

MEMORANDUM OF UNDERSTANDING (MOU)

*City of Detroit, Department of Health and Wellness Promotion (DHWP),
Office of Health Information, Planning, Policy, Evaluation and Research (HIPPER)*
And
Detroit Public Schools (DPS)

This Memorandum of Understanding (MOU) is hereby made and entered into, by and between the *Detroit Public Schools*, hereinafter referred to as DPS, and *City of Detroit Department of Health and Wellness Promotion, Office of Health Information, Planning, Policy, Evaluation and Research*, hereinafter referred to as DHWP/HIPPER.

A. PURPOSE

The purpose of this MOU is to develop an agreement of collaboration between DPS and DHWP/HIPPER that results in mutually beneficial health-related research projects. Such projects may include children and youth living in the city and who attend DPS as well as utilize healthcare services in the city. Projects chosen are intended to help further DHWP's mission to improve the health and quality of lives for all Detroit residents and design/embellish best-practice interventions in the delivery of public health services.

The initial research project between DPS and DHWP/HIPPER will be to *investigate the effects of lead poisoning/exposure on cognitive and behavioral development and learning potential among children living in the city of Detroit and attending DPS.*

B. STATEMENT OF MUTUAL BENEFIT AND INTERESTS

The mutual benefit to both parties is to acquire an understanding of the impact of lead poisoning/exposure on both student learning potential and cognitive-behavioral development through data collection and analysis. The research findings will yield policy implications including evidence for developing best-practice interventions to meet the needs of all children.

C. DHWP WILL:

- Work with DPS to provide access to childhood lead data files involving children populations in the City of Detroit. These files will include protected health information (PHI) including gender, address, race/ethnicity, date of birth, Medicaid status, blood lead testing results. **DHWP/HIPPER will match lead program data with DPS enroll student data by names of children and assign matched data with a unique identifier. Names of children will not be needed for any phase of this project and will therefore not be exchanged between agencies.**

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- DHWP/HIPPER will jointly pursue with DPS epidemiological research projects that will include geospatial and other statistical analyses with DPS that examine the relationships between lead exposure, learning potential and school success.
- Include and utilize DPS technical expertise in geospatial research (estimating risk through the assessment of geographical and other environmental factors) to develop research agendas that address critical health issues.
- Approve all publications or printed materials intended for distribution regarding the findings of all joint research projects between DPS and DHWP/HIPPER. This may include any special presentations or administrative activities that result from the findings of this research project.
- Review this agreement with DPS on a quarterly basis and modify as necessary.

D. DPS WILL:

- Work with DHWP/HIPPER to provide access to data files involving DPS enrolled students including demographic and academic information. These files will include protected information, such as gender, date of birth, grade, schools, zip code of residents, GPA, test scores, etc. DPS will jointly pursue such projects in conjunction with DHWP. **Data including names of children will not be exchanged between agencies.**
- Provide geospatial technical assistance to DHWP/HIPPER. This includes providing software, training and instruction to members regarding DHWP uses of geospatial tools for advanced data visualization and analysis.
- Collaborate with DHWP/HIPPER in the formation of reports and documents created from these research activities.
- Provide DHWP/HIPPER with monthly research activities updates.
- Review this agreement with DHWP/HIPPER on a quarterly basis and modify as necessary.

E. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

- FREEDOM OF INFORMATION ACT (FOIA). Any and all confidential information/data shared between DPS and DHWP under this agreement will be held in the strictest of confidence under the laws that apply to health and school-related personal information.

- **MODIFICATION.** Modifications within the scope of this agreement shall be made through mutual consent of both parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.
- **PARTICIPATION IN SIMILAR ACTIVITIES.** This instrument in no way restricts DHWP/HIPPER or DPS from participating in similar activities with other public or private agencies, organizations, and individuals.
- **TERMINATION.** Any of the parties, in writing, may terminate the instrument in whole, or in part, at any time before the date of expiration.

PRINCIPAL CONTACTS. The principal contacts for this instrument are:

DPS Project Contact

Randall E. Raymond
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Detroit Public Schools
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DHWP Project Contact

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Principal Epidemiologist
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DHWP Administrative Contact

Yvonne Anthony, PHD, MHA, MBA
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Detroit, MI 48202
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NON-FUND OBLIGATING DOCUMENT. This instrument is neither a fiscal nor a funds obligation document. Any endeavor or transfer of anything of value involving reimbursement or contribution of funds between the parties to this instrument will be handled in accordance with applicable laws, regulations, and procedures including

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those for procurement and printing. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the parties and shall be independently authorized by appropriate statutory authority. This instrument does not provide such authority.

COMMENCEMENT/EXPIRATION DATE. This instrument is executed as of the date of last signature and is effective through September 30, 2009 at which time it will expire unless extended.

INTELLECTUAL PROPERTY. The parties agree to notify and acquire approval from DPS/DHWP Ad Hoc Review Committee prior to publication of all reports and studies. DHWP retains all ownership rights to the shared DWHP data file(s) and DPS retains all ownership rights to the shared DPS data file(s) provided to under this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

Detroit Public Schools.
Randall E Raymond
Randall E Raymond

Detroit Department of Health and
Wellness Promotion (DHWP)
Dr. Yvonne E. Anthony

DATE

DATE