MEMORANDUM OF AGREEMENT
BETWEEN

Rural Health Redesign Center (RHRC), located at 8th Floor West Health & Welfare Building, 625 Forster Street, Harrisburg Pennsylvania 17120 in the County of Dauphin AND Clifton-Fine Hospital (CFH) located at 1014 Oswegatchie Trail Rd, Star Lake, NY 13690

1. PURPOSE: The purpose of this Memorandum of Agreement (MOA) is to formalize an agreement between the Rural Health Redesign Center and the Clifton-Fine Hospital (CFH) whereby RHRC will assist CFH in the preparation of the Health Equity Impact Assessment (HEIA) documentation required by the New York State Department of Health in accordance with the ***New York State Public Health Law § 2802-b Health Equity Impact Assessments (HEIA) regulations,*** as part of their Certificate of Need (CON) submission in exploring conversion from a Short-Term Acute Care Hospital to a Rural Emergency Hospital (REH) designation.

2. RESPONSIBILITIES OF THE PARTIES: The following paragraphs identify responsibilities of the organizations involved:

a. The RHRC Responsibilities/Scope of Work

(1) RHRC will research, extract, support and/or conduct meaningful engagements, and summarize the requirements of the noted regulations and provide CFH with the following documents for submission:

a. HEIA Requirement Criteria
b. HEIA Conflict-of-Interest
c. HEIA Template
d. HEIA Data Tables
e. HEIA Contract with Independent Entity
f. Redacted CON Application *(CFH to complete and provide for submission)

(2) RHRC will prepare assessment information in accordance with the prescribed HEIA structure:
a. Scoping
b. Potential Impact
c. Mitigation
d. Monitoring
e. Dissemination

(3) RHRC will work collaboratively with CFH to achieve established timelines

b. CFH Responsibilities.

(1) Support RHRC with data research and extraction, especially with hospital-specific and local community information
(2) Assistance with meaningful engagement sessions and/or stakeholder interviews as necessary
(3) Logistic support for scheduling and related needs for meaningful engagement activities
(4) Review and validation of data and summary narrative within the HEIA documents
(5) Completion of Certificate of Need (CON) documents and other regulatory submissions
(6) Work collaboratively with RHRC team to achieve established timelines

3. REMUNERATION: All work provided by RHRC on this project is funded through the Northern Border Region Technical Assistance Center (NBR-TAC), established through a cooperative agreement between RHRC, HRSA and NBRC.

4. TIMELINES

(1) Project Initiation Date: November 28, 2023
(2) HEIA Report Completion Date: TBD
(3) CON and HEIA Submission Date: TBD

5. DISPUTE RESOLUTION: In the event of a dispute between the parties, RHRC and CFH agree to use their best efforts to resolve that dispute in an informal fashion through consultation and communication, or other forms of non-binding alternative dispute resolution mutually acceptable to the parties.

6. IN WITNESS WHEREOF the undersigned have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as originals.

JWalters
Janice Walters
Interim Executive Director, Rural Health Redesign Center Organization

11/28/2023
Date

Dierdra Sorrell
CEO, Clifton-Fine Hospital

11/28/2023
Date