



Lori A. Shibinette
Commissioner

Lori A. Weaver
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF THE COMMISSIONER

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June 2, 2022

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, to enter into a **Retroactive** educational tuition agreement and to pay said costs in an amount of \$3,000 as follows:

Institution: Western Governor's University
4001 South 700 East, Suite 700
Salt Lake City, UT 84107

Course Title(s): Organizational Systems and Quality Leadership
Biochemistry
Evidence Based Practice and Applied Nursing Research
Community Health and Population Focused Nursing Field Exp.
Leadership and Professional Image

Course Date(s): Begin: 06/01/2022
End: 11/30/2022

Employee: Magdalena Vasquez-Larkin

Funding Source: 05-95-95-953010-56770000-066-500544

Total Cost of Course(s): \$3,000

State Share: \$3,000

Source of Funds: Employee Training, 20% Federal, 80% General

EXPLANATION

This request is **Retroactive** due to an oversight that occurred during processing of items for the June 1, 2022, Governor and Executive Council meeting.

These courses: Organizational Systems and Quality Leadership; Biochemistry; Evidence Based Practice and Applied Nursing Research; Community Health and Population Focused Nursing Field Experience; and Leadership and Professional Image, will benefit the Department and the employee as they will expand upon Ms. Vasquez-Larkin's understanding and skills in the field of nursing. These courses are required to complete the Bachelor of Science in Nursing degree which Ms. Vasquez-Larkin is currently pursuing. Organizational Systems and Quality Leadership will prepare Ms. Vasquez-Larkin to be more confident and better prepared to assume a leadership role in the healthcare delivery system. The focus is on concepts of patient safety; improvement science; balancing cost, quality, and access through the triple aim; and leadership and patient/family-centered care. Biochemistry focuses on understanding the underlying biochemistry in order to grasp how it is applied, providing an introductory understanding of the chemicals and reactions that sustain life. Evidence Based Practice and Applied Nursing Research will teach how to design and conduct research to answer important questions about improving the practice of nursing and patient care deliver outcomes. Community Health and Population Focused Nursing Field Experience will allow Ms. Vasquez-Larkin to become familiar with foundational theories and models of health promotion applicable to the community health nursing environment, specifically, how policies and resources influence the health of populations. Leadership and Professional Image will provide the opportunity to complete a Leadership Learning Experience and develop a personal professional portfolio which includes coursework, a resume, and a personal statement. Together, these courses will allow Ms. Vasquez-Larkin to increase her overall understanding and proficiency in the nursing profession. This will serve her well as she cares for the diverse population of clients under her care.

Magdelina Vasquez-Larkin has been employed at the Department of Health and Human Services for six (6) years, the majority of which have been at the level of Registered Nurse III with the New Hampshire Hospital. She is currently a Nursing Coordinator for the Sununu Youth Services Center where her duties include coordinating nursing activities to ensure the implementation of medical care to residents and to oversee the total operation and staffing of the medical unit at a secure juvenile institution. Ms. Vasquez-Larkin also investigates accidents, injuries, illnesses, and complaints involving the residents and staff; supervises the psychiatric and dental calls and physician rounds; and makes referrals with outside providers; and a myriad of other duties as well.

The Department of Health and Human Services encourages and supports employees who wish to further their professional growth through continuing education in disciplines that are mutually advantageous. Successful completion of the courses will add to the overall strength of the Department to perform its mission to the residents of New Hampshire.

This course will not be taken on State time.

Attached is a fully executed Tuition Agreement for your review.

Respectfully submitted,



Lori A. Weaver
Deputy Commissioner



**THE STATE OF NEW HAMPSHIRE
EDUCATIONAL TUITION AGREEMENT**

Agreement dated this 29th day of April, 2022 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Magdalena Vasquez-Larkin (hereinafter referred to as the "Recipient"). The State and the Recipient do hereby mutually agree as follows:

1. The State shall pay to the named institution the sum of \$3,000, which monies shall be used for the purpose of enrolling the Recipient in: Organizational Systems and Quality Leadership, Biochemistry, EBP and Applied Nursing Research, Community Health, and Leadership and Professional Image (course name), which course(s) is being offered by Western Governor's University and which course(s) shall commence on June 1, 2022 and terminate on November 30, 2022.
2. The Recipient shall complete and achieve a passing grade in each course named in paragraph 1.
3. Should the Recipient fail to complete or achieve a passing grade in each course named in paragraph 1, the Recipient shall pay to the State the sum set forth in paragraph 1, provided, however, that if more than one course is named in paragraph 1, the amount which shall be paid to the State shall be calculated on a pro rata basis.
4. Upon the satisfactory completion of the courses named in paragraph 1, the Recipient shall continue in the employ of the State in his/her current position (or in such other position, at equal or greater compensation, to which he/she may be assigned) for a period of six (6) months.
5. The Recipient shall work in any area of the State to which he/she may be assigned, provided that such assignment will not constitute a severe hardship to said Recipient.
6. Should the Recipient breach any of the conditions set forth in paragraphs 4 and 5, the Recipient shall pay to the State a sum equal to all monies previously paid by the State for the Recipient pursuant to the Agreement, provided, however, that the Recipient shall receive a credit for each month in which he/she is employed by the State subsequent to the date upon which the named course(s) are satisfactorily completed, the value of said credit to be calculated on a pro rata basis.
7. The Recipient shall not raise any setoff or counterclaim against the State in any action brought by the State to collect any amount due under this agreement.
8. Should any amount be found to be due the State in any action brought against the Recipient pursuant to this Agreement, the State shall, in addition to said amount, be entitled to an award of costs and a reasonable amount in "attorney" fees.

IN WITNESS WHEREOF the representatives of the State, in his/her official capacity only, and without personal liability, and the Recipient, have hereunto set their hands on the date first above written.

RECIPIENT

(signature)

Magdalena Vasquez-Larkin

(printed name)

Magdalena Vasquez-Larkin

NOTARY

State of New Hampshire, County of Hillsborough:

On this the 16th day of May, 2022, before me, Luanne Blais, the undersigned officer, personally appeared, Magdalena Vasquez-Larkin (recipient) known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes herein contained.

In witness whereof I hereunto set my hand and official seal

Luanne M. Blais
Notary Public/Justice of the Peace

LUANNE M. BLAIS, Notary Public
My Commission Expires June 10, 2025

THE STATE OF NEW HAMPSHIRE

(signature)

Lori Weaver

(date)

6-2-22

(printed name, title)

Lori Weaver, Deputy Commissioner