

Memorandum of Understanding  
Between Aging and People with Disabilities (APD) and Access Technologies, Inc.

**1. Purpose**

The following is an agreement between Aging and People with Disabilities (APD), Aging and Disability Resource Connection (ADRC) of Oregon and Access Technologies, Inc.

The purpose of this memorandum of understanding is to recognize the partnership and to define roles, responsibilities, and procedures for collaboration and for partnering in the assistive device loan and demonstration project.

The period of this agreement begins September 28, 2018 and continues until amended or terminated.

**2. Collaboration, training, and cross-referral**

Access Technologies, Inc. (ATI) and the Aging and Disability Resource Connection (ADRC) of Oregon will collaborate to further increase Oregonians' access to and awareness of assistive technology devices and services designed to increase individuals' independence throughout all aspects of life while at home, work, school, play, and in their community.

ATI will conduct training and technical assistance activities and participate in outreach demonstration events across the state in collaboration with Aging and People with Disabilities and local ADRCs. These activities will be for ADRC staff, partners, and consumers to increase their awareness of services offered through the statewide Assistive Technology Program, provide hands-on experience using a range of assistive technology devices, and provide information on finance options. These trainings and outreach activities will enable ADRC staff to more effectively promote access to, and benefits of, assistive technology services and devices through Information and Referral and Options Counseling services, as well as through community outreach activities.

ADRC staff will provide ATI staff with training on the ADRC program and service offerings so that ATI staff can more easily identify and refer consumers who could benefit from the ADRC program.

ADRC staff will make appropriate referrals to ATI, record referral in the GetCare software system, and may choose to participate in the device loan and demonstration partnership to provide hands-on device demonstrations for consumers who could benefit from the use of assistive technology.

**3. Device loan and demonstration partnership**

ATI will provide ADRC staff with access to assistive devices from their existing device demonstration and loan library for the purpose of demonstration with ADRC consumers across the state. ATI will provide consultation with ADRC staff regarding the needs of the consumer and will propose an item or series of items to be included in the demonstration kit for the consumer to consider.

ATI will provide the loan of the devices free of charge (no loan or maintenance fees) with the expectation that the ADRC staff record and submit a minimum data set regarding the demonstration in order to satisfy federal grant requirements for the state AT program in return.

All shipping costs for the demonstration kits will be at the expense of Aging and People with Disabilities (APD) for the first year, or until designated funds are expended. After the initial year or when the funds allotted run out, shipping costs will shift to the local ADRCs who wish to continue the partnership if APD is unable to continue to fund the project ongoing. ADRC staff near Salem should arrange to pick up and drop off the demonstration kit in Salem to avoid incurring shipping costs whenever possible.

By participating in the demonstration and loan project partnership, the local ADRC accepts liability for lost or damaged items. In the event an item is damaged or lost, the repair or replacement cost will be at the expense of the local ADRC that borrowed the item. Demonstration kits should be borrowed on a short-term basis, preferably no longer than 30 days.

This agreement is effective until terminated by either party and may be revised with the mutual concurrence of both parties.

\_\_\_\_\_  
Kristi Murphy,  
Aging and People with Disabilities (APD), Department of Human Services

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

\_\_\_\_\_  
Laurie Brooks  
Access Technologies, Inc.

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

Effective date: \_\_\_\_\_  
Revised date: \_\_\_\_\_