

This Master Services Agreement (“MSA”) is made between TCAR Education Programs (“TCAR Programs”) and County of Monterey, on behalf of **Natividad Medical Center** (“Sponsor”) located at **1441 Constitution Blvd, Salinas**

PREAMBLE:

SERVICES	TCAR Programs offers two, 2-day educational courses entitled: Trauma Care After Resuscitation (TCAR) ; and Pediatric Care After Resuscitation (PCAR) .
TERM and	This Agreement outlines the terms, conditions, and pricing for both TCAR and PCAR classes contracted between signing by the Natividad Medical Center CEO and December 31, 2018.
CLASS CONTRACTS	Each class contract will consist of this MSA and the following addenda: 1) the Class Pricing Calculator (ID: TEPCPC2018) and, 2) a signed Class Request (ID: TEPCRA2018). Each addendum will be uniquely marked with the class identification number issued by TCAR Programs. These addenda, along with this MSA, shall represent the entire contract for each requested and delivered class.

SECTION 1: TCAR PROGRAMS WILL PROVIDE:

1. Two full days (14 hours) of classroom instruction.
2. An expert faculty member. Requests for specific faculty members cannot be guaranteed.
3. A laptop computer for the instructor.
4. All routine instructor travel arrangements and expenses.
5. An extensive, full color, note-taking syllabus for each student.
6. Daily attendance sign-in sheets.
7. Online registration, class confirmation, and class reminders for all participants that have working e-mail addresses.
8. Tuition collection (credit cards, purchase orders, and checks) *for an amount determined by the sponsor*.
9. 14 California BRN-approved continuing education contact hours for attendees who complete the course and on-line evaluation.

10. Professionally-designed “save the date” e-postcards, class brochures (in a PDF format) suitable for emailing, 25 printed, color, trifold brochures (mail-ready), and 3 11”x17” laminated class posters. (Additional brochures and posters are available upon request.)
11. Class information posted on the TCAR Programs website (www.tcarprograms.org).
12. A summary report of post-class evaluations sent to the Sponsor.
13. Standard business and professional liability insurance coverage.

SECTION 2: THE SPONSORING ORGANIZATION WILL PROVIDE:

Pre-Class

1. A room adequately sized for the anticipated audience (minimum 25 students, no maximum limit), with a large projection screen and a writing surface (e.g., desk, table, armrest flip-up) for each participant. Auditoriums and large classrooms with built-in sound and projection systems are preferred.
2. A designated contact person to be the interface between the Sponsor, the participants, and TCAR Programs.
3. An estimate of the number of class attendees.
4. Timely class logistics information (using the “Program Details Form”) in order for TCAR Programs to designate a faculty member, design the brochure, and open online registration.
5. Local/regional class promotion, including distribution of TCAR-provided “save the date” e-postcards, brochures, and posters.

On Class Days

6. A continuously available onsite coordinator to assist with set-up, participant sign-in, and logistics throughout the two class days.
7. A 4-8-foot-long registration table. (An 8-foot table is preferred for large classes.)
8. A back-up IBM-compatible computer (with Microsoft PowerPoint software, Office 2010 or newer) for use in the event the presenter’s computer fails or there are compatibility issues between TCAR Programs’ computer and the Sponsor’s data projector.
9. A presenter’s lectern or high table with proximate electrical access.
10. A data projector with accessible power and a VGA or HDMI cord of sufficient length to safely reach the lectern to connect with the instructor’s laptop computer.

11. A microphone for large rooms and for audiences of more than 30 (a podium microphone or wireless Lavalier). In small rooms, the instructor's portable PA system will be adequate.
12. An audio cable from the house sound system that can connect to the presenter's laptop computer. (In small rooms, the instructor's portable speakers will be adequate.)
13. Any meals, beverages, or snacks for participants (optional).

Following Class

14. As soon as possible following class completion, the Sponsor will ensure extra course materials and the trunk containing classroom equipment are shipped. The wheeled trunk and any boxes will be pre-labeled and pre-paid for delivery by FedEx. The Sponsor need only drop the trunk off at a mailroom, shipping and receiving department, or any FedEx pick up location. If no pick-up location is readily available to the Sponsor, TCAR Programs can schedule a pick up from the Sponsor's location of choice.

SECTION 3: PRICING TERMS

1. Actual course prices and discounts are specified in our Class Pricing Calculator (ID: TEPCPC2018) which is part of this agreement (also downloadable from the TCAR Programs website). Pricing terms described in the remaining sections of this agreement, including explanations noted in the Class Calculator, comprise our total pricing. The Sponsoring Organization's final invoice amount will be determined by the TCAR Class Pricing Calculator based on the amount each participant category was charged by the Sponsor, the final number of attendees, and any applicable discounts. Agreement total not to exceed \$51,000, this agreement total includes a budget for potential late fees as required by this agreement.
2. To meet the varying needs of sponsoring organizations, class pricing is designed to be uncommonly flexible. For private and non-profit sector organizations, TCAR Program's tuition fees are all inclusive. There are NO additional expenses for brochure design and printing, online registration, tuition collection, course syllabi, continuing education certificates, class evaluation processing, or routine faculty travel expenses. Only in the event of unusually high faculty travel costs (e.g., to a foreign country or Hawaii) will a travel supplement be added and the amount will be agreed to in advance by the Sponsor.
3. Sponsors can choose to: a) totally or partially subsidize participant tuition costs to offset employee/member tuition costs; b) charge participants the full tuition amount, or c) charge non-employee/non-member participants more than the standard tuition fee. [Note: this pricing is for TUITION only; for participant charges related to venue and catering expenses, see "Pricing Terms", Section 3.10]

4. The Sponsor is encouraged to use the TCAR Class Pricing Calculator (included with this MSA and downloadable from the TCAR Programs website) to identify a tuition pricing structure that best meets the needs of the Sponsoring Organization.
5. The Sponsor is financially responsible for payment to TCAR Programs for all participants from participating organizations who sign up for the class under any registration type (i.e., price category on the brochure) except for "General Registration". The Sponsor is responsible for collecting tuition from its participating organizations. The Sponsor will pay the final invoice according to the terms of the contract notwithstanding the status of payment from participating organizations to the Sponsor.
6. No partial (e.g., single day) registrations (tuition) will be accepted. However, 7 continuing education contact hours will be awarded to participants who only attend one day.
7. All participants (including those fully funded by the Sponsor) will need to be registered via TCAR Programs' online system. Registration can be performed by individual attendees, or participants can be registered as a group by a third party. Each registered participant must have a unique working e-mail address. At the time of registration, TCAR Programs will charge individual attendees whatever amount was determined by the Sponsor, as specified on the Program Details Form.
8. In addition to the tuition discount for employees/members of the Sponsoring Organization, TCAR Programs offers 3 volume discounts for larger groups when employees/members are wholly or partially funded by the sponsor. TCAR Programs will discount to the Sponsoring Organization \$25 for every attendee between a count of 26 and 50; \$50 for every attendee between a count of 51 and 100; and \$100 for every attendee after the first 100. (Note, each discount stands alone and is additive.) Volume discounts will be reflected in the Sponsor's final invoice, based on the final attendee count (including participants who registered at the door).
9. Any amount of tuition money collected by TCAR Programs that is GREATER than TCAR Program's charges will be subtracted from the Sponsor's final invoice. However, tuition surpluses above our stated category prices are returned to the Sponsor up to the point where the invoice reaches \$0.00 (after discounts are applied). TCAR Programs will not owe the Sponsor tuition money if the invoice amount is less than \$0.00. TCAR Programs' courses may not be used as a profitmaking venture by the Sponsor.
10. If fewer than 25 registrants attend the class, the Sponsor will be invoiced our employee discounted price for each empty seat (up to 25 seats). This amount is determined by the actual number of attendees, rather than the number who registered, and does not include complimentary registrants who were guests of TCAR Programs.
11. Some Sponsors need to collect a surcharge from participants to cover venue and/or catering costs. TCAR Programs provides a service enabling the Sponsoring Organization to collect these additional funds at the time of registration, over and above tuition charges. TCAR Programs

charges a 6% service fee on non-tuition funds collected. Any non-tuition funds collected (minus the service fee) will be remitted to the Sponsor, along with a remittance statement, after the tuition invoice has been paid.

12. Organizations that withhold a State/Vendor tax are subject to a surcharge on the final invoice equal to the tax percentage withheld.

SECTION 4: GENERAL TERMS

1. Payment terms are net 45 days from the receipt of invoice. Send payments using the instructions on the invoice. TCAR Programs reserves the right to factor its invoices. Late payments are subject to a late payment fee of $\frac{3}{4}$ 75% (3/4 of a point) of the invoice total for every week the invoice remains unpaid.
2. Invoices paid via credit card are subject to a 3% surcharge.
3. Classes canceled between the time the contract is signed and 6 weeks before the first scheduled class date will be subject to a \$500 cancellation fee. If the Sponsoring Organization cancels the event with less than 6 weeks' notice, the Sponsor agrees to pay TCAR Programs \$1,843.75 ($\$295 \times \text{the minimum class size of 25 participants} = \$7,375.00 \times 25\%$) to cover already incurred costs such as travel, printing, shipping, and registrant/administrative processing expenses.
4. A \$30 processing fee will be charged to the Sponsor for each fully funded individual (those who personally paid \$0) who registered, but did not attend the class and failed to cancel at least 7 days prior to the first class date.
5. If either party is unable to perform to the terms of this Agreement—due to acts of God, war, severe weather, government regulation, disaster, strikes, civil disorder, or curtailment/delay of transportation services—each party will hold the other party harmless for any financial liability.
6. During the term of this Agreement, NMC may terminate the Agreement for any reason by giving written notice of termination to the CONTRACTOR at least thirty (30) days prior to the effective date of termination. Such notice shall set forth the effective date of termination. In the event of such termination, the amount payable under this Agreement shall be reduced in proportion to the services provided prior to the date of termination. Terminations at NMC request that result in course cancellation shall be subject to the terms in section 4.3

6.1 NMC may cancel and terminate this Agreement for good cause effective immediately upon written notice to Contractor. "Good cause" includes the failure of CONTRACTOR to perform the required services at the time and in the manner provided under this Agreement. If NMC terminates this Agreement for good cause, NMC may be relieved of the payment of any consideration to Contractor, and NMC may proceed with the work in any manner, which NMC deems proper. The cost to NMC shall be deducted from any sum due the CONTRACTOR under

this Agreement. Terminations at NMC request that result in course cancellations shall be subject to the terms in section 4.3

7. CONTRACTOR shall indemnify, defend, and hold harmless NMC (hereinafter "County"), its officers, agents and employees from any claim, liability, loss injury or damage arising out of, or in connection with, performance of this Agreement by Contractor and/or its agents, employees or sub-contractors, excepting only loss, injury or damage caused by the negligence or willful misconduct of personnel employed by the County. It is the intent of the parties to this Agreement to provide the broadest possible coverage for the County. The CONTRACTOR shall reimburse the County for all costs, attorneys' fees, expenses and liabilities incurred with respect to any litigation in which the CONTRACTOR is obligated to indemnify, defend and hold harmless the County under this Agreement.

8. INSURANCE:

Prior to commencement of this Agreement, the CONTRACTOR shall provide a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the CONTRACTOR upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to NMC's Contracts/Purchasing Department, unless otherwise directed. The CONTRACTOR shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and NMC has approved such insurance. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

Qualifying Insurers: All coverages except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A-VII, according to the current Best's Key Rating Guide or a company of equal financial stability that is approved by NMC's Contracts/Purchasing Director.

Insurance Coverage Requirements: Without limiting Contractor's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

Workers' Compensation Insurance, If CONTRACTOR employs other in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

Professional Liability Insurance, if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

Automobile Insurance

Instructor Personal Automobile Liability Insurance. Instructors who drive to/from a County of Monterey worksite, including Natividad Medical Center, must provide proof of valid State Driver's License and proof of insurance upon arrival at worksite; with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

9. If a TCAR instructor is unable to present a scheduled program (See "Section 4.5) and another faculty member is unavailable, TCAR Programs will, upon mutual agreement, reschedule the class in consultation with the Sponsor. The Sponsor has the right to cancel the class without financial penalty in the event of this scenario.
10. TCAR Programs will not be liable for any incidental costs incurred because of loss of time, loss of savings, loss of profits, venue/catering costs, employee costs, equipment costs, or cost of replacement goods that may arise out of, or in connection with this Agreement. In no event will the total liability of TCAR Education Programs, related to the aforementioned incidentals, exceed the invoice amount to be paid by the Sponsor under this Agreement.
11. If the Sponsor fails to ship the class materials crate within one business week of the class end date, and another TCAR Programs class that depended on that crate is effected logistically, the Sponsor will be invoiced for the cost of rush shipping a replacement crate.
12. The Sponsor will be invoiced for a replacement crate if the original was lost while in their custody (not to exceed \$2,500).

13. Other Insurance Requirements:

- 13.1 All insurance required by this Agreement shall be with a company acceptable to NMC and issued and executed by an admitted insurer authorized to transact insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.
- 13.2 Each liability policy shall provide that NMC shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for CONTRACTOR and additional insured with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.
- 13.3 Commercial general liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional insureds with respect to liability arising out of the Contractor's work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the Contractor's insurance.
- 13.4 Prior to the execution of this Agreement by NMC, CONTRACTOR shall file certificates of insurance with NMC's Contracts/Purchasing Department, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect.
14. CONTRACTOR shall at all times during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by NMC, annual certificates to NMC's Contracts/Purchasing Department. If the certificate is not received by the expiration date, NMC shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles NMC, at its sole discretion, to terminate the Agreement immediately.
15. This Agreement contains the complete and entire understanding of both the Sponsoring Organization and TCAR Programs.

Master Services Agreement

Organization: Natividad Medical Center

Sponsor		TCAR Education Programs	
Signature		Signature	
Printed		Printed	Robert E. Brock
Title		Title	Chief Executive Officer
Date		Date	January 12, 2018
E-Mail		E-mail	rbrock@tcarprograms.org
Phone		Phone	503-345-0355

***Signee must have the fiscal authority to execute this binding contract.
This contract includes the Class Pricing Calculator.***

TCAR Education Programs

33470 Chinook Plaza, Ste. 373

Scappoose, Oregon 97056

Phone: 503-608-4900 or 855-GET-TCAR (855-438-8227)

Fax: 503-961-7326

www.tcarprograms.org

TCAR Education Programs is a
Visionem, Inc. company



Class Pricing Calculator Addendum

The Class Pricing Calculator is an interactive Microsoft Excel form consisting of the formulas described in the Pricing section of this MSA. TCAR Programs generates class invoices based on: 1) this Class Pricing Calculator, 2) line item explanations below the calculator fields, 3.) Section 3 of this agreement and 4.) attendee information derived from class sign-in sheets. Use the Class Pricing Calculator (available for download at www.tcarprograms.org under "Host Resources\Host Resource Kit") to forecast your final invoice amount.

Participant Categories (3) YOU choose the number of categories and who is included in each		TCAR/PCAR Tuition (2) (with employee discount)	# participants per category	Amount each participant will individually contribute (3)	Category cost to the Sponsoring Organization
Category 1 Employees - Fully Funded <i>e.g., St. Elsewhere ICU & Acute Care RNs</i>		\$295		\$0	\$0
Category 2 Employees - Partially funded <i>e.g., Other St. Elsewhere employees</i>		\$295			\$0
Category 3 Non employees <i>e.g., Employees from St. Elsewhere's trauma referral hospitals</i>		\$335			\$0
Category 4 Non employees <i>e.g., Nursing and paramedic students</i>		\$335			\$0
Category 5 All general registration <i>Choose to be cost neutral or charge slightly more to subsidize employees</i>		\$335			\$0
Total Number of Class Participants			0		
Unfilled Seat Charges (minimum class size is 25) (5)		\$295	25		\$0
There is no class size maximum					Cost to the course Sponsor (does not include individual participant payments)
					\$0
Volume discounts ONLY apply when the Sponsoring Organization is subsidizing a portion of the tuition charges for some or all participant.		Minus TCAR's "\$25 over 25" volume discount rebate (6)			\$0
		Minus TCAR's "\$50 over 50" volume discount rebate (7, 8)			\$0
		Minus TCAR's "\$100 over 100" volume discount rebate (7, 8)			\$0
Subtotal					\$0
State tax surcharge (applies only to organizations that withhold state/vendor taxes)			0.00%		\$0
Projected final invoice to the sponsoring organization (9)					\$0

Class Pricing Calculator line item explanations

1. Class costs are all inclusive: tuition, professional e-postcard and brochure design, online registration, extensive color syllabus, continuing education certificates, instructor travel, etc. Only in the event of unusually high travel expenses will a travel surcharge be added and will be agreed to in advance by the class Sponsor.
2. TCAR Education Program's per participant charge is \$335; employees/members of the Sponsoring Organization each receive a \$40 discount (\$295/seat). Prices are for tuition only; any non-tuition related pricing arranged by the Sponsor (e.g., food, venue) is not part of tuition calculation, but can be added to the registration tuition price and remitted to the Sponsor upon final tuition invoice payment.
3. The Sponsor determines what participant categories will be included and to what extent participants will be subsidized. Sponsors may elect to fully or partially fund any category of participants, offer no subsidies, or charge non-employees/non-members MORE than TCAR Program's tuition price. Any amount over \$335 will be subtracted from the Sponsor's final invoice. (See 8 below.)
4. All participants will register for the class on the TCAR Programs website. Individual attendee contributions are paid directly to TCAR Education Programs. Use the Class Pricing Calculator to adjust projected attendee numbers and contribution amounts (in attendee categories 1-5) to reach your desired bottom line.
5. TCAR Programs requires a minimum of 25 participants to conduct a class (there is no class participant maximum). If fewer than 25 students attend, the Sponsor agrees to cover the cost of unfilled seats (up to 25) at \$295/seat.
6. Our "\$25 after 25" discount is a volume incentive. TCAR Programs will discount to the sponsoring organization \$25 for every participant after the first 25 (up to 50 participants). The greater the total number of attendees, the larger the discount to the sponsoring organization. (See 7 & 8 below.)
7. Got a BIG group? Our "\$50 over 50" and "\$100 over 100" discounts deduct even more from your final invoice making large classes very cost effective. The "\$50 over 50" discount is applied from 51 seats to 100 seats. The "\$100 over 100" discount is applied starting at 101 seats. Discounts are applied to the final invoice. (See 8 below.)
8. Volume discounts reward organizations willing to make the financial commitment to subsidize some portion of tuition prices for some or all participant categories. As such, the final invoice to the sponsoring facility will only be greater than or equal to zero; TCAR Programs' classes cannot be used as a profit-making venture by the Sponsor.
9. This figure represents the total tuition cost of the program to the sponsoring organization and the amount your final invoice will be.
10. Late payments are subject to a late payment fee of ■75% (3/4 of a point) of the invoice total for every week the invoice remains unpaid.

End of Class Pricing Calculator Addendum



**MSA Class Request Addendum for
Class ID: 80-18-05-21-02**

Organization Natividad Medical Center

This Class Request Addendum (Class Addendum) authorizes **TCAR Education Programs** (TCAR Programs) to conduct the following class:

"Trauma Care After Resuscitation"

May 21 & 22, 2018

8:00 AM – 4:30 PM

To be delivered at:

**Natividad Medical Center
1441 Constitution Blvd
Salinas, CA 93906**

Class location, sponsor and onsite coordinator names and other logistical considerations were obtained from the "Class Details Form" marked with the Class ID noted in this addendum.

NOTE:

Course bookings are not confirmed until a signed Master Services Agreement (MSA) and Class Request Addendum (1 addendum per class) have been received. TCAR Programs will release your selected class dates 42 days prior to the class start date if we have not received these documents (unless special arrangements have been made). Requests for specific faculty members cannot be guaranteed.

The following documents comprise the whole contract between TCAR Programs and the Sponsoring Organization in the planning, execution, and billing of this requested class.

1. This Class Request Addendum
2. A Master Services Agreement. This Class Addendum derives its authority from, and shall be attached to, the MSA ID: TEPMSA2018, between TCAR Programs and:

**Natividad Medical Center
1441 Constitution Blvd
Salinas, CA 93906**

The MSA specifies all terms, conditions, and pricing agreed to by both parties for services rendered by TCAR Programs. This MSA is effective from signing through December 2018.

3. The Class Pricing Calculator (ID: TEPCPC2018) is an interactive Microsoft Excel form consisting of the formulas described in the Pricing section of this MSA. TCAR Programs generates class invoices based on: 1) this Class Pricing Calculator and, 2) attendee information derived from class sign-in sheets. Use the Class Pricing Calculator (available for download at www.tcarprograms.org) to forecast your final invoice amount.

Sponsor		TCAR Education Programs	
Signature		Signature	
Printed		Printed	Robert E Brock
Title		Title	Chief Executive Officer
Date		Date	January 12, 2018
E-Mail		E-mail	rbrock@tcarprograms.org
Phone		Phone	503-608-4900

Signee must have the fiscal authority to execute this binding addendum.

TCAR Education Programs
33470 Chinook Plaza, Ste. 373
Scappoose, Oregon 97056
Phone: 503-608-4900 or 855-GET-TCAR (855-438-8227)
Fax: 503-961-7326
www.tcarprograms.org

TCAR Education Programs is a
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**MSA Class Request Addendum for
Class ID: 80-18-06-04-02**

Organization Natividad Medical Center

This Class Request Addendum (Class Addendum) authorizes **TCAR Education Programs** (TCAR Programs) to conduct the following class:

"Trauma Care After Resuscitation"

June 4 & 5, 2018

8:00 AM – 4:30 PM

To be delivered at:

**Natividad Medical Center
1441 Constitution Blvd
Salinas, CA 93906**

Class location, sponsor and onsite coordinator names and other logistical considerations were obtained from the "Class Details Form" marked with the Class ID noted in this addendum.

NOTE:

Course bookings are not confirmed until a signed Master Services Agreement (MSA) and Class Request Addendum (1 addendum per class) have been received. TCAR Programs will release your selected class dates 42 days prior to the class start date if we have not received these documents (unless special arrangements have been made). Requests for specific faculty members cannot be guaranteed.

The following documents comprise the whole contract between TCAR Programs and the Sponsoring Organization in the planning, execution, and billing of this requested class.

1. This Class Request Addendum
2. A Master Services Agreement. This Class Addendum derives its authority from, and shall be attached to, the MSA ID: TEPMSA2018, between TCAR Programs and:

**Natividad Medical Center
1441 Constitution Blvd
Salinas, CA 93906**

The MSA specifies all terms, conditions, and pricing agreed to by both parties for services rendered by TCAR Programs. This MSA is effective from signing through December 2018.

3. The Class Pricing Calculator (ID: TEPCPC2018) is an interactive Microsoft Excel form consisting of the formulas described in the Pricing section of this MSA. TCAR Programs generates class invoices based on: 1) this Class Pricing Calculator and, 2) attendee information derived from class sign-in sheets. Use the Class Pricing Calculator (available for download at www.tcarprograms.org) to forecast your final invoice amount.

Sponsor		TCAR Education Programs	
Signature		Signature	
Printed		Printed	Robert E Brock
Title		Title	Chief Executive Officer
Date		Date	January 12, 2018
E-Mail		E-mail	rbrock@tcarprograms.org
Phone		Phone	503-608-4900

Signee must have the fiscal authority to execute this binding addendum.

TCAR Education Programs
33470 Chinook Plaza, Ste. 373
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Fax: 503-961-7326
www.tcarprograms.org

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Visionem company





**MSA Class Request Addendum for
Class ID: 80-18-07-19-01**

Organization Natividad Medical Center

This Class Request Addendum (Class Addendum) authorizes **TCAR Education Programs** (TCAR Programs) to conduct the following class:

"Trauma Care After Resuscitation"

July 30 & 31, 2018

8:00 AM – 4:30 PM

To be delivered at:

**Natividad Medical Center
1441 Constitution Blvd
Salinas, CA 93906**

Class location, sponsor and onsite coordinator names and other logistical considerations were obtained from the "Class Details Form" marked with the Class ID noted in this addendum.

NOTE:

Course bookings are not confirmed until a signed Master Services Agreement (MSA) and Class Request Addendum (1 addendum per class) have been received. TCAR Programs will release your selected class dates 42 days prior to the class start date if we have not received these documents (unless special arrangements have been made). Requests for specific faculty members cannot be guaranteed.

The following documents comprise the whole contract between TCAR Programs and the Sponsoring Organization in the planning, execution, and billing of this requested class.

1. This Class Request Addendum
2. A Master Services Agreement. This Class Addendum derives its authority from, and shall be attached to, the MSA ID: TEPMSA2018, between TCAR Programs and:

**Natividad Medical Center
1441 Constitution Blvd
Salinas, CA 93906**

The MSA specifies all terms, conditions, and pricing agreed to by both parties for services rendered by TCAR Programs. This MSA is effective from signing through December 2018.

3. The Class Pricing Calculator (ID: TEPCPC2018) is an interactive Microsoft Excel form consisting of the formulas described in the Pricing section of this MSA. TCAR Programs generates class invoices based on: 1) this Class Pricing Calculator and, 2) attendee information derived from class sign-in sheets. Use the Class Pricing Calculator (available for download at www.tcarprograms.org) to forecast your final invoice amount.

Sponsor		TCAR Education Programs	
Signature		Signature	
Printed		Printed	Robert E Brock
Title		Title	Chief Executive Officer
Date		Date	February 20, 2018
E-Mail		E-mail	rbrock@tcarprograms.org
Phone		Phone	503-608-4900

Signee must have the fiscal authority to execute this binding addendum.

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