

## **EMPS-School District Memorandum of Agreement**

This document serves as a Memorandum of Agreement (“MOA”) between United Community and Family Services – Norwich and the Norwich Free Academy and has been developed in order to specify roles and expectations between these parties for meeting the behavioral health needs of the Norwich Free Academy students. The MOA has been developed for the following purposes:

- To promote earlier identification of students with behavioral health needs and support timely linkage to appropriate supports and services;
- To develop a uniform process to identify and refer students who have behavioral health and psychiatric needs to community-based services including the UCFS Emergency Mobile Psychiatric Services team (“EMPS”) and other appropriate services;
- To promote alternatives to psychiatric emergency department visits among students with behavioral health concerns;
- To reduce unnecessary arrests, suspensions, expulsions, police contact and other juvenile justice involvement among students with behavioral health concerns;
- To enhance communication and coordination among UCFS-EMPS teams and East Lyme Public School District regarding students experiencing mental health concerns.

The aim of the EMPS program is to provide a community-based crisis stabilization service to children and families in the least restrictive setting possible, and support their transition to on-going treatment services, as appropriate.

### **United Community and Family Services – Norwich (“EMPS”) agrees to the following:**

- Have mobile EMPS available to respond in person to a crisis call from Norwich Free Academy during EMPS mobile hours (Monday through Friday, 8:00 am to 10:00 pm);
- Respond by offering telephone support Monday through Friday 10:00 pm to 8:00 am through the EMPS 24 hour centralized access number (211);
- Respond to all requests for service by the Norwich Free Academy staff within 45 minutes or less;
- Offer the Norwich Free Academy students brief in-school crisis stabilization services with appropriate follow-up services;
- Develop a student-specific crisis plan within the episode of care and share that plan with the family, school staff, treatment providers, and other relevant parties upon execution of a proper release from the parent or guardian;
- Provide case management service linkages to students referred by the Norwich Free Academy and their families; and
- Collaborate and maintain close communication with the appropriate educational staff to develop an effective plan of care for each student referred for EMPS services.

**The Norwich Free Academy agrees to:**

- Contact EMPS at 211 (at menu, press "1" for crisis and "1" again for EMPS) when a student is determined to be experiencing a psychiatric or behavioral health crisis and can benefit from in-person crisis stabilization services;
- Collaborate with EMPS staff as needed to develop community-based plans for students receiving EMPS services;
- Provide space for United Community and Family Services – Norwich (EMPS) clinician(s) to meet with the student and provide educational staff support to the EMPS clinician(s) as needed; and
- Collaborate with United Community and Family Services – Norwich (EMPS) to adopt and implement new practices in crisis assessment and referral; adhere to recommendations on the effective utilization of EMPS services; maintain contact with the family or legal guardians of students that utilize EMPS and maintain consistent working relationships with United Community and Family Services – Norwich (EMPS) staff.

**Both parties agree to:**

- Designate a person(s) from each agency to participate in quality review as it relates to the terms of this agreement; and
- Collaborate to develop shared crisis safety planning processes and procedures.

This Memorandum of Agreement will remain in effect unless one or both parties wish to terminate or modify the agreement, or the EMPS program is no longer in operation. Both parties agree to provide 30 days notice in advance of terminating or modifying this agreement.

United Community and Family Services – Norwich

Jennifer Granger  
Name  
JENNIFER GRANGER  
Signature

5/12/16  
Date

Norwich Free Academy

David J. Klein  
Name  
[Signature]  
Signature

4/29/16  
Date