Roll Call – Collin County

A. General Information

Project Name:	*Integrating 5 school districts into Public Health Surveillance*	Date:	2/1/2011
Controlling Dept.:		Modification Date:	
Prepared By:	*Mary Hernandez*	Authorized By:	Lee A Lane
Contract Amount	*$75,000.00*		

Points of Contact

individuals involved with the project during the Execution Phase.

Position	Name	Phone	E-mail
Project Manager	Claire Ashton	512-814-2546	cashton@talho.org
Project Team Member	Mary Hernandez	Same	mhernandez@talho.org
Project Team Member			
Other:	Programming Department	Same	
	Engineering Department	Same	

1.1

1.2 Business Need/Problem

Absentee and clinic encounter data from K-12 schools has been identified by CDC as a valuable source of community health indicators and early event detection criteria. Currently, collection of this type of data in the Odessa area is sporadic and inefficient due to the rudimentary collection methods, mostly centered on phone conversations with school district staff. The health department wishes to automate the collection of this data as much as possible, resulting in a more pervasive and timely dataset. Additionally, this automation can reduce the labor spent in its collection on both the health department and school district sides.

1.2.1 Statement of Work

Obtain timely and accurate school health indicators from school districts: Wylie, McKinney, Plano, Frisco, and Allen .
Forge a partnership between the health department and cooperating school districts.
Monthly reports provided with monthly invoices. Reports will include the following minimum information:

Project Manager Name, Reporting Period
Accomplishments for the period
Schedule items not completed
Activities Scheduled for the next period
Issues
Changes to Schedule

Collin County Health Department is responsible for negotiating data-sharing agreements directly with participating ISDs and proving TALHO with copies of data-sharing agreements 90 days prior to integration.

1.2.2 Project Objectives

Objective: TALHO will provide engineering assistance to create export functions at the school districts named above to extract targeted data.
The school district will be configured within the RollCall software to provide secure web access for school district personnel to enter school absentee data and clinic case reports.
Automated data feeds will be integrated into the RollCall analysis system.
The school district will evaluate the entry of de-identified case data into the RollCall system. If the ISD wants to expand its use of the system to act as an electronic clinic system, training and customization will be provided to reach this goal.

Objective: TALHO will provide a training session to Collin County personnel. Training session will be conducted in a "train the trainer" format. Format will provide Collin personnel with the ability to train their partnering personnel with the ability to use the RollCall data-entry and analysis systems.

1.3 D. Technical Project Components

Provide a detailed listing of the requirements definition, specifications, design, and implementation and training plans for inclusion in the project activities.

The school district will be configured within the RollCall software to provide secure web access for school district personnel for the purpose of data entry school absentee data and clinic case reports.
Automated data feeds will be integrated into the RollCall analysis system.
TALHO will provide a training session to Collin County personnel.
Training session will be conducted in a "train the trainer" format. Format will provide Collin personnel with the ability to train their partnering personnel with the ability to use the RollCall data-entry and analysis systems.

TALHO hereby enters into this Agreement for services with Collin County Health Department in consideration of and pursuant to the terms and conditions set forth herein.

TAHLO will perform those services described in the Work Plan.

Collin County Health Department will make payment pursuant to invoices submitted on a _monthly____ basis. The TOTAL CONTRACT AMOUNT is an amount not to exceed $_75,000.00__. Estimated project completion is on or before 7/31/11

Parties of this contract will comply with all federal, state and local laws, regulations, ordinances, guidelines, permits and requirements applicable to providing services pursuant to this Agreement, and will be solely responsible for obtaining current information on such requirements.

In the event that any court of competent jurisdiction shall hold any provision of this Agreement unenforceable or invalid, such holding shall not invalidate or render unenforceable any other provision hereof.

1.4 E. Signatures

The signatures of the people below relay an understanding in the purpose and content of this document by those signing it. By signing this document, you agree to this as the formal Contract and Project Plan.

Name/Title	Signature	Date
Lee A. Lane *Executive Director*		2/1/11
Keith Self President		5/9/11