

**BLS EDUCATION AFFILIATION AGREEMENT  
FOR  
EMERGENCY MEDICAL PRECEPTOR PROGRAM BETWEEN  
WILLIAMSON COUNTY EMERGENCY MEDICAL SERVICES  
AND  
LEANDER FIRE DEPARTMENT**

This Agreement is between Williamson County Emergency Medical Services (hereinafter referred to as "COUNTY") and Leander Fire Department (hereinafter referred to as "LEANDER FIRE").

**RECITALS:**

LEANDER FIRE provides courses of study in emergency medical services to students enrolled in its Emergency Medical Technician program of study.

LEANDER FIRE desires program components that will provide to the student's clinical experience as part of their educational instruction.

COUNTY, through its Emergency Medical Services Department, has facilities that can provide a clinical setting for educational instruction and is willing to make available the use of its facilities to LEANDER FIRE for its Emergency Medical Technician program of study.

COUNTY and LEANDER FIRE desire to enter into this Educational Affiliation Agreement in accordance with the terms stated below:

**TERMS:**

**RESPONSIBILITIES OF LEANDER  
FIRE**

1. LEANDER FIRE shall be responsible for the selection of students and their supervised instruction and grading. Students shall have satisfactorily completed curriculum prerequisites for participation in the internships or rotations.
2. LEANDER FIRE instructors shall possess current and appropriate professional credentials or certifications and LEANDER FIRE shall be responsible for the coordination and implementation of the program of study.
3. Services rendered by LEANDER FIRE instructors and students shall be without charge to COUNTY. LEANDER FIRE instructors and students shall not be responsible for the quality of patient or client care.
4. Neither LEANDER FIRE instructors nor students shall be deemed to be COUNTY employees, nor shall they be entitled to any COUNTY benefits, compensation or workers compensation benefits.
5. LEANDER FIRE shall annually provide COUNTY with anticipated enrollments for courses intending to provide clinical internships or experience through this Agreement. The number of students and the schedule of use of COUNTY's facilities shall be subject to annual, mutual approval.
6. LEANDER FIRE shall provide COUNTY with a list of students authorized to participate in the clinical instruction facilitated under this Agreement. LEANDER FIRE shall promptly inform COUNTY in writing of any student withdrawing from the course or otherwise unqualified to continue the internship or clinical experience made available under this Agreement.

7. LEANDER FIRE shall require all instructors and students to abide by all applicable policies, regulations and laws governing the facility or its work environment. LEANDER FIRE shall withdraw authorization for participation under this Agreement for any instructor or student found to have committed a violation of applicable policies, regulations or laws, or determined by COUNTY to be unqualified to continue in the program.

8. During the term of this Agreement, LEANDER FIRE shall maintain a professional liability insurance policy with a limit of liability of not less than \$1,000,000 per occurrence and \$3,000,000 annual aggregate that covers the activities of LEANDER FIRE'S students, employees and faculty under this Agreement. LEANDER FIRE shall ensure that each current student, employee and faculty member is individually insured under such policy in the above-stated amounts, and shall provide COUNTY with a proof of such insurance coverage each year, and at other times upon request. LEANDER FIRE agrees to require each student to be covered by or to carry accident insurance for injury while enrolled in the program, and to ensure that each employee or faculty member is covered by worker's compensation insurance while participating in the program. No student or faculty member shall be permitted to participate in the program until such insurance coverage has been verified to the satisfaction of COUNTY.

9. LEANDER FIRE agrees to secure a release of liability form from each student and faculty member who will participate in the program in a form acceptable to COUNTY.

#### RESPONSIBILITIES OF COUNTY

10. COUNTY shall, on a space available basis, the use of designated facilities to provide a clinical education to participating students. COUNTY agrees to provide evaluations for student course-work done on forms provided by LEANDER FIRE.

11. COUNTY shall provide an orientation session to inform students and LEANDER FIRE staff about the rules, regulations, policies and procedures of the facilities.

12. COUNTY agrees to provide, on a space-available basis, the use of conference rooms, classrooms, lounges and lockers to the instructors and the students.

13. COUNTY shall notify LEANDER FIRE of any change of any accreditation or status concerning a facility and affecting internship or course requirements for clinical experience at a LEANDER FIRE credited facility. Representatives of LEANDER FIRE crediting agency for LEANDER FIRE shall be permitted to conduct inspections for purposes relating to LEANDER FIRE'S accreditation.

14. COUNTY shall cooperate with LEANDER FIRE in matters relating to academic performance and student conduct relating to course work performed under this Agreement.

15. Unless prohibited or restricted by law, COUNTY shall timely notify an instructor or student of any instance in which a facility employee has been exposed to blood-borne or airborne pathogens and the student or instructor may have been exposed in the same instance. Notification shall be provided in a time frame sufficient to allow the student or faculty member to seek appropriate treatment for potential exposure.

16. COUNTY shall obtain and maintain all licenses required for its participating facilities and shall assure that COUNTY personnel are appropriately licensed.

17. In the event emergency care is required for an LEANDER FIRE student or faculty member, it shall be provided in the same manner that emergency care is provided to COUNTY employees and the general public. Emergency care provided by COUNTY shall be at the expense of the student or faculty member.

## MUTUAL RESPONSIBILITIES

18. The Parties agree to designate a liaison for each program to do the following:

- A. Meet annually, or more often as needed, to schedule use of the facilities;
- B. Meet on a per semester basis to set the number of students allowed to participate;
- C. Design and approve curriculum assignments as they *affect* the operation of the facility and as affected by LEANDER FIRE crediting standards;
- D. Meet to review protocols, policies and rules and regulations concerning the operation of the facility and its use under this Agreement;
- E. Meet annually to evaluate changes or amendments to this Agreement or the performance of the Agreement.

19. In the event any claim or demand is made on one of the Parties for actions relating or authorized by this Agreement, the other party shall be notified of such claim or demand in writing within five business (Monday-Friday) days. COUNTY shall not be liable for any claims, damages or attorney's fees arising from the negligent acts or omissions of LEANDER FIRE, its employees, agents or students under this Agreement. LEANDER FIRE shall not be liable for any claims, damages or attorney's fees arising from the negligent acts or omissions of COUNTY or its employees under this Agreement.

20. Notices shall be in writing and shall be effective when received. Notices shall be delivered in person or by certified mail, return receipt requested, to the following addresses:

Mike Knipstein  
WCEMS Director  
PO Box 873  
Georgetown, TX 7827  
512-943-1264

And

Bill Gardner  
Leander Fire Chief  
101 E. Sonny  
Drive  
Leander, TX  
78641

## ADDITIONAL TERMS

21. Compensation benefits for this Agreement shall include \$40.00 total per EMT student to be paid by LEANDER FIRE to the COUNTY. Compensation shall be paid to COUNTY within thirty (30) days from the date of the COUNTY'S invoice for payment.

22. LEANDER FIRE acknowledges that COUNTY is a hybrid entity under the privacy regulations of the federal Health Insurance Portability and Accountability Act of 1996 ("HIPAA Privacy Rule"). COUNTY has designated its Emergency Medical Services Department as a health care component, as defined in HIPAA, and the Department is therefore required to comply with the HIPAA Privacy Rule. This compliance includes obtaining written contractual assurances from LEANDER FIRE that LEANDER FIRE, its employees and agents will protect all individually identifiable health information they may access or use under this Agreement in accordance with the terms of the HIPAA Business Associate Agreement, which is hereby attached to and made a part of this Agreement, for all purposes, as Exhibit "C".

23. The parties agree that COUNTY shall at all times maintain the right to terminate a student's participation in the program if COUNTY, in its sole discretion, determines that the student's continued participation would be disruptive to the program or the operations of the facility, or would pose a danger.

24. LEANDER FIRE instructors and students shall maintain confidential all records and information concerning patients treated or attended to in COUNTY's facilities. Each LEANDER FIRE instructor and student involved in medical or EMS programs shall be required to sign a confidentiality agreement regarding records and information about patients treated or attended by COUNTY employees.

25. Failure of either party to exercise any right or privilege granted by this Agreement shall not operate to waive such right or privilege in the event of subsequent defaults or assertions of right. Neither party waives nor shall be deemed to have waived any immunity or defense that would otherwise be available to it against claims arising under the performance of this Agreement.

26. The provisions of this Agreement shall be severable in the event any provision is declared invalid, illegal or unenforceable.

27. Either party may terminate this Agreement without cause upon 90 days written notice to the other party. In addition, COUNTY shall have the right to terminate the Agreement immediately in the event the facility becomes inoperable for any reason or COUNTY no longer controls a program.

28. Either Party may terminate this Agreement if the other breaches the Agreement and fails to cure such breach within 15 days of receiving notice of breach. If more than 15 days are required to cure the breach, the Parties may agree to an extension of the cure period in writing.

29. This agreement is effective when all parties have executed it. The term of the Agreement is from January 1, 2017 through December 31, 2018 unless this Agreement is otherwise terminated pursuant to the termination provision contained in Article 27 of this Agreement. All services shall be completed during this term. This Agreement may be reviewed annually by agreement of both parties via written instrument and subject to required approvals. There is no right or expectation of renewal and any renewal will be determined at the discretion of both Parties.

30. Nothing in this Agreement shall be construed to confer third party rights or to constitute a waiver of any governmental immunity of the parties.

31. This Agreement constitutes the entire agreement between the Parties and any prior or contemporaneous agreements, written or oral, are hereby superseded and of no further effect.

32. The laws of the State of Texas shall govern the validity, interpretation and enforcement of this Agreement, and venue for any dispute or cause of action shall be in Williamson County, Texas.

33. The Parties will comply with applicable federal, state and local laws, ordinances and regulations in the performance of this Agreement.

34. The performance of this Agreement shall be undertaken in a manner that does not discriminate against any person on a basis prohibited by law, including but not limited to race, color, national origin, religion, sex, age, veteran status or disability.


35. Notwithstanding any other provision of this Agreement, a COUNTY department may suspend participation in this Agreement due to space needs, staff training needs, budgetary issues or other urgent considerations. In the event of suspension, COUNTY shall give LEANDER FIRE written notification stating the date of suspension and the date on which participation is anticipated to resume.

**Williamson County:**

  
\_\_\_\_\_  
Dan Gattis  
County Judge

12-16-2016  
\_\_\_\_\_  
Date

**Leander Fire Department:**

  
\_\_\_\_\_  
Bill Gardner  
Leander Fire Chief  
101 Sonny Drive  
Leander, Texas 78641

11/28/16  
\_\_\_\_\_  
Date

**ATTACHMENT A**

**RELEASE OF LIABILITY**

In consideration of the educational benefits extended to me by Williamson County Emergency Medical Services Department in making available its facilities for clinical course instruction as part of LEANDER FIRE course regarding emergency medical service training, I hereby release and hold harmless Williamson County, its employees and agents from any claim, cause of action or injury that may result during my participation in a Williamson County program due to the negligence of Williamson County, its employees or agents.

Student's signature: \_\_\_\_\_

Printed Name

Date: