

## YOUR LIONS CLUB

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### MEMORANDUM OF UNDERSTANDING:

Between the **(YOUR LIONS CLUB)** and **(INSTITUTION)** to perform an Eye Screening for children registered at the facility on **(DATE AND TIME SCREENING)**. We will arrive at approximately **9:00 am** for set up and start as soon as the children are ready.

The Lions Club will:

- Perform the screening using the Welch Allyn VS100 Vision Screener
- The Lions Club will also provide consent forms and referral letters via email.
- Will print documentation of all results indicating needed referral
- Will provide documentation of the results of each individual screening to the facility on a thumb drive supplied by the facility.
- Will review thumb drive and delete all documentation of SPOT camera in front of responsible faculty.

The Facility will:

- A room that can be darkened. We call this need nap time dark. It does not need to be completely dark but we do need to be able to dim or turn lights off and block out any direct sun light from windows. Children will still need to be able to see well enough to navigate the room safely.
- Supply an eight (8) Gig thumb drive.
- Will distribute all individual screening results and referral information to the parents and will be responsible for all follow-up of referrals.
- Have a member of their staff or volunteer parent present in the screening room whenever children are being screened.
- Distribute consent forms to all parents and insure that signed forms are on hand prior to the screening. The public school system already has a blanket permission or opt out on file.

Signed:

Lion Hope MacBride

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(For Tega Cay Lions Club)

\_\_\_\_\_  
(Fort Mill Preparatory School)

August 27, 2019  
(Date) \_\_\_\_\_

(Date) \_\_\_\_\_