



MEMORANDUM OF AGREEMENT AMENDMENT

ARIZONA DEPARTMENT OF
HEALTH SERVICES
OFFICE OF PROCUREMENT

150 N 18th Ave., Ste. #530
Phoenix, Arizona 85007

MOU NO.: HU350053

AMENDMENT NO.: 1

PROCUREMENT OFFICER:
Kailee Gray

ARIZONA HEAD START ASSOCIATION

Effective upon signature by both parties it is mutually agreed that the Memorandum of Agreement is amended as follows:

1. Pursuant to the Terms and Conditions, Provision Ten (10) Amendment or Modifications, the Agreement is hereby revised with the following:
 - 1.1 The MOU number has been updated to **HU350053**.
 - 1.2 The Scope of Work has been revised and replaced.


ALL CHANGES ARE REFLECTED IN **RED**

ALL OTHER PROVISIONS SHALL REMAIN IN THEIR ENTIRETY

Contractor hereby acknowledges receipt and acceptance of above amendment and that a signed copy must be filed with the Procurement Office before the effective date

The above referenced Amendment is hereby executed this 15th day of April 2025 at Phoenix, Arizona

Procurement Officer Signature

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SCOPE OF WORK

1. Background

1.1. Head Start:

1.1.1. This Agreement is made under the Authority of the Economic Act, approved June 30, 1932, as amended (31 U.S.C. 1535).

1.2. Women, Infants and Children Program (WIC)

1.2.1. The WIC Program is authorized by Section seventeen (17) of the Child Nutrition Act of 1966 (42 U.S.C 1786), as amended. The WIC Program is one of several programs administered by the Food and Nutrition Service that serves low-income women and children, and

1.2.2. This agreement is entered into pursuant to the authority of 7 CFR 246.26 (d) of the Federal Regulations, USDA Food and Nutrition Service Instruction 800-1, and USDA WIC Final Policy Memorandum #2001-01.

2. Objective

2.1. The purpose of this Memorandum of Understanding (MOU) between the Arizona Head Start Association Program Members and Women, Infants and Children Division (WIC) is to facilitate coordination of services and ensure confidentiality of data to improve health outcomes and access to WIC services among at-risk children at local WIC and Head Start offices throughout Arizona. It also serves to streamline administrative procedures for staff, participants, and applicants of both the WIC and Head Start programs. The WIC and Head Start programs at the state and local level will partner to meet this goal. These agencies will work together to promote and support State, regional and local efforts to improve program coordination and services delivery for low-income children and their families who are eligible to participate in the Head Start Program and the Special Supplemental Food Program for Women, Infants, and Children (WIC); and

2.2. The parties to this Agreement each acknowledge that the other possesses and will continue to possess confidential information that has been developed or received by it. The use or disclosure of information concerning services, applicants or recipients obtained in connection with performance of this Agreement shall be restricted to purposes directly connected with the administration of the programs implemented by this Agreement. The Head Start and Early Head Start programs may use WIC Program information only for the purposes of conducting outreach and/or establishing the eligibility of WIC applicants or participants for Head Start or Early Head Start programs.


3. Tasks

The Contractor shall:


3.1. Provide WIC with Head Start-enrolled child information to include:

3.1.1. First Name,

3.1.2. Last Name,

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- 3.1.3. Middle initial (when available),
- 3.1.4. Date of Birth,
- 3.1.5. Address (In the case a. through d. are not sufficient identifiers),
 - 3.1.5.1. Child's First and Last Name;
 - 3.1.5.2. Child's Date of Birth;
 - 3.1.5.3. Parent's First and Last Name;
 - 3.1.5.4. Phone number;
 - 3.1.5.5. Address, and;
 - 3.1.5.6. Email.
- 3.1.6. Parent Contact Information, for future outreach, and
- 3.1.7. Parent/Guardian Signature, to consent to be contacted for future outreach.
- 3.2. Share data in a confidential, secure manner. If electronic protected health information (ePHI) is shared, it must be encrypted prior to transmission;
- 3.3. Provide WIC at least one (1) to two (2) weeks' notice to respond following receipt of child identification information depending on the length of the list;
- 3.4. Work cooperatively to resolve questions and concerns about the identification of children, incomplete or inaccurate information;
- 3.5. Communicate between WIC and Head Start grantees to best support information sharing meeting confidentiality requirements of the population served including the establishment of local liaisons and methodologies to fulfill MOU requirements;
- 3.6. Collaborate based on guidelines outlined in Attachment A;
- 3.7. Restrict the use or disclosure of information received pursuant to this MOU to any third (3rd) party unless there is a separate Release of Information obtained from the client / parent / guardian;
- 3.8. At the State level, provide a copy of this Agreement to local Head Start grantees via the Arizona Head Start Association Website, the Arizona Head Start Collaboration Office, and hard copy available upon request; **and**
- 3.9. **Share data related to WIC enrolled children's names, date of birth, contact information, anthropometric values, hemoglobin values, and dates of measurement.**

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4. State Provided Items


ADHS will:

- 4.1. Inform clients that personal information about WIC recipients may be shared with Head Start;
- 4.2. Share data related to Head Start enrolled children's name, date of birth, contact information, anthropometric values, hemoglobin values, and dates of measurements;
- 4.3. Provide Head Start with WIC-enrolled child information to include:
 - 4.3.1. First Name,
 - 4.3.2. Last Name,
 - 4.3.3. Middle Initial (when available),
 - 4.3.4. Date of Birth,
 - 4.3.5. Address (In the case a. through d. are not sufficient identifiers),
 - 4.3.6. Parent Contact Information, for future outreach, and
 - 4.3.7. Parent/Guardian Signature, to consent to be contacted for future outreach.
- 4.4. Share data in a confidential, secure manner. If electronic protected health information (ePHI) is shared, it must be encrypted prior to transmission;
- 4.5. Restrict the use or disclosure of information received pursuant to this MOU to any third party unless there is a separate Release of Information obtained from the client/ Authorized Person;
- 4.6. Communication will be designed locally between WIC and Head Start grantees to best support information sharing, meeting confidentiality requirements of the population served, including the establishment of local liaisons and methodologies to fulfill MOU requirements;
- 4.7. Collaborate based on guidelines outlined in Exhibit A; and
- 4.8. At the State level, provide a copy of this Agreement to local agencies.

5. Notices, Correspondence and Reports


- 5.1. Notices, correspondence and reports from the Contractor to ADHS shall be sent to:

Arizona Department of Health Services
 150 N 18th Avenue, Suite 320
 Phoenix, AZ 85007
 Phone: (602) 5421886
 Email: tasha.williams@azdhs.gov

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6. SIGNATURES/APPROVALS

FOR: CATHOLIC CHARITIES



Phone: 602-319-2157

Email: ydua@cc-az.org

Date: 04/15/2025

FOR: CHILD CRISIS AZ

Phone: _____

Email: _____


Date: _____

FOR: CHILD-PARENT CENTERS

Phone: _____

Email: _____

Date: _____

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6. SIGNATURES/APPROVALS


FOR: CATHOLIC CHARITIES

Phone: _____

Email: _____

Date: _____

FOR: CHILD CRISIS AZ



Phone: 480-834-9424

Email: EJ.Hughes@childcrisisaz.org

Date: 2/25/2025

FOR: CHILD-PARENT CENTERS

Phone: _____

Email: _____

Date: _____



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6. SIGNATURES/APPROVALS

FOR: CATHOLIC CHARITIES

Phone: _____

Email: _____

Date: _____

FOR: CHILD CRISIS AZ

Phone: _____

Email: _____

Date: _____


FOR: CHILD-PARENT CENTERS

Kimberly Lyons

Phone: 520-623-2512

Email: elyons@childparentcenters.org

Date: 2/20/2025

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FOR: CITY OF PHOENIX

Patricia Kirkland

Phone: 602-262-4040

Email: patricia.kirkland@phoenix.gov

Date: Feb. 20, 2025

FOR: MARICOPA COUNTY

Phone: _____

Email: _____


Date: _____

FOR: NORTHERN AZ COUNCIL OF GOVERNMENTS

Phone: _____

Email: _____

Date: _____

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FOR: CITY OF PHOENIX

Phone: _____

Email: _____

Date: _____

FOR: MARICOPA COUNTY

Thomas Galvin

Thomas Galvin, Chairman Board of Supervisors

Phone: _____

Email: bos.signatures@maricopa.gov

Date: 03/13/25

ATTEST:

Juanita Garza

Juanita Garza (Mar 14, 2025 08:35 PDT)

Clerk of the Board


03/14/25

FOR: NORTHERN AZ COUNCIL OF GOVERNMENTS

Phone: _____

Email: _____

Date: _____

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FOR: CITY OF PHOENIX

Phone: _____

Email: _____

Date: _____

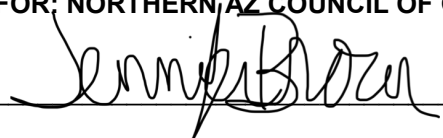
FOR: MARICOPA COUNTY

Phone: _____

Email: _____

Date: _____


FOR: NORTHERN AZ COUNCIL OF GOVERNMENTS



Phone: 928-774-9504

Email: Jbrown@nacog.or

Date: 3/4/25

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FOR: PINAL GILA COMMUNITY CHILD SERVICES


Charity Russell
 Phone: 520-316-4501
 Email: Charity.Russell@pgccs.org
 Date: 2/28/25

FOR: SOUTHWEST HUMAN DEVELOPMENT

 Phone: _____
 Email: _____
 Date: _____

FOR: WESTERN AZ COUNCIL OF GOVERNMENTS

 Phone: _____
 Email: _____
 Date: _____

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FOR: PINAL GILA COMMUNITY CHILD SERVICES

Phone: _____

Email: _____

Date: _____

FOR: SOUTHWEST HUMAN DEVELOPMENT

Eve DelReal

Phone: 602-816-1874

Email: edelreal@swhd.org


Date: 2/6/25

FOR: WESTERN AZ COUNCIL OF GOVERNMENTS

Phone: _____

Email: _____

Date: _____

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FOR: PINAL GILA COMMUNITY CHILD SERVICES

Phone: _____

Email: _____

Date: _____

FOR: SOUTHWEST HUMAN DEVELOPMENT

Phone: _____

Email: _____

Date: _____


FOR: WESTERN AZ COUNCIL OF GOVERNMENTS

 Deb Schlamann

Phone: 928-217-7146

Email: Debs@wacog.com

Date: 03/06/25

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FOR: URBAN STRATEGIES



Phone: 623-353-5321

Email: sgomez@urbanstrategies.us


Date: 02/06/25

FOR: CHICANOS POR LA CAUSA

Phone: _____

Email: _____

Date: _____

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FOR: URBAN STRATEGIES

Phone: _____

Email: _____

Date: _____

FOR: CHICANOS POR LA CAUSA

DocuSigned by:


95818394C5EA42C...

Phone: (602) 257-0700

Email: contracts@cplc.org

Date: 3/7/2025 | 12:01 PM MST