

MEMORANDUM OF UNDERSTANDING

between the

TUCSON UNIFIED SCHOOL DISTRICT

and the

PIMA COUNTY ENROLLMENT COALITION

I. BACKGROUND

In October of 2013 a group of local governmental and nongovernmental agencies formed a collaborative to coordinate the local Affordable Care Act roll out in Pima County. The group consists of agencies that are Navigators or assistors, and help individuals with one-on-one enrollment assistance, education and outreach organizations, local hospitals, community health centers, and the broker community. The overall goal is to conduct outreach, education and training, and enrollment into the federal insurance marketplace and AHCCCS, Arizona's ACA responsive, expanded Medicaid Program.

Partners of this Enrollment Coalition are entering into this Memoranda of Understanding (MOU) with the Tucson Unified School District (TUSD) for the purpose of providing these services to the District Community. The specific agencies include Enroll America, a national, non-profit that works to connect the uninsured to services, the Pima Community Access Program (PCAP), a Navigator agency, and the United Way of Tucson and Southern Arizona, a Navigator agency.

II. DESCRIPTION OF SERVICES

The Pima County Enrollment Coalition shall perform the following services:

- Coordination of a team in TUSD that will conduct outreach, education, training and enrollment activities
- Facilitation of trainings to identified District staff to include but not limited to: student services, family engagement, human resources personnel, and Title I family liaisons. Training shall be a minimum of once a year.
- Facilitation of messaging for the District around health insurance: enrollment deadlines, enrollment events, scheduled trainings, and other messaging as needed
- Provide digital and hard copy commitment cards (intake forms) throughout the year for families to sign up to receive information on health insurance options
- Conduct educational sessions on health insurance literacy for District families
- Provide digital and hard copy materials on health insurance information
- Schedule appointments for health insurance enrollment for District staff and families
- Conduct health insurance enrollment at identified TUSD sites

- Coordinate a large district-wide enrollment event during the open enrollment period onto the federally facilitated marketplace
- Act as central repository for materials and information for TUSD on health insurance information and materials

The Tucson Unified School District (TUSD) will provide the following:

- Designated staff to communicate and coordinate with the Pima County Enrollment Coalition TUSD Team.
- TUSD facilities with Wi-Fi access for enrollment activities in private settings, on an ongoing basis
- Identify staff to be trained by the Enrollment Coalition
- Identify District families to be educated by the Enrollment Coalition
- Provide digital and physical space for messaging created by the Enrollment Coalition
- Assist to coordinate a large, district-wide enrollment event during open enrollment
- Assist with outreach for trainings, educational sessions, and enrollment events
- Schedule appointments with enrollment assistors at TUSD sites

III. TERM OF AGREEMENT, TERMINATION AND AMENDMENTS

This Agreement shall be effective upon the date of signature and continue indefinitely.

Either party may terminate this Memorandum of Understanding (MOU) at any earlier time by providing written notice to the other party.

Amendments to this MOU shall be made in writing signed by both parties.

IV. REPORTING REQUIREMENTS

- (a) Monthly reports on activities and numbers of families assisted will be provided to TUSD designated staff to be shared with TUSD.
- (b) An annual report created by the Enrollment Coalition reporting on all activities will be provided to the TUSD Superintendent.

Dr. Heliodoro Sanchez/TUSD Superintendent

Date

Adelita S. Grijalva/TUSD Governing Board
President

Date

Montserrat Caballero/State Director, Enroll
America, on behalf of the Pima County
Enrollment Coalition

Date