



## COCHISE COUNTY

1415 Melody Lane, Building A, Bisbee, AZ 85603

### **MEMORANDUM OF AGREEMENT (21-14-HEA-01)**

Between Cochise Health & Social Services and Hope, Inc

**Purpose:** To fulfill the Cochise Health and Social Services (CHSS) Overdose Prevention Grant requirement to partner with community-based organizations to provide peer support/navigation and transportation. The grant goal is to improve linkages to opioid misuse treatment and overdose prevention services and other community-based support for eligible individuals discharged from the Cochise County Jail and satellite locations.

In accordance with 21-14-HEA-01 the Contractor, Hope Inc., shall provide all labor, materials, personnel, transportation, and expertise in order to accomplish **Reentry Services - Peer Navigation and Transportation**. The Contractor shall complete the following tasks:

#### **Activities to be conducted during the first 60 days of contract award by Hope Inc.**

- Contractor will recruit, hire, and orient Peer Navigator(s), ideally one male, one female. At least one of the Peer Navigators (PN) will be Spanish/English bilingual.
- Contractor will be responsible for training and providing ongoing supervision for PN(s).
- Contractor will be responsible for procurement of program equipment.
- Contractor will ensure that Peer Navigators have a Fingerprint Clearance Card and an unrestricted Driver's License
- Contractor will follow program protocols, standard forms, and documents, as well as design the tracking and reporting system per contractor specifications and deliverables.
- Contractor will ensure that all Peer Navigators participating in this agreement are trained in opioid overdose recognition and overdose reversal protocols.

**Activities to be conducted at the end of the initial 60 days following award of the contract Hope Inc., and ongoing**

- Peer Navigator(s) (PN) will serve eligible individuals being released from Cochise County Jail (CCJ) and satellite detention facilities. Referrals to the program will be made by the Cochise County Public Health Social Worker (or designated representative), prior to an inmate's discharge.
- PN will respond to referrals within 24 hours and will meet face-to-face with referred individuals within 5 days of referral. Timely follow-up is essential for the purpose of establishing a therapeutic working relationship, and for effective reentry planning and engagement in community treatment.
- The lead (full-time) PN will handle weekday releases; the part-time PN will cover after hours, weekend shifts, and provide back-up to the lead Navigator as needed.
- Both PNs will be based out of HOPE's Douglas and Sierra Vista outpatient centers, where they will have access to office space, supplies and equipment including computer, Wi-Fi, printer/copier, fax, telehealth, training materials, and vehicle(s).
- During this initial phase, PNs will attend release planning meetings, provide peer support, assist with identifying participants' needs and resources, and begin coordinating linkage to community-based services and natural supports to address any identified barriers to successful reentry.
- At release, PNs will transport participants from CCJ to the location(s) specified in their Reentry Plan. During this phase, PNs will assist individuals with making the transition from Jail to community. This may entail assisting individuals with applying for identification or health insurance and other public benefits; helping them to secure immediate shelter, housing, or inpatient treatment (if applicable); assist with obtaining supplies for basic needs (food, clothing, hygiene items); transporting and accompanying as necessary. Qualifying transportation locations include (but are not limited to):
  - Jail to home location: residence, shelter, or treatment program
  - Community-based health care, behavioral health, and social services providers
  - Required justice-involved appointments: Probation meetings, Court appearances, any court-ordered programs or treatment not specified elsewhere in this list

- Local recovery groups, i.e., 12-Step meetings (AA/NA), NAMI, and other informal and natural supports promoting sobriety and recovery
  - Motor Vehicle Department to secure Identification
  - Local DES and AHCCCS offices, to apply for Medicaid, SNAP, job search assistance and other benefits
  - Locations to supply basic needs: thrift stores, food banks/pantry, grocery, etc.
  - Other locations as approved by CHSS's designated representative(s) and subsequently by Contractor's Peer Navigator, and according to the individual's Reentry Plan.
- The Peer Support Navigation and Transportation program budget will include limited funds to assist individuals with essential needs such as ID fees, emergency food supplies, clothing, hygiene & self-care items, items need for job search, emergency housing support/allowance, transportation assistance.
  - PNs will be responsible for documenting progress of participants in the program and updating the Reentry Plan as needed to reflect progress, newly identified needs, and changes in goals. PNs will have several assessment tools they may use, depending on the individual's situation and presenting concerns. PNs will coordinate closely with their local teams, community-based providers and other local agencies providing assistance to this target population, in order to ensure sufficient wrap-around support during individuals' participation in the program.
  - PNs will provide peer support, assess for Opioid Use Disorder (OUD) and overdose risk, and provide OUD awareness and overdose prevention education.
  - The Site Director for HOPE's Cochise County-based programs will provide day-to-day oversight and support to the PNs. The SE Regional Director will provide biweekly clinical supervision and as needed, and the Director of Community Programs will provide the technical support to the PNs, ensuring adherence to evidence-based practices (EBPs) for Peer Support, Navigation, Reentry, and approaches to effectively engaging justice-involved individuals.

**Report of monthly deliverables to CHSS by Hope, Inc., but not limited to:**

- number of trainings Peer Navigator(s) attended to enhance workforce development (e.g., title of trainings, date completed, etc.)

- number of individuals who accepted/enrolled in Peer Navigation services
- number of participants who received transportation services
- provide an aggregate record of the transportation destinations individuals (e.g., mental health counseling visits, primary care provider visits, etc.)
- deidentified number of transports per client (e.g., range, mode, mean, etc.)
- number of enrolled participants who received housing support/allowance
- number of participants enrolled into AHCCCS
- number of participants to whom overdose education was offered
- number of participants who completed training in opioid overdose recognition and overdose reversal protocols
- number of participants who successfully complete their reentry plan during the service month
- specific enrolled individuals who were transferred to other service opportunities in the service month

**Administrative duties performed by Hope, Inc:**

- Contractor will participate in collaborative meetings as scheduled and coordinated by CHSS's designated representative(s) to maintain, review and update contract provisions.
- Contractor will report on the Monthly deliverables, using the approved forms designed by Hope, Inc. for tracking and reporting, by the 15<sup>th</sup> of each month for the previous month.
- Contractor will invoice CHSS monthly for services rendered:
  - Invoice to be received by CHSS at least five business days before the selected Board of Supervisors meeting date. A calendar of Board Meetings will be provided by CHSS.
- As participants are established (or reestablished) with an AHCCCS plan and Health Home of their choice and become engaged in community-based support programs, funding for their services under the County agreement will shift to the individual's AHCCCS health plan (or other source) for coverage of on-going treatment, thereby ensuring continuity of care.

**CHSS will transfer discharged individuals from Cochise County Jail (CCJ) and satellite detention facilities by adhering to the following process:**

- Public Health Social Worker (PHSW) coordinates and develops the community re-entry plan by identifying the risks and needs of the individual. Provide local resources available in the area. During this process, if an individual has an upcoming expected release date, the PHSW will reach out to the contractor to schedule an appointment/transportation date and time.
- PHSW will provide Hope, Inc with a summary on the individual transitioning to the community.
- Hope, Inc will be expected to arrive to the CCJ and/or satellite facility on time as scheduled.
- Hope, Inc will alert the Detention Facility of their arrival by entering the CCJ lobby and advising the staff of their arrival and who their appointment is with.
- The PHSW and CCJ Detention Staff will make every attempt to ensure the individual who is being transported is released on time.
- Prior to transportation, Hope, Inc will have a transport location provided to them and will not deviate from the qualifying transportation location and/or the listed location within the community re-entry plan.

**TERMS:**

- Contract will be awarded at \$150,000 per year
- Contractor will invoice CHSS monthly in the amount of \$12,500 per month
- Either party can terminate contract with a 30-day written notice to the other party

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Hope Inc., Designee

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Date

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Cochise Health & Social Services Designee

\_\_\_\_\_  
Date