

AMENDMENT NO. 3 TO MENTAL HEALTH SERVICES AGREEMENT A-12492
BY AND BETWEEN
COUNTY OF MONTEREY AND ODD-FELLOW REBEKAH CHILDREN'S HOME OF CALIFORNIA

THIS AMENDMENT NO. 3 is made to **AGREEMENT A-12492** for the provision of mental health and residential services to Monterey County youth with psychiatric disabilities, in a youth residential care facility by and between **ODD-FELLOW REBEKAH CHILDREN'S HOME OF CALIFORNIA**, hereinafter "CONTRACTOR", and the County of Monterey, a political subdivision of the State of California, hereinafter referred to as "COUNTY."

WHEREAS, on June 25, 2013 the COUNTY entered into a three-year Mental Health Services Agreement No. A-12492 with ODD-Fellow Rebekah Children's Home of California in the amount of \$2,994,771 for the term of July 1, 2013 through June 30, 2016 for the provision of mental health and residential services to youth clients with psychiatric disabilities; and

WHEREAS, on April 22, 2014, the COUNTY and CONTRACTOR entered into Amendment No. 1 to Agreement A-12492 with revised EXHIBITS A-1 and B-1 to increase the units of service and add Program III Wraparound Services, for a revised total contract amount of \$5,710,298, for the same full term of Fiscal Year (FY) 2013-14 thru FY 2015-16; and

WHEREAS, on August 25, 2015, the COUNTY and CONTRACTOR entered into Amendment No. 2 to Agreement A-12492 with revised EXHIBITS A-2, B-2, and F-2 to reallocate the Day Treatment Intensive units of service and funding to Mental Health Services, Medication Support, Crisis Intervention, and Case Management to allow for more flexibility in meeting the needs of the youth for the term of the Agreement, increase the rate of service, and update the Business Associate Agreement, for a revised total contract amount of \$5,764,479, for the same full term of FY 2013-14 thru FY 2015-16; and

WHEREAS, the COUNTY and CONTRACTOR request AMENDMENT NO. 3 to AGREEMENT A-12492 to reallocate Program III Wraparound Services funds between Intensive Care Coordination and Intensive Home Based Services, to allow for current FY fiscal demands, maintaining the current contract amount of \$5,764,479, for the same full term of FY 2013-14 thru FY 2015-16.

NOW THEREFORE, the COUNTY and CONTRACTOR hereby agree to amend AGREEMENT NO. A-12492 in the following manner:

1. EXHIBIT A-3 PROGRAM DESCRIPTION replaces EXHIBITS A-2, A-1 and A. All references in the Agreement to EXHIBIT A shall be construed to refer to EXHIBIT A-3.
2. EXHIBIT B-3 PAYMENT AND BILLING PROVISIONS replaces EXHIBITS B-2, B-1 and B. All references in the Agreement to EXHIBIT B shall be construed to refer to EXHIBIT B-3.
3. Except as provided herein, all remaining terms, conditions and provisions of Agreement No. A-12492 are unchanged and unaffected by this Amendment No. 3, and shall continue in full force and effect as set forth in the Agreement.

4. This Amendment No. 3 is effective May 1, 2016.
5. A copy of this AMENDMENT NO. 3 shall be attached to the original AGREEMENT NO. A-12492 executed by the COUNTY on June 25, 2013.

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IN WITNESS WHEREOF, COUNTY and CONTRACTOR have executed this Amendment No. 3 to Agreement A-12492 as of the day and year written below.

COUNTY OF MONTEREY

By: *Rebra Wilson*
Contracts/Purchasing Officer

Date: *May 27, 2016*

By: *Adam Jones*
Department Head (if applicable)

Date: *June 6, 2016*

By: _____
Board of Supervisors (if applicable)

Date: _____

Approved as to Form ¹

By: *AB*
County Counsel

Date: *May 24, 2016*

Approved as to Fiscal Provisions²

By: *[Signature]*
Auditor/Controller

Date: *5-25-16*

Approved as to Liability Provisions³

By: _____
Risk Management

Date: _____

CONTRACTOR

**ODD-FELLOW REBEKAH
CHILDREN'S HOME OF CALIFORNIA**

Rebekah Children's Services
Contractor's Business Name*

By: *Christopher J. Palkov, LMFT, CEO*
(Signature of Chair, President,
or Vice-President)*

Christopher E. Rebboah, LMFT, CEO
Name and Title

Date: *April 28, 2016*

By: *[Signature]*
(Signature of Secretary, Asst. Secretary,
CFO, Treasurer or Asst. Treasurer)*

Else Dahl CFO
Name and Title

Date: *4-28-16*

*INSTRUCTIONS: If CONTRACTOR is a corporation, including limited liability and non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two specified officers. If CONTRACTOR is a partnership, the name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement.

¹Approval by County Counsel is required; if Agreement is \$100,000 and less approval by County Counsel is required only when modifications are made to any of the Agreement's standardized terms and conditions

²Approval by Auditor-Controller is required

³Approval by Risk Management is necessary only if changes are made in Sections XI or XII

EXHIBIT A-3: PROGRAM DESCRIPTION

PROGRAM I

I. IDENTIFICATION OF PROVIDER

ODD-Fellow Rebekah Children's Home of California
290 I.O.O.F Avenue
Gilroy, CA 95020

II. INCORPORATION STATUS/TYPE OF FACILITY LICENSE

501 C3 (Non-Profit)

III. PROGRAM NARRATIVE

Contractor will provide Mental Health Services, Medication Support, Crisis Intervention, and Case Management to youth who require the highest level of residential care or would require periodic inpatient hospitalization, placement at out-of-state facilities, or in a juvenile justice facility.

IV. PROGRAM GOALS

To return youth to living at home or to a lower level of care by reducing emotional / behavioral symptoms.

V. PROGRAM OBJECTIVES

- A. Reduce inappropriate behavior to a level that the youth can return home or to a lower level of care.
- B. Help youth develop age appropriate potential and functionality within the youth's community.
- C. Improve academic achievement.

VI. POPULATION/CATCHMENT AREA TO BE SERVED & FINANCIAL ELIGIBILITY

This current agreement is for **Seven (7)** eligible residents of Monterey County. New eligible residents of Monterey County referred to ODD-Fellow Rebekah Children's Home of California will require an amendment to this agreement.

Youth must be full scope Medi-Cal eligible and have been screened through the County Interagency Placement Committee, or any youth who have been placed through the Individual Educational Plan (IEP) process. Undocumented youth require pre-authorization by the Behavioral Health Director of Monterey County.

VII. TREATMENT SERVICES

July 1, 2013-June 30, 2015

- A. Modes of Services: Day Treatment Intensive, Medication Support, Case Management and Mental Health Services for **Seven (7)** youth.

July 1, 2015-June 30, 2016

- A. Modes of Services: Mental Health Services, Medication Support, Crisis Intervention, and Case Management for **Seven (7)** youth.

- B. Mode of Service: Group Home RCL14 Board and Care per year for **Four (4)** youth.

- C. Delivery Site:

290 I.O.O.F Avenue
Gilroy, CA 95020

- D. Hours of Operation:

Day Treatment Intensive: more than four (4) hours per day, five days per week.

Mental Health Services: (other than family therapy): offered on non-day treatment days.

Medication Support: available by appointment.

Residential Program: 24 hours a day, 7 days a week, 365 days a year.

- E. Contracted Units of Service by Type and Mode Each Year:

FY 2013-14

1. 1,687 estimated days of Day Treatment Intensive client (full day) services.
2. 10,038 estimated minutes of Medication Support services
3. 5,740 estimated minutes of Case Management services
4. 8,218 estimated minutes of Mental Health services
5. 48 estimated months of Group Home RCL14 Board and Care

FY 2014-15

1. 1,687 estimated days of Day Treatment Intensive client (full day) services.
2. 10,038 estimated minutes of Medication Support services
3. 5,740 estimated minutes of Case Management services
4. 8,218 estimated minutes of Mental Health services
5. 48 estimated months of Group Home RCL14 Board and Care

FY 2015-16

1. 87,360 estimated minutes Mental Health Services
2. 10,080 estimated minutes of Medication Support services
3. 7,140 estimated minutes of Crisis Intervention
4. 5,740 estimated minutes of Case Management services
5. 48 estimated months of Group Home RCL14 Board and Care

VIII. LIMITATION OF SERVICE/PRIOR AUTHORIZATION

Referrals for admission to this program will be initiated exclusively by the Mental Health Bureau Case Management staff after an initial screening. Admission to the program will involve youth who are voluntary participants or who are wards or dependents of the court. Screening criteria will be based on degree of emotional disturbances, a designated funding source, and the inability to utilize a less restrictive placement. Admission will be the sole authority of the CONTRACTOR.

Mental Health Services require prior authorization. Medication Support, beyond two (2) visits per month, requires prior authorization. The contracted duration of treatment is limited to one (1) year; any extension requires consultation with the Mental Health Case Manager and approval of the Contract Monitor.

IX. CLIENT DESCRIPTION/CHARACTERISTICS

The client description to be served is boys and girls ages 6-12, and adolescent boys ages 13-17 with:

- A. Severe emotional and behavioral disturbances.
- B. Axis 1 diagnosis indicating mental impairment or behavioral disturbance and substantial Impairment in two of the following areas:
 - 1. Self-care
 - 2. Family relationships
 - 3. Ability to function in the community
 - 4. School functioning; and
- C. One or all of the following:
 - 1. Severe acting out episodes
 - 2. History of self-destructive behavior
 - 3. Catastrophic reactions to everyday occurrences
 - 4. History of inpatient hospitalization

X. LEGAL STATUS

Voluntary or juvenile dependents and wards (W&I Code, Sections 300 et seq. and Sections 601 and 602 et seq.)

XI. DESIGNATED CONTRACT MONITOR

Rosemarie Oliva De La Cruz or Designee, BH Unit Supervisor
951 B-Blanco Circle
Salinas, CA 93901

PROGRAM II: Residential Treatment Services

I. IDENTIFICATION OF PROVIDER

ODD-Fellow Rebekah Children's Home of California
290 I.O.O.F Avenue
Gilroy, CA 95020

II. PROGRAM NARRATIVE

Contractor offers a 24-hour out-of-home placement that provides intensive therapeutic service. The program's goal is to assess and stabilize youth. Parents and caregivers are provided intensive support to bring youth home as soon as possible.

III. PROGRAM GOALS

Return youth to living at home or to a lower level of care by reducing emotional/behavioral symptoms.

IV. PROGRAM OBJECTIVES

- A. Reduce inappropriate behavior to a level that the youth can return home or to a lower level of care.
- B. Help youth develop age appropriate potential and functionality within the youth's community.
- C. Improve academic achievement.

V. TREATMENT SERVICES

- A. Mode of Service: Residential Treatment Services (2 youth)
- B. Contracted Units of Services by Type and Mode Each Year:

FY 2013-14:

730 estimated days of Residential Treatment Services

FY 2014-15

730 estimated days of Residential Treatment Services

FY 2015-16

730 estimated days of Residential Treatment Services

Residential Treatment Services includes Room and Board, which may include the following services:

- Residential Treatment
- Individual Therapy
- Group Therapy
- Parent Counseling
- Collateral
- Case Management/Brokerage

- Crisis Intervention
- Medication Support
- Assessment

Delivery Site:

290 I.O.O.F Avenue
 Gilroy, CA 95020

VI. POPULATION/CATCHMENT AREA TO BE SERVED & FINANCIAL ELIGIBILITY

This current agreement is for **Two (2)** eligible residents of Monterey County. New eligible residents of Monterey County referred to ODD-Fellow Rebekah Children’s Home of California Residential Treatment Program will require an amendment to this agreement.

Monterey County youth must be full scope Medi-Cal eligible and have been screened through the County Interagency Placement Committee, or any youth who have been placed through the IEP process. Undocumented youth require pre-authorization by the Behavioral Health Director of Monterey County.

VII. LIMITATION OF SERVICE/PRIOR AUTHORIZATION

Referrals for admission to this program will be initiated exclusively by the Mental Health Bureau Case Management staff after an initial screening. Admission to the program will involve youth who are voluntary participants or who are wards or dependents of the court. Screening criteria will be based on degree of emotional disturbances, a designated funding source, and the inability to utilize a less restrictive placement. Admission will be the sole authority of the CONTRACTOR. The services provided and the length of stay will depend on acuity and IEP.

VIII. CLIENT DESCRIPTION/CHARACTERISTICS

The client description to be served is boys and girls ages 6-18 with:

- A. Severe emotional and behavioral disturbances.
- B. Axis 1 diagnosis indicating mental impairment or behavioral disturbance and substantial impairment in two of the following areas:
 - 1. Self-care
 - 2. Family relationships
 - 3. Ability to function in the community
 - 4. School functioning; and
- C. One or all of the following:
 - 1. Severe acting out episodes
 - 2. History of self-destructive behavior
 - 3. Catastrophic reactions to everyday occurrences
 - 4. History of inpatient hospitalization

IX. LEGAL STATUS

Voluntary or juvenile dependents and wards (W&I Code, Sections 300 et seq. and Sections 601 and 602 et seq.)

X. DESIGNATED CONTRACT MONITOR

Rosemarie Oliva De La Cruz or Designee, BH Unit Supervisor
951 B-Blanco Circle
Salinas, CA 93901

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PROGRAM III: Wraparound Services

I. IDENTIFICATION OF CONTRACTOR

ODD-Fellow Rebekah Children's Home of California
290 I.O.O.F Avenue
Gilroy, CA 95020

II. INCORPORATION STATUS

501(c)(3) Nonprofit Organization

III. LEGAL STATUS

Voluntary or juvenile dependents (W&I Code, 300 et. seq.) or wards (W&I Code, 602 et. seq.).

IV. PROGRAM NARRATIVE

The purpose of this agreement is to provide intensive wraparound services to eligible Monterey County foster and Probation Ward youth. Wraparound services are defined as community-based intervention services that emphasize the strengths of the child and family, and include the delivery of coordinated, highly individualized unconditional services to address needs and achieve positive outcomes in their lives.

V. PROGRAM GOAL

- A. To provide children and their families a service alternative to group home care through the development of family-based services.
- B. To provide services that are individualized to build on the strengths of each eligible child and family and are tailored to address their unique and changing needs.
- C. To develop all plans through a Child and Family Team.

VI. SERVICE OBJECTIVES

- A. To provide intensive care coordination that is responsible for facilitating assessment, care planning and coordination of services, including urgent services for child/youth.
- B. To provide intensive home-based services that are individualized, strength-based mental health treatment interventions designed to improve mental health conditions that interfere with a child's functioning. To support the child and family with skills necessary for successful functioning in the home and community, and improving the child's family's ability to help him/her function successfully.
- C. To link clients to services and help them navigate community resources that will build supportive client family relationships and develop interpersonal skills as well as skills to increase individual capacities.

VII. TREATMENT SERVICES

- A. Mode of Service: Outpatient Services.

B. Contracted units of service by type:

There is no limitation on units of service or the mix of units of service other than the maximum contract dollar amount found in Exhibit B-3 of this contract. CONTRACTOR shall make a full accounting of all units of service and cost in accordance with Section XIII, Annual Cost Report.

C. Delivery Site:

Wraparound Monterey County
Rebekah Children's Services
30 East San Joaquin Street, Ste. 101
Salinas, CA 93901
(831) 775-0348

D. Hours of Operation:

Services will be seven days a week, 24 hours a day by appointment or on call for crisis intervention or other emergencies.

E. Contracted Units of Service by Type and Mode Each Year:

FY 2013-14 (March 1, 2014 to June 30, 2014)

1. 72,800 estimated minutes of Intensive Care Coordination
2. 36,400 estimated minutes of Intensive Home-Based Services

FY 2014-15

1. 218,400 estimated minutes of Intensive Care Coordination
2. 109,200 estimated minutes of Intensive Home-Based Services

FY 2015-16

1. 297,696 estimated minutes of Intensive Care Coordination
2. 47,766 estimated minutes of Intensive Home-Based Services

VIII. POPULATION TO BE SERVED

The target population for this agreement is 35 eligible Monterey County children. "Eligible child" means any of the following:

- A. A child who has been adjudicated as either a dependent or ward of the juvenile court pursuant to Welfare & Institutions Code Section 300 or 602, and who would be placed in a group home licensed by the State at a rate classification level (RCL) of 10 or higher.
- B. A child who has been adjudicated as either a dependent or ward of the juvenile court pursuant to Welfare & Institutions Code Section 300 or 602, and is currently placed in a group home licensed by the State at a rate classification level (RCL) of 10 or higher and is identified as appropriate to transition into family home care.
- C. A child who would be placed or is at imminent risk of being placed in a group home.

IX. ELIGIBILITY

Monterey County youth who are identified within the population to be served as noted above have full scope Medi-Cal and have been screened and approved by the Placement Team.

X. LIMITATION OF SERVICE / PRIOR AUTHORIZATION

Potential referrals will be screened by the County Interagency Placement Committee to insure that youth meet criteria for admission to the program and that family has given preliminary agreement to participate in Wraparound services. Further, Monterey County will ensure that all children and youth referred to the CONTRACTOR meet Medical Necessity criteria through assessment and diagnosis, as described in Title IX, Section 18.30.205 or 1830.210 regulations. If for any reason, the CONTRACTOR believes Medical Necessity has not been established CONTRACTOR retains the right to reject the referral. The County will provide the CONTRACTOR with copies of clinical assessments and treatment plans, and the CONTRACTOR will maintain those records in a safe and confidential manner consistent with California law and HIPAA regulations. The CONTRACTOR will document all applicable mental health services provided under this contract and in accordance with documentation guidelines as established by Title IX regulations. The CONTRACTOR will provide copies of all clinical notes to the County upon request.

XI. CLIENT DESCRIPTION / CHARACTERISTICS

Boys and girls ages 3 – 21 years with:

- A. Severe emotional and behavioral disturbances; and
- B. Axis I diagnosis indicating mental impairment or behavioral disturbance and substantial impairment in two of the following areas:
 1. Self-care
 2. Family relationships
 3. Ability to function in the community
 4. Ability to function in school
- C. Has been placed out of the home or could be expected to be placed out of the home

XII. MEETINGS/COMMUNICATIONS

The primary contact for the COUNTY shall convene a monthly meeting of the Administrative Oversight Team (AOT), which will be co-chaired by a contract administrator for the COUNTY and the CONTRACTOR. This meeting will include representation of all wraparound CONTRACTORS along with appropriate COUNTY representation. The purpose of these meetings shall be to oversee implementation of the contract; discuss contract issues; evaluate contract usage and effectiveness; and make recommendations for contract modifications. These meetings will also address maximization of sound internal processes to maintain fidelity to the wraparound model. The AOT does not have the authority to authorize changes requiring a contract amendment. The AOT monthly meeting shall occur in

conjunction with the first Wraparound Community Team Meeting of each month. A separate agreed upon agenda shall be distributed and followed for these meetings.

XIII. DESIGNATED CONTRACT MONITOR

Thomas S. Berg
Behavioral Health Division, Children's Services Manager
1000 South Main Street, Suite 210B
Salinas, CA 93901
(831) 784-1513

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EXHIBIT B-3: PAYMENT AND BILLING PROVISIONS

I. PAYMENT TYPES

Cost Reimbursed (CR) up to maximum contract amount

II. PAYMENT AUTHORIZATION FOR SERVICES

The COUNTY’S commitment to authorize reimbursement to the CONTRACTOR for services as set forth in this Exhibit B-3 is contingent upon COUNTY authorized admission and service, and CONTRACTOR’S commitment to provide care and services in accordance with the terms of this Agreement.

The CONTRACTOR agrees to work with the COUNTY and its partners in capacity building, fiscal partnerships and program design modifications as they arise to best meet the needs of the identified eligible youth of Monterey County.

III. PAYMENT RATE

PROVISIONAL RATE: NEGOTIATED RATE

CONTRACTOR shall be paid at the negotiated rates, which are provisional and subject to all the cost report conditions as set forth in this Exhibit B-3.

The following program services will be paid in arrears, not to exceed the negotiated rates for a total maximum of **\$5,764,479**.

PROGRAM I

FY 2013-14 & FY 2014-15

Service Description	Procedure Codes	FY 2013-15 Est. Units of Service	Payment Rate FY 2013-15	FY 2013-15 Contract Amount
Day Treatment Intensive (Full Day)	285/286	1,687	\$202.43	\$341,500
Medication Support	361/362	10,038	\$4.82	\$48,384
Case Management	301/302	5,740	\$2.02	\$11,595
Mental Health Services	301/302/310/311/ 341/342/272/772/ 271/771/357/391/ 392	8,218	\$2.61	\$21,449
Group Home RCL 14 Board and Care	N/A	48 months* (4 youth)	X State Board and Care Rate	\$439,008
MAXIMUM AGREEMENT AMOUNT FOR FY 2013-14:				\$861,936
MAXIMUM AGREEMENT AMOUNT FOR FY 2014-15:				\$861,936

*Months of service dependent on current State Board and Care rate.

FY 2015-16

Service Description	Mode of Service	Service Function Code	FY 2015-16 Est. Units of Service	Payment Rate FY 2015-16	FY 2015-16 Contract Amount
Mental Health Services	15	10, 30, 40, 45, 50	87,360	\$2.93	\$255,965
Medication Support	15	60	10,080	\$5.42	\$54,634
Crisis Intervention	15	70	7,140	\$4.37	\$31,202
Case Management, Brokerage	15	01	20,160	\$2.27	\$45,764
Group Home RCL 14 Board and Care	N/A	N/A	48 months* (4 youth)	X State Board and Care Rate	\$439,008
MAXIMUM AGREEMENT AMOUNT FOR FY 2015-16:					\$826,573

*Months of service dependent on current State Board and Care rate.

MAXIMUM AGREEMENT AMOUNT FOR FY 2013-14:	\$861,936
MAXIMUM AGREEMENT AMOUNT FOR FY 2014-15:	\$861,936
MAXIMUM AGREEMENT AMOUNT FOR FY 2015-16:	\$826,573
PROGRAM I: TOTAL MAXIMUM AGREEMENT LIABILITY:	\$2,550,445

PROGRAM II

FY 2013-14 thru FY 2015-16

Service Description	FY 2013-16 Est. Units of Service (2 youth)	Payment Rate FY 2013-16 (per diem)	FY 2013-16 Contract Amount
Residential Treatment Services	730	\$653.00	\$476,690
MAXIMUM AGREEMENT AMOUNT FY 2013-14:			\$476,690
MAXIMUM AGREEMENT AMOUNT FY 2014-15:			\$476,690
MAXIMUM AGREEMENT AMOUNT FY 2015-16:			\$476,690
PROGRAM II: TOTAL MAXIMUM AGREEMENT LIABILITY:			\$1,430,070

PROGRAM III: Wraparound Services

FY 2013-14 (March 1, 2014 to June 30, 2014)

Service Description	Mode of Service	Service Function Code	FY 2013-14 Est. Units of Service	Payment Rate FY 2013-14	FY 2013-14 Contract Amount
Intensive Care Coordination (Minutes)	15	201, 202, 208	72,800	\$2.02	\$147,056
Intensive Home-Based Services (Minutes)	15	221, 222, 228	36,400	\$2.61	\$95,004
MAXIMUM AGREEMENT AMOUNT FOR FY 2013-14:					\$242,060

FY 2014-15

Service Description	Mode of Service	Service Function Code	FY 2014-15 Est. Units of Service	Payment Rate FY 2014-15	FY 2014-15 Contract Amount
Intensive Care Coordination (Minutes)	15	201, 202, 208	218,400	\$2.02	\$441,168
Intensive Home-Based Services (Minutes)	15	221, 222, 228	109,200	\$2.61	\$285,012
MAXIMUM AGREEMENT AMOUNT FOR FY 2014-15:					\$726,180

FY 2015-16

Service Description	Mode of Service	Service Function Code	FY 2015-16 Est. Units of Service	Payment Rate FY 2015-16	FY 2015-16 Contract Amount
Intensive Care Coordination (Minutes)	15	201, 202, 208	297,696	\$2.27	\$675,770
Intensive Home-Based Services (Minutes)	15	221, 222, 228	47,766	\$2.93	\$139,954
MAXIMUM AGREEMENT AMOUNT FOR FY 2015-16:					\$815,724

MAXIMUM AGREEMENT AMOUNT FY 2013-14:	\$242,060
MAXIMUM AGREEMENT AMOUNT FY 2014-15:	\$726,180
MAXIMUM AGREEMENT AMOUNT FY 2015-16:	\$815,724
PROGRAM III: TOTAL MAXIMUM AGREEMENT LIABILITY:	\$1,783,964

IV. PAYMENT CONDITIONS

- A. If CONTRACTOR is seeking reimbursement for eligible services funded by the Short-Doyle/Medi-Cal, Mental Health Services Act (“MHSA”), SB 90, Federal or State Grants, and/or COUNTY funds provided pursuant to this Agreement, reimbursement for such services shall be based on actual cost of providing those services less any deductible revenues collected by the CONTRACTOR from other payer sources. In order to reduce COUNTY costs, the CONTRACTOR shall comply with all applicable provisions of the California Welfare and Institutions Code (WIC), the California Code of Regulations, the Code of Federal Regulations, and the federal Social Security Act related to reimbursements by non-County and non-State sources, including, but not limited to, collecting reimbursements for services from clients (which shall be the same as patient fees established pursuant to WIC section 5710) and from private or public third-party payers.

CONTRACTOR shall not claim reimbursement from COUNTY for (or apply sums received from COUNTY with respect to) that portion of its obligations which has been paid by another source of revenue. If CONTRACTOR is seeking reimbursement for mental health services provided pursuant to this Agreement, reimbursement for such services shall be based upon the actual allowable costs of providing those services less

any deductible revenues, as stated above. Notwithstanding any other provision of this Agreement, in no event may CONTRACTOR request a rate that exceeds the COUNTY'S Maximum Allowances (CMA), which is based on the most recent State's Schedule of Maximum Allowances (SMA) as established by the State's Department of Mental Health. The SMA Schedule shall be used until COUNTY establishes the COUNTY'S rate Schedule of Maximum Allowances. CONTRACTOR shall be responsible for costs that exceed applicable CMAs. In no case shall payments to CONTRACTOR exceed CMAs. In addition to the CMA limitation, in no event shall the maximum reimbursement that will be paid by COUNTY to CONTRACTOR under this Agreement for any Program Amount be more than the amount identified for each Program Amount for each Funded Program, as identified in this Exhibit B-3, Section III. Said amounts shall be referred to as the "Maximum Obligation of County," as identified in this Exhibit B-3, Section V.

- B. To the extent a recipient of services under this Agreement is eligible for coverage under Short-Doyle/Medi-Cal or Medicaid or Medicare or any other Federal or State funded program ("an eligible beneficiary"), CONTRACTOR shall ensure that services provided to eligible beneficiaries are properly identified and claimed to the Funded Program responsible for such services to said eligible beneficiaries. For the Short-Doyle/Medi-Cal Funded Program, CONTRACTOR assumes fiscal responsibility for services provided to all individuals who do not have full-scope Medi-Cal or are not Medi-Cal eligible during the term of this Agreement.
- C. CONTRACTOR shall be responsible for delivering services to the extent that funding is provided by the COUNTY. To the extent that CONTRACTOR does not have funds allocated in the Agreement for a Funded Program that pays for services to a particular eligible beneficiary, CONTRACTOR shall, at the first opportunity, refer said eligible beneficiary to another CONTRACTOR or COUNTY facility within the same geographic area to the extent feasible, which has available funds allocated for that Funded Program.
- D. In order to receive any payment under this Agreement, CONTRACTOR shall submit reports and claims in such form as General Ledger, Payroll Report and other accounting documents as needed, and as may be required by the County of Monterey Department of Health, Behavioral Health Bureau. Specifically, CONTRACTOR shall submit its claims on Cost Reimbursement Invoice Form provided as Exhibit G, to this Agreement, along with backup documentation, on a monthly basis, to COUNTY so as to reach the Behavioral Health Bureau no later than the thirtieth (30th) day of the month following the month of service. See Section III, above, for payment amount information to be reimbursed each fiscal year period of this Agreement. The amount requested for reimbursement shall be in accordance with the approved budget and shall not exceed the actual net costs incurred for services provided under this Agreement.

CONTRACTOR shall submit via email a monthly claim using Exhibit G, Cost Reimbursement Invoice Form in Excel format with electronic signature along with supporting documentations, as may be required by the COUNTY for services rendered to:

MCHDBHFinance@co.monterey.ca.us

- E. CONTRACTOR shall submit all claims for reimbursement under this Agreement within thirty (30) calendar days after the termination or end date of this Agreement. All claims not submitted after thirty (30) calendar days following the termination or end date of this Agreement shall not be subject to reimbursement by the COUNTY. Any claim(s) submitted for services that preceded thirty (30) calendar days prior to the termination or end date of this Agreement may be disallowed, except to the extent that such failure was through no fault of CONTRACTOR. Any “obligations incurred” included in claims for reimbursements and paid by the COUNTY which remain unpaid by the CONTRACTOR after thirty (30) calendar days following the termination or end date of this Agreement shall be disallowed, except to the extent that such failure was through no fault of CONTRACTOR under audit by the COUNTY.
- F. If CONTRACTOR fails to submit claim(s) for services provided under the terms of this Agreement as described above, the COUNTY may, at its sole discretion, deny payment for that month of service and disallow the claim.
- G. COUNTY shall review and certify CONTRACTOR’S claim either in the requested amount or in such other amount as COUNTY approves in conformity with this Agreement, and shall then submit such certified claim to the COUNTY Auditor. The County Auditor-Controller shall pay the amount certified within thirty (30) calendar days of receiving the certified invoice.
- H. To the extent that the COUNTY determines CONTRACTOR has improperly claimed services to a particular Program Amount, COUNTY may disallow payment of said services and require CONTRACTOR to resubmit said claim of services for payment from the correct Program Amount, or COUNTY may make corrective accounting transactions to transfer the payment of the services to the appropriate Program Amount.
- I. If COUNTY certifies payment at a lesser amount than the amount requested COUNTY shall immediately notify the CONTRACTOR in writing of such certification and shall specify the reason for it. If the CONTRACTOR desires to contest the certification, the CONTRACTOR must submit a written notice of protest to the COUNTY within twenty (20) calendar days after the CONTRACTOR’S receipt of the COUNTY notice. The parties shall thereafter promptly meet to review the dispute and resolve it on a mutually acceptable basis. No court action may be taken on such a dispute until the parties have met and attempted to resolve the dispute in person.

V. MAXIMUM OBLIGATION OF COUNTY

- A. Subject to the limitations set forth herein, COUNTY shall pay to CONTRACTOR during the term of this Agreement a maximum amount of **\$5,764,479** for services rendered under this Agreement.

B. Maximum Annual Liability:

FISCAL YEAR LIABILITY	AMOUNT
July 1, 2013 to June 30, 2014	\$1,580,686
July 1, 2014 to June 30, 2015	\$2,064,806
July 1, 2015 to June 30, 2016	\$2,118,987
TOTAL AGREEMENT MAXIMUM LIABILITY:	\$5,764,479

- C. If, as of the date of signing this Agreement, CONTRACTOR has already received payment from COUNTY for services rendered under this Agreement, such amount shall be deemed to have been paid out under this Agreement and shall be counted towards COUNTY'S maximum liability under this Agreement.
- D. If for any reason this Agreement is canceled, COUNTY'S maximum liability shall be the total utilization to the date of cancellation not to exceed the maximum amount listed above.
- E. As an exception to Section D. above with respect to the Survival of Obligations after Termination, COUNTY, any payer, and CONTRACTOR shall continue to remain obligated under this Agreement with regard to payment for services required to be rendered after termination.

VI. BILLING AND PAYMENT LIMITATIONS

- A. Provisional Payments: COUNTY payments to CONTRACTOR for performance of eligible services hereunder are provisional until the completion of all settlement activities and audits, as such payments are subject to future Federal, State and/or COUNTY adjustments. COUNTY adjustments to provisional payments to CONTRACTOR may be based upon COUNTY'S claims processing information system data, State adjudication of Medi-Cal and Healthy Families claims files, contractual limitations of this Agreement, annual cost and MHSA reports, application of various Federal, State, and/or COUNTY reimbursement limitations, application of any Federal, State, and/or COUNTY policies, procedures and regulations, and/or Federal, State, or COUNTY audits, all of which take precedence over monthly claim reimbursements.
- B. Allowable Costs: Allowable costs shall be the CONTRACTOR'S actual costs of developing, supervising and delivering the services under this Agreement, as set forth in the Budget provided in Exhibit H. Only the costs listed in Exhibit H of this Agreement as contract expenses may be claimed as allowable costs. Any dispute over whether costs are allowable shall be resolved in accordance with the provisions of applicable Federal, State and COUNTY regulations.
- C. Cost Control: CONTRACTOR shall not exceed by more than twenty (20%) percent any contract expense line item amount in the budget without the written approval of COUNTY, given by and through the Contract Administrator or Contract Administrator's designee. CONTRACTOR shall submit an amended budget using Exhibit H, or on a format as required by the COUNTY, with its request for such approval. Such approval

shall not permit CONTRACTOR to receive more than the maximum total amount payable under this Agreement. Therefore, an increase in one line item shall require corresponding decreases in other line items.

- D. Other Limitations for Certain Funded Programs: In addition to all other limitations provided in this Agreement, reimbursement for services rendered under certain Funded Programs may be further limited by rules, regulations and procedures applicable only to that Funded Program. CONTRACTOR shall be familiar with said rules, regulations and procedures and submit all claims in accordance therewith.
- E. Adjustment of Claims Based on Other Data and Information: The COUNTY shall have the right to adjust claims based upon data and information that may include, but are not limited to, COUNTY'S claims processing information system reports, remittance advices, State adjudication of Medi-Cal claims, and billing system data.

VII. LIMITATION OF PAYMENTS BASED ON FUNDING AND BUDGETARY RESTRICTIONS

- A. This Agreement shall be subject to any restrictions, limitations, or conditions imposed by State which may in any way affect the provisions or funding of this Agreement, including, but not limited to, those contained in State's Budget Act.
- B. This Agreement shall also be subject to any additional restrictions, limitations, or conditions imposed by the Federal government which may in any way affect the provisions or funding of this Agreement.
- C. In the event that the COUNTY'S Board of Supervisors adopts, in any fiscal year, a COUNTY Budget which provides for reductions in COUNTY Agreements, the COUNTY reserves the right to unilaterally reduce its payment obligation under this Agreement to implement such Board reductions for that fiscal year and any subsequent fiscal year during the term of this Agreement, correspondingly. The COUNTY'S notice to the CONTRACTOR regarding said reduction in payment obligation shall be provided within thirty (30) calendar days of the Board's approval of such action.
- D. Notwithstanding any other provision of this Agreement, COUNTY shall not be obligated for CONTRACTOR'S performance hereunder or by any provision of this Agreement during any of COUNTY'S current or future fiscal year(s) unless and until COUNTY'S Board of Supervisors appropriates funds for this Agreement in COUNTY'S Budget for each such fiscal year. In the event funds are not appropriated for this Agreement, then this Agreement shall terminate as of June 30 of the last fiscal year for which funds were appropriated. COUNTY shall notify CONTRACTOR of any such non-appropriation of funds at the earliest possible date and the services to be provided by the CONTRACTOR under this Agreement shall also be reduced or terminated.

VIII. BILLING PROCEDURES AND LIMITATIONS ON COUNTY'S FINANCIAL RESPONSIBILITY FOR PAYMENT OF SERVICES UNDER FEDERAL SOCIAL SECURITY ACT, TITLE XIX SHORT-DOYLE/MEDI-CAL SERVICES AND/OR TITLE XXI HEALTHY FAMILIES

The Short-Doyle/Medi-Cal (SD/MC) claims processing system enables California county Mental Health Plans (MHPs) to obtain reimbursement of Federal funds for medically necessary specialty mental health services provided to Medi-Cal-eligible beneficiaries and to Healthy Families subscribers diagnosed as Seriously Emotionally Disturbed (SED). The Mental Health Medi-Cal program oversees the SD/MC claims processing system. Authority for the Mental Health Medi-Cal program is governed by Federal and California statutes.

- A. If, under this Agreement, CONTRACTOR has Funded Programs that include Short-Doyle/Medi-Cal services and/or Healthy Families services, CONTRACTOR shall certify in writing annually, by August 1 of each year, that all necessary documentation shall exist at the time any claims for Short-Doyle/Medi-Cal services and/or Healthy Families services are submitted by CONTRACTOR to COUNTY.

CONTRACTOR shall be solely liable and responsible for all service data and information submitted by CONTRACTOR.

- B. CONTRACTOR acknowledges and agrees that the COUNTY, in under taking the processing of claims and payment for services rendered under this Agreement for these Funded Programs, does so as the Mental Health Plan for the Federal, State and local governments.
- C. CONTRACTOR shall submit to COUNTY all Short-Doyle/Medi-Cal, and/or Healthy Families claims or other State required claims data within the thirty (30) calendar day time frame(s) as prescribed by this Agreement to allow the COUNTY to meet the time frames prescribed by the Federal and State governments. COUNTY shall have no liability for CONTRACTOR'S failure to comply with the time frames established under this Agreement and/or Federal and State time frames, except to the extent that such failure was through no fault of CONTRACTOR.
- D. COUNTY, as the Mental Health Plan, shall submit to the State in a timely manner claims for Short-Doyle/Medi-Cal services, and/or Healthy Families services only for those services/activities identified and entered into the COUNTY'S claims processing information system which are compliant with Federal and State requirements. COUNTY shall make available to CONTRACTOR any subsequent State approvals or denials of such claims upon request by the CONTRACTOR.
- E. CONTRACTOR acknowledges and agrees that COUNTY'S final payment for services and activities claimed by CONTRACTOR Short-Doyle/Medi-Cal services and/or Healthy Families services is contingent upon reimbursement from the Federal and State governments and that COUNTY'S provisional payment for said services does not render COUNTY in any way responsible for payment of, or liable for, CONTRACTOR'S claims for payment for these services.

- F. CONTRACTOR'S ability to retain payment for such services and/or activities is entirely dependent upon CONTRACTOR'S compliance with all laws and regulations related to same.
- G. Notwithstanding any other provision of this Agreement, CONTRACTOR shall hold COUNTY harmless from and against any loss to CONTRACTOR resulting from the denial or disallowance of claim(s) for or any audit disallowances related to said services, including any State approved Title XIX Short-Doyle/Medi-Cal and/or Medi-Cal Administrative Activities, and/or Title XXI Healthy Families services/activities, by the Federal, State or COUNTY governments, or other applicable payer source, unless the denial or disallowance was due to the fault of the COUNTY.
- H. CONTRACTOR shall repay to COUNTY the amount paid by COUNTY to CONTRACTOR for Title XIX Short-Doyle/Medi-Cal and/or Medi-Cal Administrative Activities, and/or Title XXI Healthy Families services/ activities subsequently denied or disallowed by Federal, State and/or COUNTY government.
- I. Notwithstanding any other provision of this Agreement, CONTRACTOR agrees that the COUNTY may off set future payments to the CONTRACTOR and/or demand repayment from CONTRACTOR when amounts are owed to the COUNTY pursuant to Subparagraphs G. and H. above. Such demand for repayment and CONTRACTOR'S repayment shall be in accordance with Exhibit I, Section IV (Method of Payments for Amounts Due to County) of this Agreement.
- J. CONTRACTOR shall comply with all written instructions provided to CONTRACTOR by the COUNTY, State or other applicable payer source regarding claiming and documentation.
- K. Nothing in this Section VIII shall be construed to limit CONTRACTOR'S rights to appeal Federal and State settlement and/or audit findings in accordance with the applicable Federal and State regulations.

IX. PATIENT/CLIENT ELIGIBILITY, UMDAP FEES, THIRD PARTY REVENUES, AND INTEREST

- A. CONTRACTOR shall comply with all Federal, State and COUNTY requirements and procedures relating to:
 - 1. The determination and collection of patient/client fees for services hereunder based on the Uniform Method of Determining Payment (UMDAP), in accordance with the State Department of Mental Health guidelines and WIC sections 5709 and 5710.
 - 2. The eligibility of patients/clients for Short-Doyle/Medi-Cal, Medicaid, Medicare, private insurance, or other third party revenue, and the collection, reporting and deduction of all patient/client and other revenue for patients/clients receiving

services hereunder. CONTRACTOR shall pursue and report collection of all patient/client and other revenue.

- B. All fees paid by patients/clients receiving services under this Agreement and all fees paid on behalf of patients/clients receiving services hereunder shall be utilized by CONTRACTOR only for the delivery of mental health service/activities specified in this Agreement.
- C. CONTRACTOR may retain unanticipated program revenue, under this Agreement, for a maximum period of one Fiscal Year, provided that the unanticipated revenue is utilized for the delivery of mental health services/activities specified in this Agreement. CONTRACTOR shall report the expenditures for the mental health services/activities funded by this unanticipated revenue in the Annual Report(s) and Cost Report Settlement submitted by CONTRACTOR to COUNTY.
- D. CONTRACTOR shall not retain any fees paid by any sources for, or on behalf of, Medi-Cal beneficiaries without deducting those fees from the cost of providing those mental health services for which fees were paid.
- E. CONTRACTOR may retain any interest and/or return which may be received, earned or collected from any funds paid by COUNTY to CONTRACTOR, provided that CONTRACTOR shall utilize all such interest and return only for the delivery of mental health services/activities specified in this Agreement.
- F. Failure of CONTRACTOR to report in all its claims and in its Annual Report(s) and Cost Report Settlement all fees paid by patients/clients receiving services hereunder, all fees paid on behalf of patients/clients receiving services hereunder, all fees paid by third parties on behalf of Medi-Cal beneficiaries receiving services and/or activities hereunder, and all interest and return on funds paid by COUNTY to CONTRACTOR, shall result in:
 - 1. CONTRACTOR'S submission of a revised claim statement and/or Annual Report(s) and Cost Report Settlement showing all such non-reported revenue.
 - 2. A report by COUNTY to State of all such non-reported revenue including any such unreported revenue paid by any sources for or on behalf of Medi-Cal beneficiaries and/or COUNTY'S revision of the Annual Report(s).
 - 3. Any appropriate financial adjustment to CONTRACTOR'S reimbursement.

X. CASH FLOW ADVANCE IN EXPECTATION OF SERVICES/ ACTIVITIES TO BE RENDERED OR FIXED RATE PAYMENTS

- A. The Maximum Contract Amount for each period of this Agreement includes Cash Flow Advance (CFA) or fixed rate payments which is an advance of funds to be repaid by CONTRACTOR through the provision of appropriate services/activities under this Agreement during the applicable period.

- B. For each month of each period of this Agreement, COUNTY shall reimburse CONTRACTOR based upon CONTRACTOR'S submitted claims for rendered services/activities subject to claim edits, and future settlement and audit processes.
- C. CFA shall consist of, and shall be payable only from, the Maximum Contract Amount for the particular fiscal year in which the related services are to be rendered and upon which the request(s) is (are) based.
- D. CFA is intended to provide cash flow to CONTRACTOR pending CONTRACTOR'S rendering and billing of eligible services/activities, as identified in this Exhibit B-3, Sections III. and V., and COUNTY payment thereof. CONTRACTOR may request each monthly Cash Flow Advance only for such services/activities and only to the extent that there is no reimbursement from any public or private sources for such services/activities.
- E. Cash Flow Advance (CFA) Invoice. For each month for which CONTRACTOR is eligible to request and receive a CFA, CONTRACTOR must submit to the COUNTY an invoice of a CFA in a format that is in compliance with the funding source and the amount of CFA CONTRACTOR is requesting. In addition, the CONTRACTOR must submit supporting documentation of expenses incurred in the prior month to receive future CFAs.
- F. Upon receipt of the Invoice, COUNTY, shall determine whether to approve the CFA and, if approved, whether the request is approved in whole or in part.
- G. If a CFA is not approved, COUNTY will notify CONTRACTOR within ten (10) business days of the decision, including the reason(s) for non-approval. Thereafter, CONTRACTOR may, within fifteen (15) calendar days, request reconsideration of the decision.
- H. Year-end Settlement. CONTRACTOR shall adhere to all settlement and audit provisions specified in Exhibit I, of this Agreement, for all CFAs received during the fiscal year.
- I. Should CONTRACTOR request and receive CFAs, CONTRACTOR shall exercise cash management of such CFAs in a prudent manner.

XI. AUTHORITY TO ACT FOR THE COUNTY

The Director of the Health Department of the County of Monterey may designate one or more persons within the County of Monterey for the purposes of acting on his/her behalf to implement the provisions of this Agreement. Therefore, the term "Director" in all cases shall mean "Director or his/her designee."