

DRAFT

MEMORANDUM OF UNDERSTANDING

Between

Northwestern Health Unit

&

The Corporation of the Town of Fort Frances

(Operating as the Fort Frances Fire & Rescue Service)

PURPOSE

1. The purpose of this Memorandum of Understanding (MOU) is to outline the ongoing and supportive arrangements between the Northwestern Health Unit (“NWHU”) and the Corporation of the Town of Fort Frances (hereinafter collectively referred to as “the Parties”) that will build a working relationship in relation to the provision of supplies and harm reduction services with the common goal of reducing the number of opioid related deaths in the NWHU catchment area.

RESOURCE REQUIREMENTS

The Corporation of the Town of Fort Frances Staff shall:

- a. Ensure organizational policies/procedures related to Naloxone emergency administration and Naloxone storage.
- b. Ensure opioid overdose/naloxone training is provided at least annually to staff.
- c. Report the number of kits used on a monthly basis by contacting the Northwestern Health Unit at 807-274-9371. These statistics are important for monitoring trends in supply, service planning, and organizational funding. The statistics are available to partnering organizations once compiled annually.
- d. Provide at least two weeks’ notice for replacement supplies. This is necessary to ensure availability.
- e. Refer clients to the Harm Reduction Program as appropriate.

The NWHU’s Harm Reduction Staff shall:

- f. Provide staff training on opioid overdose/naloxone initially and annually as needed.
- g. Provide Naloxone refills and supplies directly to the Fort Frances Fire & Rescue Service.
- h. Provide and update, when appropriate, changes to the Harm Reduction Best Practice Guidelines and/or Ontario Harm Reduction Distribution Program.
- i. Provide all required supplies as indicated below upon the Fort Frances Fire & Rescue Service main contact calling in an order for refills.

Type of Supply	Amounts Typically Supplied
▪ Naloxone Kits	As needed
▪ Naloxone Refills	As needed

INFORMATION SHARING AND DISCLOSURE

The Corporation of the Town of Fort Frances and NWHU's Harm Reduction Program agree to uphold information sharing practices that comply with the Personal Health Information Protection Act.

Northwestern Health Unit agrees that all program staff or alternate will sign appropriate confidentiality forms.

CONFLICT RESOLUTION

To the extent possible conflict resolution will occur at the front line level, with Management input as required. If the issue cannot be resolved the Chief Executive Officer of Northwestern Health Unit and the Fire Chief/CEMC of Fort Frances Fire & Rescue Service will be brought into the discussion to reach a mutually beneficial solution.

TERMINATION

The Parties agree that either party may terminate their participation in this Agreement by providing 30 days written notice, which shall include the reason for such termination.

AMENDMENT

The MOU may be amended by the parties at any time by mutual consent of all parties in writing.

INDEMNITY

The Corporation of the Town of Fort Frances agrees to indemnify and hold harmless NWHU, its directors, officers and employees from any and all losses, damages, costs or expenses (including legal fees and disbursements on a solicitor and client basis) suffered or incurred by NWHU directly or indirectly attributable to any failure on the part of the Corporation of the Town of Fort Frances to perform its obligations hereunder in accordance with the terms of this MOU or from any negligent act or omission made by The Corporation of the Town of Fort Frances or its employees in connection with the performance of its obligations under this MOU.

NWHU agrees to indemnify and hold harmless the Corporation of the Town of Fort Frances from any and all losses, damages, costs or expenses (including legal fees and disbursements on a solicitor and client basis) suffered or incurred by the Corporation of the Town of Fort Frances directly or indirectly attributable to any failure of NWHU to perform its obligations hereunder in accordance with the terms of this MOU or from an negligent act or omission made by NWHU or NWHU staff in connection with the performance of its obligations under this MOU.

AGREEMENT

It is mutually understood and agreed to by both Parties that:

- a. The duration of this MOU is indefinite until such case one party chooses to remove its name from the Agreement.
- b. This MOU constitutes in kind cooperation and there is no exchange of funds.
- c. Nothing herein is intended by the Parties to create a partnership, joint venture, syndicate or an employee and employer relationship.
- d. The undersigned representatives of the Agencies acknowledge they have read, understood and accepted the terms of this MOU as stated.

This MOU is effective on this date of signing.

Kit Young Hoon, MBBS, MPH, MSC, FRCPC
Medical Officer of Health
Northwestern Health Unit

Roy Avis
Mayor
Town of Fort Frances

Date: _____

Date: _____