



Commonwealth of Virginia
DEPARTMENT OF SOCIAL SERVICES

September 18, 2015

Ms. Jennifer Sime, Vice President, US Programs
International Rescue Committee, Inc.
122 E 42nd Street
New York, New York 10168-1289

Dear Ms. Sime:

Re: Renewal of Contract DSS No. CVS-14-058

The Commonwealth of Virginia Department of Social Services, in accordance with the Standard Contract referenced above, VDSS Special Terms and Conditions, Part B, Renewal of Contract, wishes to renew the above referenced Sole Source Standard Contract, as modified, for an additional 12 months.

The period of renewal will be from **October 1, 2015** through **September 30, 2016**. The renewal award amounts are **\$50,000** Refugee Health (RH) and **\$41,124** Virginia Refugee School Achievement Program. The aforementioned award amounts shall not exceed a total combined expenditure of **\$91,124**.

It is understood and agreed that the Scope of Services and all terms and conditions of the original contract, as modified, shall remain the same during the contract renewal period. Please signify acceptance of this letter of renewal by signing in the space provided below and returning it to this office within five (5) business days.

Sincerely,

Kathy A. Cooper

Kathy A. Cooper, Director
Office of Newcomer Services

International Rescue Committee, Inc.

By: *JFA*

Title: *VP. US Programs*

Date: *Sept. 24, 2015*

Virginia Department of Social Services

By: *Andrus Hendricks*

Title: *PURCHASING MANAGER*

Date: *11-19-15*

SCOPE OF SERVICES

Virginia Refugee Preventive Health Project (VRPH)

A. Role of Health Liaisons

The purpose of the health liaison position is to provide continuation of medical follow-up on conditions identified during the overseas medical screening process and conditions identified during the U.S. health screening. Many refugees, asylees, and other eligible populations, continue to face health challenges to become self-sufficient through employment. As part of the comprehensive resettlement plan, which focuses on refugee health and the well-being of the individual, the health liaison's role will include follow up to address barriers to employment to ensure employability if possible.

B. State Responsibilities

- Will participate in a monthly conference call facilitated by the Newcomer Health Program Coordinator.
- May be asked to present a difficult or interesting case scenario on a rotating basis as part of this call.
- Will report to ONS on health related matters using the monthly report.
- Will apprise the Refugee Health Coordinator (RHC) of any individuals who arrive with or who, after arrival, are diagnosed with diseases of public health importance or unusual occurrence.
- Will respond to any inquiries by the State Refugee Coordinator (SRC) or the RHC.

C. Day-to-Day Operations

- Should NOT schedule initial health screening appointments unless their positions are being supplemented by R&P funds. Scheduling of initial health screenings is a core R&P function, and as such, should be handled by R&P staff. Health liaisons *should* be aware of when the screening appointment is scheduled but should not be directly involved.
- Should NOT routinely transport clients to the initial health screening appointment.
- Will receive referrals from LHDs for any conditions identified as part of the initial health screening and schedule follow up appointments as indicated.
- It is permissible to arrange transportation or transport clients themselves to follow-up appointments.