



**Youth & Family Services, Inc.**  
**Memorandum of Understanding between**  
**Youth & Family Services, Inc. – Youth Trauma Center and Stage Barn Middle School**

**Parties:**

This memorandum of understanding has been mutually adopted by Youth & Family Services Youth Trauma Center and Stage Barn Middle School.

**Purpose:**

The purpose of this agreement is to establish conditions for YFS to provide trauma informed mental health education and services to students enrolled in Stage Barn Middle School and identifies the role that each party will play. Participation in services offered through this MOU will be voluntary and must be approved by the parent or legal guardian of each student. Nothing in this agreement is intended to create an employee/employer relationship between YFS and Stage Barn Middle School.

**Period of Agreement:**

This agreement is effective for the 2018-2019 school year. Any renewals or modifications of this Memorandum shall be in writing and signed by both parties.

The Memorandum may be canceled or terminated by either party without cause; however, the party seeking to terminate or cancel must give written notice of its intention to do so to the other party at least thirty (30) days prior to the effective day of cancellation or termination.

Each party shall indemnify and hold the other party harmless from and against any and all liabilities, losses, damages, actions, suits, proceedings, claims, demands, assessments, fines, penalties, fees, judgments, costs and expenses, including reasonable attorney's fees, of every nature and kind which an indemnified party may incur, directly or indirectly, and relating to or arising from the obligations of the parties under this Contract.

**Responsibilities of Each Party:**


**Youth & Family Services, Inc – Youth Trauma Center (YFS-CC)**

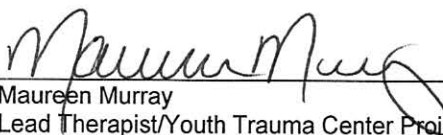
- Will provide qualified staff to perform mental health education, assessments and therapy services.
- Will obtain necessary consents for services from each student's parent or legal guardian.
- Will be responsible for billing and insurance filings for services rendered. Stage Barn Middle School will not be billed for services provided to students or families under this agreement.

- Will maintain confidentiality of any client information which may be learned or witnessed as part of this agreement.
- Will maintain ownership of all client records and will store them in accordance with HIPPA regulations.
- Will maintain liability insurance coverages and Workers' Compensation for YFS and its staff through the duration of this MOU.
- Will inform designated school staff as soon as possible if weather or illness interrupts the provision of services and will work with the school to negotiate schedule changes due to weather or illness.
- Will notify the school in cases where mandatory reporting laws require contacting Department of Social Services.
- Will notify appropriate school staff in cases where a student would require mental health commitment due to homicidal or suicidal ideations.
- Will maintain a professional and cooperative relationship with any other agency with whom Stage Barn Middle School has contracted mental health services.

**Stage Barn Middle School**

- Will identify and refer students believed to be in need of mental health education and/or therapy services.
- Will assist in obtaining written consent to treat and contact information from parents/legal guardians.
- Will provide a confidential and safe office/room where services may be provided.
- Will provide YFS therapist with wireless internet access.
- Will maintain confidentiality of any client information which may be learned or witnessed as part of this agreement.
- Will provide training to school staff about the role of YFS therapy services and the referral process.

9-6-18  
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 Date  
  
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 W. Burke Eilers  
 YFS Counseling Center Director/  
 202 East Adams St.  
 Rapid City, SD 57709-2813

9-6-18  
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 Date  
  
 \_\_\_\_\_  
 Maureen Murray  
 Lead Therapist/Youth Trauma Center Project Director  
 202 East Adams St.  
 Rapid City, SD 57709-2813

\_\_\_\_\_  
 Date  
 \_\_\_\_\_  
 Brett Burditt  
 Business Manager  
 Meade County School District

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 Date  
 \_\_\_\_\_  
 David Olson, Principal  
 Stagebarn Middle School  
 12500 Sturgis Rd.  
 Summerset, SD 57769