



CITY OF DANBURY

HEALTH & HUMAN SERVICES DEPARTMENT
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September 23, 2013

Mayor Mark Boughton and City Council
City Hall
155 Deer Hill Avenue
Danbury, Connecticut 06810

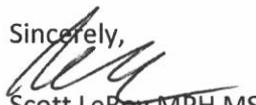
RE: Community Health Center

The Community Health Center (CHC) is requesting assisting the City of Danbury's Emergency Homeless Shelter in providing their services, as outlined in the Memorandum of Agreement (MOA) enclosed. The Community Health Center is one of the leading healthcare providers in the State of Connecticut, providing comprehensive primary care services in medicine, dentistry, and behavioral health. CHC is available to all, but has a special commitment to the uninsured, underinsured, and special populations within the local and surrounding communities.

CHC will be providing a twice a week medical and behavioral clinic inside the City's Emergency Shelter for our homeless population. By providing vital support services through available medical appointments, referrals and follow-up services, these medically vulnerable and behaviorally challenged clients will be able to access immediate care.

There are no matching requirements for this fund. The amount utilized for these services cannot be determined due to numerous specific types of medical and behavioral needs of each individual patient/client. The general public is under tremendous mental and physical stresses due to the nation's difficult economic times. The Emergency Shelter and Day Center will continue to provide and enlist the assistance and expertise of many non-profit and community social service agencies and organizations within the City of Danbury.

The Community Health Center will be able to meet the needs of individuals, in addition to other support services that the Emergency Shelter offers. With this plan of action, the Emergency Shelter will continue to support, promote and provide assistance to this much needed population in meeting the objectives of the Mayor's Ten Year Plan to End Homelessness.

Sincerely,

Scott LeRoy MPH MS
Director of Health and Human Services

**MEMORANDUM OF AGREEMENT
BETWEEN COMMUNITY HEALTH CENTER, INC and
THE CITY OF DANBURY SHELTER**

1. INTRODUCTION

1. Purpose

This Memorandum of Agreement (MOA) between Community Health Center, Inc. (CHCI) and The City of Danbury Emergency Shelter has been jointly developed for the purpose of improving the health and well-being of clients living in Danbury and the surrounding community and residing or utilizing the services of shelters.

CHCI began providing services through our "Wherever You Are" (WYA) Program in 2006, building it site by site according to community requests and consistent with community needs. The WYA Program is highly regarded for its provision of comprehensive primary care to difficult to reach populations throughout the four cities where we are currently providing services. The addition of a site located within the City of Danbury Emergency Shelter will answer an unmet need within the community and provide resources for clients who are currently not engaged in primary healthcare services.

This MOA establishes a uniform method of referral for individuals in need of healthcare services and encourages pertinent communication and collaboration between both parties.

2. Community Health Center, Inc.

Since 1972, CHC has been one of the leading health-care providers in the state of Connecticut, providing comprehensive primary care services in medicine, dentistry, and behavioral health. CHC is available to all, but has a special commitment to the uninsured, underinsured, and special populations such as patients with HIV/AIDS. CHC is a statewide, independent, private non-profit organization.

3. The City of Danbury Shelter

The Emergency shelter provides protection and sanctuary for 20-30 homeless individuals per night throughout the year. An additional 30-60 individuals visit the day center seeking a multitude of services including case management, laundry facilities and mail pick up.

II. ROLES AND RESPONSIBILITIES

CHC and The City of Danbury Emergency Shelter have complementary roles and responsibilities in working with individuals utilizing the services of both agencies. Both agencies recognize the importance of engaging individuals in healthcare services and will actively collaborate to ensure that all patients utilizing the services receive the highest quality of care possible.

III. Collaboration and Coordination

Effective collaboration is necessary to provide quality services to individuals served by both parties. The following process has been developed to facilitate coordination of services;

- A. CHCI will:
 - 1. Establish a Healthcare for the Homeless or WYA site within the building where the City of Danbury Emergency Shelter is located.
 - 2. Provide primary and behavioral health appointments at the newly established site on a weekly basis.
 - 3. Develop and implement a confidential sign up process to ensure that patients are informed of services and can obtain appointments as needed.
 - 4. Communicate regularly with shelter staff to ensure seamless entry of individuals into healthcare services.
 - 5. Provide 24-hour on-call coverage for patients who are registered CHC patients being seen at the Shelter site.
- B. The City of Danbury Emergency Shelter will;
 - 1. Provide a secure and confidential space within the shelter for use as an exam room.
 - 2. Facilitate the scheduling of patients for primary and behavioral health appointments.
 - 3. Communicate regularly with CHCI providers and WYA Director regarding daily monitoring of program site.
 - 4. Educate shelter staff regarding appointment scheduling and confidentiality regulations which apply to all healthcare sites.
 - 5. Remain Available for case conferencing as needed.
- C. Both parties will:
 - 1. Provide the contact information of their immediate supervisor to each other in the event that either party cannot resolve an issue between them.

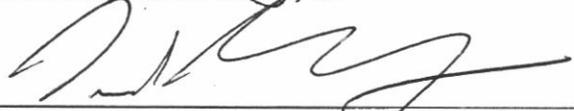
Signed:



 Community Health Center, Inc

9/23/13

 Date



 The City of Danbury Emergency Shelter

9/23/13

 Date