

## CAHC/SWP/E3/BHS Program Essential Elements: Interagency Agreement

**Content Relevant to: All models**

THIS DOCUMENT IS TO BE USED AS A GUIDANCE TOOL FOR ESTABLISHING AN INTERAGENCY AGREEMENT WITHIN ANY MODEL OF CAHC PROGRAM

**Purpose:** This guidance contains information to assist in the process of establishing an Interagency Agreement as referenced in the MPRs and Site Review Tool for any model. A current signed interagency agreement must be established between the local school district and the sponsoring agency that defines the roles and responsibilities of each party (MPRs: CAHC 6, SWP 15, E3 11 and BHS 14).

### Definitions

**Interagency Agreement:** Is a type of agreement between two or more parties. It expresses a convergence of will between the parties, indicating an intended common line of action. It is often used either in cases where parties do not imply a legal commitment or in situations where the parties cannot create a legally enforceable agreement.

### Recommended Procedures:

- Establish a shared vision or mission
- Include infrastructure mechanisms

### Required Procedures:

- Establishing the agreed upon location of the program site
- Administration of a needs assessment process to determine priority health services for the population served, which includes, at a minimum, a risk behavior survey for adolescents served by the health center
- Approved parental/minor consent policy

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- Services rendered in the health center: Highlight mutual responsibilities, roles and function of the program and additional activities that are requirement of implementation
  - Keep agreement current

## REFERENCES

CAHC Clinical and Alternative Clinical Models MPR#6 from:

[https://www.michigan.gov/documents/mdhhs/Clinical-MPR\\_666778\\_7.pdf](https://www.michigan.gov/documents/mdhhs/Clinical-MPR_666778_7.pdf)

School Wellness Program (SWP) Model MPR#15 from:

[Microsoft Word - FY20 NCAP \(michigan.gov\)](#)

Expanding, Enhancing Emotional Health (E3) Model MPR#11 from:

[E3 MPRs 712212\\_7.pdf \(michigan.gov\)](#)

Resources:

[TA Responses: Memoranda of Agreements \(including joint agency agreements, MOUs\) \(ucla.edu\)](#)

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