

**DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS000444800001
AMENDMENT NO. 1**

The **Department of State Health Services** (“Receiving Agency” or the “System Agency”) and **Texas A&M University Health Science Center**, an agency of the State of Texas, (“Performing Agency”), each a “Party” and collectively referred to as the “Parties” to DSHS Contract No. HHS000444800001 effective September 1, 2019, now desire to amend the Contract.

Whereas, System Agency has chosen to exercise its option to renew the Contract in accordance with Contract Section III, Duration; and

Whereas, the Parties desire to modify the Statement of Work under the Contract and the amount budgeted for the Contract.

Now, therefore, the Parties hereby amend and modify the Contract as follows:

1. **Section III** (“Contract Period and Renewal”) is amended to extend the termination date of the Contract to August 31, 2021.
2. **Section V** of the Contract (“Contract Amount and Payment for Services”) is amended to add **\$55,000.00** for the period of September 1, 2020 through August 31, 2021. The total not-to-exceed amount of the Contract is increased to **\$110,000.00**.
3. **Attachment A** of the Contract (“Statement of Work”) is amended and restated for September 1, 2020 through August 31, 2021, as provided in **Attachment A-1, FY2021 Statement of Work**.
4. This Amendment shall be effective as of September 1, 2020.
5. Except as modified by this Amendment, all terms and conditions of the Contract shall remain in effect.
6. Any further revision to the Contract shall be by written agreement of the Parties.

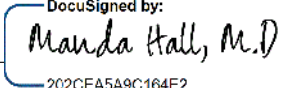
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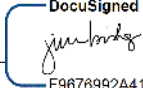
SIGNATURE PAGE FOR AMENDMENT NO. 1

DSHS CONTRACT NO. HHS000444800001

DEPARTMENT OF STATE HEALTH SERVICES

TEXAS A&M UNIVERSITY HEALTH SCIENCE CENTER

By:  _____
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Printed Name: Manda Hall, M.D

Printed Name: Julie Bishop

Title: Associate Commissioner, Community Health Improvement Association Associate Executive Director

Date of Signature: May 27, 2020

Date of Signature: May 26, 2020

THE FOLLOWING DOCUMENTS ARE ATTACHED TO THIS AMENDMENT AND ITS TERMS ARE HEREBY INCORPORATED INTO THE CONTRACT BY REFERENCE:

ATTACHMENT A-1 – FY2021 STATEMENT OF WORK

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ATTACHMENT FOLLOWS

ATTACHMENT A-1 FY2021 STATEMENT OF WORK

I. PURPOSE

Community Health Workers (CHWs) play an integral role in providing quality healthcare to underserved populations. As culturally competent liaisons, CHWs help bridge the gap between medical professionals and members of the local community.

This scope of work supports Fiscal Year 2021 activities of a project focused on disseminating tobacco cessation outreach strategies and educational activities across the State of Texas. This project expands on the previous project by implementing the materials previously developed. The project, funded by the Texas Department of State Health Services (DSHS) encompasses the implementation and promotion of a certified Community Health Worker (CHW) and CHW Instructor (CHWI) tobacco cessation curriculum.

II. PERFORMING AGENCY RESPONSIBILITIES

Performing Agency will:

- A. Consult with DSHS on the development and implementation of each project component listed below, including consulting with Chronic Disease Epidemiology on evaluation of the project.
- B. Provide updates to DSHS through the submission of monthly progress reports to DSHS, as well as periodic updates through phone calls or emails. Monthly report due to DSHS will include number of CHWs that completed the certification course, number and description CEU courses provided, and number of CHWs and CHWI that completed each of CEU course, resource dissemination efforts, and pre- and post-test scores reflecting learning outcomes based on training objectives.
- C. Implement CHW Smoking Cessation Curriculum that includes the following:
 - 1. Conduct the 160-hour CHW Certification Course with tobacco cessation focus.
 - 2. Deliver tobacco cessation CHW continuing education unit (CEU) trainings.
 - 3. Deliver tobacco cessation CHWI CEU trainings.
 - 4. Develop dissemination tobacco cessation resources (i.e., flipcharts, resource folders) to compliment CHW and CHWI trainings.
 - 5. Conduct an evaluation on the effectiveness of the CHW trainings.

III. PERFORMANCE MEASURES

- A. System Agency will monitor the Performing Agency's performance of the requirements in this Attachment and compliance with the Contract's terms and conditions.

IV. INVOICE AND PAYMENT

- A. Performing Agency will request payments using the State of Texas Purchase Voucher (Form B-13) at <http://www.dshs.state.tx.us/grants/forms/b13form.doc>. Voucher and any supporting documentation will be mailed or submitted by fax or electronic mail to the address/number below.

Department of State Health Services
Claims Processing Unit, MC 1940
1100 West 49th Street
P.O. Box 149347
Austin, TX 78714-9347
FAX: (512) 458-7442
invoices@dshs.texas.gov and cmsinvoice@dshs.texas.gov

- B. Performing Agency will be paid on a deliverable basis and in accordance with the following table:

COMMUNITY HEALTH WORKER TRAINING			
<i>Deliverable</i>	<i>Description</i>	<i>Due Date</i>	<i>Amount</i>
Monthly Progress Reports	Submit monthly progress report on activities performed, including number of CHWs that completed the certification course, number and description CEU courses provided (i.e., specific to training delivery method), number of CHWs and CHWI that completed each CEU course, resources disseminated, and pre- and post-test scores reflecting learning outcomes based on training objectives.,	1 st weekday of each month	\$8,000.00
CHW Certification Course	Conduct 160-hour CHW certification course with tobacco cessation focus to at least 80 new Community Health Workers.	August 1, 2021	\$12,000.00
CHW Trainings	Provide three (3) CHW CEU trainings on general tobacco cessation online as a webinar course.	June 1, 2021	\$ 5,000.00
	Provide CHW CEU trainings on general tobacco cessation online as a self-paced course. Merit of training will be 4.0 CEUs.	June 1, 2021	\$5,000.00
	Provide three (3) CHW CEU trainings on general tobacco cessation in-person course. Merit of training will be 4.0 CEUs. Determine location and venue based on DSHS annual legislative report (i.e., target counties with CHWI presence), and community input.	June 1, 2021	\$5,000.00
CHWI Trainings	Implement online CHWI CEU trainings for general tobacco cessation (i.e., self-paced or webinars).	N/A	N/A
	Provide three (3) in-person tobacco cessation CHWI CEU trainings to at least 12 CHW instructors. Determine location and venue based on DSHS annual legislative report (i.e., target counties with CHWI presence), and community input.	July 31, 2021	\$5,000.00
CHW/I Resources	Develop English and Spanish flipcharts for CHW/Is to complement in-person trainings.	February 1, 2021	\$5,000.00
	Package printed English and Spanish folders and disseminate to CHW/Is trainees with resource materials related to tobacco cessation; number of copies distributed at trainings and at conferences will be recorded. Downloadable versions of materials will be made available on training center website to online trainees in self-paced and webinar courses; the number of times resources are viewed will be recorded.		
Evaluation Report	Trainee Follow-up Interviews: Conduct interviews with CHWs who have taken tobacco cessation training to receive feedback on their tobacco cessation efforts in the community since the training. The number of follow-up interviews will be dependent on baseline number of interviews reported in FY20, to increase by at least 5% response participation rate.	August 31, 2021	\$ 10,000.00
	Prepare an evaluation report containing metrics including number of CHWs that completed the certification course, number and description CEU courses provided, and number of CHWs and CHWI that completed each of CEU course, training objective knowledge based on pre-and post-test scores, resource dissemination efforts, and interview results.		
TOTAL			\$55,000.00