

**DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS000696200001
AMENDMENT NO. 4**

The Department of State Health Services (“DSHS” or “System Agency”) and Tarrant County (“Local Government”), collectively, the “Parties,” to that certain Syndromic Surveillance Contract effective January 31, 2020 and denominated as DSHS Contract No. HHS000696200001 (the “Contract”), now want to amend the Contract.

WHEREAS, the Parties want to revise the Statement of Work, Budget, and extend the term of the Contract to allow for successful completion of the Project.

WHEREAS, the Parties desire to revise **ARTICLE VI, LEGAL NOTICES**, of the Contract Signature Document.

The Parties therefore agree as follows:

1. **Section III, Contract Period and Renewal**, of the Contract Signature Document is hereby amended to reflect a revised termination date of July 31, 2023.
2. **Section V, Contract Amount and Payment for Services**, of the Contract Signature Document is hereby amended to add \$250,173.00 to the Contract for federal fiscal year 2023, resulting in a total not to exceed amount of \$997,397.00. All expenditures under the Contract shall be in accordance with Attachment B and upon issuance of the Notice to Proceed. Funds provided in support of one Contract activity shall be used for that activity and may not be comingled with other funds provided under this Contract.
3. **Notice to Proceed**, Continued funding for this Contract is dependent on the award of the applicable federal grant. FY23 work may not begin and no charges may be incurred until the System Agency issues a written notice to proceed to Local Government.

4. **Attachment B, Budget**, is hereby amended by deleting the budget table in its entirety and replacing it with the following:

| Budget Categories | FY20 (1/31/2020- 7/31/2020) | FY21 (8/1/2020- 7/31/2021) | FY22 (8/1/2021- 7/31/2022) | FY23 (8/1/2022- 7/31/2023) | Budget Totals |
|--|--|---|---|---|----------------------|
| Personnel | \$103,800.00 | \$181,122.00 | \$181,122.00 | \$143,088.00 | \$609,132.00 |
| Fringe Benefits | \$46,233.00 | \$58,973.00 | \$58,973.00 | \$63,731.00 | \$227,910.00 |
| Travel | \$15,650.00 | \$6,803.00 | \$10,078.00 | \$8,354.00 | \$40,885.00 |
| Equipment | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Supplies | \$3,470.00 | \$0.00 | \$0.00 | \$0.00 | \$3,470.00 |
| Contractual | \$81,000.00 | \$0.00 | \$0.00 | \$35,000.00 | \$116,000.00 |
| Other | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Sum of DSHS Direct Costs | \$250,153.00 | \$246,898.00 | \$250,173.00 | \$250,173.00 | \$997,397.00 |
| Indirect Costs | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Sum of DSHS Direct Costs and Indirect Costs | \$250,153.00 | \$246,898.00 | \$250,173.00 | \$250,173.00 | \$997,397.00 |

5. The Statement of Work of the Contract is hereby supplemented with **Attachment A.4, FY2023 Statement of Work**.
6. **ARTICLE VI** of the Contract Signature Document, **LEGAL NOTICES**, is hereby amended to state that the System Agency mail code is 1919.
7. This Amendment shall be effective as of August 1, 2022.
8. Except as modified by this Amendment, all terms and conditions of the Contract shall remain in effect.
9. Any further revisions to the Contract shall be by written agreement of the Parties.

SIGNATURE PAGE FOLLOWS

**SIGNATURE PAGE FOR AMENDMENT NO. 4
DEPARTMENT OF STATE HEALTH SERVICES
CONTRACT NO. HHS000696200001**

DEPARTMENT OF STATE HEALTH SERVICES TARRANT COUNTY

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

**THE FOLLOWING DOCUMENT IS ATTACHED TO THIS AMENDMENT AND ITS TERMS ARE
HEREBY INCORPORATED INTO THE CONTRACT:**

ATTACHMENT A.4 – FY2023 STATEMENT OF WORK

HHS000696200001
AMENDMENT NO. 4 02252022

APPROVED AS TO FORM:

CERTIFICATION OF
AVAILABLE FUNDS: \$ _____

Kimberly Colliet Wesley
Criminal District Attorney's Office*

Tarrant County Auditor

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

Attachment A.4
FY23 Statement of Work

I. ROLES AND RESPONSIBILITIES OF THE PARTIES:

A. Tarrant County (Local Government)

The Local Government is responsible for:

1. Increasing representativeness by recruiting and signing Data Use Agreements (DUAs) for 5 new facilities within DSHS Region 2/3.
2. Increasing the number of users with access to NTXSS and Region 2/3 NSSP/ESSENCE.
3. Expanding registration of users at hospitals and among Emergency Preparedness staff at Local Health Departments (LHDs).
4. Implementing a data quality assurance process to ensure that existing facility completeness, timeliness and validity quality measures are met.
5. Participating in National Syndromic Surveillance Community of Practice sponsored and grantee meetings in FY2023
6. Providing technical assistance in collaboration with Region 2/3 Texas DSHS to continue engagement with LHDs
7. Supporting and facilitating hospital assessment of Promoting Interoperability (PI) syndromic surveillance reporting status and PI migration requirements by July 31, 2023
8. Supporting and facilitating assessment of workforce readiness and development needs for use of regional NTXSS system as well as NSSP and TxS2. Coordinate with NSSP Community of Practice activities to enhance region 2/3 programs.
9. Collaborating with Region 2/3 DSHS personnel and the regional advisory council for developing use case definitions, governance recommendations for TxS2 users and for advanced training for all LHD and hospital users.

LHDs in 2/3 include:

- | | |
|------------------|-------------------|
| • Scurry County | • Hunt County |
| • Nolan County | • Dallas County |
| • Taylor County | • Navarro County |
| • Brown County | • City of Garland |
| • Wichita County | • City of Ennis |
| • Grayson County | |
| • Denton County | |
| • Collin County | |

Attachment A.4 FY23 Statement of Work

LHD users will be invited to participate in training and sharing webinars that build upon previous in-person training and designate on syndromic surveillance contact for each LHD.

10. In coordination with LHD users in Metro area and with regional epidemiology meetings conducted by Region 2/3 DSHS personnel, develop syndrome definitions and monitoring protocols for key or frequently occurring community health issues.
11. Coordinating with Texas DSHS on syndromic surveillance issues related to expansion of the state Electronic Surveillance System for the Early Notification of Community-based Epidemics (ESSENCE) system.
12. Participating in the development of training material, guidance and use case examples for new ESSENCE users.

B. DSHS (System Agency)

The System Agency is responsible for:

1. Monitoring the progress of Local Government's tasks.
2. Providing technical assistance, information, and guidance when requested.
3. Gathering and archiving evidence of Local Government's performance of this Contract.

II. PERFORMANCE MEASURES

Local Government will:

1. Add 15 new ESSENCE users at Region 2/3 facilities before July 31, 2023.
2. Hold at least two webinars for LHD's, focusing on different aspects of syndromic surveillance by July 31, 2022. Submit attendance sheets to DSHS within 60 days of holding these webinars.
3. Collect post training surveys of participants of each training and webinar to guide development of further activities. Submit a copy of the post-training survey to DSHS with action plan for any adverse feedback by July 31, 2023.
4. Identify up to 5 new facilities in Region 2/3 for recruiting and onboarding and submit a list to DSHS by July 31, 2023.
5. Submit a list of facilities with request for registration for PI syndromic surveillance reporting by July 31, 2023.
6. Have Data Use Agreements in place for 5 new facilities and 5 new facilities in production status reporting within data frequency and quality specifications. Submit a report to DSHS detailing the production status of these facilities with data frequency statistics and quality assurance variables by July 31, 2023. Specific variables for quality assurance can be discussed.

Attachment A.4
FY23 Statement of Work

7. Target syndromic surveillance proportion of patient emergency department (ED) records within 48 hours of patient registration at ED is >90%; proportion of patient records with completeness >80% average for all active facilities by July 31, 2023. Submit a report to DSHS by July 31, 2023.
8. Participate in one state sponsored workshop webinar by July 31, 2023.

III. INVOICE AND PAYMENT

Grantee will request payment using the State of Texas Purchase Voucher (Form B-13) on a monthly basis and acceptable supporting documentation for reimbursement of the required services/deliverables. The Grantee will submit the Financial Status Report (FSR-269A). Vouchers, supporting documentation and Financial Status Reports should be mailed or emailed to the addresses 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

EMAIL: invoices@dshs.texas.gov; CMSInvoices@dshs.texas.gov & Jennifer.Boggs@dshs.texas.gov

B-13 and supporting documentation should be sent to: invoices@dshs.texas.gov & CMSInvoices@dshs.texas.gov

FSRs should be sent to: FSRGrants@dshs.texas.gov & CMSInvoices@dshs.texas.gov