



**Chester County Health Department
COVID-19 Response**

Memorandum of Understanding with Lincoln University

TITLE: COVID-19 Contact Tracing

PURPOSE: The purpose of this Memorandum of Understanding (MOU) is to identify the responsibilities of Lincoln University and the Chester County Health Department (CCHD) regarding contact tracing for COVID-19.

TERM: This MOU made this 16th day of November 2020 between the Chester County Health Department (hereinafter CCHD) and Lincoln University. This MOU will remain in effect until the COVID-19 pandemic ends, or until either party provides written notice

SCOPE: This MOU covers the following scope:


- Ensure all individuals engaged in contact tracing have received the required COVID-19 contact tracing, confidentiality, HIPAA trainings per the Pennsylvania Department of Health, and maintain evidence of completion.
- Ensure all individuals engaged in contact tracing have received the required Sara Alert training per the Pennsylvania Department of Health (or as provided by the Chester County Health Department), and maintain evidence of completion.
- Register individual contract tracers into ServPA (www.serv.pa.gov).
- Coordinate with the CCHD to secure access to Sara Alert.
- Complete contact tracing on all cases identified among Lincoln University students and staff regardless of whether they live on or off campus, and record all information appropriately in Sara Alert.
- Collaborate with CCHD to address contact tracing questions, gaps, changes in processes, etc.

COSTS: No funds will be exchanged for any scope associated with this MOU.

AMENDMENTS: Any amendment hereto shall be in writing and signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed the Agreement on the day and the year first hereinabove set forth:

Chester County Health Department:




 Jeanne E. Casner, MPH, PMP
 County Health Director
 Chester County Health Department

Lincoln University:



 Charles T. Gradowski
 Vice President Finance and Administration
 Lincoln University

ATTEST: 

ATTEST: 

Date: 11/16/2020

Date: November 12, 2020