



Memorandum of Understanding Between  
Florida Department of Health and Medical Reserve Corps Site Coordinators

Purpose:

The purpose of this memorandum of understanding is to clarify the roles and responsibilities of the Florida Department of Health and Medical Reserve Corps Sites to provide effective coordination and cooperation between the entities.

Medical Reserve Corps:

The purpose of the Florida Medical Reserve Corps (MRC) Network is to effectively develop a cadre of health and medical volunteers for local, state, and federal emergency response in every county within Florida. The mission of the Florida MRC Network is to augment local community and state-level health and medical services with pre-identified, trained and credentialed volunteers during emergency medical operations and vital public health activities.

Authority:

Medical Reserve Corps are authorized under the Public Health Security and Bioterrorism Preparedness and Response Act of 2002 (Public Law 107-188), which amended the Public Health Service Act, adding Section 319C-1 (42 U.S.C. 247d-3), which supports activities related to preparing for a terrorist attack or public health emergency.

Responsibilities:

The Medical Reserve Corps is a jointly shared responsibility between the Florida Department of Health and local site coordinators.

MRC Coordinators and their designees are responsible for meeting all program requirements as stated in the MRC Operational Guidelines, including: a) ongoing recruitment and retention of volunteers, b) ensuring volunteers have completed required training, c) entering volunteer data into the Florida Emergency Health Volunteer Registry (FEHVR), d) reporting based upon state and national requirements, and e) updating the national Medical Reserve Corps Network web site as to volunteers numbers and activities during the last week of each calendar quarter. These requirements must be met by the local MRC site in order to be able to participate in MRC activities and be eligible for funds to support related activities.

The Florida Department of Health is responsible for reviewing the progress of each MRC site towards meeting programmatic, fiscal, and reporting requirements as stated in MRC Operational Guidelines.

The memorandum of understanding will be reviewed and renewed annually from date of signature.

Signed and Dated:

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Florida Department of Health

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MRC Site Coordinator