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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES DEC 03 2025
OFFICE OF THE COMMISSIONER

Lori A. Weaver
Commissioner

Morissa Henn
Deputy Commissioner

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November 12, 2025

Her Excellency, Governor Kelly A. Ayotte
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:	St. Joseph School of Nursing 5 Woodward Ave Nashua, NH, 03060
Course Title(s):	Nursing 110: Introduction to Health Caring Concepts
Course Date(s):	Begin: 01/05/2026 End: 04/24/2026
Employee:	Sandy Healy
Funding Source:	05-95-95-953010-56770000-066-500544
Total Cost of Course(s):	\$3,810.00
State Share:	\$3,000.00
Source of Funds:	Employee Training; 20% Federal, 80% General

EXPLANATION

This education will benefit the Department of Health and Human Services (DHHS) and Sandy Healy by strengthening the quality of patient-centered care at New Hampshire Hospital (NHH). This course introduces the basic concepts of nursing, healthcare, biophysical, psychosocial, and social functioning, which include Swanson's Caring Behaviors, medication administration, assessment, nutrition, ethics, evidence-based practice, individual-centered care, and quality improvement. These concepts align with NHH's goals of providing compassionate, evidence-based mental health services.

This course, *Nursing 110: Introduction to Health Caring Concepts*, prepares students to provide safe nursing care, incorporating the concepts already identified. Laboratory practice will provide the opportunity for students to become competent in basic nursing skills. Clinical practice will focus on practical nursing skills to assist clients with health needs. Clinical conferences facilitate the student nurse's application of theory to evidence-based practice. By gaining a deeper understanding of health care concepts, Sandy will be better equipped to support patients with complex psychiatric needs while promoting dignity, respect, and recovery-oriented care. The course will also enhance her ability to collaborate more effectively with interdisciplinary teams, improving patient outcomes and contributing to a safer, more therapeutic environment. Completing this course is part of Sandy's pursuit of an Associate of Science degree in Nursing.

Sandy Healy has been employed with DHHS, New Hampshire Hospital, for the past six years. She currently holds the title of 31-1133 Psych Aide-2 (Mental Health Worker II / nursing assistant). In this position, Sandy serves as a role model in a therapeutic milieu; she is integral to patient recovery, safety, and stability. She has an important role in supporting patients and clinical staff in the psychiatric hospital setting. Sandy's direct care responsibilities include reporting observations, monitoring for self-harm, building rapport, assisting with personal hygiene, implementing treatment plans, and intervening with de-escalation techniques if needed.

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 for 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
Commissioner





THE STATE OF NEW HAMPSHIRE
EDUCATIONAL TUITION AGREEMENT

Agreement dated this 6 day of Oct 20 25 by and through the Department of Health and Human Services (hereinafter referred to as the "State") and Sandy Healy (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 \$3000.00, which monies shall be used for the purpose of enrolling the Recipient in: Introduction to Health Caring Concepts (course name), which course is being offered by: St. Joseph School of Nursing and which course shall commence on January 5, 20 26 and terminate on April 24, 20 26.

- 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) Sandy Healy (printed name) SANDY HEALY

NOTARY State of New Hampshire, County of Merrimack :

On this the 16th day of October, 20 25, before me, Molly Baca, the undersigned officer, personally appeared,

Sandy Healy (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.

Molly A. Baca
Notary Public/Justice of the Peace Signature

THE STATE OF NEW HAMPSHIRE

DHHS Commissioner or Designee Signature [Signature]

(printed name, title) Ann H. Landen, Assoc. Commissioner

(Date) 11/12/25

MOLLY A. BACA - Notary Public
State of New Hampshire
My Commission Expires January 10, 2029
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