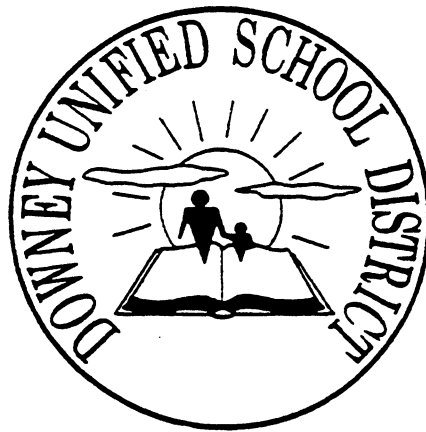


**BOARD OF EDUCATION**  
**DOWNEY UNIFIED SCHOOL DISTRICT**



**ADULT SCHOOL CONTRACTS**

**November 5, 2019 - REGULAR MEETING**

**BOARD ROOM, GALLEGOS ADMINISTRATION CENTER**

**11627 Brookshire Avenue, Downey, California 90241**



<p style="text-align: center;">AGREEMENT FOR FURNISHING PRACTICAL EXPERIENCE AND THE USE OF OFFICE FACILITIES IN EDUCATING ALLIED HEALTH STUDENTS</p>
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THIS AGREEMENT is made and entered into this 17<sup>th</sup> day of September by and between the Board of Education of DOWNEY UNIFIED SCHOOL DISTRICT, hereinafter referred to as DISTRICT, Fun Dental 4 Kids hereinafter referred to as AGENCY.

**PART I: BASIS AND PURPOSE OF AGREEMENT**

WHEREAS, DISTRICT and AGENCY acknowledge a public obligation to contribute to the Allied Health Students' skills education for the benefit of students and to meet community needs;

WHEREAS, DISTRICT provides approved programs in the Allied Health field which require practical experience for students enrolled in these programs;

WHEREAS, AGENCY has facilities suitable for the needs of the students in the Allied Health programs;

WHEREAS, it is to the benefit of both DISTRICT and AGENCY that Allied Health students' have opportunities for practical experience to enhance their capabilities;

NOW THEREFORE, the DISTRICT and AGENCY do covenant and agree as follows:

**PART II: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT**

1. DISTRICT agrees to abide by existing policies of the AGENCY.
2. DISTRICT agrees to indemnify and relieve the AGENCY, its directors, officers, agents, and employees, for any liability to the DISTRICT, its directors, officers, agents, employees, students and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the DISTRICT during the performance of this AGREEMENT, including the rendition of any service by any faculty member or student of the DISTRICT in performing activities under or pursuant to this AGREEMENT.
3. DISTRICT shall plan days and hours of practical experience for students of the DISTRICT. All such plans for observation and/or practical experience shall be subject to the approval of the AGENCY.
4. DISTRICT shall assume responsibility for the development, organization, and implementation of the curriculum under the direction of a qualified instructional staff.
5. DISTRICT shall assume responsibility for supervision of students and instruction required in each program, except in such instances as may otherwise be specifically and formally planned and arranged.
6. DISTRICT shall orient all faculty members of school not previously oriented to AGENCY's facilities prior to the start of each semester.
7. DISTRICT shall provide orientation for students to program facility, which will include information as to the general regulations and policies of the AGENCY.

8. DISTRICT shall establish rules and/ or policies concerning:
  - a. Discipline
  - b. Grading
  - c. Emergency medical care
  - d. Liability insurance
  - e. Monitoring services
9. DISTRICT, if requested, shall provide Worker's Compensation insurance covering all DISTRICT personnel.
10. DISTRICT shall supply AGENCY with documentation of such coverage within thirty (30) days of the effective date of this AGREEMENT. DISTRICT shall also keep records of program attendance for the audit fund.
11. DISTRICT, if requested, shall provide, for all its students and staff members, public liability insurance with minimum limits of \$1,000,000 per occurrence in a form acceptable to AGENCY. DISTRICT shall provide to the AGENCY, within thirty (30) days of the effective date of this AGREEMENT, documentation evidencing such coverage. AGENCY shall be provided with no less than ten (10) days notice prior to the cancellation or modification of any such insurance policies.
12. The numerical size of the class utilizing AGENCY facilities shall be limited by experience and capacity, as determined by the DISTRICT with approval of AGENCY.
13. DISTRICT has the privilege of regularly scheduled meetings with the AGENCY staff, including administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program.
14. DISTRICT shall be responsible for assuring that students meet the standards of health and physical fitness as designated by the AGENCY.
15. DISTRICT will exercise confidentiality with regard to all patient/staff information gained during the experience.

### **PART III: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

1. AGENCY will maintain the standards (including OSHA standards) which make it eligible for approval as a practical experience facility for instruction in an accredited program.
2. AGENCY staff may participate in the educational program on request of the DISTRICT instructor. This may be resource persons, medical assistant experts, or persons assisting in the planning and implementation of aspects of medical assistant education. Such participation will be voluntary and shall not interfere with assigned AGENCY duties.
3. AGENCY will designate a staff member who will function as Education Coordinator for education uses of the AGENCY facilities, including joint planning with representatives of all involved health science programs.
4. AGENCY will permit the staff and students of the DISTRICT to use its office facilities for allied

health students' education according to the approved curriculum.

5. AGENCY agrees to indemnify and relieve DISTRICT, its directors, officers, agents and employees, for any liability to AGENCY, its directors, officers, agents, employees, and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the AGENCY during performance of this AGREEMENT, including the rendition of any service by any personnel of AGENCY in performing activities under or pursuant to this AGREEMENT.
6. AGENCY will permit the educational use of such supplies and equipment as are commonly available in the training facility.
7. AGENCY will permit use of the following facilities and services by students and faculty at such times and to the degrees considered feasible by the AGENCY.
  - a. Parking Areas
  - b. Food services as are available to AGENCY staff
  - c. First aid treatment
  - d. Equipment demonstration areas
  - e. Access to sources of information for educational purposes, such as:  
Procedure guides, policy manuals, dictionaries, and other references suitable to the office area.
8. AGENCY may refuse access to its office areas to students or DISTRICT faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the AGENCY and the DISTRICT.

#### **PART IV: JOINT RESPONSIBILITIES AND PRIVILEGES**

1. Neither the DISTRICT nor AGENCY shall permit its respective students, faculty, or other personnel from publishing any material relative to their practical experience under this AGREEMENT without prior written approval of both the DISTRICT and the AGENCY. Each party to this AGREEMENT shall take affirmative steps to prevent its respective students, staff and other personnel from publishing such unauthorized material described above. Each party shall require that all personnel involved with this health science program shall receive written notification of this provision and all regulations promulgated there under prior to their commencement of participation in said program.

#### **PART V: STATUS OF STUDENTS**

1. Students and faculty members of the DISTRICT shall be licensees of the AGENCY for the limited purpose expressed in this AGREEMENT. Such students and faculty shall not at any time be deemed employees or the agents of the AGENCY.
2. Students are subject to the authority, policies, and regulations of the DISTRICT. They are also subject, during program assignments, to applicable AGENCY regulations and must conform to the same standards as are set for AGENCY employees in matters relating to the welfare of patients and general AGENCY operation.

**PART VI: PERIOD OF AGREEMENT**

1. *This AGREEMENT shall remain in full force and effect for a maximum of five (5) years or until terminated by either party, upon thirty (30) days written notice to the other party.*
2. It is the express agreement and understanding of the AGENCY and the DISTRICT that this AGREEMENT affects the rights, duties, and obligations of only the AGENCY and the DISTRICT, and that it is not intended to, nor does it affect the rights, duties or obligations of, nor does it inure to the benefit of any third party.

**PART VII: ANNUAL REVIEW**

1. This AGREEMENT shall be administratively reviewed annually by both the DISTRICT and AGENCY.

In Witness whereof, the AGENCY has caused this AGREEMENT to be subscribed by its administrator and the DISTRICT has caused this AGREEMENT to be signed in its behalf by its duty authorized officer.

DOWNEY UNIFIED SCHOOL DISTRICT  
11627 Brookshire Avenue,  
Downey, CA 90241-7017

DOWNEY ADULT SCHOOL  
Allied Health Programs  
12340 Woodruff Avenue,  
Downey, CA 90241-7017

By \_\_\_\_\_  
Christina Aragon  
Associate Superintendent, Business Services

By \_\_\_\_\_  
Administrator

Date \_\_\_\_\_

Date 9-19-19

**AGENCY INFORMATION**

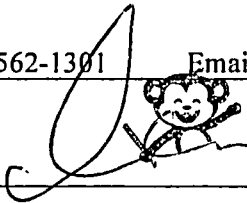
\*Note: Please attach a business card when mailing the agreement\*

**AGENCY NAME: Fun Dental 4 Kids**

Contact Name: Min Lee, DDS Title: Dentist

Company address: 6383 Atlantic Avenue, Bell, CA 90201

Telephone: 323-562-1301 Email: FunDental4Kids@gmail.com Fax: 323-562-1312

Signature: \_\_\_\_\_ Date: 09/17/2019  
 **6383 Atlantic Ave.**  
**Bell, Ca 90201**  
**T: (323) 562-1301 F: (323) 562-1312**



**AGREEMENT FOR FURNISHING PRACTICAL  
EXPERIENCE AND THE USE OF OFFICE  
FACILITIES IN EDUCATING  
ALLIED HEALTH STUDENTS**

THIS AGREEMENT is made and entered into this 13<sup>th</sup> of August, 2019 by and between the Board of Gabriel Medical Center hereinafter referred to as AGENCY.

**PART I: BASIS AND PURPOSE OF AGREEMENT**

WHEREAS, DISTRICT and AGENCY acknowledge a public obligation to contribute to the Allied Health Students' skills education for the benefit of students and to meet community needs;

WHEREAS, DISTRICT provides approved programs in the Allied Health field which require practical experience for students enrolled in these programs;

WHEREAS, AGENCY has facilities suitable for the needs of the students in the Allied Health programs;

WHEREAS, it is to the benefit of both DISTRICT and AGENCY that Allied Health students' have opportunities for practical experience to enhance their capabilities;

NOW THEREFORE, the DISTRICT and AGENCY do covenant and agree as follows:

**PART II: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT**

1. DISTRICT agrees to abide by existing policies of the AGENCY.
2. DISTRICT agrees to indemnify and relieve the AGENCY, its directors, officers, agents, and employees, for any liability to the DISTRICT, its directors, officers, agents, employees, students and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the DISTRICT during the performance of this AGREEMENT, including the rendition of any service by any faculty member or student of the DISTRICT in performing activities under or pursuant to this AGREEMENT.
3. DISTRICT shall plan days and hours of practical experience for students of the DISTRICT. All such plans for observation and/or practical experience shall be subject to the approval of the AGENCY.
4. DISTRICT shall assume responsibility for the development, organization, and implementation of the curriculum under the direction of a qualified instructional staff.
5. DISTRICT shall assume responsibility for supervision of students and instruction required in each program, except in such instances as may otherwise be specifically and formally planned and arranged.
6. DISTRICT shall orient all faculty members of school not previously oriented to AGENCY's facilities prior to the start of each semester.
7. DISTRICT shall provide orientation for students to program facility, which will include information as to the general regulations and policies of the AGENCY.

8. DISTRICT shall establish rules and/ or policies concerning:
  - a. Discipline
  - b. Grading
  - c. Emergency medical care
  - d. Liability insurance
  - e. Monitoring services
9. DISTRICT, if requested, shall provide Worker's Compensation insurance covering all DISTRICT personnel.
10. DISTRICT shall supply AGENCY with documentation of such coverage within thirty (30) days of the effective date of this AGREEMENT. DISTRICT shall also keep records of program attendance for the audit fund.
11. DISTRICT, if requested, shall provide, for all its students and staff members, public liability insurance with minimum limits of \$1,000,000 per occurrence in a form acceptable to AGENCY. DISTRICT shall provide to the AGENCY, within thirty (30) days of the effective date of this AGREEMENT, documentation evidencing such coverage. AGENCY shall be provided with no less than ten (10) days notice prior to the cancellation or modification of any such insurance policies.
12. The numerical size of the class utilizing AGENCY facilities shall be limited by experience and capacity, as determined by the DISTRICT with approval of AGENCY.
13. DISTRICT has the privilege of regularly scheduled meetings with the AGENCY staff, including administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program.
14. DISTRICT shall be responsible for assuring that students meet the standards of health and physical fitness as designated by the AGENCY.
15. DISTRICT will exercise confidentiality with regard to all patient/staff information gained during the experience.

### **PART III: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

1. AGENCY will maintain the standards (including OSHA standards) which make it eligible for approval as a practical experience facility for instruction in an accredited program.
2. AGENCY staff may participate in the educational program on request of the DISTRICT instructor. This may be resource persons, medical assistant experts, or persons assisting in the planning and implementation of aspects of medical assistant education. Such participation will be voluntary and shall not interfere with assigned AGENCY duties.
3. AGENCY will designate a staff member who will function as Education Coordinator for education uses of the AGENCY facilities, including joint planning with representatives of all involved health science programs.
4. AGENCY will permit the staff and students of the DISTRICT to use its office facilities for allied

health students' education according to the approved curriculum.

5. AGENCY agrees to indemnify and relieve DISTRICT, its directors, officers, agents and employees, for any liability to AGENCY, its directors, officers, agents, employees, and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the AGENCY during performance of this AGREEMENT, including the rendition of any service by any personnel of AGENCY in performing activities under or pursuant to this AGREEMENT.
6. AGENCY will permit the educational use of such supplies and equipment as are commonly available in the training facility.
7. AGENCY will permit use of the following facilities and services by students and faculty at such times and to the degrees considered feasible by the AGENCY.
  - a. Parking Areas
  - b. Food services as are available to AGENCY staff
  - c. First aid treatment
  - d. Equipment demonstration areas
  - e. Access to sources of information for educational purposes, such as:  
Procedure guides, policy manuals, dictionaries, and other references suitable to the office area.
8. AGENCY may refuse access to its office areas to students or DISTRICT faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the AGENCY and the DISTRICT.

#### **PART IV: JOINT RESPONSIBILITIES AND PRIVILEGES**

1. Neither the DISTRICT nor AGENCY shall permit its respective students, faculty, or other personnel from publishing any material relative to their practical experience under this AGREEMENT without prior written approval of both the DISTRICT and the AGENCY. Each party to this AGREEMENT shall take affirmative steps to prevent its respective students, staff and other personnel from publishing such unauthorized material described above. Each party shall require that all personnel involved with this health science program shall receive written notification of this provision and all regulations promulgated there under prior to their commencement of participation in said program.

#### **PART V: STATUS OF STUDENTS**

1. Students and faculty members of the DISTRICT shall be licensees of the AGENCY for the limited purpose expressed in this AGREEMENT. Such students and faculty shall not at any time be deemed employees or the agents of the AGENCY.
2. Students are subject to the authority, policies, and regulations of the DISTRICT. They are also subject, during program assignments, to applicable AGENCY regulations and must conform to the same standards as are set for AGENCY employees in matters relating to the welfare of patients and general AGENCY operation.



**PART VI: PERIOD OF AGREEMENT**

1. *This AGREEMENT shall remain in full force and effect for a maximum of five (5) years or until terminated by either party, upon thirty (30) days written notice to the other party.*
2. It is the express agreement and understanding of the AGENCY and the DISTRICT that this AGREEMENT affects the rights, duties, and obligations of only the AGENCY and the DISTRICT, and that it is not intended to, nor does it affect the rights, duties or obligations of, nor does it inure to the benefit of any third party.

**PART VII: ANNUAL REVIEW**

1. This AGREEMENT shall be administratively reviewed annually by both the DISTRICT and AGENCY.

In Witness whereof, the AGENCY has caused this AGREEMENT to be subscribed by its administrator and the DISTRICT has caused this AGREEMENT to be signed in its behalf by its duty authorized officer.

DOWNEY UNIFIED SCHOOL DISTRICT  
11627 Brookshire Avenue,  
Downey, CA 90241-7017

DOWNEY ADULT SCHOOL  
Allied Health Programs  
12340 Woodruff Avenue,  
Downey, CA 90241-7017

By \_\_\_\_\_  
Christina Aragon  
Associate Superintendent, Business Services

By \_\_\_\_\_  
Administrator

Date \_\_\_\_\_

Date \_\_\_\_\_

**AGENCY INFORMATION**

\*Note: Please attach a business card when mailing the agreement\*

**AGENCY NAME:** Gabriel Medical Center

**Contact Name:** Noemi De Luna

**Title:** Office Manager

**Company Address:** 4146 E. Olympic Blvd. #B, Los Angeles CA 90023

**Telephone #** (323) 262-9948

**Email:** olympic4146@gmail.com

**Fax:** (323) 262-3708

**Signature:** \_\_\_\_\_

**Date:** 05/15/19



**AGREEMENT FOR FURNISHING PRACTICAL  
EXPERIENCE AND THE USE OF OFFICE  
FACILITIES IN EDUCATING  
ALLIED HEALTH STUDENTS**

THIS AGREEMENT is made and entered into this 13<sup>th</sup> of August, 2019 by and between the Board of Andrew Liao MD & Angela Liao MD: Family Medicine hereinafter referred to as AGENCY.

**PART I: BASIS AND PURPOSE OF AGREEMENT**

WHEREAS, DISTRICT and AGENCY acknowledge a public obligation to contribute to the Allied Health Students' skills education for the benefit of students and to meet community needs;

WHEREAS, DISTRICT provides approved programs in the Allied Health field which require practical experience for students enrolled in these programs;

WHEREAS, AGENCY has facilities suitable for the needs of the students in the Allied Health programs;

WHEREAS, it is to the benefit of both DISTRICT and AGENCY that Allied Health students' have opportunities for practical experience to enhance their capabilities;

NOW THEREFORE, the DISTRICT and AGENCY do covenant and agree as follows:

**PART II: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT**

1. DISTRICT agrees to abide by existing policies of the AGENCY.
2. DISTRICT agrees to indemnify and relieve the AGENCY, its directors, officers, agents, and employees, for any liability to the DISTRICT, its directors, officers, agents, employees, students and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the DISTRICT during the performance of this AGREEMENT, including the rendition of any service by any faculty member or student of the DISTRICT in performing activities under or pursuant to this AGREEMENT.
3. DISTRICT shall plan days and hours of practical experience for students of the DISTRICT. All such plans for observation and/or practical experience shall be subject to the approval of the AGENCY.
4. DISTRICT shall assume responsibility for the development, organization, and implementation of the curriculum under the direction of a qualified instructional staff.
5. DISTRICT shall assume responsibility for supervision of students and instruction required in each program, except in such instances as may otherwise be specifically and formally planned and arranged.
6. DISTRICT shall orient all faculty members of school not previously oriented to AGENCY's facilities prior to the start of each semester.
7. DISTRICT shall provide orientation for students to program facility, which will include information as to the general regulations and policies of the AGENCY.



**AGREEMENT FOR FURNISHING PRACTICAL  
EXPERIENCE AND THE USE OF OFFICE  
FACILITIES IN EDUCATING  
ALLIED HEALTH STUDENTS**

THIS AGREEMENT is made and entered into this 02<sup>nd</sup> day of October by and between the Board of Education of DOWNEY UNIFIED SCHOOL DISTRICT, hereinafter referred to as DISTRICT, Modern Dental hereinafter referred to as AGENCY.

**PART I: BASIS AND PURPOSE OF AGREEMENT**

WHEREAS, DISTRICT and AGENCY acknowledge a public obligation to contribute to the Allied Health Students' skills education for the benefit of students and to meet community needs;

WHEREAS, DISTRICT provides approved programs in the Allied Health field which require practical experience for students enrolled in these programs;

WHEREAS, AGENCY has facilities suitable for the needs of the students in the Allied Health programs;

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7. DISTRICT shall provide orientation for students to program facility, which will include information as to the general regulations and policies of the AGENCY.

8. DISTRICT shall establish rules and/ or policies concerning:
  - a. Discipline
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  - d. Liability insurance
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9. DISTRICT, if requested, shall provide Worker's Compensation insurance covering all DISTRICT personnel.
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Procedure guides, policy manuals, dictionaries, and other references suitable to the office area.
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**PART VII: ANNUAL REVIEW**

1. This AGREEMENT shall be administratively reviewed annually by both the DISTRICT and AGENCY.

In Witness whereof, the AGENCY has caused this AGREEMENT to be subscribed by its administrator and the DISTRICT has caused this AGREEMENT to be signed in its behalf by its duty authorized officer.

DOWNEY UNIFIED SCHOOL DISTRICT  
11627 Brookshire Avenue,  
Downey, CA 90241-7017

DOWNEY ADULT SCHOOL  
Allied Health Programs  
12340 Woodruff Avenue,  
Downey, CA 90241-7017

By \_\_\_\_\_  
Christina Aragon  
Associate Superintendent, Business Services

By \_\_\_\_\_  
Administrator

Date \_\_\_\_\_

Date 10-7-19

**AGENCY INFORMATION**

**\*Note: Please attach a business card when mailing the agreement\***

**AGENCY NAME: Modern Dental**

**Contact Name: Sayda Lopez Title: Director of Operations**

**Company address: 19800 Hawthorne Blvd, Ste. # 214 Torrance, CA 90503**

**Telephone: 310-689-9017 Email: director@generationwellness.info Fax: 424-251-8615**

**Signature: Sayda Lopez Date: 10/02/2019**

8. DISTRICT shall establish rules and/ or policies concerning:
  - a. Discipline
  - b. Grading
  - c. Emergency medical care
  - d. Liability insurance
  - e. Monitoring services
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2. AGENCY staff may participate in the educational program on request of the DISTRICT instructor. This may be resource persons, medical assistant experts, or persons assisting in the planning and implementation of aspects of medical assistant education. Such participation will be voluntary and shall not interfere with assigned AGENCY duties.
3. AGENCY will designate a staff member who will function as Education Coordinator for education uses of the AGENCY facilities, including joint planning with representatives of all involved health science programs.
4. AGENCY will permit the staff and students of the DISTRICT to use its office facilities for allied

health students' education according to the approved curriculum.

5. AGENCY agrees to indemnify and relieve DISTRICT, its directors, officers, agents and employees, for any liability to AGENCY, its directors, officers, agents, employees, and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the AGENCY during performance of this AGREEMENT, including the rendition of any service by any personnel of AGENCY in performing activities under or pursuant to this AGREEMENT.
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  - e. Access to sources of information for educational purposes, such as:  
Procedure guides, policy manuals, dictionaries, and other references suitable to the office area.
8. AGENCY may refuse access to its office areas to students or DISTRICT faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the AGENCY and the DISTRICT.

#### **PART IV: JOINT RESPONSIBILITIES AND PRIVILEGES**

1. Neither the DISTRICT nor AGENCY shall permit its respective students, faculty, or other personnel from publishing any material relative to their practical experience under this AGREEMENT without prior written approval of both the DISTRICT and the AGENCY. Each party to this AGREEMENT shall take affirmative steps to prevent its respective students, staff and other personnel from publishing such unauthorized material described above. Each party shall require that all personnel involved with this health science program shall receive written notification of this provision and all regulations promulgated there under prior to their commencement of participation in said program.

#### **PART V: STATUS OF STUDENTS**

1. Students and faculty members of the DISTRICT shall be licensees of the AGENCY for the limited purpose expressed in this AGREEMENT. Such students and faculty shall not at any time be deemed employees or the agents of the AGENCY.
2. Students are subject to the authority, policies, and regulations of the DISTRICT. They are also subject, during program assignments, to applicable AGENCY regulations and must conform to the same standards as are set for AGENCY employees in matters relating to the welfare of patients and general AGENCY operation.



**PART VI: PERIOD OF AGREEMENT**

1. *This AGREEMENT shall remain in full force and effect for a maximum of five (5) years or until terminated by either party, upon thirty (30) days written notice to the other party.*
2. It is the express agreement and understanding of the AGENCY and the DISTRICT that this AGREEMENT affects the rights, duties, and obligations of only the AGENCY and the DISTRICT, and that it is not intended to, nor does it affect the rights, duties or obligations of, nor does it inure to the benefit of any third party.

**PART VII: ANNUAL REVIEW**

1. This AGREEMENT shall be administratively reviewed annually by both the DISTRICT and AGENCY.

In Witness whereof, the AGENCY has caused this AGREEMENT to be subscribed by its administrator and the DISTRICT has caused this AGREEMENT to be signed in its behalf by its duty authorized officer.

DOWNEY UNIFIED SCHOOL DISTRICT  
11627 Brookshire Avenue,  
Downey, CA 90241-7017

DOWNEY ADULT SCHOOL  
Allied Health Programs  
12340 Woodruff Avenue,  
Downey, CA 90241-7017

By \_\_\_\_\_  
Christina Aragon  
Associate Superintendent, Business Services

By \_\_\_\_\_  
Administrator

Date \_\_\_\_\_

Date 8/15-19

-----  
**AGENCY INFORMATION**

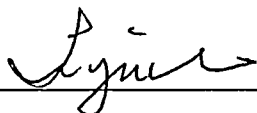
\*Note: Please attach a business card when mailing the agreement\*

**AGENCY NAME:** Andrew Liao MD & Angela Liao MD: Family Medicine

Contact Name: Liyu Chiu Title: OM

Company Address: 301 W Huntington Dr #301, Arcadia, CA 91007

Telephone # 626-447-4567 Email: doctorliao66@gmail.com Fax: (626) 447-4585

Signature:  Date: 08/13/19



**AGREEMENT FOR FURNISHING PRACTICAL  
EXPERIENCE AND THE USE OF OFFICE  
FACILITIES IN EDUCATING  
ALLIED HEALTH STUDENTS**

THIS AGREEMENT is made and entered into this 13<sup>th</sup> day of September by and between the Board of Education of DOWNEY UNIFIED SCHOOL DISTRICT, hereinafter referred to as DISTRICT, Premier Medical Center hereinafter referred to as AGENCY.

**PART I: BASIS AND PURPOSE OF AGREEMENT**

WHEREAS, DISTRICT and AGENCY acknowledge a public obligation to contribute to the Allied Health Students' skills education for the benefit of students and to meet community needs;

WHEREAS, DISTRICT provides approved programs in the Allied Health field which require practical experience for students enrolled in these programs;

WHEREAS, AGENCY has facilities suitable for the needs of the students in the Allied Health programs;

WHEREAS, it is to the benefit of both DISTRICT and AGENCY that Allied Health students' have opportunities for practical experience to enhance their capabilities;

NOW THEREFORE, the DISTRICT and AGENCY do covenant and agree as follows:

**PART II: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT**

1. DISTRICT agrees to abide by existing policies of the AGENCY.
2. DISTRICT agrees to indemnify and relieve the AGENCY, its directors, officers, agents, and employees, for any liability to the DISTRICT, its directors, officers, agents, employees, students and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the DISTRICT during the performance of this AGREEMENT, including the rendition of any service by any faculty member or student of the DISTRICT in performing activities under or pursuant to this AGREEMENT.
3. DISTRICT shall plan days and hours of practical experience for students of the DISTRICT. All such plans for observation and/or practical experience shall be subject to the approval of the AGENCY.
4. DISTRICT shall assume responsibility for the development, organization, and implementation of the curriculum under the direction of a qualified instructional staff.
5. DISTRICT shall assume responsibility for supervision of students and instruction required in each program, except in such instances as may otherwise be specifically and formally planned and arranged.
6. DISTRICT shall orient all faculty members of school not previously oriented to AGENCY's facilities prior to the start of each semester.
7. DISTRICT shall provide orientation for students to program facility, which will include information as to the general regulations and policies of the AGENCY.

8. DISTRICT shall establish rules and/ or policies concerning:
  - a. Discipline
  - b. Grading
  - c. Emergency medical care
  - d. Liability insurance
  - e. Monitoring services
9. DISTRICT, if requested, shall provide Worker's Compensation insurance covering all DISTRICT personnel.
10. DISTRICT shall supply AGENCY with documentation of such coverage within thirty (30) days of the effective date of this AGREEMENT. DISTRICT shall also keep records of program attendance for the audit fund.
11. DISTRICT, if requested, shall provide, for all its students and staff members, public liability insurance with minimum limits of \$1,000,000 per occurrence in a form acceptable to AGENCY. DISTRICT shall provide to the AGENCY, within thirty (30) days of the effective date of this AGREEMENT, documentation evidencing such coverage. AGENCY shall be provided with no less than ten (10) days notice prior to the cancellation or modification of any such insurance policies.
12. The numerical size of the class utilizing AGENCY facilities shall be limited by experience and capacity, as determined by the DISTRICT with approval of AGENCY.
13. DISTRICT has the privilege of regularly scheduled meetings with the AGENCY staff, including administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program.
14. DISTRICT shall be responsible for assuring that students meet the standards of health and physical fitness as designated by the AGENCY.
15. DISTRICT will exercise confidentiality with regard to all patient/staff information gained during the experience.

### **PART III: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

1. AGENCY will maintain the standards (including OSHA standards) which make it eligible for approval as a practical experience facility for instruction in an accredited program.
2. AGENCY staff may participate in the educational program on request of the DISTRICT instructor. This may be resource persons, medical assistant experts, or persons assisting in the planning and implementation of aspects of medical assistant education. Such participation will be voluntary and shall not interfere with assigned AGENCY duties.
3. AGENCY will designate a staff member who will function as Education Coordinator for education uses of the AGENCY facilities, including joint planning with representatives of all involved health science programs.
4. AGENCY will permit the staff and students of the DISTRICT to use its office facilities for allied

health students' education according to the approved curriculum.

5. AGENCY agrees to indemnify and relieve DISTRICT, its directors, officers, agents and employees, for any liability to AGENCY, its directors, officers, agents, employees, and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the AGENCY during performance of this AGREEMENT, including the rendition of any service by any personnel of AGENCY in performing activities under or pursuant to this AGREEMENT.
6. AGENCY will permit the educational use of such supplies and equipment as are commonly available in the training facility.
7. AGENCY will permit use of the following facilities and services by students and faculty at such times and to the degrees considered feasible by the AGENCY.
  - a. Parking Areas
  - b. Food services as are available to AGENCY staff
  - c. First aid treatment
  - d. Equipment demonstration areas
  - e. Access to sources of information for educational purposes, such as:  
Procedure guides, policy manuals, dictionaries, and other references suitable to the office area.
8. AGENCY may refuse access to its office areas to students or DISTRICT faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the AGENCY and the DISTRICT.

#### **PART IV: JOINT RESPONSIBILITIES AND PRIVILEGES**

1. Neither the DISTRICT nor AGENCY shall permit its respective students, faculty, or other personnel from publishing any material relative to their practical experience under this AGREEMENT without prior written approval of both the DISTRICT and the AGENCY. Each party to this AGREEMENT shall take affirmative steps to prevent its respective students, staff and other personnel from publishing such unauthorized material described above. Each party shall require that all personnel involved with this health science program shall receive written notification of this provision and all regulations promulgated there under prior to their commencement of participation in said program.

#### **PART V: STATUS OF STUDENTS**

1. Students and faculty members of the DISTRICT shall be licensees of the AGENCY for the limited purpose expressed in this AGREEMENT. Such students and faculty shall not at any time be deemed employees or the agents of the AGENCY.
2. Students are subject to the authority, policies, and regulations of the DISTRICT. They are also subject, during program assignments, to applicable AGENCY regulations and must conform to the same standards as are set for AGENCY employees in matters relating to the welfare of patients and general AGENCY operation.

**PART VI: PERIOD OF AGREEMENT**

1. This AGREEMENT shall remain in full force and effect for a maximum of five (5) years or until terminated by either party, upon thirty (30) days written notice to the other party.
2. It is the express agreement and understanding of the AGENCY and the DISTRICT that this AGREEMENT affects the rights, duties, and obligations of only the AGENCY and the DISTRICT, and that it is not intended to, nor does it affect the rights, duties or obligations of, nor does it inure to the benefit of any third party.

**PART VII: ANNUAL REVIEW**

1. This AGREEMENT shall be administratively reviewed annually by both the DISTRICT and AGENCY.

In Witness whereof, the AGENCY has caused this AGREEMENT to be subscribed by its administrator and the DISTRICT has caused this AGREEMENT to be signed in its behalf by its duty authorized officer.

DOWNEY UNIFIED SCHOOL DISTRICT  
11627 Brookshire Avenue,  
Downey, CA 90241-7017

DOWNEY ADULT SCHOOL  
Allied Health Programs  
12340 Woodruff Avenue,  
Downey, CA 90241-7017

By \_\_\_\_\_  
Christina Aragon  
Associate Superintendent, Business Services

By \_\_\_\_\_  
Administrator

Date \_\_\_\_\_

Date \_\_\_\_\_

**AGENCY INFORMATION**

\*Note: Please attach a business card when mailing the agreement\*

**AGENCY NAME:** Premier Medical Center

**Contact Name:** \_\_\_\_\_ **Title:** Manager

**Company Address:** 4418 Vineland Ave. Suite 102, Toluca Lake, CA 91602

**Telephone** 818-842-7145

**Email**

**Fax:**

**Signature:**

Veronica Muldonado

**Date:**

9/14/19

veronica.g@pmcburbank.com

818 842 8202



**AGREEMENT FOR FURNISHING PRACTICAL  
EXPERIENCE AND THE USE OF OFFICE  
FACILITIES IN EDUCATING  
ALLIED HEALTH STUDENTS**

THIS AGREEMENT is made and entered into this 3<sup>rd</sup> day of September by and between the Board of Education of DOWNEY UNIFIED SCHOOL DISTRICT, hereinafter referred to as DISTRICT, State Family Dental hereinafter referred to as AGENCY.

**PART I: BASIS AND PURPOSE OF AGREEMENT**

WHEREAS, DISTRICT and AGENCY acknowledge a public obligation to contribute to the Allied Health Students' skills education for the benefit of students and to meet community needs;

WHEREAS, DISTRICT provides approved programs in the Allied Health field which require practical experience for students enrolled in these programs;

WHEREAS, AGENCY has facilities suitable for the needs of the students in the Allied Health programs;

WHEREAS, it is to the benefit of both DISTRICT and AGENCY that Allied Health students' have opportunities for practical experience to enhance their capabilities;

NOW THEREFORE, the DISTRICT and AGENCY do covenant and agree as follows:

**PART II: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT**

1. DISTRICT agrees to abide by existing policies of the AGENCY.
2. DISTRICT agrees to indemnify and relieve the AGENCY, its directors, officers, agents, and employees, for any liability to the DISTRICT, its directors, officers, agents, employees, students and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the DISTRICT during the performance of this AGREEMENT, including the rendition of any service by any faculty member or student of the DISTRICT in performing activities under or pursuant to this AGREEMENT.
3. DISTRICT shall plan days and hours of practical experience for students of the DISTRICT. All such plans for observation and/or practical experience shall be subject to the approval of the AGENCY.
4. DISTRICT shall assume responsibility for the development, organization, and implementation of the curriculum under the direction of a qualified instructional staff.
5. DISTRICT shall assume responsibility for supervision of students and instruction required in each program, except in such instances as may otherwise be specifically and formally planned and arranged.
6. DISTRICT shall orient all faculty members of school not previously oriented to AGENCY's facilities prior to the start of each semester.
7. DISTRICT shall provide orientation for students to program facility, which will include information as to the general regulations and policies of the AGENCY.

8. DISTRICT shall establish rules and/ or policies concerning:
  - a. Discipline
  - b. Grading
  - c. Emergency medical care
  - d. Liability insurance
  - e. Monitoring services
9. DISTRICT, if requested, shall provide Worker's Compensation insurance covering all DISTRICT personnel.
10. DISTRICT shall supply AGENCY with documentation of such coverage within thirty (30) days of the effective date of this AGREEMENT. DISTRICT shall also keep records of program attendance for the audit fund.
11. DISTRICT, if requested, shall provide, for all its students and staff members, public liability insurance with minimum limits of \$1,000,000 per occurrence in a form acceptable to AGENCY. DISTRICT shall provide to the AGENCY, within thirty (30) days of the effective date of this AGREEMENT, documentation evidencing such coverage. AGENCY shall be provided with no less than ten (10) days notice prior to the cancellation or modification of any such insurance policies.
12. The numerical size of the class utilizing AGENCY facilities shall be limited by experience and capacity, as determined by the DISTRICT with approval of AGENCY.
13. DISTRICT has the privilege of regularly scheduled meetings with the AGENCY staff, including administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program.
14. DISTRICT shall be responsible for assuring that students meet the standards of health and physical fitness as designated by the AGENCY.
15. DISTRICT will exercise confidentiality with regard to all patient/staff information gained during the experience.

### **PART III: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

1. AGENCY will maintain the standards (including OSHA standards) which make it eligible for approval as a practical experience facility for instruction in an accredited program.
2. AGENCY staff may participate in the educational program on request of the DISTRICT instructor. This may be resource persons, medical assistant experts, or persons assisting in the planning and implementation of aspects of medical assistant education. Such participation will be voluntary and shall not interfere with assigned AGENCY duties.
3. AGENCY will designate a staff member who will function as Education Coordinator for education uses of the AGENCY facilities, including joint planning with representatives of all involved health science programs.
4. AGENCY will permit the staff and students of the DISTRICT to use its office facilities for allied

health students' education according to the approved curriculum.

5. AGENCY agrees to indemnify and relieve DISTRICT, its directors, officers, agents and employees, for any liability to AGENCY, its directors, officers, agents, employees, and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the AGENCY during performance of this AGREEMENT, including the rendition of any service by any personnel of AGENCY in performing activities under or pursuant to this AGREEMENT.
6. AGENCY will permit the educational use of such supplies and equipment as are commonly available in the training facility.
7. AGENCY will permit use of the following facilities and services by students and faculty at such times and to the degrees considered feasible by the AGENCY.
  - a. Parking Areas
  - b. Food services as are available to AGENCY staff
  - c. First aid treatment
  - d. Equipment demonstration areas
  - e. Access to sources of information for educational purposes, such as:  
Procedure guides, policy manuals, dictionaries, and other references suitable to the office area.
8. AGENCY may refuse access to its office areas to students or DISTRICT faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the AGENCY and the DISTRICT.

#### **PART IV: JOINT RESPONSIBILITIES AND PRIVILEGES**

1. Neither the DISTRICT nor AGENCY shall permit its respective students, faculty, or other personnel from publishing any material relative to their practical experience under this AGREEMENT without prior written approval of both the DISTRICT and the AGENCY. Each party to this AGREEMENT shall take affirmative steps to prevent its respective students, staff and other personnel from publishing such unauthorized material described above. Each party shall require that all personnel involved with this health science program shall receive written notification of this provision and all regulations promulgated there under prior to their commencement of participation in said program.

#### **PART V: STATUS OF STUDENTS**

1. Students and faculty members of the DISTRICT shall be licensees of the AGENCY for the limited purpose expressed in this AGREEMENT. Such students and faculty shall not at any time be deemed employees or the agents of the AGENCY.
2. Students are subject to the authority, policies, and regulations of the DISTRICT. They are also subject, during program assignments, to applicable AGENCY regulations and must conform to the same standards as are set for AGENCY employees in matters relating to the welfare of patients and general AGENCY operation.



**PART VI: PERIOD OF AGREEMENT**

1. *This AGREEMENT shall remain in full force and effect for a maximum of five (5) years or until terminated by either party, upon thirty (30) days written notice to the other party.*
2. It is the express agreement and understanding of the AGENCY and the DISTRICT that this AGREEMENT affects the rights, duties, and obligations of only the AGENCY and the DISTRICT, and that it is not intended to, nor does it affect the rights, duties or obligations of, nor does it inure to the benefit of any third party.

**PART VII: ANNUAL REVIEW**

1. This AGREEMENT shall be administratively reviewed annually by both the DISTRICT and AGENCY.

In Witness whereof, the AGENCY has caused this AGREEMENT to be subscribed by its administrator and the DISTRICT has caused this AGREEMENT to be signed in its behalf by its duty authorized officer.

DOWNEY UNIFIED SCHOOL DISTRICT  
11627 Brookshire Avenue,  
Downey, CA 90241-7017

DOWNEY ADULT SCHOOL  
Allied Health Programs  
12340 Woodruff Avenue,  
Downey, CA 90241-7017

By \_\_\_\_\_  
Christina Aragon  
Associate Superintendent, Business Services

By \_\_\_\_\_  
Administrator

Date \_\_\_\_\_

Date 09/03/2019

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**AGENCY INFORMATION**

\*Note: Please attach a business card when mailing the agreement\*

**AGENCY NAME:** State Family Dental

Contact Name: Noran Jeong, DDS Title: Dentist

Company address: 8928 State Street, South Gate, CA 90280

Telephone: 323-567-2995 Email: drjeong@statefamilydental.com Fax: 323-567-2930

Signature: \_\_\_\_\_ Date: 09/03/2019



**AGREEMENT FOR FURNISHING PRACTICAL  
EXPERIENCE AND THE USE OF OFFICE  
FACILITIES IN EDUCATING  
ALLIED HEALTH STUDENTS**

THIS AGREEMENT is made and entered into this 26<sup>th</sup> day of August by and between the Board of Education of DOWNEY UNIFIED SCHOOL DISTRICT, hereinafter referred to as DISTRICT, Villa Dental hereinafter referred to as AGENCY.

**PART I: BASIS AND PURPOSE OF AGREEMENT**

WHEREAS, DISTRICT and AGENCY acknowledge a public obligation to contribute to the Allied Health Students' skills education for the benefit of students and to meet community needs;

WHEREAS, DISTRICT provides approved programs in the Allied Health field which require practical experience for students enrolled in these programs;

WHEREAS, AGENCY has facilities suitable for the needs of the students in the Allied Health programs;

WHEREAS, it is to the benefit of both DISTRICT and AGENCY that Allied Health students' have opportunities for practical experience to enhance their capabilities;

NOW THEREFORE, the DISTRICT and AGENCY do covenant and agree as follows:

**PART II: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT**

1. DISTRICT agrees to abide by existing policies of the AGENCY.
2. DISTRICT agrees to indemnify and relieve the AGENCY, its directors, officers, agents, and employees, for any liability to the DISTRICT, its directors, officers, agents, employees, students and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the DISTRICT during the performance of this AGREEMENT, including the rendition of any service by any faculty member or student of the DISTRICT in performing activities under or pursuant to this AGREEMENT.
3. DISTRICT shall plan days and hours of practical experience for students of the DISTRICT. All such plans for observation and/or practical experience shall be subject to the approval of the AGENCY.
4. DISTRICT shall assume responsibility for the development, organization, and implementation of the curriculum under the direction of a qualified instructional staff.
5. DISTRICT shall assume responsibility for supervision of students and instruction required in each program, except in such instances as may otherwise be specifically and formally planned and arranged.
6. DISTRICT shall orient all faculty members of school not previously oriented to AGENCY's facilities prior to the start of each semester.
7. DISTRICT shall provide orientation for students to program facility, which will include information as to the general regulations and policies of the AGENCY.

8. DISTRICT shall establish rules and/ or policies concerning:
  - a. Discipline
  - b. Grading
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  - d. Liability insurance
  - e. Monitoring services
9. DISTRICT, if requested, shall provide Worker's Compensation insurance covering all DISTRICT personnel.
10. DISTRICT shall supply AGENCY with documentation of such coverage within thirty (30) days of the effective date of this AGREEMENT. DISTRICT shall also keep records of program attendance for the audit fund.
11. DISTRICT, if requested, shall provide, for all its students and staff members, public liability insurance with minimum limits of \$1,000,000 per occurrence in a form acceptable to AGENCY. DISTRICT shall provide to the AGENCY, within thirty (30) days of the effective date of this AGREEMENT, documentation evidencing such coverage. AGENCY shall be provided with no less than ten (10) days notice prior to the cancellation or modification of any such insurance policies.
12. The numerical size of the class utilizing AGENCY facilities shall be limited by experience and capacity, as determined by the DISTRICT with approval of AGENCY.
13. DISTRICT has the privilege of regularly scheduled meetings with the AGENCY staff, including administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program.
14. DISTRICT shall be responsible for assuring that students meet the standards of health and physical fitness as designated by the AGENCY.
15. DISTRICT will exercise confidentiality with regard to all patient/staff information gained during the experience.

### **PART III: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

1. AGENCY will maintain the standards (including OSHA standards) which make it eligible for approval as a practical experience facility for instruction in an accredited program.
2. AGENCY staff may participate in the educational program on request of the DISTRICT instructor. This may be resource persons, medical assistant experts, or persons assisting in the planning and implementation of aspects of medical assistant education. Such participation will be voluntary and shall not interfere with assigned AGENCY duties.
3. AGENCY will designate a staff member who will function as Education Coordinator for education uses of the AGENCY facilities, including joint planning with representatives of all involved health science programs.
4. AGENCY will permit the staff and students of the DISTRICT to use its office facilities for allied

health students' education according to the approved curriculum.

5. AGENCY agrees to indemnify and relieve DISTRICT, its directors, officers, agents and employees, for any liability to AGENCY, its directors, officers, agents, employees, and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the AGENCY during performance of this AGREEMENT, including the rendition of any service by any personnel of AGENCY in performing activities under or pursuant to this AGREEMENT.
6. AGENCY will permit the educational use of such supplies and equipment as are commonly available in the training facility.
7. AGENCY will permit use of the following facilities and services by students and faculty at such times and to the degrees considered feasible by the AGENCY.
  - a. Parking Areas
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Procedure guides, policy manuals, dictionaries, and other references suitable to the office area.
8. AGENCY may refuse access to its office areas to students or DISTRICT faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the AGENCY and the DISTRICT.

#### **PART IV: JOINT RESPONSIBILITIES AND PRIVILEGES**

1. Neither the DISTRICT nor AGENCY shall permit its respective students, faculty, or other personnel from publishing any material relative to their practical experience under this AGREEMENT without prior written approval of both the DISTRICT and the AGENCY. Each party to this AGREEMENT shall take affirmative steps to prevent its respective students, staff and other personnel from publishing such unauthorized material described above. Each party shall require that all personnel involved with this health science program shall receive written notification of this provision and all regulations promulgated there under prior to their commencement of participation in said program.

#### **PART V: STATUS OF STUDENTS**

1. Students and faculty members of the DISTRICT shall be licensees of the AGENCY for the limited purpose expressed in this AGREEMENT. Such students and faculty shall not at any time be deemed employees or the agents of the AGENCY.
2. Students are subject to the authority, policies, and regulations of the DISTRICT. They are also subject, during program assignments, to applicable AGENCY regulations and must conform to the same standards as are set for AGENCY employees in matters relating to the welfare of patients and general AGENCY operation.

## PART VI: PERIOD OF AGREEMENT

1. This AGREEMENT shall remain in full force and effect for a maximum of five (5) years or until terminated by either party, upon thirty (30) days written notice to the other party.
2. It is the express agreement and understanding of the AGENCY and the DISTRICT that this AGREEMENT affects the rights, duties, and obligations of only the AGENCY and the DISTRICT, and that it is not intended to, nor does it affect the rights, duties or obligations of, nor does it inure to the benefit of any third party.

## PART VII: ANNUAL REVIEW

1. This AGREEMENT shall be administratively reviewed annually by both the DISTRICT and AGENCY.

In Witness whereof, the AGENCY has caused this AGREEMENT to be subscribed by its administrator and the DISTRICT has caused this AGREEMENT to be signed in its behalf by its duty authorized officer.

DOWNEY UNIFIED SCHOOL DISTRICT  
11627 Brookshire Avenue,  
Downey, CA 90241-7017

DOWNEY ADULT SCHOOL  
Allied Health Programs  
12340 Woodruff Avenue,  
Downey, CA 90241-7017

By \_\_\_\_\_  
Christina Aragon  
Associate Superintendent, Business Services

By \_\_\_\_\_  
Administrator

Date \_\_\_\_\_

Date 8/26/19

### AGENCY INFORMATION

\*Note: Please attach a business card when mailing the agreement\*

AGENCY NAME: Villa Dental

Contact Name: Cristina Sanchez Title: Office Manager

Company address: 15717 Paramount Blvd. #C, Paramount, CA 90723

Telephone: 562-602-1200 Email: villadental@ymail.com Fax: 888-870-9859

Signature: \_\_\_\_\_ Date: 08/26/2019



**AGREEMENT FOR FURNISHING PRACTICAL  
EXPERIENCE AND THE USE OF OFFICE  
FACILITIES IN EDUCATING  
ALLIED HEALTH STUDENTS**

THIS AGREEMENT is made and entered into this 27<sup>th</sup> day of August by and between the Board of Education of DOWNEY UNIFIED SCHOOL DISTRICT, hereinafter referred to as DISTRICT, Jung Yun, DDS hereinafter referred to as AGENCY.

**PART I: BASIS AND PURPOSE OF AGREEMENT**

WHEREAS, DISTRICT and AGENCY acknowledge a public obligation to contribute to the Allied Health Students' skills education for the benefit of students and to meet community needs;

WHEREAS, DISTRICT provides approved programs in the Allied Health field which require practical experience for students enrolled in these programs;

WHEREAS, AGENCY has facilities suitable for the needs of the students in the Allied Health programs;

WHEREAS, it is to the benefit of both DISTRICT and AGENCY that Allied Health students' have opportunities for practical experience to enhance their capabilities;

NOW THEREFORE, the DISTRICT and AGENCY do covenant and agree as follows:

**PART II: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT**

1. DISTRICT agrees to abide by existing policies of the AGENCY.
2. DISTRICT agrees to indemnify and relieve the AGENCY, its directors, officers, agents, and employees, for any liability to the DISTRICT, its directors, officers, agents, employees, students and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the DISTRICT during the performance of this AGREEMENT, including the rendition of any service by any faculty member or student of the DISTRICT in performing activities under or pursuant to this AGREEMENT.
3. DISTRICT shall plan days and hours of practical experience for students of the DISTRICT. All such plans for observation and/or practical experience shall be subject to the approval of the AGENCY.
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7. DISTRICT shall provide orientation for students to program facility, which will include information as to the general regulations and policies of the AGENCY.

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  - b. Grading
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  - d. Liability insurance
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9. DISTRICT, if requested, shall provide Worker's Compensation insurance covering all DISTRICT personnel.
10. DISTRICT shall supply AGENCY with documentation of such coverage within thirty (30) days of the effective date of this AGREEMENT. DISTRICT shall also keep records of program attendance for the audit fund.
11. DISTRICT, if requested, shall provide, for all its students and staff members, public liability insurance with minimum limits of \$1,000,000 per occurrence in a form acceptable to AGENCY. DISTRICT shall provide to the AGENCY, within thirty (30) days of the effective date of this AGREEMENT, documentation evidencing such coverage. AGENCY shall be provided with no less than ten (10) days notice prior to the cancellation or modification of any such insurance policies.
12. The numerical size of the class utilizing AGENCY facilities shall be limited by experience and capacity, as determined by the DISTRICT with approval of AGENCY.
13. DISTRICT has the privilege of regularly scheduled meetings with the AGENCY staff, including administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program.
14. DISTRICT shall be responsible for assuring that students meet the standards of health and physical fitness as designated by the AGENCY.
15. DISTRICT will exercise confidentiality with regard to all patient/staff information gained during the experience.

### **PART III: GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

1. AGENCY will maintain the standards (including OSHA standards) which make it eligible for approval as a practical experience facility for instruction in an accredited program.
2. AGENCY staff may participate in the educational program on request of the DISTRICT instructor. This may be resource persons, medical assistant experts, or persons assisting in the planning and implementation of aspects of medical assistant education. Such participation will be voluntary and shall not interfere with assigned AGENCY duties.
3. AGENCY will designate a staff member who will function as Education Coordinator for education uses of the AGENCY facilities, including joint planning with representatives of all involved health science programs.
4. AGENCY will permit the staff and students of the DISTRICT to use its office facilities for allied

health students' education according to the approved curriculum.

5. AGENCY agrees to indemnify and relieve DISTRICT, its directors, officers, agents and employees, for any liability to AGENCY, its directors, officers, agents, employees, and contractors, or to any third party for any loss, cost, claim, damage, or expense arising out of any act or failure to act by the AGENCY during performance of this AGREEMENT, including the rendition of any service by any personnel of AGENCY in performing activities under or pursuant to this AGREEMENT.
6. AGENCY will permit the educational use of such supplies and equipment as are commonly available in the training facility.
7. AGENCY will permit use of the following facilities and services by students and faculty at such times and to the degrees considered feasible by the AGENCY.
  - a. Parking Areas
  - b. Food services as are available to AGENCY staff
  - c. First aid treatment
  - d. Equipment demonstration areas
  - e. Access to sources of information for educational purposes, such as:  
Procedure guides, policy manuals, dictionaries, and other references suitable to the office area.
8. AGENCY may refuse access to its office areas to students or DISTRICT faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the AGENCY and the DISTRICT.

#### **PART IV: JOINT RESPONSIBILITIES AND PRIVILEGES**

1. Neither the DISTRICT nor AGENCY shall permit its respective students, faculty, or other personnel from publishing any material relative to their practical experience under this AGREEMENT without prior written approval of both the DISTRICT and the AGENCY. Each party to this AGREEMENT shall take affirmative steps to prevent its respective students, staff and other personnel from publishing such unauthorized material described above. Each party shall require that all personnel involved with this health science program shall receive written notification of this provision and all regulations promulgated there under prior to their commencement of participation in said program.

#### **PART V: STATUS OF STUDENTS**

1. Students and faculty members of the DISTRICT shall be licensees of the AGENCY for the limited purpose expressed in this AGREEMENT. Such students and faculty shall not at any time be deemed employees or the agents of the AGENCY.
2. Students are subject to the authority, policies, and regulations of the DISTRICT. They are also subject, during program assignments, to applicable AGENCY regulations and must conform to the same standards as are set for AGENCY employees in matters relating to the welfare of patients and general AGENCY operation.



**PART VI: PERIOD OF AGREEMENT**

1. *This AGREEMENT shall remain in full force and effect for a maximum of five (5) years or until terminated by either party, upon thirty (30) days written notice to the other party.*
2. It is the express agreement and understanding of the AGENCY and the DISTRICT that this AGREEMENT affects the rights, duties, and obligations of only the AGENCY and the DISTRICT, and that it is not intended to, nor does it affect the rights, duties or obligations of, nor does it inure to the benefit of any third party.

**PART VII: ANNUAL REVIEW**

1. This AGREEMENT shall be administratively reviewed annually by both the DISTRICT and AGENCY.

In Witness whereof, the AGENCY has caused this AGREEMENT to be subscribed by its administrator and the DISTRICT has caused this AGREEMENT to be signed in its behalf by its duty authorized officer.

DOWNEY UNIFIED SCHOOL DISTRICT  
11627 Brookshire Avenue,  
Downey, CA 90241-7017

By \_\_\_\_\_  
Christina Aragon  
Associate Superintendent, Business Services

Date \_\_\_\_\_

DOWNEY ADULT SCHOOL  
Allied Health Programs  
12340 Woodruff Avenue,  
Downey, CA 90241-7017

By \_\_\_\_\_  
Administrator

Date 08/27/2019

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**AGENCY INFORMATION**

\*Note: Please attach a business card when mailing the agreement\*

**AGENCY NAME:** Jung Yun, DDS

Contact Name: Leslie Hall      Title: Office Manager

Company address: 17419 Bellflower Blvd., Bellflower, CA 90706

Telephone: 562-804-1307      Email: jungyundds@yahoo.com      Fax: N/P

Signature:       Date: 08/27/2019