



# Board Agenda Item 51

DATE: June 18, 2019

TO: Board of Supervisors

SUBMITTED BY: David Pomaville, Director  
Department of Public Health

SUBJECT: Agreement with Health Career Connection for Health Care Management Student Internship Program

## RECOMMENDED ACTION(S):

**Approve and authorize the Chairman to execute an Agreement with Health Career Connection, for a health care management student internship program, effective July 1, 2019, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions (\$0).**

Approval of the recommended action will continue to permit Health Career Connection (HCC) junior and senior year college students to acquire practical knowledge in health care management through a 10-week summer internship program with the Department of Public Health. Participation will be completed without monetary compensation between either parties and HCC will ensure students possess the required insurance. Department staff will supervise the interns. This item is countywide.

## ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the Department would be unable to offer HCC college students an internship placement in health care management.

## FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action or monetary compensation. If approved, HCC will ensure the interns obtain general, automobile and professional liability insurance, as necessary. Department supervisory staff from Public Health Nursing and Office of Health Policy and Wellness Divisions, funded with Health Realignment and Grant funds, will supervise the interns as part of their duties.

## DISCUSSION:

HCC is a national non-profit organization that recruits, screens, finds, and funds internship placements for college students within health care organizations. Over the past ten years, HCC has placed interns with the Public Health Nursing and Office of Health Policy and Wellness Divisions in the Department, making it possible for students to field-train in health care management. HCC refers up to three interns annually for the summer internship program. Interns assist Department programs in providing health education support and planning educational meetings, events, and trainings. In addition, interns will assist in developing, collecting and analyzing survey data, and Department staff with community outreach and public health presentations.

The recommended agreement allows for termination by either party with a 30-day written notice. The interns will receive training in privacy, data security, and confidentiality requirements pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-191. HCC does not provide molestation insurance coverage; County Human Resources - Risk Management Division is not agreeable to omitting the molestation insurance coverage requirement. The Department has reviewed the interaction an intern would have with clients during their 10-week internship program and determined that there will be minimal risk, as interns are under direct supervision. County Counsel finds the recommended agreement acceptable, with the provision that students are not considered County employees and are not entitled to any County benefits.

HCC will ensure that interns placed with the Department will procure and maintain general, automobile, and professional liability insurance, as necessary, at the student's sole cost and expense, in amounts reasonably necessary to protect the intern against liability arising from any and all negligent acts or incidents caused by the intern.

REFERENCE MATERIAL:

BAI # 69, June 20, 2017

BAI # 60, June 16, 2015

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with HCC

CAO ANALYST:

Sonia M. De La Rosa