



TEXAS DEPARTMENT OF STATE HEALTH SERVICES

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Date: June 9, 2015

LHD: Hidalgo County Health Department

Attention: Eduardo Olivarez

Address: 1304 South 25th Ave., Edinburg, TX 78539

Subject: Letter of Intent: Infectious Disease Preparedness and Response Funding for Fiscal Years 2016-2017.
Response Requested by June 23, 2015

Dear Eduardo Olivarez,

The Emerging and Acute Infectious Disease Branch (Branch) of the Department of State Health Services (DSHS) announces the availability of funding to enhance epidemiological capacity in infectious disease preparedness and response. The next funding cycle is effective September 1, 2015. The Branch estimates that 20 local health departments will receive such funding, contingent on final awards received from the 84th Legislative Session in the wake of the Ebola response in Texas. The maximum award per health department will be \$100,000 per year/\$200,000 over the biennium to be spent on personnel, fringe, equipment, supplies, training, travel, indirect costs not to exceed 15% associated with infectious disease preparedness and response. This funding opportunity is a separate from any other existing epidemiological capacity contracts in place with DSHS.

If you are interested in receiving funding, you are requested to review and sign this letter of intent and submit the attached packet with a proposed budget of expenditures for FY16 and FY17. By signing this Letter of Intent, Hidalgo County Local Health Department (LHD) acknowledges its interest to provide infectious disease preparedness and response within its service area for fiscal years 2016-2017 and further agrees to meet the following eligibility criteria:

1. Retain an Epidemiologist primarily dedicated to infectious disease preparedness and outbreak response activities. The Epidemiologist must have qualifications in epidemiology and public health infection surveillance, preferably with a Masters of Public Health (MPH) degree or at least two years working experience as an Epidemiologist to perform and track the following deliverables;
 - a. Complete all pertinent case investigation procedures, with at least seventy-five percent (75%) completed within five (5) business days of initial report. DSHS appropriate/focused questionnaire investigation forms to be used are located at <http://www.dshs.state.tx.us/idcu/investigation/>;
 - b. Enter all pertinent case investigation data correctly and completely in the National Electronic Disease Surveillance System (NEDSS) within five (5) business days of completion of investigation of each case interview;
 - c. Coordinate with hospitals and clinics within their jurisdiction to have at least ninety percent (90%) of laboratory specimens in Texas Administrative Code RULE §97.3 and/or those related to outbreak investigations sent to the Laboratory Services Section, Texas Department of State Health Services, Austin, Texas or other public health laboratory as designated by DSHS;
 - d. Submit completed interviews related to outbreak investigations to DSHS through a secure electronic

Name of the Addressee

DATE

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method to the designated EAID Epidemiologist or to fax number (512) 776-7616 no later than twenty-four (24) hours after completion of interview; and

- e. Assure and monitor the confidential treatment and transfer of confidential data provided by DSHS and confidential data provided to DSHS.

Contracts will be awarded based on demonstrated need within the following criteria:

- Number of travelers monitored from Ebola countries of concern;
- Burden of infectious disease within the jurisdiction, based on 2014 NEDSS data;
- Current epidemiological capacity within the jurisdiction;
- Previous performance on DSHS-funded contracts.

By electronic signature below, I am acknowledging that Hidalgo County LHD meets the requirements for funding for the provision of infectious disease preparedness and response in the State of Texas.

X

Printed Name: _____

Title of Signatory: _____

Date: _____

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