days written notice of termination of this Agreement
- J. Change in Appropriations. The undersigned parties understand and agree that payment for services outlined in this Agreement are based on appropriations for Health Care Services (Strategy A.1.5) and Mental Health (Psychiatric) Services (Strategy A.1.6) Any change in the appropriations amounts made by the Legislature, by budget execution or other action beyond the control of the TJJJ shall be cause for this Agreement to be renegotiated and/or canceled by any of the parties.
- K. Restrictions on Expenditures.
1. All expenditures made from funds allocated through this Agreement to TJJJ and subsequently paid to UTMB shall be for services provided to TJJJ under the terms of this Agreement.

2. While the parties acknowledge that once funds have been earned by UTMB under the terms of this Agreement, such funds are considered local funds, the parties agree that all expenditures will be made in accordance with the State Comptroller's guidelines for utilization of general revenue funds. These guidelines include definitions for allowable and unallowable expenditures of general revenue funds. The parties further agree to the following exceptions:
  - a) On a case-by-case basis, UTMB may request that additional exceptions to the restrictions on expenditures be approved by TJJJ.
  - b) Notwithstanding paragraph "a" above, in no event may the funds earned under this Agreement be expended for the following items:
    - i. Food items for employees or prospective employees, other than payments for meals made as a part of a travel reimbursement in compliance with state travel regulations;
    - ii. Flowers or decorative plants;
    - iii. Gifts and awards for employees, other than service awards subject to limitations set by the Government Code Section 2113.201; and
    - iv. Costs related to staging employee celebrations such as retirement parties, special recognitions, graduations, promotions or similar such events.

- L. Notice and Review of Certain Spending Initiatives. TJJJ shall be provided advance notice of spending initiatives undertaken by any of the parties that are projected to represent a significant cost increase to the program. For the purposes of this paragraph, a significant cost increase is defined as an amount over \$50,000. Examples of such initiatives include, but are not limited to across-the-board salary increases for staff, purchases of new equipment, or changes in procurement practices. TJJJ staff shall review the supporting detail and rationale for the initiative.

As used in this Section and any attached Budget the term "overhead" shall mean: an assessment against gross revenues for Institutional Shared Services provided to support the UTMB Correctional Managed Care organization, including: Institutional Governance, Legal, Compliance, Audit Services, Governmental Relations and Legislative Affairs, Human Resources, Electronic Health Network, Office of Community Health Services, Finance, Office of University Advancement, Logistics, Information Services, Retiree Health Benefits, and depreciation and interest expense on Capital Asset Financing.

## ARTICLE VII

### FINANCIAL REPORTING AND MONITORING PROVISIONS

- A. Financial Reports. UTMB shall provide information necessary to complete financial reports detailing all expenditures made to provide services under this Agreement and reflecting the actual costs of providing healthcare. Such reports include:
  1. Monthly reports detailing all actual expenditures by location (i.e. facilities and aggregate HWHs) made to provide services required by the Agreement including information such as, but not limited to:

- a. A standard financial report summary; and
  - b. Supporting Detail: (by month, year to date summary)
    - i. Salary/Benefit Costs in aggregate terms and breakdown by Unit/ Department;
    - ii. Operating Costs by object of expense (in aggregate terms and by categories)
    - iii. Capital Asset Acquisitions; and its breakdown by type and facility
    - iv. Payments to Local and Regional Providers (Physicians, Hospitals for various types of services, EMS costs); and
    - v. Payments to UTMB Hospital/ Physician and type of services.
    - vi. Aggregated payments in each category
    - vii. Detailed breakdown of staff benefits paid for UTMB employees working in TJJJ facilities and on behalf of TJJJ services.
    - viii. Explanations for allocation of fractionated indirect costs paid by TJJJ for UTMB employees including identification when possible.
    - ix. Detailed breakdown of IBNR projections and PMPM cost basis on a monthly basis including year to date projections.
    - x. A detailed breakdown of billed free world charges and amount paid as full as a percentage of billed charges by facilities and type of services in aggregate terms and its breakdown.
2. Monthly reports detailing all actual revenue applied to the Agreement including both payments from the Agreements and benefit reimbursements.
  3. Monthly report (Income Report) detailing initial budget by category (previously supplied to UTMB), year to date expenditures, current month's expenditures, and remaining balance.
  4. Other financial reports required by the TJJJ to be determined jointly by TJJJ and UTMB finance department.
  5. Data of costs incurred for the month and year to date aggregate with trends and projections for the year.
- B. UTMB will provide the following utilization data for off-site care, which includes Local Providers and activities at UTMB Galveston for each fiscal year no later than ninety (90) days following the end of the fiscal year. This includes an aggregate summary and its breakdown.
1. Total number of physician encounters by CPT/DSM (Current Procedural Terminology) code, the amount billed and the amount paid associated with each CPT code;
  2. Total number of outpatient procedures by CPT/DSM code for physician services, and by ICD-9 code for hospital outpatient procedures, the total amount billed and amount paid associated with each procedure;
  3. Total number of admissions by DRG (Diagnostic Related Group) with the average length of stay and the total amount billed and amount paid associated with each DRG if applicable and

4. The total amount billed and the total amount paid for off-site all services including radiology services and dental and optometry care.
- C. Reporting Formats and Schedules. TJJD and UTMB agree to continue to work cooperatively to identify reporting data requirements, to adopt standardized report formats and to comply with schedules for reporting information to TJJD. Detailed financial data by month shall be reported monthly by UTMB to TJJD not later than the 25TH day of the succeeding month, except that the final year end closeout report shall be due to the TJJD not later than forty-five (45) days following the end of the fiscal year. The report will include all reasonable projections of potential outstanding bills along with projections for possible reimbursements that may be required to close outstanding accounts.
- D. Financial Monitoring. TJJD, with the cooperation of UTMB and subcontractors, shall conduct monitoring activities designed to verify the accuracy of data included in financial reports provided to TJJD and to enforce the financial provisions of this Agreement. Such activities shall include, but not be limited to:
1. TJJD will have access to up to 100 hours of UTMB internal auditor resources to assist the TJJD in risk assessment, testing and expense verification activities. Any clinical audit performed by the Texas Medical Foundation or State Auditor's Office will count towards the 100 hours that UTMB must make available to TJJD.
  2. Procedures for testing samples of expenditures to review and verify supporting documentation.
  3. Provisions for TJJD staff, internal auditors or agents of TJJD to access, test and validate transactions charged to the Agreement.
  4. Summaries of all financial monitoring activities and copies of internal audit reports relating to the correctional health care program will be provided to UTMB and TJJD as a part of the routine financial reports issued by TJJD.

## ARTICLE VIII

### AGREEMENT AMOUNT

In the absence of a Natural or Manmade Catastrophe, or unless otherwise provided in this Agreement, the amount of this Agreement shall not exceed \$21,671,444. In the event that the actual costs of services are reasonably expected to exceed the amounts above based upon agreed upon projections, then TJJD agrees that they shall work with the LBB to expeditiously seek additional appropriations as necessary to fully fund this agreement. UTMB agrees to assist with any required discussions and/or materials to justify projections.

## ARTICLE IX

### PERFORMANCE BASED ACCOUNTABILITY

- A. UTMB agrees to establish and maintain a utilization review (UR) process for managing Health Care costs and ensuring consistent and appropriate clinical referrals. UTMB also agrees to submit to the TJJJ Medical Director a UR report at the beginning of each calendar quarter that includes the number of specialist referrals by type and the current status of each referral including trends and year to date aggregated data analysis.
- B. UTMB agrees to have a quality improvement plan, consisting of its activities to monitor each facility at least annually and to evaluate and improve the delivery of Health Care under this Agreement according to the Standards of Care in Article V.
- C. UTMB and the TJJJ agree to establish regular meetings to promote mutual discussion and exchange of information regarding health related issues.
- D. UTMB agrees to have the health services administrator for each facility participate in at least one TJJJ facility interdisciplinary management team meeting per month.
- E. UTMB shall provide TJJJ with a written contingency plan for accessing and documenting Health Care EMR information in the event the EMR system is temporarily unavailable. UTMB shall provide Health Care regardless of the availability of the EMR system.
- F. UTMB agrees to have nursing case management services via nurse case managers for institutions and half way houses to assist in the coordination of health care services and re-entry planning for youth and to participate in multidisciplinary meetings regarding youth identified by UTMB as having significant medical conditions/needs. UTMB will have nursing case managers in a sufficient number at the Intake center to perform review of all off-site documentation received.
- G. UTMB agrees to authorize TJJJ's access, inspection, and reproduction of all records related to UTMB's provision of services under this Agreement belonging to either UTMB or its subcontractors. UTMB authorizes TJJJ to conduct on-site inspections of facilities and interviews of persons providing Health Care services under this Agreement. Upon request from TJJJ or upon its own initiative, UTMB shall provide corrective action, within 30 days, or as otherwise agreed by TJJJ. Such action shall include a Corrective Action Response with a written description of the problem, what actions UTMB has taken to remedy or ameliorate the effects of the problem and implementation plan.  
Failure to provide a satisfactory Corrective Action Response within the time-frame agreed by TJJJ may result in a reduction in the payment to UTMB in an amount equal to the costs TJJJ actually expends to obtain alternative Health Services during the days that Health Care which should have been provided in accordance with the terms of this Agreement was not in compliance until such time as the corrective action is completed.
- H. UTMB agrees to cooperate with all TJJJ investigations of neglect or mistreatment that are alleged by Youth or others on Youth's behalf and to provide medical records, as requested, for the purposes of conducting alleged mistreatment investigations regarding the delivery of health care. TJJJ agrees to report to UTMB the results of any such investigations it conducts that relate to the misconduct or performance of UTMB health care providers and to provide other information related to the investigation to the extent the information is not confidential, privileged or otherwise immune from disclosure under state or federal laws.

- I. UTMB agrees to provide a summary report to TJJJ of any peer review investigation or inquiry not conducted by TJJJ that arises out of its provision of health care under this Agreement to the extent such information is not confidential, privileged or otherwise immune from disclosure under state and federal laws.
- J. UTMB agrees to report to TJJJ any corrective action it takes with regard to the results of an investigation or inquiry that is conducted by TJJJ or that arises out of the provision of health care under this Agreement to the extent such information is not confidential, privileged or otherwise immune from disclosure under state or federal laws. Corrective action will be provided in writing within 30 days of request by TJJJ.
- K. UTMB will submit to TJJJ reports of all internal quality assurance reviews conducted by UTMB.
- L. UTMB agrees to provide appropriate health education for TJJJ Youth and staff regarding conditions relevant to juveniles residing in a correctional health care setting. Health education shall address both preventative measures and the reporting of significant symptoms to health care staff.
- M. UTMB shall provide TJJJ notice of any litigation as it relates to the quality of care Youth receive at TJJJ facilities.
- N. TJJJ agrees to make available to UTMB on-site Health Care staff, at no cost, any pre-service topic TJJJ covers with its employees necessary for UTMB staff to perform their jobs in a timely manner and in a format as agreed by both parties TJJJ shall not be responsible for any living or travel expenses not directly associated with off-site training unless it is specifically connected to the performance of this Agreement. Any travel or living expenses claimed from or paid by TJJJ shall be limited to the same amount and types that are available to state employees travelling on state business.
- O. UTMB agrees to maintain and to provide to TJJJ, documentation of the credentials of all Providers serving under this Agreement. UTMB will provide Curriculum Vitae for Providers to TJJJ when requested.
- P. UTMB agrees to conduct a quarterly review of communicable diseases and infection control activities with a multidisciplinary team that includes clinical staff from UTMB and designated appropriate staff of TJJJ.
- Q. The TJJJ and UTMB Medical Directors will develop and/or approve all policy related to Health Care. TJJJ and UTMB agree to make a good faith effort to mutually involve each other in procedure, protocol, and forms development and to solicit input regarding decisions that affect the provision of health care. TJJJ agrees to provide electronic access to all TJJJ forms, policies, and procedures. UTMB must comply with all TJJJ policies and procedures, and TJJJ will monitor compliance.

ARTICLE X  
DISPUTE RESOLUTION

- A. The dispute resolution process provided for in Chapter 2009 of the Texas Government Code shall be used by TJJD and UTMB to attempt to resolve all disputes arising under this Agreement.
- B. TJJD and UTMB agree that other complaints or disagreements, not otherwise addressed in Article IX, that arise in the course of providing services under this Agreement shall be resolved at the lowest administrative level of both TJJD and UTMB that is closest to the matter and, therefore, is in the best position to mutually resolve it. Any unresolved matter at that level after ten (10) working days will be referred to the next administrative level that is appropriate for each party (10 working days is allowed for resolution at each consecutive level) until a mutually agreed upon resolution can be reached. A matter is satisfactorily resolved when TJJD and UTMB mutually agree on the specific actions that will be taken with regard to the matter.

## ARTICLE XI

### RECORDS

- A. All Youth medical records are the property of TJJD at the time of creation. UTMB shall maintain all such records and upon request shall provide the records in a manner that allows TJJD to access all medical records in a format acceptable to TJJD. UTMB has the right to retain copies of Youth medical records as necessary for the performance of this Agreement. UTMB is designated as the custodian of all medical records for TJJD Youth eligible to receive care.
- B. TJJD currently is not a covered entity under the Health Insurance Portability and Accountability Act (HIPAA). UTMB is a HIPAA covered entity. To the extent that healthcare information may be covered by HIPAA as it applies to UTMB, TJJD represents to UTMB that the healthcare information is for the governmental uses and purposes enumerated in 45 CFR §512, including but not limited to: (1) the provision of healthcare to that Youth, (2) the health and safety of that Youth or other Youth, (3) the health and safety of the officers or employees of or others at the correctional institution, (4) the health and safety of such individuals and officers or other persons responsible for the transporting of Youth or their transfer from one institution, facility, or setting to another, (5) law enforcement on the premises of the correctional institution, (6) the administration of the safety security, and good order of the correctional institution.
- C. Information contained in UTMB's records related to the provision of healthcare services under this Agreement is subject to the confidentiality provisions of Title 3 of the Texas Family Code and Chapter 61 of the Texas Human Resources Code. If UTMB receives a request from a third party (other than those requests related directly to treatment being provided by care providers who are UTMB's employees or UTMB's subcontractors or to facilitate continuity of care for youth transferred from TJJD to TDCJ), UTMB shall on receipt of the request forward it to the Public Information Coordinator, Office of General Counsel, Texas Juvenile Justice Department, 11209 Metric Boulevard, Building H, Austin, Texas 78758 or via fax to (512) 973-3894. If UTMB receives a request for the release of information, treatment providers can release information for treatment purposes to facilitate the treatment needs of the youth/patient.

- D. UTMB shall provide a remote environment to designated TJJD employees to have a direct access to Youth records and data on UTMB's EMR system (i.e., terminal services or Citrix services).
- E. UTMB shall provide TJJD access to TJJD data, through production or non-production versions of their data bases. TJJD data must be uploaded to any non-production database not less than daily and must be provided to TJJD not less than daily. If agreed upon by UTMB and TJJD management, UTMB will transmit a full database export to TJJD or host a copy of the TJJD EMR database for TJJD to connect to with a client for data extraction and viewing purposes. If the database is hosted on UTMB servers, TJJD will reimburse UTMB for any reasonable additional data storage requirements as agreed upon by both parties. The database will contain all raw TJJD data in the EMR, including all data files and all data fields. UTMB will provide direct access to TJJD and TJJD will agree to use this data and maintain the confidentiality of the data as agreed upon in Article XI, Paragraph A. TJJD will determine the method of storage and management of any data received from the EMR system.
- F. To the extent permitted by the licensing agreement between UTMB and its software vendor, UTMB will provide TJJD with a data dictionary, data field definitions and a file layout for all data accessed by TJJD. This will include any updates or training or user-created documentation, either directly from UTMB or through the EMR vendor, for the electronic medical record (EMR) system. In the event that any of this documentation is unavailable from the vendor, UTMB will work with TJJD to develop a plan to produce the required documentation to ensure continuity of operations. UTMB will continue to make staff available for consultation regarding data dictionary, data field definition and file layout issues on a consistent basis and will provide the information in a timely manner directly to TJJD. UTMB agrees direct access to raw data will be provided off a non production version of the database to personnel approved jointly by UTMB and TJJD.
- G. TJJD will exclusively determine the method of storage and management of the data received from the EMR system, will limit access to youth medical information to authorized TJJD personnel, and will analyze the data for purposes stated in this contract.
- H. UTMB will provide to TJJD documentation, in hard copy or electronic format, for all reports provided to TJJD. UTMB will work with TJJD to develop the documentation if necessary. The documentation should include, but not be limited to, training materials used by medical providers that describe how to develop the facility-specific information included in the reports, definitions of terms, time frames for reporting, exceptions to reporting, internal coding schemes, quality assurance procedures used, etc.

At TJJD's request, UTMB and TJJD will jointly define specific reasonable TJJD reporting projects for which UTMB knowledge transfer can occur for assisting TJJD with current reporting issues and questions. Once defined, deadlines for specific help requests will be mutually agreed upon.

- I. UTMB agrees to adhere to DIR standards regarding information sharing security and data exchange standards, as required by Texas Health and Safety Code Chapter 113 and 1 TAC 2.2, including TJJD policies, copies of which are available upon request.

- J. TJJJ will develop a list of all TJJJ staff positions that may have read only access or access to document in the EMR system. This list will be approved by the TJJJ Executive Director and the TJJJ Medical Director.
- K. TJJJ and UTMB will work to expand the psychological documentation available in the EMR. Based on mutually agreed upon format along with content material. UTMB will provide appropriate TJJJ staff, as determined by the TJJJ medical director, access to the ADMINISTRATIVE REPORTS site on the UTMB CMC TJJJ web portal upon execution of this contract. <http://10.1.1.174/PM%20Reports/PM.htm> the site will be reviewed jointly by TJJJ and UTMB directors to determine level of access and appropriate personnel with an express intent to monitor and improve upon the quality of health care.
- L. UTMB will provide a plan to update and adjust the ICD coding scheme currently used in the EMR system to currently accepted coding practices. This plan will include a timetable to incorporate standard coding of diseases, external causes, and procedures. In the interim, UTMB will provide TJJJ with documentation regarding the current coding practices in the EMR system and results of any quality assurance/quality control reports on the integrity of current coding practices

## ARTICLE XII

### AUDIT

- A. UTMB understands that acceptance of funds under this Agreement acts as acceptance of the authority of the State Auditor's Office, TJJJ or any successor agency, to conduct an audit or investigation in connection with those funds. UTMB further agrees to cooperate fully with the above parties in the conduct of the audit or investigation, including providing all records requested. UTMB shall ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through UTMB and the requirement to cooperate is included in any subcontract it awards.
- B. UTMB shall maintain and retain supporting fiscal documents adequate to ensure that claims for Agreement funds are in accordance with TJJJ and State of Texas requirements. UTMB shall maintain all such documents and other records relating to this Agreement and the State's property for a period of four (4) years after the date of submission of the final invoices, until a resolution of all billing questions, or as required in accordance with applicable state or federal laws, whichever is later.
- C. UTMB shall make available at reasonable times and upon reasonable notice, and for reasonable periods, all information related to TJJJ's property, such as work papers, reports, books, data, files, software, records, and other supporting documents pertaining to this Agreement, for purposes of inspecting, monitoring, auditing, or evaluating by TJJJ, the State of Texas or their authorized representatives. UTMB shall cooperate with auditors and other authorized TJJJ and State of Texas representatives and shall provide them with prompt access to all of such State's property as requested by TJJJ or the State of Texas.

- D. By example and not as exclusion to other breaches or failures, UTMB's failure to comply with this Section shall constitute a material breach of this Agreement and shall authorize TJJD to immediately take whatever actions are provided for by this Agreement or state law.
- E. TJJD may require, at TJJD's expense, independent audits by a qualified certified public accounting firm of UTMB's books and records or the State's property. The independent auditor shall provide TJJD with a copy of such audit at the same time it is provided to UTMB. TJJD retains the right to issue a request for proposals for the services of an independent certified public accounting firm under this Agreement.
- F. In addition to and without limitation on the other audit provisions of this Agreement, pursuant to Section 2262.003, Texas Government Code, the State Auditor may conduct an audit or investigation of UTMB or any other entity or person receiving funds from the state directly under this Agreement or indirectly through a subcontract under this Agreement. The acceptance of funds by UTMB or any other entity or person directly under this Agreement or indirectly through a subcontract under this Agreement acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds.
- G. This Agreement may be amended unilaterally by the Comptroller to comply with any rules and procedures of the state auditor in the implementation and enforcement of Section 2262.003. Under procedures provided by the state auditor on September 5, 2003, in addition to the above:
  - 1. UTMB understands that the acceptance of funds under this Agreement acts as acceptance of the authority of the state auditor to conduct an audit or investigation in connection with those funds;
  - 2. UTMB further agrees to cooperate fully with the state auditor in the conduct of the audit or investigation, including providing all records requested; and
  - 3. UTMB shall ensure that this paragraph concerning the authority to audit funds received indirectly by subcontractors through UTMB and the requirement to cooperate is included in any subcontract it awards.

ARTICLE XIII  
GENERAL PROVISIONS

- A. UTMB may subcontract for the provision of services pursuant to this Agreement. UTMB shall notify TJJD of all subcontracts pertaining to the performance of services pursuant to this Agreement. TJJD retains the right to disapprove any UTMB subcontractor for the performance of services pursuant to this Agreement. No contractual relationship shall exist between UTMB's subcontractors and TJJD.
- B. UTMB will provide to TJJD any requested records, whether tangible and intangible, and provide any requested employee, agent, or subcontractor of UTMB for testimony related to the performance of the terms of this Agreement for use by the State of Texas, TJJD, or its

attorney or other designee, in an investigation, administrative proceeding, lawsuit, or other similar matter to which TJJD is a party.

- C. UTMB may provide any records, reports, or data pursuant to this Agreement in electronic format, unless requested in tangible form by TJJD.
- D. Overall security and control of TJJD Youth shall be the exclusive responsibility of TJJD. TJJD shall provide security personnel, equipment, and measures necessary to protect the public and UTMB staff and contractors. TJJD agrees to provide supervision at all times Youth are in the clinic and during medication administration. Exceptions will be reported to the offices of the TJJD Medical Director and UTMB Director of Clinical and Administrative Programs for Youth Services.
- E. When TJJD initiates an emergency command organization at a facility because of a riot, disturbance or other emergency, UTMB agrees to comply with the then current policies and procedures in the Emergency Command Organization Manual and the facility Student Unrest Plan.
- F. TJJD shall conduct drug tests for all current and prospective UTMB employees working On-Site, and provide such information to UTMB.
- G. TJJD shall conduct a criminal background check including, but not limited to, fingerprinting check, criminal records check and sex offender registration records check. Criminal background checks shall be conducted at TJJD's expense and through TJJD or TJJD's contract providers for each of UTMB's employees, agents, and consultants, subcontractors, subcontractor's employees, and volunteer workers who provides services under this agreement onsite at TJJD facilities. Any UTMB employee, agent, or consultant; subcontractor, subcontractor's employee, or volunteer worker who is unwilling to provide or who does not provide required information shall be immediately prohibited from working under this agreement. Any UTMB employee, agent, or consultant, subcontractor, subcontractor's employee, or volunteer worker shall not work with TJJD Youth until the criminal background check is completed and approval is obtained from TJJD's Director of Human Resources.
- H. UTMB shall notify TJJD's Director of Human Resources of any employee, agent, or consultant, subcontractor, subcontractor's employee, or volunteer worker who works with TJJD Youth and who is arrested, indicted, or charged with a criminal offense or who resigns while under investigation for inappropriate conduct or policy violations. Such employee, agent, or consultant, subcontractor, subcontractor's employee, or volunteer worker shall be immediately suspended from working with TJJD Youth unless authorized by TJJD's Director of Human Resources.
- I. TJJD will approve any service provider employee, agent, consultant subcontractor, subcontractor's employee, or volunteer worker provides services under this agreement in accordance with TJJD policies and procedures. TJJD's designated contact for criminal background checks is the Director of Human Resources (512) 490-7130.
- J. UTMB agrees that any UTMB employees, subcontractors, or other agents shall comply with all then current TJJD facility rules and regulations related to safety and security while On-Site. In no event shall UTMB modify or add to TJJD's facilities, including addition or modification of telephone or data lines, without TJJD's express written permission.

- K. UTMB will repair or replace, upon damage or malfunction, any technology equipment or software used to provide services, or access to Youth data or records under this Agreement within seventy-two (72) hours of being notified through a report to the UTMB help desk. This subsection (K) shall not apply to problems outside of UTMB's control. UTMB will provide all training and support for UTMB software and hardware.
- L. TJJD will repair or replace, upon damage or malfunction, any technology equipment or software used to provide services or access to Youth data or records under this Agreement within 72 hours of being notified through a report to TJJD information Systems. This Section (L) shall not apply to problems outside of TJJD's control.
- M. Security equipment - TJJD will equip each clinic to include at a minimum, video surveillance where feasible, a two-way radio and observation mirrors where appropriate. Audio surveillance is prohibited in the infirmary and health care staff offices and workspaces. Video surveillance is prohibited in patient examination rooms.
- N. This Agreement shall be governed by and interpreted under the laws of the State of Texas and venue shall be in Travis County, Texas.
- O. This Agreement and any written modifications of it constitute the sole agreement of the parties, and oral agreements or understandings outside of the terms of this Agreement are void.
- P. Modifications of this Agreement shall be in writing, dated, signed or initialed by both TJJD and UTMB and expressly made a part of this Agreement.
- Q. UTMB is acting as an independent contractor and is wholly responsible for the day-to-day operations of its programs, services and employees; no joint venture, partnership, or agency neither exists nor shall be implied by the terms of this Agreement. No employee of UTMB shall become an employee of TJJD by virtue of this Agreement.
- R. UTMB and TJJD are committed to a policy of equal opportunity and will not discriminate on the basis of race, color, sex, age, religion, national origin, veteran status or physical disability.
- S. Neither TJJD nor UTMB shall be required to perform any term, condition, or covenant of this Agreement so long as such performance is delayed or prevented by acts of God, material or labor restriction by any governmental authority, riot, floods, hurricanes, or any other natural disasters, and which by the exercise of due diligence by any of the parties is unable, wholly or in part, to be prevented or overcome.
- T. No waiver by either party of any default of the other under this Agreement shall operate as a waiver of any future or other default, whether of a like or different character or nature.
- U. If any part of this Agreement is contrary to any federal or state law, it is not valid and such invalidity shall not affect the other provisions or applications of this Agreement which can be given effect without the invalid provision or application and to that end the provisions of this Agreement are declared to be severable.
- V. Any notice required under this Agreement shall be mailed to: Manager of Business Support Services Texas Juvenile Justice Department, 11209 Metric Boulevard, Building H, Austin, Texas 78758 or via fax to (512) 973-3894 and to the Director of Clinical and Administrative

Programs , University of Texas Medical Branch, 301 University Boulevard, Galveston, Texas 77555-1008.

- W. Without the prior written consent of TJJD, Service Provider may not assign this Contract, in whole or in part, and may not assign any right or duty required under it.

ARTICLE XIV  
TERM AND TERMINATION

- A. This Agreement is effective March 1, 2014 and shall continue in effect until August 31, 2015, subject to the availability of funds, unless written notice of earlier termination is given by either party to the other at least 180 days prior to termination, with or without cause.
- B. This Agreement may be modified only by a written agreement signed by the authorized representative of both parties.
- C. In the event of termination of this Agreement, UTMB will continue to provide Covered Services to any Youth who is receiving Covered Services from UTMB on the effective date of termination in accordance with generally accepted medical standards and practices and TJJD's policies and procedures until the earlier of:
1. The Health Services being provided to the Youth are completed; or
  2. TJJD makes reasonable and medically appropriate provision for the assumption of such Health Services by another provider.
- D. TJJD will reimburse UTMB for Covered Services subsequent to termination on a fee-for-service basis utilizing a Reimbursement Schedule to be negotiated between the parties in the event of termination of this Agreement. Under no circumstances, unless mutually agreed to in writing by the parties, will UTMB's obligation under this provision extend beyond 180 days from the effective date of termination of the Agreement.

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The parties to this Agreement understand and agree that UTMB is a component institution of The University of Texas System and therefore this Agreement is subject to the approval of the Board of Regents of The University of Texas System.

Witness our hands the date affixed hereto.

Texas Juvenile Justice Department

By: [Signature]  
Mike Griffiths  
Executive Director

Date: 2/16/14

Approved as to Form:

By: [Signature]  
Bret Bray  
General Counsel

Date: 3/3/14

The University of Texas Medical Branch  
at Galveston

By: [Signature]

David L. Callender, MD, MBA, FACS  
President

Date: 2/26/14

Content Reviewed  
[Signature]

Reviewed for Fiscal Implications:

By: [Signature]

Date: 2-10-2014

Reviewed for Form:

By: [Signature]  
Richard Doan  
Director of Contracts and Supply  
Administration

Date: 2/10/2014

Content reviewed: (Legal)

Signature: \_\_\_\_\_

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

ATTACHMENT 1  
SERVICE LEVELS

A. Initial Health Screening

An initial health screening exam, consisting of a system of structured inquiry and observation to determine a Youth's health status for the purpose of identifying known or potential health problems, will be performed on all Youth as part of the admission process to TJJD. The exam must be performed and documented by health care personnel duly qualified and legally licensed to conduct the particular activity.

1. Initial Health Screening will include as a minimum, inquiry into the following:
  - a. Current illness and health problems including mental, dental and communicable diseases;
  - b. Medications prescribed and/or taken and special health requirements;
  - c. Use of alcohol and other drugs;
  - d. Immunization status;
  - e. History of other health problems, including surgeries, injuries, and gynecological problems and pregnancies, if applicable; and
  - f. History of sexual abuse.
2. Initial Health Screening will include as a minimum, observation of:
  - a. Behavior, which includes state of consciousness, mental status, appearance, conduct, tremors, and sweating;
  - b. Body deformities and ease of movement; and
  - c. Condition of skin, including bruises, lesions, jaundice, rashes and infestations and needle marks or other indication of drug abuse.
3. Initial Health Screening will include, at a minimum, review of:
  - a. All community records transported with the Youth and/or received while the Youth is at the orientation and assessment unit; and
  - b. All physical restrictions prior to admission.
4. Initial Health Screening will include at a minimum, disposition such as:
  - a. Referral to an appropriate health care facility on an emergency basis;
  - b. Placement in the general population and referral to the appropriate health care provider;
  - c. Placement in the general Youth population.

B. Health Appraisal/Examination

A health appraisal examination must be completed for each Youth within seven days, and not to exceed the ACA requirement of fourteen (14) days, after arrival at the reception unit for the purpose of diagnosing and treating health problems. The results of the health appraisal examination must be recorded and entered into UTMB's medical records

system. The health appraisal examination must be performed by a medical Provider and include the following:

1. Review of the initial health screening examination results;
2. Medical examination with comments about mental and dental status;
3. Laboratory and/or other diagnostic tests as appropriate, including those required to detect communicable disease;
4. Recording of height, weight, pulse, blood pressure, respirations, and temperature;
5. Vision and hearing screening; and
6. Initiation of treatment when appropriate.

The medical record must identify health problems requiring follow-up and be monitored for completion of necessary diagnosis and treatment.

C. Sick Call

1. Institutions:

- a. Sick call will be held for Youth in the clinic, except for those Youth housed in security and Phoenix units. Sick call will be provided in the security and Phoenix units on a daily basis.
- b. UTMB will establish a sick call system through which each Youth reports for and receives appropriate medical services for non-emergency illness or injury. Sick call will be held at the scheduled time as designated for each facility by the Superintendent and the Health Services Administrator.
- c. Sick call will be held five days per week, Monday through Friday at institutions. Sick call may be held on other days of the week to allow for special events, holidays or occasions if agreed to by the TJJD facility superintendent and UTMB.

D. Primary Health Care Services

UTMB will subcontract with, or employ, a Provider to provide primary care at TJJD Institutions. Each facility will have a designated physician if the primary care provider is not a physician. The facility physician will be a licensed physician and serve as the medical health authority for the Institution. A Provider will be at the Institution at least once per week. In those facilities where a mid-level Provider provides the primary care, a physician will be available to address Youth complaints as needed. Youth at halfway houses will receive primary care by a physician or dentist off-site.

E. Specialty Services

When Youth require the services of a medical specialist, UTMB shall be responsible for arranging for the specialty care. Specialty care may be obtained from local providers or from UTMB Galveston facilities. UTMB will maintain subcontractors for this specialty care as necessary and be responsible making certain that the documentation regarding the results of the visit and recommendations of the specialist are reviewed and signed by the facility provider and scanned into the electronic medical record. In the event a UTMB Provider does not concur with a specialist's written recommendations, the Provider will consult with his/her supervising physician within one week of the recommendation and

document that conversation in the Youth's electronic medical record. The Provider will then document an alternative treatment plan supported by the supervising physician.

F. Clinic Care

UTMB will operate the medical clinic at each institution covered under this Agreement, to accommodate Youth requiring bed care facilities and skilled nursing care (but no hospitalization) for a period of twenty-four (24) hours or more. UTMB will provide the services and supplies necessary to operate the clinic, including:

1. A physician on call twenty-four (24) hours per day;
2. Supervision of the clinic by a registered nurse on a daily basis, via on-call as a minimum;
3. Nursing staff present in the clinic twenty-four (24) hours per day when Youth are confined there and nursing staff being available in compliance with all then current TJJJ manuals, policies and procedures.
5. Admissions:
  - a. UTMB staff determines admission to the clinic for Youth needing medical observation or treatment.
  - b. The facility psychiatrist may authorize admission to the clinic for Youth needing close supervision for a psychiatric crisis. If the psychiatrist is not available on site, the Manager of Institutional Clinical Services may authorize the admission with immediate notification of the psychiatrist as outlined in health services Policy HSP.04.10.
6. Discharges:
  - a. If a UTMB medical provider makes the determination that a Youth needs to be admitted to the clinic or if the Youth is admitted to the clinic for twenty-four (24) hours or more, the UTMB medical provider will determine the Youth's readiness for release from clinic and will document a release order in the electronic medical record.
  - b. If UTMB nursing staff, with medical staff consultation as indicated, determines that a Youth needs to be admitted to the clinic for observation for less than twenty-four (24) hours in duration, then nursing staff may determine the Youth's readiness for release from the clinic and will document the release in the electronic medical record.

G. Dental Care

UTMB will provide the following dental services:

1. A Texas Licensed dentist must provide a dental examination for each Youth within fourteen (14) days of admission to TJJJ. The examination will include a dental/medical history, x-rays as ordered by the dentist, generalized hard and soft tissue evaluation, examination of the teeth using a mouth mirror and explorer, charting of the teeth, and classification of the mouth based on a Dental Services Manual or mutually agreed upon standard, consistent with best dental practices.
2. Treatment of acute oral conditions will be provided at the institution where the Youth is first received. Acute oral conditions are characterized by trauma, infection, pain,

swelling or bleeding that are likely to remain acute or become worse without intervention.

3. Treatment and dental health education and prevention services will be provided while the Youth is at the institution or halfway house to include: emergency/urgent care; oral self-care education; sealants as determined necessary; restorative, endodontic, and prosthodontic care; and oral surgery care, according to the TJJD/UTMB Dental Services Manual.
4. Dental health orientation and oral self-care instruction will be provided to Youth as prescribed by the dentist, and within fourteen (14) days of admission, unless waived by the TJJD Medical Director.
5. A dental cleaning, as determined necessary by the attending dentist will be scheduled, performed, and documented for each Youth on admission and annually until release.
6. Specialty dental consultation or treatment will be provided through a local/regional dental provider or through the UTMB facility at Galveston.

H. Electronic Medical Records

All Youth must have a medical record that is kept up to date at all times and which complies with problem oriented medical record format. Appropriate medical information will accompany the Youth at all health encounters. Appropriate records will be forwarded to the receiving facility in the event of a transfer. All TJJD procedures concerning the confidentiality of the medical record must be followed.

I. Pharmaceuticals

All prescription medications must be ordered by the responsible provider and records of administration must be maintained. Pharmaceutical services include:

1. The development and updating of a TJJD approved formulary and a procedure for acquiring medication not on the formulary if ordered by a provider for a special purpose;
2. The routine procurement, dispensing, distribution, administration, accounting and disposal of pharmaceuticals; and
3. A method of procuring medication needed immediately or at any specified time as ordered by the physician.

J. Special Medical Program

For Youth with special medical conditions requiring close medical supervision, including chronic and convalescent care, the responsible physician will provide written instructions for health care and other personnel, including food service workers and direct care staff regarding their roles in the care and supervision of the patient. Youth will be seen in nursing and medical Chronic Care Clinics as specified by the physician but at least every

six months for all conditions except diabetes, TB, and HIV, which will require follow-up and monitoring every three months.

K. Health Promotion and Disease Prevention

As part of the primary health care, UTMB will provide health promotion services as an important and required component of the total health care delivery system. Health promotion includes one-to-one patient counseling regarding self-care and healthy lifestyle practices related to a specifically identified diagnosis or condition and clinical preventive services appropriate for the age and sex of the Youth, such as annual physical and dental examinations, immunizations (including the human papilloma virus vaccine), HIV tests (unless refused), TB tests, blood pressure screening, quarterly heights and weights, and gynecological/genito-urinary examinations. UTMB will comply with clinical guidelines as published by recognized professional/public health authorities.

## Exhibit A BUDGET

FY14 TJJD BUDGET	Salaries	Benefits	Supplies	Services and Other	Shared Services	Total Operating Expenses	General Revenue Benefits @ 95%	Net Patient Care Revenue required TJJD contract
C16734- Evins Regional Center	974,875	264,614	21,915	6,344	-	1,267,747	251,383	1,016,364
C16732- Gainesville St School	1,112,406	318,308	23,216	17,420	-	1,471,350	302,393	1,168,957
C16733- Giddings State School	1,051,568	297,585	21,451	30,004	-	1,400,608	282,706	1,117,902
C16719- McLennan St Juvenile Facil	1,624,676	439,418	37,772	16,189	-	2,118,056	417,448	1,700,609
C19948-Ron Jackson I and II	1,591,878	430,580	20,511	19,711	-	2,062,680	409,051	1,653,629
C16729- Residential Programs	-	-	17,017	12,831	-	29,848	-	29,848
C16720- Administration	419,944	91,727	1,100	29,087	-	541,859	87,141	454,718
C19949-Schaeffer Halfway House	-	-	-	148	-	148	-	148
C16737- Pharmacy	75,367	418	401,483	-	-	477,268	397	476,871
C17666- OFFSITE	-	-	-	1,110,000	-	1,110,000	-	1,110,000
C16724- PBS Payments	-	-	-	638	-	638	-	638
C16721- Overhead	-	287,605	-	284,988	483,317	1,055,910	279,225	782,685
C21276- Equipment Repair/Replace	-	-	3,888	-	-	3,888	-	3,888
<b>Sub Total Before Corsicana Home</b>	<b>6,850,713</b>	<b>2,130,256</b>	<b>548,354</b>	<b>1,527,360</b>	<b>483,317</b>	<b>11,540,000</b>	<b>2,023,743</b>	<b>9,516,257</b>
C16730- Corsicana State Home	738,829	204,818	26,092	13,407	-	983,146	194,577	788,569
3 months Corsicana expense estimate	184,707	51,205	6,523	3,352	-	245,787	48,644	197,142
<b>Total TJJD Medical w/ Corsicana 3 months</b>	<b>7,035,420</b>	<b>2,181,461</b>	<b>554,877</b>	<b>1,530,712</b>	<b>483,317</b>	<b>11,785,787</b>	<b>2,072,388</b>	<b>9,713,399</b>
C21136-Evins Psychiatry	-	-	-	20,442	-	20,442	-	20,442
C21277-Gainesville Psychiatry	49,659	8,405	-	24,805	-	82,869	7,985	74,884
C21137-Giddings Psychiatry	-	-	-	-	-	-	-	-
C21139-McLennan Psychiatry	419,573	76,541	-	-	-	496,114	72,714	423,400
C21140-R Jackson Psychiatry	148,978	25,213	-	2,126	-	176,316	23,952	152,364
C21138-HWH Psychiatry	100,000	-	-	61,022	-	161,022	-	161,022
C21131- Psychiatry-Admin	118,859	27,547	554	3,890	-	150,850	26,169	124,681
<b>Sub Total Before Corsicana Psychiatry</b>	<b>837,069</b>	<b>137,706</b>	<b>554</b>	<b>112,285</b>	<b>-</b>	<b>1,087,614</b>	<b>130,821</b>	<b>956,793</b>
C21134- Corsicana Psychiatry	-	-	-	28,675	-	28,675	-	28,675
3 months Corsicana expense estimate	-	-	-	7,169	-	7,169	-	7,169
<b>TOTAL TJJD PSY w/ Corsicana 3 months</b>	<b>837,069</b>	<b>137,706</b>	<b>554</b>	<b>119,454</b>	<b>-</b>	<b>1,094,782</b>	<b>130,821</b>	<b>963,963</b>
<b>TOTAL MEDICAL &amp; PSYCHIATRY</b>	<b>7,872,489</b>	<b>2,319,167</b>	<b>555,431</b>	<b>1,650,165</b>	<b>483,317</b>	<b>12,880,569</b>	<b>2,203,209</b>	<b>10,677,360</b>