

Narrative of Activities

Section A: Vision & Objectives

The McMinnville Free Clinic Board of Directors is made up of a diverse group of community members whose mission is anchored by their conviction that God cares for everyone, especially the most vulnerable. Led by God's love and compassion, the board's vision is to improve access to healthcare in Yamhill County, especially for vulnerable populations and those without other access to healthcare. Toward this, their objective is to open a clinic staffed entirely with volunteers that provides health and wholeness to members of the community that are underserved, impoverished, or otherwise unable to access health care, social services, and/or spiritual support and guidance (also see McMinnville Free Clinic website: <https://sites.google.com/site/mcminnvilleclinicplanning/home> and Facebook page <http://www.facebook.com/#!/McMinnvilleFreeClinic>).

Section B: Background and Rationale for Activity

Yamhill County is a small county in Oregon with a population of around 100,000 (99,193 per US Census Bureau 2010 statistics). Despite its small size, Yamhill County has significant health disparities and many with a low socioeconomic status. According to 2012 Community Assessment Data gathered by Yamhill County Health Department, 23% of adults under 65 are uninsured in Yamhill County (as compared to 21% in Oregon and 15.3% nationwide), in addition to a slightly higher than state average enrollment in Medicaid (15.8% vs. 15.5% statewide). Additionally, though there is an existing Federally Qualified Health Center (FQHC) in the county, their waiting lists are long and it is difficult for even people with private insurance to find care at times. The number of primary care providers in the county is lower than the state or national average as well, contributing to this lack of health care (108.8 providers per 100,000 patients in Yamhill County, versus 132.7/100,000 in Oregon and 120.9/100,000 nationally). Thus, many people are unable to obtain the care they need, particularly those in vulnerable populations such as uninsured, those with low socioeconomic status, and those with other barriers to health care.

This lack of ability to obtain care results in a chronic deterioration of these individuals' general health and that of the overall community. Eventually, the burden of care for these community members is placed on existing service providers at a cost in dollars and time far beyond either the individuals' or providers' ability to sustain. Many people have seen these disparities personally. Mary Hill (a local parish nurse), Jacqui Cooke (a local nurse practitioner), and Howie Harkema (a local soup kitchen director) are just some of the providers who have seen on a regular basis those with significant needs but without access to healthcare. In August 2011, a group of people began to meet to do something about it; from those meetings, McMinnville Free Clinic was born. The McMinnville Free Clinic was developed to improve the overall health of the community by providing free medical care, social services, and spiritual support to the members of the community who are most vulnerable and with the least resources. By providing this charitable service, health is improved, the drain on existing services is reduced, and many members of the community presently excluded from these services that would improve their life are compassionately included.

Based on this, the McMinnville Free Clinic meets the exempt purposes set forth in section 501(c)(3) by providing activities that are charitable. The term charitable is used in its generally accepted legal sense and includes relief of the poor, the distressed, or the underprivileged; lessening the burdens of government; eliminating discrimination; and combating community deterioration.

Section C: Past & Present Activities

N/A

Section D: Planned Activities

Part i: Activities that will occur and timing

Planned activities are that, utilizing a core base of volunteers, the McMinnville Free Clinic will begin providing medical care, connecting individuals and/or families with social services and resources, and supporting the spiritual needs as desired of those seeking care and/or services at the clinic. The Free Clinic will be open to the community at large, but will prioritize clients that do not have other access to care. The clinic plans to serve 15-25 clients on a walk in basis during each 4 hour Saturday clinic. For the first six months minimally, they plan to hold 2 clinics per month. After that, clinic hours and/or days may be expanded based on community support and availability of volunteers. Services will be provided as requested by the client or as recommended by a volunteer with some clients accessing services in all areas and others only using a single service, be it medical, mental, social, or spiritual support. Schedule and notification will be made by local and electronic (including social media) advertisement, church announcements, fliers, through partner agencies, and by word of mouth. Some information has already begun to be disseminated through local media (see newspaper article at <http://www.newsregister.com/article?articleTitle=free-medical-clinic-in-the-offing--1338406604--3603-->)

Medical services include, but are not limited to, urgent medical needs (respiratory and other infections, minor injuries, and so forth) and chronic health concerns (diabetes, hypertension, hyperlipidemia, obesity, depression, anxiety, etc.). Those with chronic health concerns will be assessed with the goal being to find a permanent medical home for these clients for ongoing management of their health care needs. Education by RNs around chronic conditions, medications, and prevention will provide a core aspect of the services as well. McMinnville Free Clinic will work with local physicians' offices, the county health and human services departments, and our local FQHC, Virginia Garcia Memorial Health Center, to provide patient medical homes within the new coordinated care organizations as possible. As clients are placed in medical homes, the McMinnville Free Clinic will be able to further serve additional clients. The burden individually and for the community as a whole will be decreased, emergency room visits are expected to decrease, and the health of each individual served is expected to improve significantly.

Those clients with social service needs will be attended to by the social service team to find emergency and/or long term solutions. This could include, but is not limited to, needs of housing, clothing, food, accessing systems, completing forms (including applying for Medicaid and Oregon

Healthy Kids), education, and medications. The Free Clinic will work with local community organizations to coordinate these resources.

Each client will additionally be given opportunity for spiritual care by the prayer team during the visit, though it may be declined, just as social or medical services may be declined, with no negative connotations. Holistic coordination of needs physically, socially, and spiritually is designed to address the total client, and thereby increase the opportunity for improved total health.

Part ii: Personnel

All services, care, and activities will be provided by an exclusively volunteer staff. No member or volunteer of McMinnville Free Clinic will receive compensation at this time. Each medical clinic will be staffed by a minimum of two volunteer providers, to include physicians, nurse practitioners, and/or physician assistants under the regulation of their respective boards, who will provide direct patient care to individuals and families in the community. The medical providers will be supported by a minimum of two nurses (RNs providing triage and education components will make up core members of the team), medical assistants, and other qualified trained medical personnel.

Social services will be provided by a team of volunteers directed by a licensed social worker. Counseling and mental health care may also be performed by a licensed social worker, licensed counselor, and/or psychologist. Spiritual support will be conducted by a volunteer pastoral team from a variety of community churches trained in prayer and spiritual guidance.

All volunteers providing or supporting patient care will be deemed and credentialed according to criteria detailed by the Health Resources and Services Administration FTCA policy. See website: <http://bphc.hrsa.gov/ftca/freeclinics/index.html> for details.

Additionally, all volunteers will attend training around McMinnville Free Clinic policies and procedures, patient confidentiality, and the mission and core values of the clinic. Volunteers without medical credentialing may be utilized as reception staff, set up and cleaning crews, and general aides, overseen by clinic coordinators and providers. Administration will be performed by members of the board, including the medical director, and by designated clinic coordinators.

Part iii: Location

The McMinnville Free Clinic will be held, at least initially, at the First Baptist Church in McMinnville, Oregon and will serve individuals and families from the local community as well as the greater Yamhill County in which McMinnville resides. The site was chosen for its accessibility to the community, wheelchair and disability accommodations, and ability to accommodate the space requirements of the clinic. McMinnville Free Clinic volunteers will provide set up and take down of exam tables, chairs, etc., to transform the utilized space into clinic rooms, and then back to previous condition at each clinic. Volunteers will also provide cleaning and sanitizing as needed. The First Baptist Church is providing the site and storage of equipment without charge to support the mission and goals of the clinic to operate as a Free Clinic.

Section E: Percentage of Time Allocated to Activities

The McMinnville Free Clinic allocates its time accordingly:

- 25% Administration - website, fundraising/donations/grant writing, operations activities
- 50% Medical clinic, social services, spiritual support during clinic
- 15% Volunteer coordination
- 10% Program development

Section F: Financial information

The McMinnville Free Clinic and all activities, equipment, and facilities used will be funded by donations, grants, fund raising, and sponsorships (see description of fundraising programs). All services will be performed by volunteers with all services being free. The McMinnville Free Clinic expends its income through the decisions made by its board of directors and/or through the decisions of the duly elected officers, whose power to pay expenses is set by the board and bylaws in accordance with the clinic's purpose. Expenses paid by the McMinnville Free Clinic include, but are not limited to: equipment purchases, patient supplies, office supplies, laboratory supplies, government fees, insurance premiums, utilities, publications, advertising, background checks and credentialing costs.

Description of fundraising programs

Direct Solicitation Program

Through direct communication (mail, email, church bulletins, announcements and telephone calls) the McMinnville Free Clinic will reach out to individuals, businesses and other organizations in the community to request funds to support our budget and enable the clinic to provide free health care and connect people to resources in our community. The direct solicitation program includes an annual appeal to donors and organizations who have given support previously. Donations are made directly to the clinic, and in the future may also be submitted through the website of our organization or through other websites where we may partner to extend our fundraising reach.

Grant Program

Businesses, foundations and government organizations have a history of supporting community organizations that are making a difference for residents of Oregon. Grants are an excellent source of funds to facilitate establishing services, as well as supporting ongoing programs where communities and governments share a common interest. McMinnville Free Clinic will utilize grant solicitations as a source of fundraising. Grants will be used as directed during the application process, or as agreed upon mutually between McMinnville Free Clinic and the granting organization. McMinnville Free Clinic will abide by the terms of these agreements in seeking and accepting grants.

Estimated Budget

Category	Year 1	Year 2*	Year 3*
Patient Supplies & charts	\$ 6,000.00	\$ 9,000.00	\$ 13,500.00
Equipment	\$ 5,270.00	\$ 7,905.00	\$ 11,857.50
Office Supplies	\$ 500.00	\$ 750.00	\$ 1,125.00
In clinic labs	\$ 820.00	\$ 1,230.00	\$ 1,845.00
App for 501 3 c & corporation fees	\$ 900.00	\$ 50.00	\$ 50.00
Fundraising	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Board Insurance	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Utilities/facility supplies	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
Credentialing & background checks	\$ 500.00	\$ 500.00	\$ 500.00
	\$ 19,890.00	\$ 25,335.00	\$ 34,777.50

* Assume 50% annual growth rate