

**AGREEMENT BETWEEN THE COUNTY OF TEHAMA AND
DIGNITY HEALTH d/b/a ST. ELIZABETH COMMUNITY HOSPITAL**

This agreement is entered into between the County of Tehama, through its Health Services Agency ("County") and Dignity Health, a California non-profit public benefit corporation doing business as St. Elizabeth Community Hospital ("Contractor") for the purpose of:

- a. Providing an HPP Coordinator/Health Care Coalition Readiness and Response Coordinator who will act as the local HPP Representative and will assist the Public Health Division of the Tehama County Health Services Agency in the development and maintenance of disaster preparedness for local healthcare facilities.
- b. Providing bed availability services through a subcontract with an appropriate vendor for bed tracking to enhance emergency preparedness and response capabilities to fulfill state bed-tracking requirements for hospitals.
- c. Providing funding for HPP coordinator and identified hospital staff to attend the annual Emergency Preparedness Conference sponsored by the California Hospital Association.
- d. Providing funding the HPP Coordinator to attend CDPH-EPO's annual Emergency Preparedness Training Workshop (EPTW).
- e. Providing funding for the HPP Coordinator to attend state, regional and local emergency planning meetings.

1. RESPONSIBILITIES OF CONTRACTOR

During the term of this agreement, the Contractor shall:

- a. Provide a part-time HPP Coordinator, who shall be a Registered Nurse, and who shall, upon request of the county, perform the functions and duties as set forth in Exhibit C, attached and incorporated herein. The part-time HPP Coordinator shall, under the guidance of the Public Health Director or his/her delegate, provide HCC and hospital preparedness response services as outlined in Exhibit C. The Contractor shall maintain sufficient records to document time spent by personnel assigned to provide services pursuant to this agreement for the purpose of audit review in connection with billing, payment and fidelity to service standards.

- b. Contractor will manage cost expenditures and purchases in compliance with state protocols as outlined in the annually updated What's Allowable Matrix (WAM).
- c. Subcontract with an appropriate vendor for access to and use of bed tracking service system. Contractor will be responsible for paying the vendor and for ensuring that the above mentioned system meets all federal and state requirements, including but not limited to bed tracking.
- d. Maintain a subcontract for satellite communications for redundant communications.
- e. Identify hospital staff to attend the annual Disaster Planning Conference sponsored by the California Hospital Association.
- f. Contractor agrees to maintain and preserve, until three years after termination of this agreement and final payment from CDPH to the Contractor, to permit CDPH or any duly authorized representative, to have access to, examine or audit any pertinent books, documents, papers and records related to this subcontract and to allow interviews of any employee who might reasonably have information related to such records.

2. RESPONSIBILITIES OF THE COUNTY

During the term of this agreement, County shall:

- a. Compensate Contractor for said services pursuant to Section 3 and 4 of this agreement.
- b. County, through the Public Health Director or his/her delegate, will direct contractor regarding scheduling of all services performed under this Agreement.
- c. County shall provide guidance and training sufficient for the HPP/HCC Coordinator to perform the duties required hereunder.

3. COMPENSATION

Contractor shall be paid in accordance with the rates set forth in the Fee Schedule, attached hereto as Exhibit D after satisfactorily completing the duties described in this Agreement. The Maximum Compensation payable under this Agreement shall not exceed \$542,791.33 without a budget amendment. Contractor shall not be entitled to payment or reimbursement for any tasks or services performed except as specified herein. Contractor shall have no claim against County for payment of any compensation or reimbursement, of any kind whatsoever, for any service provided by Contractor after the expiration or other termination of this Agreement. Contractor shall not be paid any amount in excess of the Maximum Compensation amount set forth above, and Contractor agrees that County has no obligation, whatsoever, to compensate or reimburse Contractor for any expenses, direct or

indirect costs, expenditures, or charges of any nature by Contractor that exceed the Maximum Compensation amount set forth above. Should Contractor receive any such payment it shall immediately notify County and shall immediately repay all such funds to County. This provision shall survive the expiration or other termination of this Agreement.

4. **BILLING AND PAYMENT**

Contractor shall submit a quarterly invoice to County at the address listed within 30 (Thirty) days of the end of each quarter. For purposes of this agreement, the term “quarter” is defined as 3 (Three) month time periods ending September 30, December 31, March 31, and June 30, for the term that this agreement remains in effect. County shall make payment of all undisputed amounts within 30 days of receipt of Contractor’s statement.

5. **TERM OF AGREEMENT**

This agreement shall commence on July 1, 2022 and shall terminate June 30, 2027, unless terminated in accordance with section 6 below.

6. **TERMINATION OF AGREEMENT**

If Contractor fails to perform its duties to the satisfaction of the County, or if Contractor fails to fulfill in a timely and professional manner its obligations under this agreement, or if Contractor violates any of the terms or provisions of this agreement, then the County shall have the right to terminate this agreement effective immediately upon the County giving written notice thereof to the Contractor. Either party may terminate this agreement on 30 days’ written notice. County shall pay contractor for all work satisfactorily completed as of the date of notice. County may terminate this agreement immediately upon oral notice should funding cease or be materially decreased, or should the Tehama County Board of Supervisors fail to appropriate sufficient funds for this agreement in any fiscal year. The County’s right to terminate this agreement may be exercised by the Health Services Agency Executive Director.

7. **ENTIRE AGREEMENT; MODIFICATION**

This agreement for the services specified herein supersedes all previous agreements for these services and constitutes the entire understanding between the parties hereto. Contractor shall be entitled to no other benefits other than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. Contractor specifically

acknowledges that in entering into and executing this agreement, Contractor relies solely upon the provisions contained in this agreement and no other oral or written representation.

8. **NONASSIGNMENT OF AGREEMENT**

Inasmuch as this Agreement is intended to secure the specialized services of Contractor, Contractor may not assign, transfer, delegate, subcontract, or sublet any obligations under this Agreement, or the Agreement as a whole, without the prior written consent of the County. Notwithstanding the foregoing, Contractor may assign its rights and obligations under this Agreement, in whole but not in part, without the County's permission, in connection with any merger, consolidation, sale of all or substantially all of Contractor's assets or equity, or any other similar transaction; *provided, that* the assignee: (a) provides prompt written notice of such assignment to the non-assigning party; (b) is capable of fully performing the obligations of the Contractor under the Agreement; and (c) agrees to be bound by the terms and conditions of this Agreement. The Agreement is binding on the parties hereto and their respective successors and permitted assigns.

9. **EMPLOYMENT STATUS**

Contractor shall, during the entire term of this agreement, be construed to be an independent contractor and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow County to exercise discretion or control over the professional manner in which Contractor performs the services which are the subject matter of this agreement; provided always, however, that the services to be provided by Contractor shall be provided in a manner consistent with the professional standards applicable to such services. The sole interest of the County is to insure that the services shall be rendered and performed in a competent, efficient and satisfactory manner. Contractor shall be fully responsible for payment of all taxes due to the State of California or the Federal government, which would be withheld from compensation of Contractor, if Contractor were a County employee. County shall not be liable for deductions for any amount for any purpose from Contractor's compensation. Contractor shall not be eligible for coverage under County's Workers Compensation Insurance Plan nor shall Contractor be eligible for any other County benefit.

10. **INDEMNIFICATION**

Contractor shall defend, hold harmless, and indemnify Tehama County, its elected officials, officers, employees, agents, and volunteers against all claims, suits, actions, costs, expenses (including but not limited to reasonable attorney's fees of County), damages, judgments, or decrees by reason of any person's or persons' injury, including death, or property (including property of County) being damaged, arising out of contractor's performance of work hereunder or its failure to comply with any of its obligations contained in this agreement, whether by negligence or otherwise. Contractor shall, at its own expense, defend any suit or action founded upon a claim of the foregoing. Contractor shall also defend and indemnify County against any adverse determination made by the Internal Revenue Service or the State Franchise Tax Board and/or any other taxing or regulatory agency against the County with respect to Contractor's "independent contractor" status that would establish a liability for failure to make social security or income tax withholding payments, or any other legally mandated payment.

11. **INSURANCE**

Contractor shall procure and maintain insurance pursuant to **Exhibit A**, "Insurance Requirements For Contractor," attached hereto and incorporated by reference.

12. **PREVAILING WAGE**

Contractor certifies that it is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations, Title 8, Section 16000 et seq. ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Contractor agrees to fully comply with and to require its subcontractors to fully comply with such Prevailing Wage Laws, to that extent that such laws apply. If applicable, County will maintain the general prevailing rate of per diem wages and other information set forth in Labor Code section 1773 at its principal office, and will make this information available to any interested party upon request. Contractor shall defend, indemnify and hold the County, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties, or interest arising out of any failure or alleged failure of the Contractor or its subcontractors to comply with the Prevailing Wage Laws. Without limiting the generality of the foregoing, Contractor specifically acknowledges that County has not

affirmatively represented to contractor in writing, in the call for bids, or otherwise, that the work to be covered by the bid or contract was not a "public work." To the fullest extent permitted by law, Contractor hereby specifically waives and agrees not to assert, in any manner, any past, present, or future claim for indemnification under Labor Code section 1781.

Contractor acknowledges the requirements of Labor Code sections 1725.5 and 1771.1 which provide that no contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 (with limited exceptions from this requirement for bid purposes only under Labor Codes section 1771.1(a)).

Contractor acknowledges that no contractor or subcontractor may be awarded a contract for public works on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

If the services are being performed as part of the applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, Contractor acknowledges that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

13. **NON-DISCRIMINATION**

Contractor shall not employ discriminatory practices in the treatment of persons in relation to the circumstances provided for herein, including assignment of accommodations, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.

14. **GREEN PROCUREMENT POLICY**

Tehama County Resolution No. 49-2002, the Green Procurement Policy (available upon request) supports recycling and waste reduction, and promotes the purchase of products made with recycled materials when product fitness and quality are equal and they are available at no more than the total cost of non-recycled products. Contractor is encouraged to conform to this policy.

15. **COMPLIANCE WITH LAWS AND REGULATIONS**

All services to be performed by Contractor under to this Agreement shall be performed in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Any change in status, licensure, or ability to perform activities, as set forth herein, must be reported to the County immediately.

16. **LAW AND VENUE**

This agreement shall be deemed to be made in, and shall be governed by and construed in accordance with the laws of the State of California (excepting any conflict of law's provisions which would serve to defeat application of California substantive law). Venue for any action arising from this agreement shall be in Tehama County, California.

17. **AUTHORITY**

Each party, executing this Agreement and each person executing this Agreement in any representative capacity, hereby fully and completely warrants to all other parties that he or she has full and complete authority to bind the person or entity on whose behalf the signing party is purposing to act.

18. **NOTICES**

Any notice required to be given pursuant to the terms and provisions of this agreement shall be in writing and shall be sent first class mail to the following addresses:

If to County:	Tehama County Health Services Agency Attn: Executive Director Post Office Box 400 Red Bluff, CA 96080
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If to Contractor:	St. Elizabeth Community Hospital Attn: President 2550 Sister Mary Columba Drive Red Bluff, CA 96080
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Notice shall be deemed to be effective two days after mailing.

19. **NON-EXCLUSIVE AGREEMENT**

Contractor understands that this is not an exclusive agreement, and that County shall have the right to negotiate with and enter into agreements with others providing the same or similar services to those provided by Contractor, or to perform such services with County's own forces, as County desires.

20. **PROFESSIONAL COMPETENCE AND LICENSURE**

Contractor represents and warrants that Contractor and Contractor's employee(s) provided under this agreement are skilled in the professional calling necessary to perform all services, duties, and obligations required by this Agreement. Contractor shall perform the services and duties in conformance to and consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor further represents and warrants that Contractor and Contractor's employee(s) provided under this agreement have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the services, and that such licenses and approvals shall be maintained throughout the term of this Agreement. Contractor shall perform, at its own cost and expense and without reimbursement from the County, any services necessary to correct errors or omissions which are caused by the Contractor's failure to comply with the standard of care provided for herein, and shall be fully responsible to the County for all damages and other liabilities provided for in the indemnification provisions of this Agreement arising from the Contractor's errors and omissions. Any employee(s) of Contractor who is/are determined by the County to be uncooperative, incompetent, a threat to the adequate or timely completion of the work, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the County, shall be promptly removed from the work by the Contractor and shall not be re-employed to perform any of the services set forth in this Agreement.

21. **CODE OF CONDUCT**

County maintains high ethical standards and is committed to complying with all applicable statutes, regulations, and guidelines. The County and each of its employees and Contractors shall follow an established Code of Conduct.

PURPOSE

The purpose of the County Code of Conduct is to ensure that all County employees and Contractors are committed to conducting their activities in accordance with the highest levels of ethics and in compliance with all applicable State and Federal statutes, regulations, and guidelines. The Code of Conduct also serves to demonstrate County's dedication to providing quality care to its patients.

CODE OF CONDUCT – General Statement

The Code of Conduct is intended to provide County employees and Contractors with general guidelines to enable them to conduct the business of County in an ethical and legal manner; Every County employee and Contractor is expected to uphold the Code of Conduct; Failure to comply with the Code of Conduct or failure to report non-compliance may subject the County employee or Contractor to disciplinary action, up to or including termination of employment or contracted status.

CODE OF CONDUCT

All County employees and Contractors:

- Shall perform their duties in good faith and to the best of their ability.
- Shall comply with all statutes, regulations, and guidelines applicable to Federal health care programs, and with County's own policies and procedures.
- Shall refrain from any illegal conduct. When an employee or Contractor is uncertain of the meaning or application of a statute, regulation, or guideline, or the legality of a certain practice or activity, he or she shall seek guidance from his or her immediate Supervisor, Director, the Quality Assurance Manager or the Compliance Auditor.
- Shall not obtain any improper personal benefit by virtue of their employment or contractual relationship with County.
- Shall notify their Supervisor, Director, Assistant Executive Directors or Executive Director immediately upon receipt (at work or at home) of any inquiry, subpoena, or other agency or governmental request for information regarding County.
- Shall not destroy or alter County information or documents in anticipation of, or in response to, a request for documents by any applicable governmental agency or from a court of competent jurisdiction;
- Shall not engage in any practice intended to unlawfully obtain favorable treatment or business from any entity, physician, patient, resident, vendor, or any other person or entity in a position to provide such treatment or business;

- Shall not accept any gift of more than nominal value or any hospitality or entertainment, which because of its source or value, might influence the employee's or Contractor's independent judgment in transactions involving County;
- Shall disclose to their Division Director any financial interest, official position, ownership interest, or any other relationship that they (or a member of their immediate family) has with County vendors or Contractors;
- Shall not participate in any false billing of patients, governmental entities, or any other party;
- Shall not participate in preparation of any false cost report or other type of report submitted to the government;
- Shall not pay or arrange for County to pay any person or entity for the referral of patients to County, and shall not accept any payment or arrangement for County to accept any payment for referrals from County;
- Shall not use confidential County information for their own personal benefit or for the benefit of any other person or entity while employed at or under contract to County, or at any time thereafter;
- Shall not disclose confidential medical information pertaining to County's patients or clients without the express written consent of the patients or clients or pursuant to court order and in accordance with the applicable law and County applicable policies and procedures;
- Shall promptly report to the Compliance Auditor any and all violations or suspected violations of the Code of Conduct;
- Shall promptly report to the Compliance Auditor any and all violations or suspected violations of any statute, regulation, or guideline applicable to Federal health care programs or violations of County's own policies and procedures;
- Shall not engage in or tolerate retaliation against employees or Contractors who report or suspect wrongdoing.

22. **NO THIRD PARTY BENEFICIARIES**

Neither party intends that any person shall have a cause of action against either of them as a third party beneficiary under this Agreement. The parties expressly acknowledge that is not their intent to create any rights or obligations in any third person or entity under this Agreement. The parties agree that this Agreement does not create, by implication or otherwise, any specific, direct or indirect obligation, duty, promise, benefit and/or special right to any person, other than

23. **INDEPENDENT CONTRACTOR STATUS**

Contractor and Contractor's employees shall, during the entire term of this agreement, be construed to be an independent contractor of County, and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow County to exercise discretion or control over the professional manner in which Contractor performs the services which are the subject matter of this agreement; provided always, however, that the services to be provided by Contractor shall be provided in a manner consistent with the professional standards applicable to such services. The sole interest of the County is to insure that the services shall be rendered and performed in a competent efficient and satisfactory manner. Contractor shall be fully responsible for payment of all taxes due to the State of California or the Federal government, which would be withheld from compensation of Contractor, were Contractor or its employee(s) a County employee. County shall not be liable for deductions for any amount for any purpose from Contractor's or Contractor's employees' compensation. Contractor and Contractor's employees shall not be eligible for coverage under County's Workers Compensation Insurance Plan nor shall Contractor be eligible for any other County benefit. Contractor and any employee(s) provided by Contractor under this agreement shall not be an employee of Tehama County. Contractor has full rights to manage its employees, subject to the requirements of the law. Contractor shall be responsible for making any and all social security withholding, income tax withholding, or any other wage withholding of any nature required from the compensation paid to its employees, including all employees provided under this agreement.

Without limiting the generality of the foregoing, identified Dignity Health dba St. Elizabeth staff provided by Contractor to perform services under this Agreement, shall remain an employee of Contractor, and shall not be deemed to be an employee of the County for any purpose. Contractor will be responsible for all withholding and deductions from the compensation of the identified Dignity Health dba St. Elizabeth staff, and for the provision of workers compensation insurance for such identified Dignity Health dba St. Elizabeth staff.

24. **RESOLUTION OF AMBIGUITIES**

If an ambiguity exists in this Agreement, or in a specific provision hereof, neither the Agreement nor the provision shall be construed against the party who drafted the Agreement or provision.

25. HAZARDOUS MATERIALS

Contractor shall provide to County all Safety Data Sheets covering all Hazardous Materials to be furnished, used, applied, or stored by Contractor, or any of its Subcontractors, in connection with the services on County property. Contractor shall provide County with copies of any such Safety Data Sheets prior to entry to County property or with a document certifying that no Hazardous Materials will be brought onto County property by Contractor, or any of its Subcontractors, during the performance of the services. County shall provide Safety Data Sheets for any Hazardous Materials that Contractor may be exposed to while on County property.

26. HARASSMENT

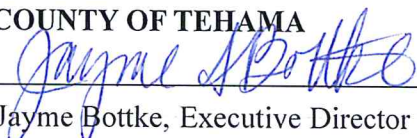
Contractor agrees to make itself aware of and comply with the County's Harassment Policy, TCPR §8102: Harassment, which is available upon request. The County will not tolerate or condone harassment, discrimination, retaliation, or any other abusive behavior. Violations of this policy may cause termination of this agreement.

27. EXHIBITS

Contractor shall comply with all provisions of Exhibits A through E attached hereto and incorporated by reference. In the event of a conflict between the provisions of the main body of this Agreement and any attached Exhibit(s), the main body of the Agreement shall take precedence.

IN WITNESS WHEREOF, County and Contractor have executed this agreement on the day and year set forth below.

Date: 8-18-22

COUNTY OF TEHAMA

Jayme Bottke, Executive Director

Date: 8-17-22

DIGNITY HEALTH
dba ST. ELIZABETH COMMUNITY HOSPITAL

Rodger Page, President

Exhibit A

INSURANCE REQUIREMENTS FOR CONTRACTOR

Contractor shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work described herein and the results of that work by Contractor, his/her agents, representatives, employees or subcontractors. At a minimum, Contractor shall maintain the insurance coverage, limits of coverage and other insurance requirements as described below.

Commercial General Liability (including operations, products and completed operations) \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If coverage is subject to an aggregate limit, that aggregate limit will be twice the occurrence limit, or the general aggregate limit shall apply separately to this project/location.

Automobile Liability

Automobile liability insurance is required with minimum limits of \$1,000,000 per accident for bodily injury and property damage, including owned and non-owned and hired automobile coverage, as applicable to the scope of services defined under this agreement.

Workers' Compensation

If Contractor has employees, he/she shall obtain and maintain continuously Workers' Compensation insurance to cover Contractor and Contractor's employees and volunteers, as required by the State of California, as well as Employer's Liability insurance in the minimum amount of \$1,000,000 per accident for bodily injury or disease.

Professional Liability (Contractor/Professional services standard agreement only)

If Contractor is a state-licensed architect, engineer, contractor, counselor, attorney, accountant, medical provider, and/or other professional licensed by the State of California to practice a profession, Contractor shall provide and maintain in full force and effect while providing services pursuant to this contract a professional liability policy (also known as Errors and Omissions or Malpractice liability insurance) with single limits of liability not less than \$1,000,000 per claim and \$2,000,000 aggregate on a claims made basis. However, if coverage is written on a claims made basis, the policy shall be endorsed to provide coverage for at least three years from termination of agreement.

If Contractor maintains higher limits than the minimums shown above, County shall be entitled to coverage for the higher limits maintained by Contractor.

All such insurance coverage, except professional liability insurance, shall be provided on an “occurrence” basis, rather than a “claims made” basis.

Endorsements: Additional Insureds

The Commercial General Liability and Automobile Liability policies shall include, or be endorsed to include “Tehama County, its elected officials, officers, employees and volunteers” as an additional insured.

The certificate holder shall be “County of Tehama.”

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions of \$25,000 or more must be declared to, and approved by, the County. The deductible and/or self-insured retentions will not limit or apply to Contractor’s liability to County and will be the sole responsibility of Contractor.

Primary Insurance Coverage

For any claims related to this project, Contractor’s insurance coverage shall be primary insurance as respects the County, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees or volunteers shall be excess of Contractor’s insurance and shall not contribute with it.

Coverage Cancellation

Each insurance policy required herein shall be endorsed to state that “coverage shall not be reduced or canceled without 30 days’ prior written notice certain to the County.”

Acceptability of Insurers

Contractor’s insurance shall be placed with an insurance carrier holding a current A.M. Best & Company’s rating of not less than A:VII unless otherwise acceptable to the County. The County reserves the right to require rating verification. Contractor shall ensure that the insurance carrier shall be authorized to transact business in the State of California.

Subcontractors

Contractor shall require and verify that all subcontractors maintain insurance that meets all the requirements stated herein.

Material Breach

If for any reason, Contractor fails to maintain insurance coverage or to provide evidence of renewal, the same shall be deemed a material breach of contract. County, in its sole option, may terminate the contract and obtain damages from Contractor resulting from breach. Alternatively, County may purchase such required insurance coverage, and without further notice to Contractor, County may deduct from sums due to Contractor any premium costs advanced by County for such insurance.

Policy Obligations

Contractor's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

Verification of Coverage

Contractor shall furnish County with original certificates and endorsements effecting coverage required herein. All certificates and endorsements shall be received and approved by the County prior to County signing the agreement and before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements.

The County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

Exhibit B

Drills, Trainings, Exercise, Conferences and Workshops Eligible for Compensation FY 2022-2027 HPP Yrs. 21-26

The drills, exercises, trainings, conferences and workshops eligible for approval by and compensation for by the County by way of reimbursement from Tehama County Health Services Agency's (TCHSA) HPP grant to St. Elizabeth Community Hospital includes, but is not limited to the following:\

- Multi-casualty incident (MCI) local and regional tabletops, functional and full scale drills and exercises
- Regional tabletops, functional and full-scale drills and/or exercises
- Statewide Medical Health Tabletop, functional and full-scale drills and/or exercises
- State trainings for hospital staff, such as the annual CHA Disaster Preparedness Conference
- National trainings for hospital staff such as CDP HCL, HERT, EMO or other FEMA related trainings
- Trainings to meet the work plan deliverables include, but are not limited to:
 - Crisis and risk communications
 - Incident command system/NIMS/SEMS
 - Laboratory
 - Continuity of Operations
 - Evacuation/Shelter-in-Place/Sheltering
 - Mass Fatality
 - Decontamination
 - WMD-CBRNE
 - CA Public Health and Medical Emergency Operations Manual
 - Active Shooter /Response to violent incidents
 - Mass Casualty response
 - HCC/partnership requested trainings

Exhibit C

Duties and Responsibilities for Hospital HPP Coordinator/Health Care Coalition Readiness and Response Coordinator 2022-2027 HPP Years 21-26

HPP coordinator will provide overall grant coordination and management of HPP activities. Responsibilities will include:

- Preparation of HPP documents including the workplan, mid-year and year-end progress reports
- Coordination and facilitation of the activities and deliverables of the workplan
- Provision of data and information to CDPH and TCHSA as needed to meet grant requirements
- Participation in local Disaster/MCI committee, HCC coalition meetings, TCCC, VOAD, MARAC, LEPC, RDMHS and other local, regional and state emergency planning meetings
- Coordination and participation in trainings, drills and exercises, including the Statewide Medical Health Training and Exercise series
- Submission of the hospital's After Action Reports to TCHSA to ensure completion of the documentation, planning/evaluation/reporting process of all HPP sponsored events
- Inclusion of at-risk populations in HPP plans and activities
- Updating and maintenance of needed plans, policies and procedures for emergency mitigation, preparedness, response and recovery activities for the hospital
- Maintenance of inventory of all HPP funded equipment and supplies received by SECH
- Maintenance of HPP funded inventory for HCC partners
- Collaboration with CDPH contract manager/project manager, Regional Disaster Medical Health Specialists, Shasta County HPP coordinator and other Region 3 HPP entities
- Collaboration with Tehama County Emergency Management staff regarding purchases of equipment or supplies, training needs and other grant deliverables

Program Documentation

All staff working in this program will maintain copies of all written program documents for information and audit purposes. Examples of documents to be maintained include Policies and Procedures, work plans, progress and final reports submitted to CDPH, budgets, budget revisions, meeting minutes and agendas, training documentation, After Action Reports (AARs) and Corrective Action Plans (CAPs) from drills and exercises.

Exhibit D

SUBCONTRACT BUDGETED ITEMS FOR INVOICES

Program: **Hospital Preparedness Program (HPP) Years 21-26 FY 2022-2027 (BPI-5)**

Invoice No: For the period **7/1/22** through **6/30/2027**

Contractor: Dignity Health DBA St. Elizabeth Community Hospital

Address: 2550 Sr. Mary Columba Dr, Red Bluff, CA 96080

	BP1 FY22/23	BP2 FY23/24	BP3 FY24/25	BP4 FY25/26	BP5 FY26/27	PROGRAM TOTAL
A. PERSONNEL SERVICES						
1 HPP Coordinator - Ruth Ann Rowen	\$ 104,856.34	\$ 102,030.02	\$ 102,030.02	\$ 102,030.02	\$ 102,030.02	\$512,976.42
2 HPP Coordinator Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL PERSONNEL COSTS	\$ 104,856.34	\$ 102,030.02	\$ 102,030.02	\$ 102,030.02	\$ 102,030.02	\$512,976.42
Budgeted Worked Hours	1,400	1,400	1,400	1,400	1,400	
Hourly Rate	\$ 74.90	\$ 72.88	\$ 72.88	\$ 72.88	\$ 72.88	
B. OPERATING EXPENSES AND EQUIPMENT						
1 EPTW (CDPH required workshop)	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 5,500
2 State Bed Tracking System	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600	\$ 13,000
3 CHA Conference	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700	\$ 8,500
5 Mileage	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,500
TOTAL OPERATING COSTS	\$ 5,900	\$ 5,900	\$ 5,900	\$ 5,900	\$ 5,900	\$ 29,500
GRAND TOTAL PROGRAM CONTRACT	\$ 110,756.34	\$ 107,930.02	\$ 107,930.02	\$ 107,930.02	\$ 107,930.02	\$542,476.42