



INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT

ARIZONA DEPARTMENT OF HEALTH SERVICES
 1740 West Adams, Room 303
 Phoenix, Arizona 85007
 (602) 542-1040
 (602) 542-1741 FAX

Contract No.: **ADHS14-063025**

Amendment No.: **1**

Procurement Officer:
Delilah Gonzalez

PUBLIC HEALTH ACCREDITATION PREPARATION ACTIVITIES

Effective October 1, 2014, it is mutually agreed that the Intergovernmental Agreement referenced is amended as follows:

1. Pursuant to Terms and Conditions, Provision Six (6), **Contract Changes**, Item 6.1, Amendments, Purchase Orders and Change Orders the Agreement is hereby amended as defined by this Amendment One (1).
2. The Price Sheet is revised and replaced with the Price Sheet on Page Three (3) of this Amendment.
3. Pursuant to, Terms and Conditions, Provision Four (4), **Contract Administration and Operation**, 4.2, Contract Renewal, this Agreement is hereby extended through September 30, 2015.
4. Exhibit 1 is hereby added to the Contract.

ALL OTHER PROVISIONS OF THIS AGREEMENT REMAIN UNCHANGED.

Michael A. Pastor, Chairman, Board of Supervisors

Contractor Name:

Authorized Signature

GILA COUNTY HEALTH SERVICES

1400 EAST ASH

Address:

Print Name

GLOBE

ARIZONA

85501

City

State

Zip

Title

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of Arizona

This Intergovernmental Agreement Amendment shall be effective the date indicated. The Public Agency is hereby cautioned not to commence any billable work or provide any material, service or construction under this IGA until the IGA has been executed by an authorized ADHS signatory.

State of Arizona

Signature

Date

Signed this _____ day of _____ 2014.

Bryan Chambers, Deputy County Attorney/Civil Bureau Chief

Print Name

Title

Procurement Officer

Attorney General Contract No.: **P0012014000078**, which is an Agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant Attorney, who has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

RESERVED FOR USE BY THE SECRETARY OF STATE

Under House Bill 2011, A.R.S. § 11-952 was amended to remove the requirement that Intergovernmental Agreements be filed with the Secretary of State.

Signature

Date

Assistant Attorney General

Print Name

Title

	INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT		ARIZONA DEPARTMENT OF HEALTH SERVICES 1740 West Adams, Room 303 Phoenix, Arizona 85007 (602) 542-1040 (602) 542-1741 FAX
	Contract No.: ADHS14-063025	Amendment No.: 1	Procurement Officer: Delilah Gonzalez

5. Scope of Work, Provision 2, Categories Selected, is revised and replaced with the following:

2. **CATEGORIES SELECTED - The following Categories have been selected from Exhibit 1 and are incorporated as outlined below:**

2.3 Category 3: **Building a Culture of Quality Improvement** (related PHAB Domain:9)

Quality improvement (QI) is the result of leadership support and requires staff commitment at all levels to build a culture of quality and ensure it is fully integrated into organizational structures, processes, services, operations, and more. Counties selecting this category may use this award to conduct activities that will show progress towards building a culture of Quality Improvement (QI) that will fulfill one (1) or more of the outlined deliverables (e.g., assessment of current QI culture and description of desired future state, plan for regularly communicating about QI activities, etc.).

2.4 Category 4: **Workforce Development** (related PHAB Domain: 8)

A multi-disciplinary workforce that is matched to the specific community being served facilitates the interdisciplinary approaches required to address the population's public health issues. PHAB Standards and Measures (v1.0) focus on the need for LHDs to take as strategic approach to the development of a trained and competent workforce to effectively perform duties. Counties selecting this category may use this award to conduct activities that will show progress towards training and development of the LHD workforce that will fulfill one (1) or more of the outlined deliverables (e.g., job descriptions that include core competencies, a workforce development plan, etc.).

6. Scope of Work, Provision 6, Deliverables is revised and replaced with the following:

6. **DELIVERABLES - The following Deliverables have been selected from Exhibit 1 and are incorporated as outlined below:**

6.3 Category 3: **Building a Culture of Quality Improvement**

6.3.1 Detailed written description of process and criteria for identifying and initiating appropriate QI projects.

6.3.8 QI staff training including training goals and objectives, and documentation of training content such as PowerPoint presentations, a curriculum, evaluation results, etc.

6.4 Category 4: **Workforce Development**

6.4.1 Detailed written plan for ensuring adoption of relevant public health core competencies among staff.

6.4.3 Staff training plan based upon results of assessment, including training schedules and description of curricula topics, and how identified gaps in staff competencies will be addressed.



INTERGOVERNMENTAL AGREEMENT (IGA) AMENDMENT

ARIZONA DEPARTMENT OF HEALTH SERVICES
 1740 West Adams, Room 303
 Phoenix, Arizona 85007
 (602) 542-1040
 (602) 542-1741 FAX
 Procurement Officer:
Delilah Gonzalez

Contract No.: **ADHS14-063025**

Amendment No.: **1**

REVISED PRICE SHEET

Effective October 1, 2014

ADHS will pay for completed Tasks monthly upon receipt of an Invoice from the County

Deliverable Description	Budget Amount
<p>Category 3, Deliverable 6.3.3:</p> <p>Detailed written description of process and criteria for identifying and initiating appropriate QI projects.</p>	\$11,992.14
<p>Category 3, Deliverable 6.3.8:</p> <p>QI staff training including training goals and objectives, and documentation of training content such as PowerPoint presentations, a curriculum, evaluation results, etc.</p>	\$11,992.14
<p>Category 4 , Deliverable 6.4.1:</p> <p>Detailed written plan for ensuring adoption of relevant public health core competencies among staff.</p>	\$11,992.14
<p>Category 4 , Deliverable 6.4.3:</p> <p>Staff training plan based upon results of assessment, including training schedules and description of curricula topics, and how identified gaps in staff competencies will be addressed,</p>	\$11,992.14
<p>Total Contract Amount Not to Exceed</p>	\$47,968.56

Contract Number ADHS14-063025	INTERGOVERNMENTAL AGREEMENT (IGA) EXHIBIT 1
---	--

1. DELIVERABLES AVAILABLE FOR EACH CATEGORY IDENTIFIED ABOVE: The applicable Deliverable/s is/are identified in the Scope of Work, Provision 6 and any changes or updates to this Provision will be made and applied via an Amendment to the Contract.

6.1 Category 1: Progress Towards Preparing or Applying for Accreditation

- 6.1.1 A written self-study by the Accreditation Team against the PHAB Standards, Measures, and Required Documentation that details the LHD's strengths, opportunities for improvement, and plans for addressing gaps,
- 6.1.2 Materials from staff and governing entity training(s) on the value of and LHD's process for achieving accreditation,
- 6.1.3 Detailed written description of process to systematically review and revise department policies and procedures as needed, and evidence of implementation of this process,
- 6.1.4 Detailed written description of process for identifying and reviewing documentation for PHAB, and evidence of implementation of this process,
- 6.1.5 List of possible documentation for each of the PHAB measures, using PHAB's Documentation Selection Spreadsheet or like tool.
- 6.1.6 Other deliverable related to Category 1.

6.2 Category 2: Establishing and Monitoring a System of Performance Management

- 6.2.1 Completed performance management self-assessment.
- 6.2.2 Detailed written performance management plan including: leadership and staff roles and responsibilities; objectives and standards for measuring progress toward milestones; methods, tools, and processes for measuring, tracking, and reporting performance; and timelines for completion.
- 6.2.3 Performance management staff training including training goals and objectives, and documentation of training content such as PowerPoint presentation, a curriculum, evaluation results, etc.
- 6.2.4 Evidence of an adopted system of performance management including the agency's selected performance goals, standards, objectives, targets, and indicators. This should include an established mechanism for data collection, analysis, and reporting of performance progress such as performance dashboards, spreadsheets and narrative text.
- 6.2.5 Detailed written description of a formal process used to select and implement an information system to support performance management efforts, such as a requirements gathering process, and evidence of implementation of process. The process should detail how the agency examined its needs related to performance management; explored various information system options; considered various stakeholders; and accounted for financial considerations.
- 6.2.6 Other Deliverable/s related to Category 2.

6.3 Category 3: Building a Culture of Quality Improvement

- 6.3.1 Detailed written description of assessment results for current QI culture and desired future state of quality in organization,
- 6.3.2 Detailed written description and documentation of the LHD's QI governance structure,
- 6.3.3 Detailed written description of process and criteria for identifying and initiating appropriate QI projects,

Contract Number	INTERGOVERNMENTAL AGREEMENT (IGA)
ADHS14-063025	

EXHIBIT 1

- 6.3.4 Detailed written description of process for identifying performance goals, objectives, and measures with time-framed targets
- 6.3.5 Detailed written plan for collecting, analyzing, and tracking progress toward performance goals and making improvements as needed,
- 6.3.6 Detailed written description of the LHD's plan for regularly communicating about QI activities in the department, and evidence of at least 3 of those mechanisms implemented,
- 6.3.7 Completed QI plan with all required components including descriptions of the following: 1) Key quality terms; 2) Desired future state of quality; 3) Key elements of the QI governance structure; 4) Types of internal QI trainings available and conducted; 5) How projects are identified and initiated and aligned with agency strategic plan; 6) QI goals, objectives, measures with time-framed targets, and responsible parties; 7) Plan for collecting, analyzing, and tracking progress toward performance goals and making improvements as needed; and 8) Plan for regularly communicating about QI activities.
- 6.3.8 QI staff training including training goals and objectives, and documentation of training content such as PowerPoint presentations, a curriculum, evaluation results, etc.,
- 6.3.9 Written or visual example of a completed QI project(s) in a program and/or administrative area, and
- 6.3.10 Other Deliverable/s related to Category 3.
- 6.4 **Category 4: Workforce Development**
 - 6.4.1 Detailed written plan for ensuring adoption of relevant public health core competencies among staff,
 - 6.4.2 Assessment(s) used to assess staff competencies against the adopted core competencies and detailed description of process for implementing assessment,
 - 6.4.3 Staff training plan based upon results of assessment, including training schedules and description of curricula topics, and how identified gaps in staff competencies will be addressed,
 - 6.4.4 Workforce development plan that includes all required components including the following: 1) Adopted public health core competencies for staff; 2) Assessment of staff competencies against adopted core competencies; 3) Curricula and training schedules; and 5) Identification of barriers and strategies for addressing them.
 - 6.4.5 Other Deliverable/s related to Category 4.
- 6.5 **Category 5: Using Award Funds for PHAB Fees**
 - 6.5.1 Provide evidence to ADHS that the LHD has applied to PHAB within the project timeframe.