

**Letter of Intent Between  
Amanecer Psychological Services And  
The Southern New Mexico & Young Adult Health Consortium (Adolescent Services)**

This letter is entered into effect August 3, 2009, between the Amanecer Psychological Services and The Southern New Mexico & Young Adult Health Consortium (Adolescent Services).

**Purpose:** The purpose of this Letter of Intent is to clarify the roles and responsibilities of each party when Amanecer Psychological Services Staff members provide services at the School Based Health Centers (SBHC).

**Responsibilities:**

1. **Responsibilities of Adolescent Services through Las Cruces Public Schools and Gadsden Independent Schools.** The schools shall provide the following:
  - a. Private telephone lines for the SBHC;
  - b. Facility space to render services through the SBHC;
  - c. Nurse support to Adolescent Services;
  - d. Administrator Support;
  - e. Provide and support tele-health videoconferencing for direct services with patients.
  
2. **Responsibilities of Amanecer Psychological Services:** Amanecer Psychological Services shall provide the following:
  - a. Provide professional services to students registered through the CHS, GHS, LCHS, OHS
  - b. Abide by the policies and procedures set forth in the Adolescent Services protocols, the policies of the SHC's Clinic Advisory Board and the Las Cruces Public Schools District School Board.
  - c. Provide appropriate chart documentation as outlined in clinic procedures.
  - d. Maintain confidentiality of records relating to clients' treatment.
  - e. Prepare and maintain all required treatment records and reports.
  - f. Counsel clients individually, with families and in group sessions.
  - g. Collect information about clients through school health questionnaires, interviews, observation, and tests.
  - h. Act as client advocates in order to coordinate required services or to resolve emergency problems in crisis situations.
  - i. Develop and implement treatment plans based on clinical experience and knowledge.
  - j. Collaborate with other staff members to perform clinical assessments and develop treatment plans.
  - k. Evaluate clients' physical or mental condition based on review of client information.
  - l. Meet with families, probation officers, police, and other interested parties in order to exchange necessary information during the treatment process.

- m. Evaluate the effectiveness of counseling programs and clients' progress in resolving identified problems and moving towards defined objectives.
- n. Plan, organize and lead structured programs of counseling, work, study, recreation and social activities for clients.
- o. Modify treatment activities and approaches as needed in order to comply with changes in clients' status.
- p. Discuss with individual patients their plans after graduating high school.
- q. Gather information about community mental health needs and resources that could be used in conjunction with therapy.
- r. Monitor clients' use of medication in collaboration with the family nurse practitioner and clinical and medical director.

It is agreed by and between both parties:

- 3. **Confidentiality and HIPAA compliance.** Both entities agree to abide by patient/client confidentiality laws and regulations, including but not limited to the Health Insurance Portability and Accountability Act (HIPAA) of 1996.
- 4. **Client Records.** All client records belong to the school- based health center and will be maintained there.
- 5. **Termination.** This Letter of Intent may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. Public Health Services will continue as outlined in Paragraph 2 until the end of this thirty day period. In the event of a public health emergency requiring the response of Public Health staff assigned to the SBHC, this Letter of Intent may be terminated immediately upon verbal notification by the Public Health Region 5 Director.
- 6. **Period of Agreement.** This Letter of Intent shall be effective June 22, 2009, and shall terminate on June 30, 2010, unless terminated pursuant to Paragraph 4.
- 7. **Notice.** For purposes of notification:

**To GISD Schools-**

Gadsden Independent School District  
P. O. Drawer 70  
1325 W. Washington  
Anthony, NM 88021  
Attn: Judy Creegan, RN

**To LCPS Schools-**

Las Cruces Public Schools  
505 S. Main  
Ste. 249  
Las Cruces, NM 88001  
Attn: Bev Hine, RN

To Amanecer Psychological  
Services:

Amanecer Psychological Services  
6621 Doniphan  
Ste G.  
Canutillo, TX 79835  
Attn: Rodolfo Basurto, Ph.D.

The Southern New Mexico  
& Young Adult Health Consortium (Adolescent Services)  
(Adolescent Services):

The Southern New Mexico & Young Adult Health Consortium  
(Adolescent Services)  
1170 N. Solano  
Suite N.  
Las Cruces, NM 88011  
Attn: Linda Lopez-Ochart Summers, Ph.D. Program Director

IN WITNESS WHEREOF, the parties hereto have executed this Letter of Intent as of the date first set forth above.

GISD

By: \_\_\_\_\_  
Cynthia Nava, Superintendent

Date: \_\_\_\_\_

LCPS

By: \_\_\_\_\_  
Stan Rounds, Superintendent

Date: \_\_\_\_\_

The Southern New Mexico & Young Adult Health Consortium (Adolescent Services)

By: \_\_\_\_\_  
Linda Lopez-Ochart Summers, Ph.D. Program Director

Date: 6/29/09

Amanecer Psychological Services

By: \_\_\_\_\_  
Rodolfo Basurto, Ph.D.  
President/CEO

Date: 4/29/09