

# Memorandum of Understanding Between

*Hidalgo County Head Start Program*

*And*

*Hidalgo County Health and Human Services Agency*

The **Hidalgo County Head Start Program (HCHSP)** and the **Hidalgo County Health and Human Services** agree to provide information and referrals to its clients regarding services as set out herein.

The terms and conditions set forth in the following document shall constitute the entire Agreement between the HCHSP and County of Hidalgo Community Service Agency and may not be amended except by a written document signed by HCHSP and Hidalgo County Health and Human Services.

## **The Hidalgo County Head Start Program Agrees:**

- To provide a comprehensive pre-school program for economically disadvantage children, three to five years of age. The program gives priority to identify, recruit and serve foster children, homeless children and children with disabilities and their families. Services include health, mental health, nutrition, education, special services, social services, parent involvement and transition services.
- To engage in an ongoing family partnership building and provide social services assistance when needed.
- To provide information and referrals to families regarding services of the Hidalgo County Health and Human Services.
- To provide the Hidalgo County Health and Human Services a rent and utilities free facility at 2100 Fir St., McAllen, TX 78501 "Austin (A-1) One Stop Head Start Center."
- Maintain the children's, families', and programmatic records in a manner that will assure the protection of the rights and privacy of parents, families, and staff. All HCHSP records, data, or information related to individual children, families, and staff will be treated as **confidential**. Release of information will take place only with clients' prior written consent and approval.

## **The Hidalgo County Health and Human Services Agrees:**

- To assist with health fairs and conferences by providing material and/or resources.
- To provide information and referrals to their clients regarding services of the Hidalgo County Head Start Program.
- To help parents seek assistance in meeting their child's health needs.
- To educate parents on services provided by Hidalgo County Health and Human Services.
- To teach parents how to advocate for their children's health services.

## **Collaboration Efforts between Hidalgo County Health and Human Services and HCHSP:**

- Both parties agree to refer clients as appropriate to each other. Services to the client will be based upon the needs of said client and the receiving agency's or program's ability to provide services. In the event that the receiving agency or program is unable to provide services to the client, it is agreed that alternate referrals will be provided as possible resources.
- Both parties agree that they will exchange reports describing services rendered between each other on a regular basis. When possible, to participate and collaborate in shared forums, networking meetings, and training sessions.

