



Memorandum of Understanding (MOU) School-Based Mental Health Service Providers

The School-Based Mental Health Service Provider Children's Advocacy Center of Central Texas (Provider) agrees to:

1. Employ Qualified Mental Health Professional staff (QMHP) with the following qualifications and restrictions:
 - a. Bachelor's degree in social sciences
 - b. Experience in mental health or a related field
 - c. Supervised by Texas-licensed professional counselor or social worker
 - d. Assigned employees have been screened for a criminal background
2. QMHP's are the sole employees of the Provider and have no employment relationship of any kind with Killeen ISD
3. Cover the QMHP's services they provide under its general liability /malpractice insurance policy.
4. QMHP's will not disclose to any third party information obtained from confidential educational records created and maintained by Killeen ISD.
5. QMHP's will follow the following Killeen ISD campus protocols:
 - a. QMHP will provide a copy of a Release of Information and a Consent for Two-Way Communication between the Provider and Killeen ISD signed by the parent.
 - b. Initial campus visit will be with the school counselor to review district and campus procedures.
 - c. Student will be available for services only during non-academic or elective times, at the discretion of the campus administration.
 - d. QMHP is required to show driver's license and proof of employment with the provider upon signing in at the campus.
 - e. QMHP will be escorted to the designated meeting space and wait for the student to arrive.
 - f. QMHP will alert the campus counselor if the student needs any assistance resulting from the service provided before the end of the session.
 - g. At the end of the service, the QMHP will escort the student directly to the front office.
 - h. QMHP will meet with the campus counselor at least once per semester to discuss student's progress and strategies for classroom success.

Killeen ISD agrees to:

1. Make available a private space where the QMHP can meet with referred students, their families, and school personnel in a manner that ensures confidentiality of the information exchanged.
2. Allow School-Based Mental Health Service Provider (Children's Advocacy Center of Central Texas) to provide services at all KISD campuses as needed with referred students and their families.

The term of this MOU is for one school year. Either party has the right to cancel this MOU for any reason. This MOU can be terminated by one party giving thirty (30) days written notice.

Provider Signature

Killeen ISD Signature

Provider Printed Name & Title

Killeen ISD Printed Name & Title

Organization Name

School Year