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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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November 15, 2021

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 an educational tuition agreement and to pay said costs in an amount of \$3,000 as follows:

Institution:	NHTI-Concord's Community College 31 College Drive Concord, NH 03301
Course Title(s):	Course Title: Nursing IIB
Course Date(s):	Begin: 01/18/2022 End: 05/07/2022
Employee:	Snjezana Milicevic
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$4,305
State Share:	\$3,000
Source of Funds:	Employee Training, 20% Federal, 80% General

EXPLANATION

This course, Nursing IIB, will benefit the Department and the employee as it expands upon prior nursing courses taken by Snjezana Milicevic. The emphasis of the course is on Universal, Developmental, and/or Health Deviation Self-Care Requirements. The student focuses on the educative/supportive and partially compensatory nursing systems and employs effective therapeutic communication to care for patients with selected self-care deficits throughout the life cycle. Professional, ethical, and legal standards of nursing practice are utilized to provide holistic and culturally-sensitive nursing care throughout the life cycle. Planned learning experiences provide the student with the opportunity to coordinate environmental and technological resources in the delivery of patient care. Opportunities for analysis of principles and concepts of nursing knowledge are provided through Clinical Resource Center experiences and patient care assignments in various settings. Knowledge gained in this course will give Ms. Milicevic a broader perspective on a career in nursing, leading to an increased understanding of patient needs and care, leading to more positive patient outcomes.

Snjezana Milicevic has been employed by the Department of Health and Human Services, New Hampshire Hospital (NHH) for seventeen (17) years and is currently a Mental Health Worker in the psychiatric unit. Mental Health Workers (MHW) are part of a larger team, consisting of doctors, nurses, therapists, social workers and other caregivers who all work together in providing care to the patients of NHH. As such, MHW's are always consulting and relying upon each other in order to give their patients the best possible outcomes. Specific duties include, but are not limited to, implementing individualized plans of care, 1:1 observation of suicidal patients, obtaining vital signs, reinforcing treatment goals during daily and continual interactions, and supporting the patient's understanding of their goals. It further entails observing behaviors and documenting objective data as well as subjective inference.

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 15th day of November, 2021 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Snjezana Milicevic (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: Nursing IIB (course name), which course(s) is being offered by New Hampshire Technical Institute and which course(s) shall commence on 01/18/2022 and terminate on 04/07/2022.
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) *Snjezana Milicevic* (printed name) Snjezana Milicevic

NOTARY State of New Hampshire, County of Merrimack:

On this the 15th day of November, 2021, before me, Julie Stewart Phelps the undersigned officer, personally appeared, Snjezana Milicevic (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.

Julie Stewart Phelps
Notary Public/Justice of the Peace

THE STATE OF NEW HAMPSHIRE

(signature) *Lori A. Weaver*

(date) 11-29-21

JULIE A. STEWART-PHELPS
Notary Public, State of New Hampshire
My Commission Expires March 24, 2026

(printed name, title) Lori A. Weaver
Deputy Commissioner