

Program Element #163 Non-Governmental Family and Child Health Family Connects Oregon

OHA Program Responsible for Program Element:

Public Health Division/Center for Prevention and Health Promotion, Family and Child Health/Family Connects Oregon

1. Description.

Funds provided under this Agreement for this Program Element may only be used in accordance with, and subject to, the requirements and limitations set forth below to plan, implement and sustain the following activities central to the Family Connects model that was selected for universally offered newborn nurse home visiting:

- a. Community Lead Activities including Health Equity priorities
- b. Newborn Nurse Home Visiting Provider Activities including Nursing Workforce priorities

Funds provided through this Program Element support Grantee's efforts toward ensuring community- wide participation in the delivery of, and assurance of access to, culturally responsive, high-quality, and evidence-based voluntary newborn nurse home visiting services.

This Program Element and all changes to this Program Element are effective the first day of the month noted in the Issue Date of Exhibit C Financial Assistance Award unless otherwise noted in Comments and Footnotes of the Exhibit C of the Financial Assistance Award.

2. Definitions Specific to this Program Element

- a. **Community Lead:** An organization designated by the Authority to provide community coordination and quality assurance services in accordance with OAR 333-006-0050 for the newborn nurse home visiting program in a specified community.
- b. **Health Equity:** Activities that improve access to Family Connects Oregon and meet the unique and evolving needs of communities.
- c. **Newborn Nurse Home Visiting Provider (NNHVP) or "Certified Provider":** An organization certified by the Authority to provide newborn nurse home visits in accordance with OAR 333-006-0070 and OAR 333-006-0120.

3. Alignment with Modernization Foundational Programs and Foundational Capabilities.

The activities and services that the Grantee has agreed to deliver under this Program Element align with Foundational Programs and Foundational Capabilities and the public health accountability metrics (if applicable), as follows (see Public Health Modernization Manual at:

http://www.oregon.gov/oha/PH/ABOUT/TASKFORCE/Documents/public_health_modernization_manual.pdf):

a. Foundational Programs and Capabilities (As specified in Public Health Modernization Manual)

Program Components	Foundational Program					Foundational Capabilities						
	CD Control	Prevention and health promotion	Environmental health	Population Health Direct	Access to clinical preventive	Leadership and organizational competencies	Health equity and cultural responsiveness	Community Partnership Development	Assessment and Epidemiology	Policy & Planning	Communications	Emergency Preparedness and Response
Asterisk (*) = Primary foundational program that aligns with each component X = Other applicable foundational programs						X = Foundational capabilities that align with each component						
Develop strategic partnerships with shared accountability driving collective impact to support public health goals related to all families with newborns		*		*		X	X	X		X	X	
Identify barriers to access and gaps in services to all families with newborns		X		*			X	X	X	X	X	
Develop and implement strategic plans to address these gaps and barriers to access to all families with newborns		X		*			X	X	X	X	X	
Ensure community access to home visiting services for all families with newborns		X		*		X	X	X		X	X	

- b. The work in this Program Element helps Oregon's governmental public health system achieve the following Public Health Accountability Metrics, Health Outcome Indicators:

Not applicable

- c. The work in this Program Element helps Oregon's governmental public health system achieve the following Public Health Accountability Metrics, Local Public Health Process Measures:

Not applicable

4. Procedural and Operational Requirements

By accepting and using the Financial Assistance awarded under this Agreement and for this Program Element, the Grantee agrees to conduct activities in accordance with the following requirements:

- a. **General Requirements for Community Lead and Newborn Nurse Home Visiting**

Grantee must:

- (1) Use funds for this Program Element as reported in the Program Sustainability Report (PSR; see reporting requirements in Section 6.b.).
- (2) Attend a monthly planning and coordination meeting with OHA's Family and Child Health staff.
- (3) Funding Limitations: Funds awarded under this Agreement for this Program Element and listed in the Exhibit C, Financial Assistance Award are limited to expenditures for Family Connects Oregon Community Lead activities and Newborn Nurse Home Visiting Provider activities.

- b. **Designated Community Lead, or authorized by OHA to perform Community Lead Activities**

Grantee must:

- (1) Maintain staffing for Family Connects Oregon Community Alignment Specialist and Program Administrator roles.
- (2) Ensure a subcontract or Memorandum of Understanding is in place if Family Connects Program is implemented through a cross-county collaboration with shared staff across jurisdictions, defining the staffing and supervision agreements.
- (3) Deliver services in accordance with OARs 333-006-0000 through 333-006-0190 and Family Connects Oregon Program Guidance provided by the Family and Child Health Section.
- (4) Take all appropriate steps to maintain client confidentiality and obtain any necessary written permissions or agreements for data analysis or disclosure of protected health information, in accordance with HIPAA (Health Insurance Portability and Accountability Act of 1996) regulations.

c. Designated Newborn Nurse Home Visiting Provider Activities

Grantee must:

- (1) Maintain staffing required by the program which includes but is not limited to the Family Connects Oregon Nursing Supervisor or Family Connects Nursing Lead, Nurse Home Visitor(s), and Program Support Specialist roles.
- (2) Ensure a subcontract or Memorandum of Understanding (MOU) is in place if Family Connects Program is implemented through a cross-county collaboration with shared staff across jurisdictions, defining the staffing and supervision agreements.
- (3) Deliver services in accordance with OARs 333-006-0000 through 333-006-0190 and Family Connects Oregon Program Guidance provided by the Family and Child Health Section.
- (4) If the Grantee, as a provider of Medicaid services, bills for Newborn Nurse Home Visiting Medical and Targeted Case Management Services, the Grantee must comply with the billing policy and codes in OAR 410-130-0605.
- (5) Take all appropriate steps to maintain client confidentiality and obtain any necessary written permissions or agreements for data analysis or disclosure of protected health information, in accordance with HIPAA (Health Insurance Portability and Accountability Act of 1996) regulations.
- (6) All nurses working in the Family Connects Oregon program must adhere to nursing practice standards as defined by the Oregon State Board of Nursing.

5. General Expense Reporting.

The Grantee must complete an “Oregon Health Authority Public Health Division Expenditure Report” located at:

<https://www.oregon.gov/oha/ph/providerpartnerresources/localhealthdepartmentresources/pages/index.aspx>. A separate report must be filed for each applicable Program Element and any sub-elements. These reports must be submitted to OHA each quarter on the following schedule:

Fiscal Quarter	Due Date
First: July 1 – September 30	October 30
Second: October 1 – December 31	January 30
Third: January 1 – March 31	April 30
Fourth: April 1 – June 30	August 20

6. Program Reporting Requirements.

The Grantee must provide progress reports to OHA in a format designated by OHA that include the following:

- a. **Community Lead Report:** If the Grantee is the Community Lead, submit reports using the Community Lead Report on a schedule determined by OHA. The report includes information on the Family Connects program population reach, staffing, and community alignment activities.
- b. **Program Sustainability Report (PSR):** If the Grantee is the Community Lead or the Newborn Nurse Home Visiting Provider, submit a PSR in a format and on a schedule determined by OHA. The purpose of the PSR is to support Family Connects program sustainability. The report includes information on a site's projected and actual program funding and expenditures including for this Program Element, as well as program revenue. If the Community Lead and Newborn Nurse Home Visiting Provider are different Grantee organizations, the two will receive one PSR from OHA and are required to coordinate and submit one PSR only.
- c. **Data Collection and Reporting:** Grantee must ensure that data on individuals who receive Family Connects Oregon services are collected and entered into the state-designated data system in a timely manner that is aligned with expectations defined by each program and within no more than thirty (30) business days of visiting the client and 45 days of case closure (information shall be obtained from Community Leads and NNHVP).

7. **Performance Measures.**

Not applicable