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<td>Motion</td>
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<td>Resolution</td>
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<td>Ordinance</td>
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<td>Legislative Digest</td>
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<td>Budget and Legislative Analyst Report</td>
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<td>Legislative Analyst Report</td>
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<td>Youth Commission Report</td>
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<td>Introduction Form</td>
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<td>Department/Agency Cover Letter and/or Report</td>
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<td>MOU</td>
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<td>Grant Information Form</td>
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<td>Grant Budget</td>
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<td>Subcontract Budget</td>
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<td>Contract/Agreement</td>
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<td>Form 126 – Ethics Commission</td>
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<tr>
<td>Award Letter</td>
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<tr>
<td>Application</td>
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<tr>
<td>Public Correspondence</td>
<td></td>
</tr>
</tbody>
</table>

OTHER (Use back side if additional space is needed)

Completed by: Victor Young         Date: July 19, 2013
Completed by: Victor Young         Date: 7/25/13
Resolution authorizing the Department of Public Health to retroactively accept and 
expend a grant in the amount of $238,571, the original grant award amount of 
$1,457,719 was increased to $1,696,290, from California Department of Public Health to 
participate in a program entitled Maternal, Child, and Adolescent Health FY2012-2013 
Federal Grant Increase: Budget Revision 1 for the period of January 1, 2013, through 
June 30, 2013.

WHEREAS, California Department of Public Health is the recipient of a grant award 
from U.S. Department of Health and Human Services supporting the Maternal, Child, & 
Adolescent Health 12-13 Federal Grant Increase: Budget Revision 1 grant; and 
WHEREAS, With a portion of these funds, California Department of Public Health has 
subcontracted with Department of Public Health (DPH) in the amount of $238,571 for the 
period of January 1, 2013, through June 30, 2013; and 
WHEREAS, The original grant award amount of $1,457,719 was increased to 
$1,696,290; and 
WHEREAS, As a condition of receiving the grant funds, California Department of Public 
Health requires the City to enter into an agreement (Agreement), a copy of which is on file 
with the Clerk of the Board of Supervisors in File No. 130676; which is hereby declared to be 
a part of this Resolution as if set forth fully herein; and 
WHEREAS, The grant requires matching funds in the amount of $57,549 from the San 
Francisco Department of Public Health General Fund; and 
WHEREAS, The purpose of this increase to the original grant is occasioned by the 
assignment of an additional Public Health Nurse to the Maternal, Child, and Adolescent
Health budget, and to the higher federal reimbursement rate earned by selected staff due to changes in their job duties; and

WHEREAS, An Annual Salary Ordinance amendment is not required as the grant partially reimburses DPH for three existing positions, one Public Health Nurse (Job Class No. 2830) at 1.0 FTE, one Public Health Nurse (Job Class No. 2830) at 1.0 FTE, and one Nurse Manager (Job Class No. 2322) at 1.0 FTE for the period of January 1, 2013 through, June 30, 2013; and

WHEREAS, A request for retroactive approval is being sought because DPH did not receive notification of the award until April 19th, 2013, for a project start date of January 1, 2013; and

WHEREAS, The budget includes a provision for indirect costs in the amount of $17,776; now, therefore, be it

RESOLVED, That DPH is hereby authorized to retroactively accept and expend a grant in the amount of $238,571 from California Department of Public Health; and, be it

FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and expend the grant funds pursuant to San Francisco Administrative Code section 10.170-1; and, be it

FURTHER RESOLVED, That the Director of Health is authorized to enter into the Agreement on behalf of the City.
RECOMMENDED:

Barbara A. Garcia, MPA
Director of Health

APPROVED:

[Signature]
Office of the Mayor

[Signature]
Office of the Controller
TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Barbara A. Garcia, MPA
Director of Health
DATE: May 21, 2013
SUBJECT: Grant Accept and Expend
GRANT TITLE: Maternal, Child, and Adolescent Health 12-13 Federal Grant Increase: Budget Revision 1 - $238,571

Attached please find the original and 4 copies of each of the following:

☐ Proposed grant resolution, original signed by Department
☐ Grant information form, including disability checklist
☐ Budget and Budget Justification
☐ Grant application
☐ Agreement / Award Letter
☐ Other (Explain):

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Richelle-Lynn Mojica
Phone: 255-3555

Interoffice Mail Address: Dept. of Public Health, Grants Administration for Community Programs, 1380 Howard St.

Certified copy required Yes ☐ No ☒
Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Maternal, Child, and Adolescent Health 12-13 Federal Grant Increase: Budget Revision 1
2. Department: San Francisco Department of Public Health: Maternal, Child, and Adolescent Health Section
3. Contact Person: Joshua Nossiter, Chief Fiscal Analyst Telephone: 415-558-4037
4. Grant Approval Status (check one):
   [X] Approved by funding agency
   [ ] Not yet approved
5. Amount of Grant Funding Approved or Applied for: $238,571.00 increase to original approved grant of $1,457,719
6a. Matching Funds Required: $57,549.00
   b. Source(s) of matching funds (if applicable): San Francisco Department of Public Health General Funds
7a. Grant Source Agency: U.S. Department of Health and Human Services
   b. Grant Pass-Through Agency (if applicable): California Department of Public Health, MCAH Division
8. Proposed Grant Project Summary: This increase to the original grant is occasioned by the assignment of an additional Public Health Nurse to the MCAH budget, and to the higher federal reimbursement rate earned by selected staff due to changes in their job duties. The grant subsidizes the MCAH program scope of work, promoting the health of the women and children of San Francisco.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:
   Start-Date: 1/1/2013
   End-Date: 6/30/2013
10a. Amount budgeted for contractual services: N/A
   b. Will contractual services be put out to bid?
   c. If so, will contract services help to further the goals of the Department’s Local Business Enterprise (LBE) requirements?
   d. Is this likely to be a one-time or ongoing request for contracting out?
11a. Does the budget include indirect costs? [X] Yes
   b1. If yes, how much? $ 17,776
   b2. How was the amount calculated? Grant funded portion of 24.84% of total wage expense.
   c1. If no, why are indirect costs not included? [ ] Not allowed by granting agency
      [ ] Other (please explain):
   c2. If no indirect costs are included, what would have been the indirect costs?
12. Any other significant grant requirements or comments:

We respectfully request approval to accept and expend these funds retroactive to January 1st, 2013. We did not receive California Department of Public Health (CDPH) approval of our revised 12-13 budget until April 19th, 2013. This allowed us to retroactively invoice CDPH for the 3rd quarter, back to 1/1/2013, based on the higher reimbursement rate captured in the budget revision. Until we received CDPH approval, invoicing at the new and higher grant amount was not possible.

Grant Code: HCHPMCHADGR HCPM03

**Disability Access Checklist** *(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)*

13. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s)  [X] Existing Structure(s)  [X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s)  [ ] Rehabilitated Structure(s)  [ ] New Program(s) or Service(s)
[ ] New Site(s)  [ ] New Structure(s)

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Jason Hashimoto
(Name)

Director, EEO, and Cultural Competency Programs
(Title)

Date Reviewed: 5/24/13  (Signature Required)

Department Head or Designee Approval of Grant Information Form:

Barbara A. Garcia, MPA
(Name)

Director Of Health
(Title)

Date Reviewed: 5/24/13  (Signature Required)
### MCAH 12-13 Federal Grant Increase: BR1 Budget

<table>
<thead>
<tr>
<th>Summary</th>
<th>Revised Grant</th>
<th>Variance</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Grant</td>
<td>$1,457,719</td>
<td>$1,696,290</td>
<td>$238,571</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Detail: Grant Funded Amounts Only</th>
<th>Budgeted FTE</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2830 Public Health Nurse Salary</td>
<td>1.0</td>
<td>$64,896</td>
</tr>
<tr>
<td>2322 Nurse Manager Salary</td>
<td>1.0</td>
<td>$49,183</td>
</tr>
<tr>
<td>2830 Public Health Nurse Salary</td>
<td>1.0</td>
<td>$24,236</td>
</tr>
<tr>
<td>Mandatory Fringe Benefits</td>
<td></td>
<td>$77,740</td>
</tr>
<tr>
<td>Indirect Expenses</td>
<td></td>
<td>$17,776</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td></td>
<td>$4,740</td>
</tr>
<tr>
<td>Total</td>
<td>$238,571</td>
<td></td>
</tr>
</tbody>
</table>

*Joshua Nossiter, Chief Fiscal Analyst & AB 75 Project Coordinator - 30 Van Ness Avenue, Suite 260 San Francisco, CA 94102 - Phone: 415-558-4135 Fax: 415-575-5696 - joshua.nossiter@sfdph.org*
April 19, 2013

Mary Hansell, DrPH, PHN
MCAH Director
City and County of San Francisco
30 Van Ness Avenue, Suite 260
San Francisco, CA 94102

Dear Dr. Hansell:

APPROVAL OF BUDGET REVISION FOR AGREEMENT #2012-38 – FY 12/13

Your budget revision #R01 in the amount of $1,696,290 dated April 19, 2013, for the MCAH Program has been received.

Based upon our review, your budget revision has been approved as submitted. We have enclosed a copy of your approved budget for your files. Please ensure that all necessary staff are aware of the revisions and are using this approved budget for future invoicing. The effective date of these revisions is April 19, 2013.

Please retain a copy of this letter in your files for audit and administrative purposes. If you have any questions related to this letter, please contact me at (916) 341-6662 or by e-mail at Antwan.Hornes@cdph.ca.gov

Sincerely,

Antwan Hornes
Contract Manager
Maternal, Child and Adolescent Health Division
Enclosure(s)

cc: Paula Curran, RN, PHN, MHA  
    Program Consultant  
    Maternal, Child and Adolescent Health Division  

    Antwan Hornes  
    Contract Manager  
    Maternal, Child and Adolescent Health Division  

    Central File
Mr. Antwan Hornes  
Contract Manager  
California Department of Public Health  
Maternal, Child & Adolescent Health Division 
1615 Capitol Avenue, Suite 73.560  
P.O. Box 997420, MS 8305  
Sacramento, CA 95899-7420  

Dear Antwan,

The attached 201238 BRI package includes an updated budget, job duty statements, and organization chart incorporating the following changes:

1. Job duty statements for 2322 Child Care Health Project (CCHP) Nurse Manager Jane Evans and 2830 SIDS/FIMR Coordinator Aline Armstrong at positions 13 and 10 respectively have been updated to reflect changes in their duties. The job duty statement for 2232 MCAH Medical Director Curtis Chan at position 2 has been modified to reflect his current role. The job duty statement for the newly created 2830 Pre-Conception PHN at position 29 is included.

2. The J-Pers tab MCFs for Jane Evans and Aline Armstrong at positions 13 and 10 have been changed from base to variable to account for their work with the CCHP and Liaison PHNs whose MCFs are based on Medi-Cal client counts. Position 29 has been added.

3. J-Oper tab Travel line now shows a reimbursement rate for auto mileage of $0.65/mile. Training Expenses reflect staff attendance at an Equity Institute Birth Outcomes training. The Training line has been increased by $1,100 to reflect the addition of MCAH Action dues, at your direction (thank you).

4. The organization chart has been updated to reflect Jane Evans and Aline Armstrong's new reporting relationship and the newly added Beverly Sweeney.

5. An additional position has been added on the Personnel Detail page at position 29 for 2830 PHN Beverly Sweeney.

Thank you, and please be in touch with questions.

Sincerely,

Joshua Nossiter

CC: Mary Hansell, MCAH Director
<table>
<thead>
<tr>
<th>Period</th>
<th>Description</th>
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<tbody>
<tr>
<td>01/01/13</td>
<td>Start Date</td>
</tr>
<tr>
<td>12/31/13</td>
<td>End Date</td>
</tr>
<tr>
<td>$1,696,290</td>
<td>Actual Amount</td>
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</table>

**Budget**

- **Total Funding**: $1,971,400
- **State V**: $1,971,400
- **State Count**: $1,971,400
- **NGM General Fund**: $1,971,400

**Expense Category**

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<thead>
<tr>
<th>Category</th>
<th>% of Total</th>
<th>% of Base</th>
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</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>48.37%</td>
<td>28.4%</td>
</tr>
<tr>
<td>Non-Personnel</td>
<td>51.63%</td>
<td>71.6%</td>
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</tbody>
</table>

**Notes**

- The document contains financial information for the given period, including actual and budgeted amounts.
- The total funding includes state and local contributions.
- The expense categories are divided into personnel and non-personnel.
## BUDGET JUSTIFICATION
### OPERATING EXPENSES

**Program:** Maternal, Child and Adolescent Health  
**Agency:** 201238 San Francisco  
**SubK:**  
**Fiscal Year:** 2012-2013 BR1

### ACTIVE

<table>
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<tr>
<th>Amount</th>
<th>Travel Expense Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>5,000</strong></td>
<td>Estimated cost for MCAH director and staff to attend mandatory MCAH meetings and essential trainings within California. All travel expense reimbursements are at the rates in the latest DHCS Travel Reimbursement Information bulletin: Lodging, $84 to $140/day; Meals, $6 to $12/day; Incidental, $25/day Mileage, $.56/mile. Agencies are responsible for reimbursement of costs above allowable State travel reimbursement rates. State travel reimbursement rates are posted on the MCAH website. To access, click HERE and choose the current AFA fiscal year. The travel reimbursement information link will be located in the Forms section.</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Amount</th>
<th>Training Expense Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>11,100</strong></td>
<td>Includes MCAH dues, and all related costs for MCAH Director and staff to attend mandatory trainings within California, and other trainings to further the SOW, e.g. annual APHA conference, Equity Institute birth outcomes training. Also includes MCAH Action dues.</td>
</tr>
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</table>

### Other Operating Expenses

<table>
<thead>
<tr>
<th>Amount</th>
<th>Other Operating Expense Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>10,000</strong></td>
<td>Purchase of general office supplies necessary for program operation.</td>
</tr>
<tr>
<td><strong>4,000</strong></td>
<td>To supplement the costs of reproducing data reports/documents for community distribution and information for target population and other public health partners, including POE Coordinator's community outreach program.</td>
</tr>
<tr>
<td><strong>165,000</strong></td>
<td>Rent is 1.88 per sq ft/month. Increase over 10-11 more closely aligns budgeted expense with county's actual charges to the program. See Note #1 on the Notes tab for detailed breakdown.</td>
</tr>
<tr>
<td><strong>602</strong></td>
<td>Telephone cost for the 1-800 Toll Free line.</td>
</tr>
<tr>
<td><strong>6,000</strong></td>
<td>Cost of room rentals to accommodate MCAH staff for trainings to further the SOW.</td>
</tr>
</tbody>
</table>

Unmatched Operating Expenses are not eligible for Federal matching funds (Title XIX). If there are any questions regarding which expenses may not be eligible for Federal matching funds please contact the appropriate MCAH Contract Manager or Program Consultant.
November 16, 2012

Mary Hansell, DrPH, PHN
MCAH Director
City and County of San Francisco
30 Van Ness Avenue, Suite 260
San Francisco, CA 94102

Dear Dr. Hansell:

APPROVAL OF AGREEMENT FUNDING APPLICATION (AFA) FOR
AGREEMENT # 201238 – FY 2012/2013

The Maternal, Child and Adolescent Health (MCAH) Division of the California Department of Public Health (CDPH) approves your Agency's AFA, including the attached Scope of Work (SOW) and Budget for administration of MCAH related programs.

To carry out the program outlined in the enclosed SOW and Budget, during the period of July 1, 2012 through June 30, 2013, the MCAH Division will reimburse expenditures up to the following amount:

Maternal, Child and Adolescent Health ..................$ 1,457,719
Black Infant Health ........................................$ 551,973

The availability of Title V funds is based upon funds appropriated in the FY 2012/2013 Budget Act. Reimbursement of invoices is subject to compliance with all federal and state requirements pertaining to CDPH MCAH related programs and adherence to all applicable regulations, policies and procedures. Your Agency agrees to invoice actual and documented expenditures and to follow all the conditions of compliance stated in the current Program and Fiscal Policy and Procedures manuals, which includes the ability to substantiate all funds claimed. CDPH MCAH policies and procedures can be accessed at http://cdph.ca.gov/MCAHfiscal.
For agencies claiming Title XIX funds, you also agree to maintain secondary documentation that clearly substantiates time study activities as being non-program related, non-matchable, matchable or enhancable. You also agree to use either:

1. the web-posted CDPH MCAH and/or BIH Base Medi-Cal Factor (MCF),
2. the CDPH MCAH prior-approved alternate MCF (MCAH Program only),
3. a Variable Base MCF for specific staff who serve a unique client population, and who verify and document 100% of their Medi-Cal enrolled and non-Medi-Cal enrolled clients during each time study period (MCAH Program only), and/or
4. the Lodestar generated MCF (AFLP Program only).

Please ensure that all necessary individuals within your Agency are notified of this approval and that the enclosed documents are carefully reviewed. This approval letter constitutes a binding agreement. If any of the information contained in the enclosed SOW and Budget is incorrect or different from that negotiated, please contact your Contract Manager, Antwan Hornes at (916) 341-6662 or by e-mail at Antwan.Hornes@cdph.ca.gov within 14 calendar days from the date of this letter. Non-response constitutes acceptance of the enclosed documents.

Sincerely,

[Signature]

Shabbir Ahmad, DVM, M.S., PhD.
MCAH Title V Director
Maternal, Child and Adolescent Health Division

Enclosure(s)

cc:  Angela Calvillo
     Clerk of the Board, City and County of San Francisco
     1 Dr. Carlton B. Goodlett Place, City Hall, Room 244
     San Francisco, CA 94102

     Antwan Hornes
     Contract Manager
     Maternal, Child and Adolescent Health Division

     Paula Curran, RN, PHN, MHA
     Program Consultant
     Maternal, Child and Adolescent Health Division

     Central File
### Project Code: 60324

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<th>04</th>
<th>05</th>
<th>06</th>
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**Project Name:**

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<tr>
<th>Proposed Amount</th>
<th>Budgeted Amount</th>
<th>Actual Amount</th>
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</thead>
<tbody>
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<td>$1,497,716</td>
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**Expenditure Category:**

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<th>Title</th>
<th>Title V</th>
<th>Title VI</th>
<th>Title VII</th>
<th>Title VIII</th>
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</tbody>
</table>

**Notes:**

- We certify that this budget has been prepared in compliance with all City Administrative and Procedural Policies.
- Total Funding includes State, City, and Federal funding.

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**Original Budget:**

<table>
<thead>
<tr>
<th>Year</th>
<th>Budget</th>
<th>Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012-2013</td>
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<td></td>
</tr>
</tbody>
</table>

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**Public Health:**

- 2012-2013 San Francisco
- Mental Health and Adolescent Health

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### Financial Statements

- **Balance:** $448,825
- **Net Income:** $24,416

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**Budget Summary Page:**

- Original: 2012-2013
- Fiscal Year: 2012-2013
<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>% of Total</th>
<th>Budgeted</th>
<th>Actual</th>
<th>Differential</th>
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</thead>
<tbody>
<tr>
<td>Category A</td>
<td>1,234.56</td>
<td>30%</td>
<td>2,345.67</td>
<td>1,234.56</td>
<td>10%</td>
</tr>
<tr>
<td>Category B</td>
<td>789.01</td>
<td>20%</td>
<td>345.67</td>
<td>789.01</td>
<td>15%</td>
</tr>
<tr>
<td>Total</td>
<td>3,023.57</td>
<td>100%</td>
<td>5,790.34</td>
<td>3,023.57</td>
<td>30%</td>
</tr>
</tbody>
</table>

**Notes:**

- The budget for this period includes funds from state and federal sources.
- Differential: Budgeted - Actual
- Total Funds: 3,023.57
- Total Funds %: 100%
- Budgeted: 5,790.34
- Actual: 3,023.57
- Differential %: 30%
Although the State MCH Division works to make progress towards the State V, State Performance Measures and Healthy People 2010 goals, it is understood that these goals involve complex issues and are difficult to achieve, particularly in the short term. The scope of work (SOW) in the State MCH Division is guided by several public health frameworks, including the 10 Essential Services of Public Health defined by the CDC. The framework was developed to ensure that the SOW is consistent with the corresponding goals of the State V, State Performance Measures and Healthy People 2010.

Every year the LHS is required to use the findings from their Title V Needs Assessment to identify local priority goals and objectives and are to develop systems that project and improve the health of Californians of reproductive age, their children, families, and their children. The information generated from this SOW can be used to capture and describe the objectives, activities, and outcomes of the MCH-LHS.

The Local Health Indicators (LHI) in collaboration with the State MCH Program, shall strive to develop systems that project and improve the health of Californians of reproductive age, their children, families, and their children. The information generated from this SOW can be used to capture and describe the objectives, activities, and outcomes of the MCH-LHS.

The Social Determinants of Health include factors that influence health outcomes and include social, economic, and environmental factors. These factors are interrelated and influence each other in complex ways. For example, access to health care services is influenced by income, education, and employment opportunities. In turn, income, education, and employment opportunities are influenced by social policies and economic conditions. This interrelationship creates a feedback loop, where changes in one factor can lead to changes in another factor, which can then lead to changes in the overall health of a community. This is why it is important to consider the social determinants of health when planning and implementing programs aimed at improving health outcomes. By addressing the underlying social determinants of health, programs can have a greater impact on improving health outcomes for all members of a community.
All activities in this scope of work shall take place within the fiscal year.

Under the Measures (Procedures and Outcome) cells below, Source Keys that describe the measure shall be added. Source Keys are required to be used in the following format: Sheet # of BHI Program Measures that maximize program fidelity. The SOI is intended to document process and document outcome.

All BHI sites are required to comply with the BHI Policy and Procedures (P&P) Manual and the MCH Fiscal Policies and Procedures Manual. In addition, all BHI sites shall maintain meeting the BHI Program Standards that maximize program fidelity.

The 10 Essential Services of Public Health [WWW.OCD.CA.GOV/PublicHealth/10EssentialServices.html]

Public Health Framework:

1. Social Determinants of Health [WWW.OCD.CA.GOV/SocialDeterminants.html]
2. The SocialEcological Model [WWW.OCD.CA.GOV/Research/Model/Overview.html]
3. The Specimen of Prevention [WWW.PREVENTION.CA.GOV/SpecimenPrevention.html]
4. The Essentials of Public Health [WWW.OCD.CA.GOV/PublicHealth/10EssentialServices.html]
5. The 10 Essential Services of Public Health [WWW.OCD.CA.GOV/PublicHealth/10EssentialServices.html]

The development of this SOI was also guided by the three core public health functions of assessment, policy development, and assurance, and the following.

The Agency agrees to provide to the Department of Public Health the services in this scope of work (SOI). The California Department of Public Health Manual, Fiscal Year: 2012-13 Agreement Number: 2012-38
<table>
<thead>
<tr>
<th>Performance Measures</th>
<th>Deliverables</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Major Functions, Tasks, and Activities</strong></td>
<td><strong>Measurable Objective</strong></td>
</tr>
</tbody>
</table>

**Fiscal Year:** 2012-2013

**FMR SOV (Rev 06/12)**

1. Examine contributing factors to fetal mortality and premature births.
2. Conduct the review of at least 20 cases which is community maternal, neonatal, and positional deaths.
3. Identify disparities in maternal mortality and/or social determinants for your population.
4. Align MACJH sponsored FMR training meetings and activities.
5. Establish a Retail Action Team, and maintain a Community Action Team.
6. Establish Retail and maintain a Community Action Team.
7. Complete the review of at least 20 cases which is community maternal, neonatal, and positional deaths.
8. Local Health Officer approval letter.
9. Quarterly summary of all Retail, neonatal, and positional deaths.
10. Home Interview about the FMR policies.
11. Quarterly MACJH sponsored FMR training meetings and activities.
12. Complet the review of at least 20 cases which is community maternal, neonatal, and positional deaths.
13. Use the CA-FMR Home Interview database collection tool.
14. Alignment of attendance at documentation meetings and training meetings, and FMR issue checklist forms.
15. Establish Retail and maintain a Community Action Team.
16. Complete the review of at least 20 cases which is community maternal, neonatal, and positional deaths.
17. Report on the annual report and/or systems changes that address review findings.

**Deliverables**

- Submit the annual report and CAR.
- Training Form.
- FMR Case Review.

**Declarative Measures**

- Performance Measures and/or objectives in this SOV are to be conducted within the terms of this agreement fiscal year.

**FMR: Quality Improvement Team**

- Fetal Infant Mortality Review (FMR)

**Agreement:** SF CITY & COUNTY MACJH

**Agreement Number:** 2012-2013

**Scope of Work (SOW)**

- All of the objective activities identified in this SOV are to be conducted within the terms of this agreement fiscal year.