

**COVER PAGE**



**North Texas Affiliate**

**Request for Funding**

PROJECT DIRECTOR & TITLE Belsy Koruthu, RNC, WHNP-BC

INSTITUTE Collin County Health Care Services

ADDRESS, INCLUDE 4-DIGIT ZIP CODE SUFFIX 825 N. McDonald  
McKinney, TX 75069-2141

PHONE (972) 548-5503

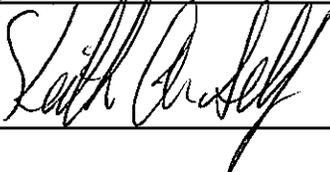
FAX (972) 548-5550

EMAIL pmorris@co.collin.tx.us

TITLE OF PROJECT Breast Cancer Screening and Education Program

TOTAL AMOUNT REQUESTED \$113,856.00

GRANT PERIOD April 1, 2011, to March 31, 2012

SIGNATURE & TITLE OF APPROVING PERSONNEL (OTHER THAN PROGRAM DIRECTOR)  DATE 12/3/10

NAME & TITLE OF APPROVING INSTITUTIONAL PERSONNEL (TYPED) Judge Keith Self

PLEASE CHECK TYPE OF APPLICATION:  EDUCATION  SCREENING  TREATMENT

Please indicate how the grant funds will be used by percentage:

50% Education 50% Screening % Treatment

**Applications Must Be Received By December 17, 2010 @ 5pm**  
*(Photocopies of this form are acceptable)*

## ABSTRACT PAGE

PROJECT DIRECTOR Belsy Koruthu, RNC, WHNP-BC

ORGANIZATION/INSTITUTION Collin County Health Care Services

BCCCP PROVIDER?  YES  NO

TARGET POPULATION Collin County

### Abstract

In the space below, please provide a short abstract, not to exceed 200 words, written in lay terms for release to the general public should this application be chosen for funding.

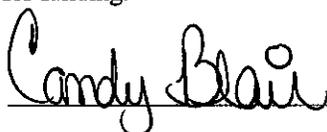
THANKS TO THE FUNDING FROM THE SUSAN G. KOMEN FOR THE CURE, NORTH TEXAS AFFILIATE, COLLIN COUNTY HEALTH CARE SERVICES (CCHCS) WILL CONTINUE TO OFFER A FREE BREAST CANCER EDUCATION AND SCREENING PROGRAM THAT INCLUDE A CBE AND A MAMMOGRAM. THE OVERALL GOAL IS TO HELP REDUCE BREAST CANCER MORTALITY AMONG WOMEN AGE 40 AND ABOVE IN COLLIN COUNTY WHO ARE UNINSURED AND UNDERINSURED.

THROUGH THE COLLABORATIVE PARTNERSHIPS WITH NORTH TEXAS MEDICAL COMMUNITY AND NON-PROFIT/COMMUNITY BASED ORGANIZATIONS, CCHCS WILL REDUCE THE INCIDENCE OF LATE-STAGE BREAST CANCER AND INCREASE BREAST CANCER SURVIVAL RATES IN COLLIN COUNTY.

Permission to publish:

Permission is hereby granted to Susan G. Komen for the Cure, Inc. to publish the above abstract should this application be selected for funding.

SIGNATURE



DATE

November 22, 2010

NAME (TYPED)

Patsy Morris

PHONE NUMBER

972-548-5503



## Primary Target Populations

Please select up to three populations in each category that your program will serve:

### Ethnic/Racial Groups

- African American
- American Indian/Alaskan Native
- Asian
- Hispanic/Latina(o)
- Middle Eastern
- Pacific Islander
- White/Caucasian

### Patients and Survivors

- Breast Cancer Patients
- Breast Cancer Survivors
- Lymphedema Patients
- Recently Diagnosed Patients

### Medically Underserved

- Homeless
- Immigrants
- In a Shelter
- Migrant Workers
- Refugees
- Rural

### Health Professionals

- Health Educators
- Healthcare Providers
- Scientists



# COLLIN COUNTY

Health Care Services  
825 N. McDonald Street  
Suite 130  
McKinney, Texas 75069  
[www.collincountytx.gov](http://www.collincountytx.gov)  
972 548-5532/fax 972 548-5550

## NORTH TEXAS AFFILIATE OF THE SUSAN G. KOMEN BREAST CANCER FOUNDATION 2011 APPLICATION SUBMISSION

### PROGRAM DESCRIPTION:

#### 1. BACKGROUND

On September 20, 1939, Commissioners Court established a local health department in Collin County to serve the community's needs. In September 1985, the entity became known as Collin County Health Care Services. The mission of Collin County Health Care Services (CCHCS) is to protect and promote the health of the people of Collin County. Over the years, meeting that challenge has remained a priority, especially in light of the population growth in recent years.

The geographic area served by CCHCS is Collin County, Texas. Collin County, located in North Texas, is part of the Dallas/Fort Worth Metroplex. Collin County's physical boundaries encompass 847.56 square miles<sup>1</sup> it is made up of metropolitan centers, suburban communities, and rural landscapes. The population of Collin County has increased to an estimated 842,364 residents in 2010<sup>2</sup>. McKinney, the county seat, was identified as the nation's fastest growing city between April 1, 2000 and July 1, 2008 when its population more than doubled to 121,211 residents<sup>3</sup>. Collin County's rise in numbers has been relatively diverse from an ethnicity standpoint in comparison with other counties and the state as a whole.

CCHCS provides a wide variety of services and can be considered a 'safety net' for the community, especially for those who may not have a medical home and who need assistance through our Immunizations Clinic, STD clinic, Tuberculosis (TB) Clinic, or Komen Clinic. Furthermore, CCHCS oversees three other programs that support community health—WIC program, Substance Abuse and Indigent Health Care programs. Collin County residents who are pregnant as well as new mothers and their young children can benefit from WIC program to receive nutritional education and food benefits. The Substance Abuse program provides alcohol and drug prevention and intervention services to county residents. The Collin County Indigent Healthcare Program provides short-term assistance with medical costs for qualified county residents. To go along with the Indigent Healthcare services provided, CCHCS and manages health care programs through partnerships with PrimaCare, and other non-

<sup>1</sup> U.S. Census Bureau, State and County QuickFacts, Collin County, available from <http://quickfacts.census.gov/qfd/states/48/4805.html>; Internet; accessed 5/5/10.

<sup>2</sup> Texas Department of State Health Services, Texas Health Data—Population, available from <http://soupin.tdh.state.tx.us/pop2000a.htm>; Internet; accessed 5/5/10.

<sup>3</sup> U.S. Census Bureau Press Release 7/1/09, available from <http://www.census.gov/Press-Release/www/releases/archives/population/013860.html>; Internet; accessed 5/5/10.

profit organizations as a means of establishing greater accessibility to healthcare to residents who are uninsured or underinsured. Lastly, CCHCS performs public health services in the form of surveillance, disease investigation, education, and disease prevention and those tasks are carried out through both the TB Clinic and the Epidemiology team. For the past 2-3 years, the number of clients in all clinics has increased drastically. The clinic statistics for FY2010 are listed in the following table:

<b>CCHCS FY 2010 CLINIC SERVICES STATISTICS</b>	
<b>Clinic/Program</b>	<b>Services Provided</b>
Immunizations Clinic	27,500 Vaccinations Administered
TB Clinic	1,870 Office Visits, 4,661 Home Visits
WIC Program	12,045 Clients Served per month
STD Clinic	1,355 Office Visits
Substance Abuse Program	3,197 Clients Served
Indigent Program	423 Clients Served
	4,391 visits to the Low Cost Primary Care Clinics
Hepatitis B Prevention Program	1,032 Babies, Mothers & Contacts assisted
Epidemiology & Surveillance	4,725 Reports of Infectious Disease sent to the Epi team 3,526 Confirmed & Probable Disease Cases processed
Komen Clinic	194 Clients served as of the 1 <sup>st</sup> six months report; 34 New Office Visits, 112 Return Office Visit, & 48 Follow-up Office Visit

Vince Lombardi is quoted as saying "Success demands singleness of purpose." In that same line of reasoning, it can be understood that an organization's achievements are a test of their teamwork, resourcefulness, and determination. An example of how CCHCS overcame new challenges in protecting and promoting the health of the community was developing and implementing the H1N1 Community-Wide Response plan during the H1N1 nationwide health emergency. The multitude of issues surrounding the 2009 H1N1 Influenza Pandemic forced local government agencies in Texas to find innovative ways to provide access to vaccine for the public. Collin County Health Care Services and Homeland Security team members developed the H1N1 Community Wide Response plan to safeguard the health infrastructure of the county, broaden its partnerships within the community, provide greater geographical access and flexibility in obtaining the H1N1 vaccine for its residents, and remain fiscally responsible in their efforts. By accomplishing these goals, Collin County's plan proved to be an undeniable 'win' for local government, its partners, and the community as a whole.

With regards to accomplishments related to breast cancer services, CCHCS Collin County Health Care has consistently been awarded funding through Susan G. Komen for the Cure, North Texas Affiliate for the past nine years in order to serve low-income,

uninsured women through a breast cancer screening program. For CCHCS, being a resource for breast cancer services year after year has helped to establish us in the community as a reliable and long-standing source of education, screening, and referrals. Our continued partnership with Presbyterian Hospital of Allen Breast Center and the Bridge Breast Network, as well as our daily communication with area medical providers has solidified our role in helping low-income and uninsured women in Collin County receive the medical services needed related to breast health.

Listed below are statistics for the first six months of the current Komen funding year, FY2010/11.

<b>CCHCS KOMEN CLINIC CLIENTS</b>				
<b># Clients</b>	<b>New</b>	<b>Returns</b>	<b>Follow-up</b>	<b>Referrals</b>
194	70	112	48	13*

\*-- The thirteen clients referred to Bridge were for biopsies, MRI, cyst aspiration and ductogram.

To better understand some of the processes performed by the Komen Clinic Staff, the following are steps taken by the Komen Clinic Staff to ensure a high quality of care:

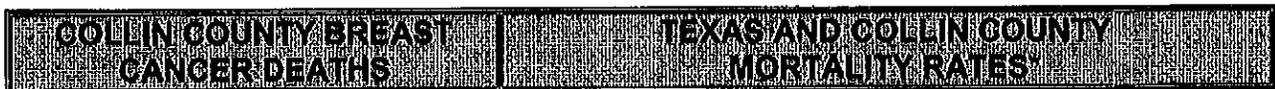
All the qualified clients will receive breast health education, a clinical breast examination, and a referral for a mammogram/sonogram or both based on clinical findings. Follow-up is provided for:

- The Komen Clinic Women’s Health Nurse Practitioner (WHNP) gives the client a three-month follow-up appointment, if there is a lump or the mammogram is negative;
- Clients are given a 6-month follow-up appointment for a CBE/Referral if the following conditions exist: All BI/RADS 3 and (probably benign changes); Biopsy follow-up; Radiologist recommended follow-up;
- Each client is contacted at least twice for follow-up. Certified letter, as well as regular mail, is delivered. The physician receives chart as well for follow-up.

Ultimately, though, the Komen Clinic team and all CCHCS employees recognize that every patient screened is a success and raising awareness is the first step in helping the community connect to the important services offered at the CCHCS Komen Clinic.

**2. STATEMENT OF NEED/PROBLEM**

CCHCS strives to increase breast cancer awareness and provides services to the highest risk and underserved population within the county. CCHCS recognizes the impact of breast cancer in our community, as shown in the following facts:



CANCER DEATHS		MORTALITY RATES	
YEAR	# OF BREAST CANCER DEATHS*	COLLIN COUNTY FEMALE BREAST CANCER	TEXAS FEMALE BREAST CANCER
2004	50 deaths (female) <sup>4</sup>	24.2 <sup>4</sup>	25.2 <sup>4</sup>
2005	61 deaths (female) <sup>5</sup>	26.3 <sup>5</sup>	23.3 <sup>5</sup>
2006	51 deaths (female) <sup>6</sup>	20.9 <sup>6</sup>	22.8 <sup>6</sup>
2007	57 deaths (female) <sup>7</sup>	22.3 <sup>7</sup>	23.0 <sup>7</sup>

\*--Death rates have been age-adjusted to the 2000 U.S. standard population per 100,000 population.

More recently, according to the Selected Cancer Facts for Collin County provided by the Texas Department of State Health Services and the Texas Cancer Registry, it is estimated that there will be 2,832 new cancer cases and 950 cancer deaths in Collin County in 2009. Of those cancer deaths, 51 deaths expected to occur in 2009 as a result of breast cancer.<sup>8</sup> Furthermore, the above mentioned organizations report 535 new cases of breast cancer are expected in 2010, as well as, 81 deaths related to breast cancer.<sup>9</sup>

In order to grasp the current and future effects of this deadly disease in the community, it is necessary to factor in the continued growth of Collin County. The 2009 Susan G. Komen for the Cure North Texas Affiliate Profile projected that Collin County's estimated population 749,128 people. Collin County has outpaced Texas and the nation in population growth over the last few years. It continues to be one of the fastest growing counties in the United States. Current growth patterns suggest that our state and region will continue to experience significant population increases. Hand in hand with an increase in population, our region will continue to become increasingly diverse. According to the Susan G. Komen Profile, Collin County has a higher Asian population and incidence rates for breast cancer are higher for African American and Asian populations. Looking towards the future, there are other significant factors which will likely contribute to a rise in breast cancer in our community. The Profile mentioned previously showed that 32.8% of women in Collin County who are over 40 years of age have not had a mammogram in the last twelve months. Furthermore, according to the 2008 United Way of Metropolitan Dallas Community Needs Assessment, approximately 19% of the county's population has no health insurance. With the uncertain economic

4 Texas Department of State Health Services. Selected Health Facts 2004-Collin County (12-01-07), Retrieved November 29, 2010 from <http://www.dshs.state.tx.us/chs/cfs/cfs04/Collin04.pdf>

5 Texas Department of State Health Services. Selected Health Facts 2005-Collin County (03-13-2009), Retrieved November 29, 2010 from <http://www.dshs.state.tx.us/chs/cfs/cfs05/Collin05.pdf>

6 Texas Department of State Health Services. Selected Health Facts 2006-Collin County (9/1/2009), Retrieved November 29, 2010 from <http://www.dshs.state.tx.us/chs/cfs/cfs06/Collin06.pdf>

7 Texas Department of State Health Services. Selected Health Facts 2007-Collin County (7/28/2010), Retrieved November 29, 2010 from <http://www.dshs.state.tx.us/chs/cfs/cfs07/Collin07.pdf>

8 Texas Department of State Health Services, Texas Cancer Registry. Selected Cancer Facts-Collin County-2009 (7/09), Retrieved November 29, 2010 from <http://www.dshs.state.tx.us/tcr/publications/files/CountyFactsSheets/2009/2009ctyfact-Collin.pdf>

9 Texas Department of State Health Services, Texas Cancer Registry. Expected New Cancer Cases and Deaths by Primary Site, Collin County, 2010. Retrieved November 29, 2010 from <http://www.dshs.state.tx.us/tcr/Expected/2010expected/County/2010Expected-Collin.pdf>

landscape continuing to make healthcare choices more and more difficult, it is logical to see why it is so important for individuals to have access to screenings and/or breast cancer services with an organization that has firm connections within the community and who has and will continue to be a health resource for all social and economic groups.

### **3. GOALS AND OBJECTIVES**

**GOAL:** CCHCS's primary goal is to reduce breast cancer mortality among women age 40+ in Collin County who are uninsured and underinsured. To accomplish that goal, CCHCS plans to continue to offer services through its Komen Clinic in order to detect more breast cancers in their early stage, before it starts to spread.

#### **OBJECTIVES:**

- By March 31, 2012, the project will provide one-on-one education and breast exams to 400 women age 40 and above who have appointments in the breast screening clinic.
- By March 31, 2012, the project will provide 150 mammograms to new uninsured clients, age 40 and above who have appointments in the breast screening clinic.
- By March 31, 2012, the project will provide 250 mammograms to those women who have used the CCHC screening program in the last 12-24 months. The eligibility clerk will mail a reminder/recall card to those clients for a return/annual appointment.
- The project will implement a follow-up system by March 31, 2012 to track each referral for a mammogram. This will be accomplished by contacting by phone or e-mail (Presbyterian Hospital of Allen) within 5 working days after the client's appointment date. If client did not keep appointment, project will call client twice, at one week interval, and send 2 letters (1 regular and 1 certified) and document the reason for noncompliance.

### **4. ACTIVITIES AND TIMELINES**

- Educate each client about the importance of a self-breast exam. The nurse aide and/or NP will use models and posters to educate client during appointment;
- Refer each client to Bridge Breast Center if the BIRADS report is 4 or 5. This will be done when report is received from Presbyterian;
- Administer a pretest and a posttest to each client. This will be conducted at each clinic appointment;
- Distribute Komen flyers in laundromats and community centers in the more rural areas of the county-Farmersville, Princeton, and Community, as well as, the Senior Center in McKinney. This will be accomplished by the end of October 2011;

- **Maintain a system to recall each client coming in for a breast screening appointment. Recall cards will be mailed monthly; the client writes the address on the recall card at the time of CBE.**

## **5. COLLABORATION**

**Collin County Health Care Services operate through collaborative partnerships with community-based organizations, donated professional services from specialists, and low-cost contracts with healthcare facilities. CCHCS offers clients breast exams, mammography, diagnostic services and ultrasounds. Our clients enter the program through a screening process usually performed over the phone. Of note, CCHCS has a wide reaching network of partnerships with the North Texas medical community and non-profit/community based organizations. Referrals and partnerships have been formed with specialists, Planned Parenthood of North Texas, the American Cancer Society, Susan G. Komen, Bridge Breast Center, and Presbyterian Hospital of Allen. CCHCS works directly with these agencies, other community service organizations, and a variety of healthcare providers to ensure clients in Collin County have access to breast cancer screening and treatment services.**

## **6. EVALUATION PLAN**

**As part of CCHCS, the Komen Clinic strives to continue with its comprehensive breast health program which includes education and awareness, annual mammography screening, and timely follow-up visits provided to patients in order to reduce the incidence of late-stage breast cancer and increase breast cancer survival rates in Collin County.**

**The effectiveness of this program will be determined through the evaluation and measurement of the following outcomes:**

- **Overall number of mammograms provided through this project;**
- **Women given follow-up care for breast abnormalities.**
- **Time needed to achieve a documented, clinical solution to an abnormal screening mammogram or suspicious breast symptom; and,**
- **Increase awareness of screening services, breast cancer signs and symptoms, and benefits of screening through community outreach events**
- **Number of patients screened with various stages of breast cancer identified**

**All information will be recorded and submitted in six months and final reports. It is a known fact that fewer women in the United States are dying from breast cancer, and it is no doubt a result from the vast efforts of organizations such as the Susan G. Komen Foundation. CCHCS is proud to have had a role in serving our community through its Komen Clinic and helped patients who may not have otherwise received early detection, diagnosis, and/or treatment.**

## **7. ORGANIZATIONAL CAPACITY**

Collin County Health Care Services has completed nine years of administering a breast screening program. The staff members are devoted, well trained, and very compassionate about the fight against breast cancer. Since the program is so well established and with the increase in unemployment and with the continued migration of individuals and families into the community, the demand for the services will only escalate.

The Health Department's nurse practitioner, Betsy Koruthu, RNC, NP, has served as the Nurse Practitioner for the last four years. Betsy is an extremely compassionate person who is exemplary in assisting low-income, uninsured, under-insured patients with dignity and respect as well being sensitive to their varied ethnic backgrounds.

Betsy has over 30 years of experience as a licensed RN and 15 years as a Women's Health Care Nurse Practitioner, both in the hospital setting and private collaborative practice. She has a positive working relationship with the staff at the Women's Diagnostic Center of the hospital where we refer our clients for mammograms. Betsy gives her wholehearted effort, attentiveness and enthusiasm to each and every client she sees through the program. No complaints exist regarding her professionalism or work ethics.

## **8. SUSTAINABILITY**

Collin County Health Care Services supports the program with its 'in-kind' contributions. There are three positions whose salaries and fringe benefits are allocated in part to enhance/promote Komen activities—Nurse Practitioner, Secretary, and Coordinator. Their functions are as follows:

- The Secretary handles the screening for eligibility and sets up the appointment.
- The Nurse Practitioner provides patient education, performs the clinical breast exam, and refers the patient for mammogram and/or a sonogram. She also performs the follow-up visits on all patients who have an abnormal mammogram.
- The Health Care Coordinator writes the grant, submits reports, screens bills and audits them for payment.

There are other CCHCS personnel who support the program by various means, but their time is not allocated to the grant.

## **BUDGET JUSTIFICATION/SALARIES**

See attached Budget Form and Budget Justification.

## **ATTACHMENTS**

Information regarding Key Personnel  
Proof of Non-Profit Status  
Proof of Insurance

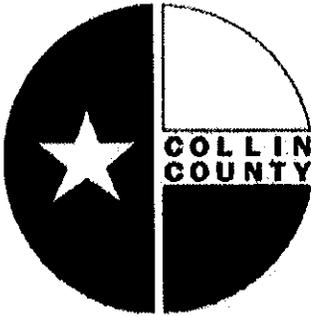
## **Media Plan**

The Collin County's Public Information Officer will send out a Press Release announcing the award. The press release will include the name of the grantor, Susan G. Komen for the Cure, North Texas Affiliate. This will be done within 1 week after the award is revealed. Also, it will be publicized in Commissioner's Court the first meeting after the Brunch presentation.



## Project Plan Table

Goal Evaluation	Objective	Action Items	Timeline	Measures and Techniques
Reduce breast cancer & detect breast cancer in early stage	Provide 1 on 1 education to 400 women age 40 and above	Clinic appointments	March 31, 2012	Overall number of education provided
	Provide 150 mammograms to new clients	Schedule appts. through THR-Allen	March 31, 2012	Receive status reports from THR-Allen
	Provide 250 mammograms to women already in program	Mail-out recall cards plus schedule appt.	March 31, 2012	Receive status reports from THR-Allen
	Implement a follow-up system for mammogram	Phone and/or e-mail client for an appt.	March 31, 2012	Document results of reports
	Implement a follow-up system for referral to Bridge	Phone or e-mail Bridge for status report & follow-up with client if no-show for appt.	March 31, 2012	Document status of reports
	Increase awareness	Administer a pre-test and a post-test to each client	March 31, 2012	Familiarize client with breast health



Collin County Health Care Services

# FREE WOMEN'S BREAST EXAM

SUSAN G. KOMEN BREAST CANCER FOUNDATION GRANT  
FOR THOSE WHO QUALIFY

**ANNUAL  
SCREENING IS  
RECOMMENDED  
AFTER AGE 40**

**THIS INCLUDES:**

- . ASSESSMENT
- . EDUCATION
- . EXAMINATION
- . MAMMOGRAMS (X-RAY)
- . SONOGRAM
- . REFERRAL IF NEEDED

825 N. McDonald St. Ste. 130  
McKinney, Texas 75069  
Office: 972-548-5500  
Metro: 972-424-1460 Ext. 5524

For information and appointment:

Contact: Deedee Nino  
Phone: 972-548-5524



**TO QUALIFY, YOU MUST BE  
UNINSURED, AND SHOW  
PROOF OF COLLIN COUNTY  
RESIDENCY AND PICTURE I.D.**

**YOUR LAST MAMMOGRAM MUST  
HAVE BEEN AT LEAST 12  
MONTHS AGO**

## Breast Health Pre-Test

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

1. What risk factors may increase a women's risk for breast cancer?
  - a. Age
  - b. Family History / Genetics
  - c. Being a women
  - d. All of the above
2. What are some common warning signs of breast cancer?
  - a. A lump in the breast
  - b. Skin changes
  - c. Nipple discharge
  - d. All of the above
3. How can a women reduce their risk of breast cancer?
  - a. Low fat, increase fiber in daily diet
  - b. Quit smoking
  - c. No alcohol consumption
  - d. All of the above
4. What are the benefits of doing a self breast examination?
  - a. Detect changes in the breast and get medical attention promptly
  - b. You become familiar with own breast
  - c. Early detection is the key for survival
  - d. All of the above
5. Who should do self breast examinations?
  - a. All women
  - b. Women over 20 years of age
  - c. Women with family history of breast cancer
  - d. Women over 40 years of age
6. Nipple discharge indicates you have breast cancer
  - a. True
  - b. False
7. Only women can get breast cancer
  - a. True
  - b. False
8. 80% of women who develop breast cancer have no known risk factors
  - a. True
  - b. False
9. All breast lumps are a sign of bad cancer
  - a. True
  - b. False
10. Mammograms are the gold standard for early detection of breast cancer
  - a. True
  - b. False
11. Breast size affects breast cancer
  - a. True
  - b. False

# Breast Health Post -Test

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

1. What risk factors may increase a women's risk for breast cancer?
  - a. Age
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  - b. False
10. Mammograms are the gold standard for early detection of breast cancer
  - a. True
  - b. False
11. Breast size affects breast cancer
  - a. True
  - b. False
12. Will you do the following?

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Monthly Self Breast Exam
<input type="checkbox"/>	<input type="checkbox"/>	Yearly Mammogram
<input type="checkbox"/>	<input type="checkbox"/>	Discuss breast health with friends / family



# COLLIN COUNTY

Collin County Health Care  
825 N. McDonald Street  
Suite 130  
McKinney, Texas 75069  
www.collincountytx.gov

## Health Care Services

In order to determine how we can better serve you, we would appreciate it if you would take a few minutes and answer the following questions. Please return this completed questionnaire to the front desk receptionist. Thank you for your time.

Date of inquiry: (M/D/Y) \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Time of inquiry \_\_\_\_\_ am/pm

### Nature of inquiry:

\_\_\_\_\_ Well Woman Clinic                      \_\_\_\_\_ Immunization Clinic                      \_\_\_\_\_ Employee Health  
\_\_\_\_\_ STD    \_\_\_\_\_ TB    \_\_\_\_\_ Other: \_\_\_\_\_  
\_\_\_\_\_ Komen Breast Cancer Screening clinic.

Select one response to each statement. Please provide comments for strongly disagree responses.

Strongly                      Strongly  
Agree                      Agree                      Disagree                      Disagree

Health care staff was helpful  
Front desk was professional  
Nurses were knowledgeable  
My needs were met  
The process was in a timely manner  
The facility was clean  
I would refer family/friends to this service  
The relations were good and effective

### Comments/Improvement Suggestions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: \_\_\_\_\_  
(Not required)

Telephone#: (\_\_\_\_) \_\_\_\_\_

### How did you hear about us?

\_\_\_\_\_ County employee                      \_\_\_\_\_ Relative / Friend                      \_\_\_\_\_ Another Health Service  
\_\_\_\_\_ Newspaper                      \_\_\_\_\_ Other: \_\_\_\_\_



North Texas Affiliate  
 P. O. Box 261730, Plano, TX 75026  
 972-378-4808, Helpline 1-877 GO KOMEN  
 www.komennorthtexas.org

2011 RFA Budget Form

	Requested from Komen	From other sources	Total breast health program funding
Salaries	\$ 13,500.00	\$ 96,486.00	\$ 109,986.00
Fringe Benefits			
Health Insurance	2,700.00	6,300.00	9,000.00
Employer Pension Contributions	1,823.00	4,252.00	6,075.00
Life Insurance Premiums	41.00	94.00	135.00
Employer Payroll Taxes	1,033.00	2,410.00	3,443.00
Consultant Costs	---	---	---
Supplies (List below)			
Self-Exam Breast Cards	320.00		320.00
How to Perform SBE Cards	34.00		34.00
Embroidered SGK Ribbon	280.00		280.00
Equipment (Not to exceed \$5000)	---	---	---
Travel			
Mileage Reimbursement	125.00	125.00	250.00
Lease Expense	---	---	---
Patient Care Costs			
Education			
Outreach			

Screening	11,500.00	---	---	11,500.00
Diagnostics	52,500.00	---	---	52,500.00
Treatment	---	---	---	---
Ancillary Services (List below)				
Sub-contracts				
Other (Itemize below)				
Radiology	30,000.00	---	---	30,000.00
Subtotal - Direct Costs	113,856.00	109,667.00		223,523.00
Indirect Costs (Not to exceed 15% of Direct Costs)	---	---	---	---
TOTAL	113,856.00	109,667.00		223,523.00



North Texas Affiliate  
 P. O. Box 261730, Plano, TX 75026  
 972-378-4808, Helpline 1-877-GO KOMEN  
 www.komennorthtexas.org

**2011 RFA Budget Justification Form**

	Description of how funds will be used	Why funds are programmatically necessary
Salaries	Provide direct services. Allocates approximately 75%; charging 30% to grant	Certified Nurse Aide (bi-lingual) will provide necessary assistance to NP: takes history, gets clients ready for exam, makes the referrals, files charts, faxes documents, etc.
<b>Fringe Benefits</b>		
Health Insurance	County benefits	County benefits
Employer Pension Contributions	County benefits	County benefits
Life Insurance Premiums	County benefits	County benefits
Employer Payroll Taxes	County benefits	County benefits
Consultant Costs	None	None
Supplies (List below)		
Self-Exam Breast Cards	Hand-out for clients (education)	Use in clinic and outreach
How to Perform SBE Cards	Hand-out for clients (education)	Use in clinic and outreach
Embroidered SGK Ribbon Equipment (Not to exceed \$5000)	Hand-out for clients (education)	Use in clinic and outreach
Travel	None	None
Mileage Reimbursement	Outreach within the community	
Lease Expense	None	None

Patient Care Costs	Done by Nurse Practitioner (In-kind)	In-kind
Education		
Outreach		
Screening	Direct client services	In order to complete objectives
Diagnostics	Direct client services	In order to complete objectives
Treatment	None	None
Ancillary Services (List below)		
<b>Sub-contracts</b>	None	None
<b>Other (itemize below)</b>		
Radiology	Direct services	Each screening/diagnostic reviewed by radiologist
<b>Subtotal – Direct Costs</b>		
<b>Indirect Costs (Not to exceed 15% of Direct Costs)</b>		

**Biographical Information**

Information should be submitted for the project director and other personnel included in budget request. Please use a separate form for each person.

NAME: Fajardo, Dora

TITLE: CNA (Certified Nurse Aide)

**EDUCATION**

(Begin with baccalaureate or initial professional education, such as nursing, include postdoctoral training)

INSTITUTION (Indicate Location)	DEGREE	YEAR CONFERRED	FIELD OF STUDY
National Institute (El Salvador, C. America)	High School	1964	EDUCATION
National Nursing School (El Salvador, C. America)	Nursing	1968	PROFESSIONAL
MISD-Adult Education	GED	1983	EDUCATION
Texas Dept. of Human Srvs.	CNA Certification	1985	HEALTH
West Park Med. Ctr.	MHT Certification	1986	HEALTH
West Park Med. Ctr.	Phlebotomy Certification	1986	HEALTH

**PROFESSIONAL EXPERIENCE:** Please list, in chronological order, concluding with present position, previous employment, experience and honors. List, in chronological order, the titles, authors and complete references to all publications during the past three years and to representative earlier publications pertinent to this application.

**Do Not Exceed Two Pages**

1. West Park & North Texas Medical Center = January, 1985- January, 1993  
-CNA, MHT, Phlebotomist working in Med. & Surgical floor, Psych. floor, and Eating Disorder unit.
2. Collin County Health Department = February, 1990- present  
-Assisting doctors and nurses in all clinics.
3. Optima Home Health Company = February, 1994- February, 1996  
-Home Health Aide

# BIOSKETCH FORM

SEE ATTACHED

KORUTHU, BELSY, RNC, WHNP-BC

PROJECT DIRECTOR *(Last Name, First, Middle)*

## Biographical Information

Information should be submitted for the project director and other personnel included in budget request. Please use a separate form for each person.

NAME BELSY KORUTHU | TITLE RNC, WHNP-BC

### EDUCATION

*(Begin with baccalaureate or initial professional education, such as nursing, include postdoctoral training)*

INSTITUTION <i>(Indicate Location)</i>	DEGREE	YEAR CONFERRED	FIELD OF STUDY

**PROFESSIONAL EXPERIENCE:** Please list, in chronological order, concluding with present position, previous employment, experience and honors. List, in chronological order, the titles, authors and complete references to all publications during the past three years and to representative earlier publications pertinent to this application.

**Do Not Exceed Two Pages**

# Belsy Koruthu RNC, NP

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## Objective

### Women's Health Care Nurse Practitioner

25 years of experience as a licensed RN and 10 years as a Women's Health Care Nurse Practitioner, both in hospital and private collaborative practice, mostly in OB-GYN settings with additional experience in pediatrics, medical, surgical, telemetry and infertility surgery unit.

Recognized for initiative, self-direction, and ability to accurately perform multiple tasks. Deeply committed to exceptional and compassionate patient care.

## Work experience

2006 Sept. to present *Collin County Health Services* McKinney, Texas

### Women's Healthcare Nurse Practitioner

- Perform Well Woman exams for employees
- Perform breast exams and coordinate care for Komen grant patients
- Manage STD clinic and implement patient treatment according to CDC guidelines

2005 July to 2006 Sept. *Presbyterian Hospital of Allen* Allen, Texas

### Staff RN/Preceptor, Education

1998 to 2005 June *North Texas OB/GYN Associates* Plano, Texas  
(associated with Dr. Kathleen Varadi)

### Women's Health Care Nurse Practitioner

- Obtains complete medical history data from patients. Performs physical examination in Obstetrics, Gynecology and Family Planning.
- Implements client management and triage based on nursing process, following written policies, standing orders, and protocols.
- Provides medical/psychosocial counseling regarding prenatal, postpartum care, family planning methods, medications, self-breast exam, mammograms, health maintenance, and STDs.
- Follow-up on clients with abnormal laboratory findings and sonograms.
- Document problems, referrals, and outcome.
- See doctor's patients in addition to regular schedule when she is called for emergencies
- Acted as a clinical resource for other nurses and medical personnel.
- Participated in clinical trials and research

1996 to 1998 *Associated with Dr. Walter Evans II MD* Dallas, Texas

### Women's Health Care Nurse Practitioner and Clinical Supervisor

- (same job duties as above)
- Acted as a clinical instructor and supervisor for medical assistants and nurses. OSHA coordinator and maintained its records

1994 to 1996 U.T.S.W. Medical Center at Dallas (@ Lake June Clinic)  
Dallas, Texas

**Women's Health Care Nurse Practitioner**

- (same job duties as above)
- Acted as clinical instructor and preceptor for graduate NP and PA students
- Worked in the STD Fast Track Clinic in Dallas as NP

1986 to 1994 Presbyterian Hospital of Dallas Dallas, Texas

**Pediatric Nurse**

- Worked as charge nurse with infants and children. Responsible for patient assignments, admissions, primary care, teaching, and discharge planning. Skilled in starting peripheral and midline IV's.
- Resource nurse for night shift
- Pediatric Journal club founder & member
- Peer Review Committee member
- Staff Development Committee member
- CPR Instructor 1991-1995
- PACLS certified 1990-1994

1985 to 1986

**GYN Surgery & High Risk OB**

- Responsible for patient assignments, admissions, primary care, and discharge planning.
- QA coordinator
- IV's, blood transfusions, and other fluid maintenance therapy

**Education**

1994 to 1996  
University of Texas Southwestern Medical Center Dallas, Texas

**Women's Health Care Advanced Nurse Practitioner**

1977 to 1980  
L.T. College of Nursing- SNTD Women's University Bombay, India

**Bachelors in Nursing**

**Accreditations**

Texas RN License # 505872 Exp: 12/31/2013  
Women's Health Care Advanced Practice Nurse ID # 505872  
Prescriptive Authority Reg. # 00778  
NCC (NAACOG) Certification- Exp. 12/31/2013  
IUD Insertion Certification- December 1995  
ACLS Certification- November 2007  
Chemotherapy Administration Certification- May 2005

**Biographical Information**

Information should be submitted for the project director and other personnel included in budget request. Please use a separate form for each person.

NAME: Fajardo, Dora

TITLE: CNA (Certified Nurse Aide)

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-Home Health Aide

ARTICLES OF INCORPORATION  
OF  
COLLIN COUNTY HEALTH CARE FOUNDATION

Clerk R.  
Corporations Section

We, the undersigned natural persons, at least two of whom are citizens of the State of Texas and who are of the age of eighteen years or more, acting as incorporators of a corporation under the Texas Non-Profit Corporation Act, do hereby adopt the following Articles of Incorporation for such corporation:

ARTICLE ONE

NAME

The name of the corporation is Collin County Health Care Foundation.

ARTICLE TWO

NONPROFIT CORPORATION

The corporation is a nonprofit corporation.

ARTICLE THREE

DURATION

The period of its duration is perpetual.

ARTICLE FOUR

PURPOSE

(1) The corporation is organized exclusively for the benefit of Collin County, Texas, to receive and maintain a fund or funds of real or personal property, or both, and, subject to the limitations set forth in this article, to assist Collin County in providing for indigent care and for the health care of its citizens and for other public, educational and charitable purposes as qualify the corporation as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1954, as now in force or afterwards amended.

(2) The Board of Trustees may receive and accept property, whether real, personal, or mixed, by way of gift, bequest or devise, from any person, firm, trust, corporation, or governmental unit, to be held, administered, and disposed of in accordance with and pursuant to the provisions of these articles; but no gift, bequest or devise of any such property shall be received or accepted if it is conditioned or limited in such manner as would require disposition of the income or its principal to any person or organization other than "exempt organizations" for other than "charitable purposes" within the meaning of those terms as used in Section 501(c)(3) of the Internal Revenue Code of 1954, as now in force or afterwards amended, or as would in the opinion of the Board of Trustees, jeopardize the federal income tax exemption of this corporation pursuant to Section 501(c)(3) of the Internal Revenue Code of 1954, as now in force or afterwards amended.

(3) The principal and income of all property received and accepted by the Board of Trustees to be administered under these articles may be held and invested for the corporation in such manner as the Board shall determine, and the Board may make payments or distributions from income or principal, or both, to or for the use or benefit of Collin County, Texas, in such manner as the Board shall determine to be proper under these articles or in such manner as the Board is directed by the Collin County Commissioners' Court.

(4) No part of the net earnings of the corporation shall inure to the benefit of or be distributable to its trustees or officers or other private persons, except that the corporation may pay reasonable compensation for services rendered and may make

payments and distributions in furtherance of the purposes set forth in paragraph 1 hereof. No substantial part of the activities of the corporation shall be the carrying on of propazands, or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

(5) Notwithstanding any other provision of these articles, the corporation shall not carry on any activities or make any payments or distributions not permitted to be carried on or made (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 and its Regulations, as now in force or afterwards amended, or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954, as now in force or afterwards amended.

(6) Upon the dissolution of the Corporation, the Board of Trustees shall, after paying or making provision for the payment of all of the liabilities of the corporation, distribute all the assets of the corporation to Collin County, Texas, to be used exclusively for public and charitable purposes within the meaning of those terms as used in Section 501(c)(3) of the Internal Revenue Code and its Regulations, as now in force or afterwards amended.

#### ARTICLE FIVE

##### INITIAL REGISTERED OFFICE AND AGENT

The street address of the initial registered office of the corporation is Collin County Courthouse, 210 South McDonald, McKinney, Texas, and the name of its initial registered agent at such address is William J. Roberts.

#### ARTICLE SIX

##### BOARD OF TRUSTEES

The number of trustees constituting the initial Board of Trustees of the corporation is five, and the names and addresses of the persons who are to serve as the initial trustees are:

<u>NAME</u>	<u>ADDRESS</u>
William J. Roberts	210 South McDonald, McKinney, Texas
Howard Thornton	210 South McDonald, McKinney, Texas
Jerry Hoagland	210 South McDonald, McKinney, Texas
Wallace Webb	210 South McDonald, McKinney, Texas
Richard E. May	210 South McDonald, McKinney, Texas

The trustees shall consist of the membership of the Commissioners' Court of Collin County, Texas. Trustees shall serve a term concurrent with that which they serve as a member of the Commissioners' Court of Collin County. A vacancy on the Board of Trustees shall be filled only upon the qualification of a successor member of the Commissioners' Court of Collin County.

#### ARTICLE SEVEN

##### MEMBERS

This corporation has no members.

# ACORD CERTIFICATE OF LIABILITY INSURANCE

11/23/09

**PRODUCER**  
 Wells Fargo Ins Services USA, Inc.  
 5956 Sherry Lane Suite 2000  
 Dallas, TX 75225-6531  
 214 365-9150

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURED**  
 Collin County Government  
 2300 Bloomdale Road, Suite 4117  
 McKinney, TX 75071

<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
INSURER A: OneBeacon America Ins Co	20621
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
A	X	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <b>SIR: \$50,000</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	791000239	10/01/09	10/01/10	EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) <b>\$1,000,000</b> MED EXP (Any one person) <b>\$Excluded</b> PERSONAL & ADV INJURY <b>\$1,000,000</b> GENERAL AGGREGATE <b>\$1,000,000</b> PRODUCTS - COMP/OP AGG <b>\$1,000,000</b> <b>Cov A B/PP</b> <b>1,000,000</b>								
		<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$								
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below. OTHER				<table border="1"> <tr> <td>WC STATU-TORY LIMITS</td> <td>OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
WC STATU-TORY LIMITS	OTH-ER													
E.L. EACH ACCIDENT	\$													
E.L. DISEASE - EA EMPLOYEE	\$													
E.L. DISEASE - POLICY LIMIT	\$													

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**  
 Komen Affiliate is listed as Additional Insured where required by written contract.

**CERTIFICATE HOLDER**  
 Collin County Health  
 Care Services  
 825 N. McDonald  
 Mc Kinney, TX 75069

**CANCELLATION**  
 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.  
 AUTHORIZED REPRESENTATIVE  


# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

1TPLX77F

DATE (MM/DD/YYYY)

11/24/2009

**PRODUCER**  
 MCGRIFF, SRIBELS & WILLIAMS OF TEXAS, INC.  
 5080 Spectrum Dr., Suite 900B  
 Addison, TX 75001  
 (469) 232-2100

**INSURED**  
 Collin County  
 2300 Bloomdale Road, Suite 4117  
 McKinney, TX 75071  
 USA

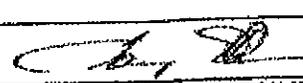
**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.**

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Star Insurance Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

**COVERAGES**  
 THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

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						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
						MED EXP (Any one person)	\$
						PERSONAL & ADV INJURY	\$
						GENERAL AGGREGATE	\$
						PRODUCTS - COM/POP AGG	\$
						COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
						AUTO ONLY - EA ACCIDENT	\$
						OTHER THAN AUTO ONLY: EA ACC	\$
						AGG	\$
						EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
							\$
							\$
						WC STATUTORY LIMITS	
						OTHER	
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**  
 All Limits of Liability are subject to a Single Policy Aggregate of \$4,000,000.  
 The Certificate Holder is included as an Additional Insured as required by written contract subject to policy terms, conditions and exclusions.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
Koman Affiliate 025 N. McDonald Street McKinney, TX 75069	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
	AUTHORIZED REPRESENTATIVE
	
	Page 1 of 1