

INTRA-AGENCY AGREEMENT

BETWEEN

MIGRANT HEAD START PROGRAM

ADMINISTRATION FOR CHILDREN, YOUTH AND FAMILIES

OFFICE OF HUMAN DEVELOPMENT SERVICES

AND

MIGRANT HEALTH PROGRAM

BUREAU OF HEALTH CARE DELIVERY AND ASSISTANCE

HEALTH RESOURCES AND SERVICES ADMINISTRATION

Intra-Agency Agreement Between Office of Human Development Services, Administration for Children, Youth and Families, Head Start Bureau, Migrant Programs Branch and Public Health Service, Health Resources and Services Administration, Bureau of Health Care Delivery and Assistance, Migrant Health Programs

Fiscal Years 1984, 1985, 1986

I. Purpose and Scope

The purpose of this intra-agency agreement is to coordinate policies at the national level and to express the commitment of the Migrant Health Program (MHP) and the Migrant Head Start Program (MHSP) to foster strong working relationships at the local level for assuring availability, accessibility, and quality of child health care in each State. This agreement commits the MHP and the MHSP to support the development and strengthening of linkages between their programs at the local level.

II. Program Description

A. Migrant Health Program

The purpose of the MHP is to support the planning, development, and delivery of high quality health care services in rural areas for migrant and seasonal farmworkers and their families.

The MHP provides support to public or private entities which through their own staff or through cooperative arrangements provide comprehensive primary health services, some supplemental services, referrals and health education services to migrant and seasonal farmworkers and their families. The MHP is authorized by Section 329 of the Public Health Service Act.

B. Migrant Head Start

The Migrant Head Start Programs provide comprehensive child development services to the infant/toddlers and preschool age children of low-income, migratory farmworkers throughout the contiguous States. While these programs share the goal of all other Head Start Programs to bring about a greater degree of social competency within each child, there are additional goals unique to Migrant Services.

- o To provide continuity of services to children as they migrate with their families.
- o To implement individualized bilingual/multicultural programs relevant to the migrant population at each location.
- o To reduce the incidence of abuse and neglect of unattended children in the fields.

III. Substance of Agreement

The MHSP and MHP agree to support linkages between their grantees at the project level by encouraging their respective grantees to jointly plan for the health services to be provided to the migrant child.

A. Health Services

1. The Migrant Health Project will:

- a) Provide priority services to migrant Head Start children in accordance with the requirements of the Head Start Performance Standards; i.e., screenings, physicals, diagnostic services for identifying handicapping conditions.
- b) Extend treatment and follow-up health care as needed to migrant Head Start children.
- c) Adopt, wherever feasible, common health records to facilitate continuity of services and accurate transfer of health data.

2. The Migrant Head Start Program will:

- a) Utilize the Migrant Health Center, wherever feasible, to obtain health services for children enrolled in their program.
- b) Invite selected members of the MH Project staff to serve on the Head Start Health Services Advisory Committee to further develop linkages between the two programs.

B. Funding Health Services

While the legislation of both programs provides for last dollar use of the program funds, the essence of this agreement is to insure that joint planning and funding of health services is assured for migrant children eligible for health services.

The efficiency and effectiveness of services to these children can be strengthened by joint planning for budget expenditures. Through collaborative efforts, maximum use can be made of the resources available from both Migrant Health Projects and Migrant Head Start Programs; i.e., continuity of health record information, diagnostic and treatment services. In keeping with the spirit of cooperation, we encourage the respective grantees of MHP and MHSP to establish local agreements which include scope of services and levels of support. The establishment of linkages between MHSP and MHP, as well as other community service providers is to be appropriately reflected in the respective grantee application.

Should the local programs not be able to reach a joint decision in determining the scope of services and/or the levels of dollar contribution from each program, the respective national offices should be notified so that the differences can be mediated.

C. Health Education

The Migrant Health Program and the Migrant Head Start Program will:

- a) Collaborate in designing and implementing, at the local level, an organized health education program for children, parents and staff, as resources permit.
- b) Provide ongoing health education activities for migrant Head Start children and their families.
- c) Share health education resources for the maximum benefit of the migrant children and their families.

D. Clinic Visits, Hours of Operation and Referral System

1. The Migrant Health Program will:

- a) Schedule appointments for Head Start children within the time frames suggested by the Head Start Performance Standards.
- b) Conduct evening and weekend clinics, wherever practicable, in order to improve access to services.
- c) Work jointly with MHSP to create a community-wide referral system.
- d) Inform clinic families of available Head Start programs.

2. The Migrant Head Start Program will:
 - a) Assume responsibility for preparing and transporting children and parents for screenings and physicals as needed.
 - b) Assist in supervising children during clinic visits as needed.
 - c) Assist MHP staff to keep parents informed about their child's health.
 - d) Provide parents whose children are enrolled in Head Start Programs with information such as location, hours of service, and enrollment procedures regarding the Migrant Health Clinic services.

3. The Migrant Health Program and the Migrant Head Start Program will:
 - a) Work jointly to create a referral system for services needed by Head Start children.
 - b) Inform families of available Head Start Programs and Migrant Health Programs.
 - c) Provide parents with information (location, hours, services, enrollment procedures) about MHPs and available migrant health clinics.

E. Data Sharing

The Migrant Health Program and Migrant Head Start Program will:

- a) Establish procedures for sharing data.
- b) Maintain and share the child's health record.
- c) Provide parents with child's health records.

F. Cost

This agreement does not obligate additional funds for either party; therefore, no dollar amount is specified in this agreement.

G. Period of Agreement

This agreement is effective upon signature and will remain in effect until mutually cancelled by both parties.

H. Modification/Cancellation Provision

This agreement will be reviewed annually and modified through an amendment memorandum, as appropriate. The amendment shall become operational when signed by both parties.

IV. Duration of Agreement

This memorandum of understanding will become effective as of August 1, 1984, as subscribed hereto by representatives of both OHDS and BHCDA and remain in effect for Fiscal Years 1985 and 1986, and will be subject to annual review and modification at such times as authorized officials of both agencies find it mutually convenient to do so.

ADMINISTRATION FOR CHILDREN,
YOUTH AND FAMILIES

BUREAU OF HEALTH CARE
DELIVERY AND ASSISTANCE

By : *Lucy Bissig*
Title: Acting Commissioner
Administration for
Children, Youth and Families

Date : 7/12/84

By : *William Chyn*
Title: Director, Bureau of
Health Care Delivery
and Assistance

Date : 7/30/84

OFFICE OF HUMAN DEVELOPMENT
SERVICES

BY : *David Henderson*
Acting
Title: Assistant Secretary for
Human Development Services

Date : 8/17/84