



## **Memorandum of Understanding**

**Between Elmhurst Home Inc.**

**and**

**Detroit Police Victim's Assistance Program**

Elmhurst Home Inc. and Detroit Police Victim's Assistance Program have entered into the below- stated Memorandum of Understanding. Elmhurst Home Inc. is a premier integrated mental health, substance use, and primary care services provider in the State of Michigan and the Metro-Detroit area; and pledges the same services stated below in support of Detroit Police Victim's Assistance Program.

The MOU is as follows:

### **Purpose:**

This agreement entered into on the date of the signing of this document is between Elmhurst Home Inc. and Detroit Police Victim's Assistance Program. The purpose of the Memorandum of Understanding is to outline the roles and responsibilities of the partnering agencies to offer an outstanding selection of comprehensive integrated services with an ease of care coordination.

As a residential prisoner reentry and jail diversion provider that housed adult offenders, is the policy of Elmhurst Home Inc. to strictly enforce a "Zero-tolerance" policy toward all forms of sexual abuse or harassment. This policy applies to all employees, residents, contract personnel and visitors.

Elmhurst Home Inc. will immediately and aggressively investigate all allegations of sexual abuse and when deemed necessary and appropriate, refer the investigation to the Detroit Police Department and Detroit Police Sex Crimes Unit for further investigation and possible criminal prosecution. This is in compliance with the Prison Rape Elimination Act (PREA).

### **A. Elmhurst Home Inc. will:**

- a. Provide residents with access to the 24-hour rape crisis hotline and address for emotional support for dealing with sexual abuse.
- b. Provide PREA victims with referrals to Detroit Police Sex Crimes and Detroit Receiving Hospital for a SANE exam.
- c. Provide PREA training as appropriate to Wayne County SAFE.
- d. Provide follow up communication regarding investigations, monitoring and reporting as allowed by state statute.
- e. Provide all PREA victims with an advocate and advocacy services
- f. Provide the victim with information about options, resources, and assistance through the criminal/civil justice system.
- g. Assist the victim in safety planning, and provide information and support
- h. Provide accompaniment and support to the victim through the forensic medical examination process and investigatory interviews.
- i. Provide assurance that service providers meet professional standards of advocacy.
- j. Elmhurst Home Inc. will also provide the following services:



- i. Mental Health Treatment
- ii. Crisis Stabilization
- iii. Psychiatry
- iv. Clinical Therapy
- v. Care Coordination/Case Management
- vi. Substance Use Treatment
- vii. Peer Support and/or Peer Recovery Services
- viii. Prisoner Reentry
- ix. Jail Diversion
- x. Transitional living
- xi. Residential recovery
- xii. Skill Building & Pre-Vocational Training
- xiii. Independent Living Supports
- xiv. Primary Care
- xv. Dental Services
- xvi. Pharmacy

**B. Detroit Police Victim's Assistance Program will:**

- a. respond to sexual assaults reported to Detroit Police Sex Crimes and Detroit Receiving Hospital.
- b. Address the needs of individuals, families and communities affected by:
  - i. Sexual Assault
  - ii. Domestic Violence
  - iii. Homicide
- c. Victim's Assistance Center staff respond to sexual assaults reported to Detroit Police Sex Crimes and Detroit Receiving Hospital.
- d. The Victim's Assistance Program will also provide the following services:
  - i. Individual and Group counseling and support is available.
  - ii. Grief and Loss, Individual and Group, Counseling
  - iii. Community Debriefing/Response
  - iv. Assistance with Victim Compensation Claims
  - v. Advocacy and Information
  - vi. Support during the Criminal Justice Process

**C. Responsibilities of the parties**

To help the mutual patient population improve access to services to their overall healthcare, regardless of the disorder or its frequency (chronic), the parties agree to the follow:

- a. Detroit Police Victim's Assistance Program may execute verbal/written referrals to Elmhurst Home Inc. when the victim's assistance team deems it in the patient's best interest to have their outpatient care coordinated, when there is currently no other provider on record for the patient (not withstanding: a patient may voluntarily elect to switch outpatient substance abuse and mental healthcare providers according to their insurance payer's protocol).



- b. Elmhurst Home Inc. may execute verbal/written referral to Detroit Police Victim’s Assistance Program when a member has reported being the victim of a sexual assault or Domestic Violence.
- c. Both Elmhurst Home Inc. and Detroit Police Victim’s Assistance Program will participate in staff and member education workshops, provided to their mutual client population, their families, and the community; as a means to promote healthy living, prevention, and ongoing recovery. (each entity to contribute according to their individual licenses and expertise).

**D. Methods of coordinating care**

- a. Electronic Health Record access  
(with the appropriate HIPAA Business Associate Agreement signed)
- b. Hardcopy record reviews
- c. Collaborative team meetings

**E. Reporting procedures**

- a. Each organization will follow its internal policies for documenting the coordination of care within the health record.
- b. Cooperate with any external referral agencies, insurance payers or reviewers.

**F. Payment for services**

THERE WILL BE NO PAYMENT EXCHANGED FOR REFERRALS OR COLLABORATION

**G. Termination**

Either party may terminate this agreement, with or without cause, upon a 30 day notice to the other party. Either party agrees to remain cooperative with any transitioning of mutual patients, so that their care is not compromised in the event of a termination of this agreement.

Agreement is good for 3 years from the date of execution.

Approved by,

John C. Oden  
Executive Director  
Elmhurst Home Inc.  
[joden@ehinc.org](mailto:joden@ehinc.org)

Approved by,

Staff: \_\_\_\_\_  
Title: \_\_\_\_\_  
Agency: \_\_\_\_\_  
Email: \_\_\_\_\_

DocuSigned by:  
*Felicia Jenkins*  
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5/22/2023

DPD Victim Assistance

Head Social Worker

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