

**Memorandum of Agreement
between
Dickinson State University (DSU)
and
Dickinson Fire Department (DFD)**

Purpose:

To formalize the relationship between Dickinson State University (DSU) and the Dickinson Fire Department (DFD) for the use of the Simulation Lab for Emergency Medical Services (EMS), Cardiopulmonary Resuscitation (CPR), and First Aid training purposes.

Responsibilities:

DSU:

Dickinson State University will provide access to its Simulation Lab for instructional and training purposes. These services will be set at the rate established below:

Services	Explanation	Costs
Simulation Technician	A Simulation Technician will be assigned by DSU, and all scheduling will be managed through the DSU Department of Nursing to ensure proper use of the simulation equipment. The technician will not serve as an evaluator or active participant in training sessions, other than to operate simulations and assist with equipment usage.	\$50 per hour with a minimum of 2 hours per session
Simulation Maintenance Coverage	The allocation of this amount per hourly rate is designated to establish a fund for continued maintenance and minor repairs	\$50 per hour

DFD:

The Dickinson Fire Department agrees to utilize the Simulation Lab for staff instruction and training purposes as part of its mission. The training spaces will be provided at no cost to DFD for the length of the agreement. However, assistance from the DSU Simulation Technician will be charged at \$50 per hour with a two-hour minimum per training session with an additional \$50 per hour towards maintenance and repairs.

Prior to initiating use of the computerized simulators, DFD staff will meet with a designated DSU faculty member and the Simulation Technician to:

- Review the simulator capabilities and determine which will be used.
- Select patient scenarios and review equipment operation.
- Identify necessary supplies.
- Clarify designated roles for each participant.

DFD will share responsibility for the maintenance and repair costs of the simulation equipment at a rate and amount set by both parties each fiscal year. Any property damaged or broken during training sessions will be repaired or replaced at DFD's expense unless otherwise determined to be part of general maintenance or normal wear and tear, in which case the costs will be shared equally between DSU and DFD.

Training Aids:

Both DSU and DFD may contribute training aids, equipment, or materials to enhance the quality of training sessions conducted in the Simulation Lab. Training aids contributed by either party will be made available for shared use during sessions, provided they align with the intended purpose of the training.

The following guidelines apply to shared training aids:

1. **Ownership:** Ownership of contributed training aids remains with the contributing party unless otherwise agreed upon in writing.
 2. **Maintenance:** Regular maintenance of shared training aids will be the responsibility of the owning party, except in cases of joint-use wear, where costs may be shared as determined through mutual agreement.
 3. **Usage:** DSU and DFD agree to handle all training aids with care and report any damage or operational issues immediately to the owning party.
 4. **Contribution Agreement:** A list of contributed training aids, along with their intended use and maintenance expectations, will be maintained and updated by both parties.
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Shared Training:

The following shared training opportunities will continue to be developed under this agreement. For shared training services, the DFD rates may be reduced or eliminated depending on the type of training. DFD may provide or participate in the following training, with additional opportunities being provided or added in the future.

- CPR Training for Nursing Students
 - Interagency and/or integrated training with local services and healthcare providers
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Terms:

This Memorandum of Agreement is effective as of the date signed below for three academic years (2024-2025, 2025-2026, and 2026-2027), with a termination date of 05-31-2027. At the conclusion of this agreement, an updated memorandum must be negotiated and signed to continue these services.

Signatures:

For Dickinson State University (DSU):

Name:

Title:

Signature:

Date:

For Dickinson Fire Department (DFD):

Name:

Title:

Signature:

Date:

DRAFT