



WYOMING HEALTH COUNCIL
FAMILY PLANNING STATEMENT OF UNDERSTANDING

Project staff (any person involved in providing Title X services; i.e., direct or indirect employees, volunteers, students/residents) of the Title X Grant, administered by the Wyoming Health Council, have been informed of and understand the following guidelines for the delivery of family planning services, as stated in the “Program Requirements for Title X Funded Family Planning Projects, including new rules effective November 8, 2021”: *(please initial each bullet and sign at the bottom of the document)*

As an identified project staff, I understand:

- ____ All family planning services are to be provided solely on a voluntary basis. Clients cannot be coerced to accept services or to use or not use any particular method of family planning.
- ____ A client’s acceptance of family planning services must not be a prerequisite to eligibility for, or receipt of, any other services, assistance from, or participation in any other program that is offered at our facility.
- ____ Income verification should not burden clients with low incomes or impede their access to care. No client will be denied or refused services for inability to pay.
- ____ Prohibits the use of Title X funds to perform, promote or encourage abortion as a method of family planning.
- ____ Project staff working within the family planning project may be subject to prosecution if they coerce or try to coerce any person to undergo an abortion or sterilization procedure.
- ____ Project staff are encouraged to participate in the establishment of ongoing grantee policies and guidelines and may participate on the various state facilitated committees.
- ____ Voluntary donations by clients are permissible, however, clients must not be pressured to make donations and donations must not be a prerequisite to receiving services or supplies.
- ____ Project staff should be sensitive to, and able to deal effectively with, cultural and other characteristics of the diverse client population. Title X services are to be delivered in a client-centered manner that is respectful of, responsive to, individual client preferences, needs, and values and where client values guide all clinical decisions.
- ____ Project staff orientation/in-service training must include training on Federal/State requirements for reporting or notification of child abuse, child molestation, sexual abuse, rape, or incest, as well as on human trafficking
 - Wyoming law requires that employees of family planning clinics are considered to be mandatory reporters of child abuse, child molestation, sexual abuse, rape, or incest. No provider of services under Title X of the Public Health Service Act shall be exempt from any State law requiring notification or the reporting of child abuse, child molestation, sexual abuse, rape, or incest.
- ____ Project staff will encourage family participation in the decision of minors to seek family planning services and provide counseling to minors on how to resist attempts to coerce minors into engaging in sexual activities. No project staff may notify parent(s) or guardians(s) before or after a minor has requested and/or received Title X family planning services.
- ____ Priority for project services are for persons from low-income families.

- ____ Services must be provided in an equitable manner which protects the dignity of the individual.
- ____ Services must be provided without regard to religion, race, color, national origin, disability, age, number of pregnancies, sexual orientation, sex characteristics, gender identity, insurance status, or marital status.
- ____ Projects must provide for social services related to family planning including counseling, referral to and from other social and medical services agencies, and any ancillary services which may be necessary to facilitate clinic attendance.
- ____ Projects must provide for coordination and use of referral arrangements with other providers of healthcare services, local health and welfare departments, hospitals, voluntary agencies, and health services projects supported by other federal programs.
- ____ Projects must provide pregnancy diagnosis and counseling to all clients in need of these services.
- ____ Every project must have safeguards to ensure client confidentiality. Information obtained by the project staff about individuals receiving services may not be disclosed without the individual's documented consent, except as required by law or as may be necessary to provide services to the individual, with appropriate safeguards for confidentiality. Information may otherwise be disclosed only in summary, statistical, or other form that does not identify the individual. This clinic has policies related to preserving client confidentiality and privacy. Project staff are to read these policies (to include HIPAA) and comply with the requirements.
- ____ Projects may not discriminate on the basis of disability and, when viewed in their entirety, facilities must be readily accessible to people with disabilities.
- ____ Project staff are not required to perform any services that violate their religious and moral beliefs; however, their objections must not, directly or indirectly, refuse or deny comprehensive Quality Family Planning services to any client requesting those services.
- ____ Title X training required is based on the role of providing client services and is determined by the agency project director/manager.
- ____ The WHC Protocols, Policies & Procedures manuals are accessible for review in the service delivery site with the agency project/manager.

I understand that I am responsible for maintaining current knowledge of the Title X Statutes, Requirements, Regulations, Legislative Mandates, and Program Guidance. In signing this form, I acknowledge that I have read this document and have had the opportunity to have any questions addressed and clarification provided as needed by the grantee or subrecipient project director/manager.

Employee Printed Name _____

Employee Signature _____ Date _____