



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 statement and sign at the bottom of the document)

As an identified project staff, I understand the following:

- _____ 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.
- _____ 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.
- _____ The priority for project services is for persons from low-income families.
- _____ Prohibition of Abortion: None of the funds appropriated under Title X shall be used in programs where abortion is 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.
- _____ Projects must provide pregnancy diagnosis and neutral, factual, and non-directive options counseling, and referrals based on the requests of the clients to all clients in need of these services.
- _____ 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. However, no project staff may notify the parent(s) or guardians(s) before or after a minor has requested and received Title X family planning services.
- _____ 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.
- _____ Services must be provided in an equitable manner that protects the dignity of the individual.
- _____ 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 and responsive to individual client preferences, needs, and values and where client values guide all clinical decisions.

- _____ Services must be provided without regard to religion, race, color, national origin, native language, disability, age, number of pregnancies, sexual orientation, sex characteristics, gender identity, insurance status, or marital status.
- _____ Projects shall not discriminate based on disability, and when viewed in their entirety, facilities must be readily accessible to people with disabilities.
- _____ 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.
- _____ 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 forms that do not identify the individual. This clinic has policies related to preserving client confidentiality and privacy. Project staff must read these policies (including HIPAA) and comply with the requirements.
- _____ 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
 - Per the Legislative Mandate, no provider of services under Title X of the Public Health Service Act shall be exempt from any State law requiring notification or reporting child abuse, child molestation, sexual abuse, rape, or incest. Wyoming § 14-3-205 states, “Any person who knows or has reasonable cause to believe or suspect that a child has been abused or neglected or who observes any child being subjected to conditions or circumstances that would reasonably result in abuse or neglect, shall immediately report it to the child protective agency or local law enforcement agency or cause a report to be made.”
- _____ Title X training required is based on the role of providing client services and is determined by the agency project director/manager.
- _____ Project staff are encouraged to participate in the establishment of ongoing grantee policies and guidelines and may participate on the various state-facilitated committees.
- _____ The WHC Protocols, Policies & Procedures manuals are accessible for review at the service delivery site.

I understand that I am responsible for maintaining current knowledge of the Title X Statutes, Requirements, Regulations, Legislative Mandates, and Program Guidance. Therefore, 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.

Project Staff Name _____
 (Print)

Project Staff Signature _____ Date _____