

# MEMORANDUM OF UNDERSTANDING

## NORTH KITSAP SCHOOL DISTRICT AND BEST DENTAL HELP

January 1, 2018 THROUGH June 30, 2018

### Overall Purpose:

Provide Oral Health Services to elementary schools in the North Kitsap School District during the school day or the extended school day (when appropriate). Best Dental Help is a non-profit school based dental sealant program. Our mission is to PREVENT dental decay in children.

### Schools Served:

Schools served by this Memorandum are:

- Elementary-Wolfle Elementary

Additional schools can be added with a minimum of 30 days' notice, schedule

permitting. Specific Services Provided:

Oral Health Services may include, but are not limited to, oral health assessments, prophylaxis, sealants (when applicable), fluoride varnish applications, oral health instruction and referrals.

Best Dental Help oral health program is different from your previous dental providers' program. Best Dental Help will perform classroom presentations and then a few weeks later will arrive on-site with a Mobile Dental Clinic. There is no opt-out or all school screening visit. Only opt in children will be seen. This streamlined program was designed to reduce classroom interruption and save staff costs. This opt-in program may result in a lower participation rate.

Parents will sign an *Opt In* form with a HIPAA endorsement. The consent form is distributed to student during the classroom presentations. Only students whose parents or guardians have given their consent for dental assessments and treatment are seen by the Best Dental Help professionals.

When urgent needs are assessed, Best Dental Help will refer the student to the School Nurse. Urgent Needs are defined as any student with pain, abscess or other severe dental need. Best Dental Help will provide a list of dental clinics that work with low income families, within our community.

These services are not free. Best Dental Help reserves the right to bill DSHS (Medicaid), and private insurance providers for services rendered.

Medical Teams International will provide the Mobile Dental Clinic in a negotiated agreement between Best Dental Help and MTI.

Data Demonstrating Outcomes and Activities Performed:

Best Dental Help will provide the School Nurse and the Principals of each school with aggregate student data for each school provided with preventive services. Data will include: number of students screened, provided with a cleaning, fluoride application, sealants and number of sealants placed. Also to be included: number of students with no visible decay, visible decay, urgent needs, and number of referrals made.

The Schedule for school year 2018 will include:

**Wolfe Elementary:** Classroom presentations, Consent form pick up, Mobile Dental Clinic with Medical Teams International (MTI).

School Building Check-In Procedures:

Upon arrival at any district building on each day and every day, each staff person shall report to the Main office and sign-in to the visitors' log. They shall wear a name tag identifying them as visitors in the building.

Background Checks:

Best Dental Help/MTI agrees that all staff assigned to work in school buildings have undergone a criminal history background check consistent with standards set in RCW 28A.400.303 and RCW 43.43.834-838.

Insurance:

Best Dental Help at its own cost shall maintain public liability insurance for bodily injuries and property damages in the minimum amount of \$1,000,000; Employers Liability Washington Stop

Gap) in the amount of no less than \$1,000,000 per occurrence; and auto bodily injured and property damage liability in the minimum amount of \$1,000,000 per accident for owned, non- owned and hired vehicles. Best Dental Help will also provide professional liability insurance in the minimum amount of \$1,000,000 per claim.

Indemnification and Hold Harmless:

Each party shall defend, indemnify and hold the other party, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, causes of

action, losses, costs (including attorney fees), suits or judgments, arising out of injuries and damages caused by each party's own negligence.

Responsibilities:

Best Dental Help will provide:

- Professional staff, mobile equipment where possible, supplies, and perform all dental related services
- If requested, provide an annual in-service training (August or September) to school District health staff
- If requested, a year-end review with School District staff in June to evaluate the year
- Perform 10-minute classroom presentations to ensure optimal program participation
- We recognize time challenges due to school start times, recess, lunch, and bus schedules
- Provide parental opt-in consent forms with a HIPAA endorsement and a report to parents after treatments are performed stating services performed and any outstanding oral health needs.
  - The Opt-in consent forms shall state "This activity is not sponsored by North Kitsap Schools and the District assumes no responsibility for the services provided."<sup>11</sup>
- Point of contact is Lauren Bursell, CEO [Bestdentalhelp@aol.com](mailto:Bestdentalhelp@aol.com) or cell/text 206-403-5081

North Kitsap School District (or its school building designees) will provide:

- Program entry to the agreed upon schools for Best Dental Help space for a 36-foot mobile dental clinic. Although the "RV" is self-contained, at times, water and power maybe required.
- Designated administrative staff who will assist with communication between schools and Best Dental Help
- Provide restroom and lunch facilities for Best Dental Help staff
- Communication with parents, teachers, principals, other school staff before, during, and after program visits to each school to ensure a quality program.
- Publicize program dates in annual school calendar, monthly school news briefings, and reader boards for the school.
- Teachers allow Best Dental Help to excuse student from class when dental team is ready to treat.
- Allow Best Dental Help representatives to make brief classroom presentations at the time of consent forms distribution.
- Provide Alpha list in Excel format or printed three (3) weeks before first screening date to include student name, birth date and either classroom number and/or teacher's name. This list will only be used to verify the information's accuracy.
- Schools agree to work an altered MTI schedule if student participation is greater or less than estimated.

Termination:

Prior to the expiration of the term, either party upon thirty (30) days written notice may terminate this agreement without cause.

SIGNATURES:

Name: Best Dental Help

Name: North Kitsap School District

By: \_\_\_\_\_

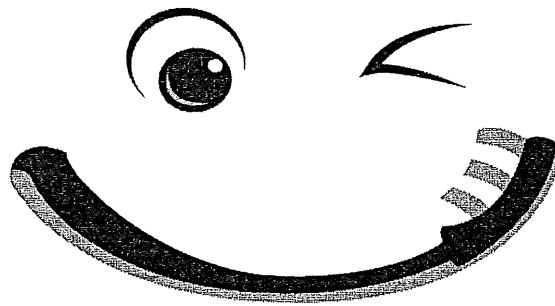
By: \_\_\_\_\_

Printed Name: Lauren Bursell, CEO

Printed Name: Jason Rhoads

Date \_\_\_\_\_

Date \_\_\_\_\_



**Best Dental Help**  
Educate, Brush, Floss, Fluoride, Seal, Refer