



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Larry Hogan, Governor – Boyd Rutherford, Lt. Governor – Van Mitchell, Secretary

To: Local Health Officers and Local Health Department Contracting Managers

From: Van Mitchell, Secretary

Through: Howard Haft, M.D., Deputy Secretary for Public Health

Cc: Jennifer Barnhart, Chief of Staff, Public Health Services; Nicholas Johansson, Assistant Attorney General

Date: August 1, 2016

Re: Health Care Service Delivery – contracts / written agreements

According to Health General §3-306(d), subject to the consent of the governing body and the written approval of the Secretary, a health officer for a county may enter into a contract or any other written agreement to assist or participate in the delivery of health care services with a person that is authorized to provide, finance, coordinate, facilitate, or otherwise deliver health care services in the State.

In accordance with the powers and duties vested in the Secretary and pursuant to Health General § 3-306(f), the Secretary may delegate duties, powers, and functions to a health officer for a county.

This memo delegates the authority to the local health officer to enter into contracts, on behalf of the Local Health Department, that are not subject to Health General §3-306(d). This memo also provides a comprehensive approval for all contracts under \$100,000 per year that are subject to Health General § 3-306(d). All contracts and written agreements over \$100,000 per year should be forwarded to Dr. Howard Haft's attention for review and ultimate approval by the Secretary.

Contracts should be sent via e-mail to Dr. Howard Haft (howard.haft@maryland.gov) and Katie Bullock (Kathleen.bullock1@maryland.gov).

Nick Johansson can provide legal guidance on contract development if needed. Nick can be reached at: 410-767-5162 / nicholas.johansson@maryland.gov.