

**AMENDMENT #1 TO THE PERSONAL SERVICES CONTRACT WITH
COMMUNITY RECOVERY RESOURCES (CoRR) (RES 17-449)**

THIS AMENDMENT #1 is dated this 13th day of November, 2018 by and between COMMUNITY RECOVERY RESOURCES (CoRR), hereinafter referred to as “CONTRACTOR” and COUNTY OF NEVADA, hereinafter referred to as “COUNTY”. Said Amendment will amend the prior Agreement between the parties entitled Personal Services Contract, as approved on August 14, 2018 per Resolution No. 18-389; and

WHEREAS, the Contractor provides Perinatal and non-perinatal Outpatient Drug Free Treatment (ODF) and Intensive Outpatient (IOT) Treatment Services for substance abuse using pregnant and/or parenting women, men and adolescents; Comprehensive Residential Treatment Program Services for the recovery of alcohol/drug dependency; and Substance Abuse Prevention and Treatment Services to residents of Nevada County for the contract term of July 1, 2018 through June 30, 2019; and

WHEREAS, the parties desire to amend their agreement to: 1) amend Exhibit “A” Schedule of Services to incorporate funding received from the Community Based Transitional Housing (CBTH) grant through the State Department of Finance; 2) amend the Maximum Contract Price from \$1,682,211 to \$1,743,561.74 (an increase of \$61,350.74) to cover additional services; and 3) amend Exhibit “B” Schedule of Charges and Payments, to reflect the increase in the maximum contract price.

NOW, THEREFORE, the parties hereto agree as follows:

1. That Amendment #1 shall be effective as of November 1, 2018.
2. That Section (§2) Maximum Contract Price, shall be changed to the following:
\$1,743,561.74
3. That Exhibit “A”, “Schedule of Services”, shall be amended and replaced, as set forth in the amended Exhibit “A” attached hereto and incorporated herein.
4. That Exhibit “B”, “Schedule of Charges and Payments”, shall be amended and replaced, as set forth in the amended Exhibit “B” attached hereto and incorporated herein.
5. That in all other respects the prior Agreement of the parties shall remain in full force and effect.

COUNTY OF NEVADA:

By: _____
Honorable Edward Scofield
Chair of the Board of Supervisors

CONTRACTOR:

By: _____
Ariel Lovett
Executive Director/CEO

ATTEST:

By: _____
Julie Patterson-Hunter
Clerk of the Board of Supervisors

EXHIBIT “A”
SCHEDULE OF SERVICES
COMMUNITY RECOVERY RESOURCES (CoRR)

Community Recovery Resources, (CoRR), hereinafter referred to as “Contractor” shall provide substance use disorder services for the County of Nevada, Department of Behavioral Health hereinafter referred to as “County” including services to Drug Medi-Cal, Perinatal, Adult Drug Court, Probation, CalWORKs and Child Protective Services participants. This Contract shall include the following specific program components:

- Section I. Full spectrum of Perinatal Services and Non- Perinatal Services within the modalities of Outpatient Drug Free (ODF) Treatment ASAM Level 1 and Intensive Outpatient (IOT) Treatment ASAM Level 2.1.
- Section II. Residential Treatment ASAM Level 3.1 and 3.5 Withdrawal Management ASAM Level 3.2 Programs and Transitional Housing
- Section III. Recovery Services
- Section IV. Prevention and Other Outpatient Treatment Programs
- Section V. Maintenance and Repairs-Lovett Recovery Center at Bost House
- Section VI. Contractor Responsibilities

SECTION I. PERINATAL AND NON-PERINATAL SERVICES ODF AND IOT

Program Overview:

Outpatient Drug Free (ODF) services (ASAM Level 1) are counseling services provided to beneficiaries (up to 9 hours a week for adults, and less than 6 hours a week for adolescents) when determined by a Medical Director or Licensed Practitioner of the Healing Arts (LPHA) to be medically necessary and in accordance with an individualized client plan.

Intensive Outpatient Treatment (IOT) (ASAM Level 2.1) are structured programming services provided to beneficiaries a minimum of nine (9) hours with a maximum of nineteen (19) hours a week for adults, and a minimum of six (6) hours with a maximum of nineteen (19) hours a week for adolescents, when determined by a Medical Director or LPHA to be medically necessary and in accordance with the individual treatment plan. Services consist of intake, individual and/or group counseling, patient education, family therapy, medication services, collateral services, crisis intervention, treatment planning, and discharge services.

For group counseling in ODF and IOT, one or more therapists treat two or more clients at the same time with a maximum of 12 in the group, focusing on the needs of the individuals served.

Youth treatment services will be provided following the current Youth Treatment Guidelines issued by the Department of Health Care Services (DHCS).

The Perinatal Program provides coordinated substance abuse intervention and treatment services complimented with health care and pertinent ancillary services to pregnant and parenting women of Nevada County following the current Perinatal Services Network Guidelines issued by DHCS

In bringing together substance abuse treatment, mental health, and social services expertise, with health professionals, Contractor shall provide a cohesive system for intervention, assessment, education, treatment and referrals to enhance the well-being of women and their children.

The program will also:

- Provide or arrange for primary pediatric care, including immunizations, for patients' dependent children.
- Provide onsite child care for children during the hours of the Perinatal Treatment Program. However, the mother is ultimately responsible for her children, and in the event of a child's illness or other problems the mother may be asked to leave the women's activities and care for her child(ren).
- Provide or arrange for transportation to and from the treatment site, for individuals who do not have their own transportation.

Perinatal Target Population: Women with a Substance Use Disorder (SUD) who are:

- (a) pregnant; or
- (b) parenting and substance using, with dependent child(ren) or
- (c) attempting to regain custody of their children; or
- (d) postpartum and their children, or
- (e) with substance exposed infants.

Perinatal Admission Priority: Priority admission for women to perinatal funded services will be given in the following order:

- (a) pregnant injection drug users;
- (b) pregnant substance users;
- (c) injection drug users;
- (d) all others.

Referral to Other Programs and Interim Services:

- A. When CoRR's Perinatal program is unable to admit a substance abusing pregnant woman because of insufficient capacity or because the program does not provide the necessary services, a referral will be made to a program that can meet the client's needs until admission to Perinatal services can be accommodated. Such referral or interim services will be provided within 48 hours of a woman physically presenting for services at CoRR. Pregnant women receiving interim services will be placed at the top of the waiting list for program admission.
- B. Injection drug-using women will either:
 - 1) be admitted to the program no later than 14 days after making the request; or
 - 2) admitted to program within 120 days after making the request, if interim services are provided.
- C. A list of community resources shall be made available to all clients.
- D. Interim Services will be as follows:
 - 1) HIV and Tuberculosis (TB) education and counseling and referrals for testing;
 - 2) Referrals for prenatal health care;
 - 3) Education on the effects of alcohol and drug use on the fetus; and
Referrals based on individual assessments that may include, but are not limited to: self-help recovery groups; pre-recovery and treatment support groups, sources for housing,

food, legal-aid, case management; children's services, medical services, and Temporary Assistance to Needy Families/ Medi-Cal services

Consistent with the requirements of applicable federal or state law, the Contractor shall not engage in any unlawful discriminatory practices in the admission of beneficiaries, assignments of accommodations, treatment, evaluation, employment of personnel, or in any other respect on the basis of race, color, gender, religion, marital status, national origin, age, sexual preference, or mental or physical handicap. All admission policies shall adhere to the Americans with Disabilities Act, Public Law 336 of the 101st Congress, enacted July 26, 1990.

ODF and IOT Treatment Services:

CoRR will maintain certification by the State Department of Alcohol and Drug Programs to provide Intensive Outpatient Treatment (IOT) and Outpatient Drug Free (ODF) treatment services to Nevada County's Medi-Cal beneficiaries. These services shall be provided in accordance to Title 22 - Drug/Medi-Cal Section 51341.1 through 51516.1; Code of Regulations for Drug Medi-Cal Substance Abuse Services.

Substance Abuse Outpatient treatment services are covered by the Medi-Cal Program when determined to be medically necessary in accordance with Section 51303. Services shall be prescribed by a physician and all subject to utilization controls, as set forth in Section 51159.

Intensive Outpatient Treatment (IOT) treatment services will provide alcohol and drug treatment services in a non-residential setting to participants at a minimum of three hours per week, for three or more days per week.

Services shall include but not necessarily be limited to the following:

- substance abuse counseling and education;
- individual, group, and family counseling;
- sexual and physical abuse counseling;
- parenting education; mother/child habilitative and rehabilitative services (i.e., development of parenting skills, training in child development, which may include the provision of cooperative child care pursuant to Health and Safety Code Section 1596.792);
- education to reduce harmful effects of alcohol and drugs on the mother and fetus or the mother and infant;
- education on HIV/AIDS transmission and access to testing;
- education on TB and Hep C and access to testing;
- coordination of ancillary services (i.e. assistance in accessing and completing dental services, social services, community services, educational/vocational training, and other services which are medically necessary to prevent risk to fetus or infant); referral to pertinent community services according to client treatment/discharge plans;
- gender specific substance abuse treatment and other therapeutic interventions for women which address issues of relationships, sexual and physical abuse, and parenting;
- sufficient case management to ensure that women and their children have access to primary medical care, primary pediatric care, gender specific substance abuse recovery and treatment, and other needed services.

Location of ODF and IOT Services:

Grass Valley Campus: 180 Sierra College Dr., Grass Valley, CA 95945
Truckee Service Center: 10015 Palisades Drive, Suite 1, Truckee, CA 96161

A campus-style wellness center focused on substance abuse recovery and mental health located in Grass Valley. The center combines therapy, counseling, psychiatric, residential and medical services with programs that promote self-sufficiency education, supportive transitional housing, employment and parenting/ life-skill training.

Case Management: Service to assist beneficiaries in accessing needed medical, educational, social, prevocational, vocational, rehabilitative, or other community services. Case management can be face-to-face or over the telephone and shall be consistent with and shall not violate confidentiality of alcohol or drug patients as set forth in 42 CFR Part 2, and California law. The components of case management include:

1. Comprehensive assessment and periodic reassessment of individual needs to determine the need for the continuation of case management;
2. Transition to a higher or lower level of SUD care;
3. Development and periodic revision of a client plan that includes service activities;
4. Communication, coordination, referral, and related activities;
5. Monitoring service delivery to ensure beneficiary access to service and the service delivery system;
6. Monitoring the beneficiary's progress; and
7. Patient advocacy, linkages to physical and mental health care, transportation, and retention in primary care services.

Physician Consultation: Services include DMC physicians' consulting with addiction medicine physicians, addiction psychiatrists or clinical pharmacists. Physician consultation services are not with the client; rather, they are designed to assist DMC physicians with seeking expert advice on designing treatment plans for specific clients, and to support DMC providers with complex cases which may address medication selection, dosing, side effect management, adherence, drug-drug interactions, or level of care considerations.

Assessments: Assessments shall be face-to-face and performed by qualified staffing. If the face-to-face assessment is provided by a certified counselor, face –to-face interaction must take place, at minimum, between the certified counselor who has completed the assessment for the beneficiary and the Medical Director, licensed physician, or LPHA. This interaction also must be documented appropriately in the medical record to establish the determination of medical necessity for the beneficiary.

Re-Assessments: Re-assessments shall occur a minimum of every 90 days, unless there are significant changes warranting more frequent re-assessments. ASAM Level of Care data shall be entered into the client's medical record for each assessment and re-assessment.

Individualized Plan: Contractor shall be responsible for developing for each participant an individualized written treatment plan within 30 days of intake. The individualized plan is developed between the participant and the counselor and/or therapists. The medical director or LPHA will determine whether treatment services are medically necessary and approve the treatment plan within 15 days of signature from counselor and/or therapist. The Clinical Director will review for appropriateness. The plan shall be reviewed and updated at minimum every 90 days.

At a minimum the plan will include the following:

- statement of problems to be addressed while in treatment;
- statement of goals to be reached which address each problem;
- action steps to be taken by the participant and/or the program target dates for the accomplishment of the action steps and/or goals or, whenever possible, resolution of the problem.
- type & frequency of counseling/services
- Diagnosis with DSM code(s)

Program Administration:

- I. The Department of Health Care Services (DHCS) must certify Contractor's program to be eligible for DMC (Drug Medi-Cal) reimbursement for services provided for Medi-Cal eligible clients. Contractor shall retain its Medi-Cal Certification status. Contractor shall ensure all records and documentation meets Medi-Cal standards. Contractors shall comply with findings and recommendations on any audits, certification process, and/or state reviews.
- II. Contractor assures that Substance Abuse Prevention and Treatment [SAPT] Block Grant Perinatal Funds requirements will be met. Contractor shall comply with all regulations and guidelines regarding the continuum of treatment modalities and service options that can be provided with perinatal funding. CoRR administration will collaborate with County to ensure compliance with all state program requirements.
- III. Contractor shall, at all times, maintain communication and coordination with Director of the Department of Behavioral Health or designee and meet as needed regarding program services and/or for problem solving.
- IV. Public Notice and Outreach: CoRR's Perinatal Program will collaborate with the County to publicize and encourage women in need of treatment services to access those services.
- V. Contractor shall provide written description to the Department of Behavioral Health of evidence based practice(s) provider currently uses for treatment. Contractor will also be responsible to indicate best evidence based practice(s) they are utilizing at the SAMHSA (Substance Abuse and Mental Health Services Administration) website (<http://www.samhsa.gov>).
- VI. Contractor agrees to report all significant events such as positive drug test(s) or pending client discharge to County's Behavioral Health Alcohol/Drug Therapist. Contractor will inform the Alcohol and Drug Program Manager of any changes in programs such as length or groups per week.
- VII. Minimum Contractor and Participant Contact for ODF. A beneficiary shall be provided a minimum of 2 counseling sessions per 30 day period except when contractor determines that:
 - 1) Fewer participant contacts are clinically appropriate and are documented in participant's record.
 - 2) The participant is progressing toward treatment plan goals as evidenced through progress note documentation.

Staffing:

Contractor shall provide sufficient staff for all programs in adherence with all state licensing/certification requirements. Additionally all CoRR clinical staff will be DOJ-screened and NPI lookup confirmed in addition to being TB tested annually. All clinical staff shall maintain licensing and credentialing as required by state regulations.

SECTION II. RESIDENTIAL TREATMENT, WITHDRAWAL MANAGEMENT PROGRAMS, AND TRANSITIONAL HOUSING FOR ADULTS

Program Overview: Residential, Withdrawal Management, Transitional

Contractor's residential treatment and withdrawal management programs provide comprehensive treatment services to adult men and women, over the age of eighteen (18), in a carefully structured and supportive environment with a high degree of accountability. CoRR shall provide an integrated continuum of care for a client that focuses on each unique individual and his/her family system.

Contractor shall provide a safe, supportive, social model, non-medical model treatment environment 24 hours/ 7 days a week. Contractor will be co-occurring disorder and Rapid Re-Housing competent, accept clients who are receiving Medication Assisted Treatment, and connect clients to employment and related services as soon as possible. Clients may stay in residential treatment for varying lengths of time (short term to be less than 30 days, long term to be stays exceeding 30 days) based on an assessment and treatment authorization from County. The individual treatment authorization will be for a maximum of 30 calendar days. Contractor will submit to the county in writing a re-authorization request, including an American Society of Addiction Medicine (ASAM) criteria Level of Care (LOC) assessment, documenting the need for the extension of residential treatment services. Any additional authorization is not to exceed 30 calendar days. The Addiction Severity Index (ASI) – Edition #5 along with the ASAM criteria will be administered to all clients entering any level of treatment. A substance use related disorder, and mental health diagnosis, if appropriate, diagnosis will be established on all clients using the current edition of the Diagnostic and Statistical Manual of Mental Disorders (DSM). Clients will be moved to the least restrictive level of care appropriate based on clinical staffing case review (including ASAM, ASI, and DSM diagnosis). Clients with a score of placing in Level 3.1 or 3.5 on ASAM will be admitted to residential treatment. Discharge planning will begin upon entry into the treatment program. Contractor shall foster conditions which will support reintegration of the client into the community by providing a stable residential situation and partnering with the client on active discharge planning. Contractor shall maintain at all times trained, skilled paid staff on every shift. All staff providing direct alcohol and other drug (AOD) services to the residents of the program must be either registered or certified with a DHCS approved certifying organization. A certified addictions counselor shall be on site at least 16 hours per day. The Contractor shall maintain a documented staffing plan that covers staffing strategies for business hours, after hours and weekends. The plan will detail the use of peer volunteers and paid staff, and the minimum qualifications required for each position and/or situation.

Locations:

CoRR operates three fully licensed residential facilities, all of which also have licenses for withdrawal management services:

Grass Valley Campus - Hope House/Serenity House: 159 Brentwood Dr., Grass Valley, CA 95945

Nevada City Campus - Lovett Recovery Center at Bost House (LRC): 145 Bost Avenue, Nevada City, Ca 95959. Unless waived in writing by County on a client-by-client bases, Contractor shall ensure at all times that a minimum of 51% of the treatment beds remain available for County authorized clients at the Bost House location.

Hope House is a residential treatment program for women (18 or over) with children (up to age 12, or with special exception) and single women (age 18 or over), and Serenity House is for men (18 or over).

Hope House/Serenity House is licensed and certified by ADP to serve up to 50 adult women/men with up to 10 children. The program is also approved for withdrawal management services.

LRC is a residential treatment program certified by ADP to serve up to 19 women/men. The program is also approved for withdrawal management services.

Auburn Campus – Residential/Withdrawal Management: 12125 Shale Ridge Lane, Auburn, CA 95603

Auburn Campus Residential (ACR) can serve men and women, without children. This facility has been continuously operating as a residential treatment home since 1988. ACR is licensed and certified by the State to serve up to 25 adult men and women. Although it is a co-ed facility, gender populations are separated; all programming is gender- specific with exception of family nights and house meetings.

Transitional Housing - (Recovery Residences) will be provided to eligible participants at any of CoRR's Transitional homes, at the following locations.

<i>Location</i>	<i>Population Served</i>	<i># of beds</i>
CASTLE 1(A and B) 139 Brentwood Drive, GV	A) Women/Children B) Women only	A) 6 women/5 children B) 6 women
CASTLE 2 152 Brentwood Drive, GV	Men	6
CASTLE 3 187 Brentwood Drive, GV	Men	6
CASTLE 4 194 Brentwood Drive, GV	Men (NC Drug Court only)	2
CASTLE 4 5 187 Brentwood Dr., GV	Men (NC Drug Court only)	2
CASTLE 6 303 Bennett ST., GV	Women/Children	6 plus children
Castle 7 13480 Hwy 49, GV	Men	6
CASTLE 8 Keiser Ave., Truckee	Women/Children	4 plus children
CASTLE 9 12085 Shale Ridge Rd., Auburn	Women only	6
CASTLE 11 12120 Shale Ridge Rd., Auburn	Men	6
CASTLE 12 12105 Shale Ridge Road Auburn	Women	6
CASTLE 13 12093 Shale Ridge Road Auburn	Women	6
CASTLE 14 12095 Shale Ridge Road Auburn	Women	6

Participants are expected to comply with rules set by CoRR and which are listed below:

1. Curfew rules.
2. Recovering participants will maintain enrollment in CoRR Services.
3. Non-recovering participants will enroll in ancillary service(s) such as anger management, parenting or other proven evidence based service(s).
4. Participants will remain clean and sober.
5. Participants will participate in asset development activities which support attainment of self-sufficiency. Asset development activities may include job skills training, continuation of education, attainment and compliance with medical interventions for chronic issues and attainment of permanent and safe housing.

Any participant failing to comply with CoRR rules may be removed from the program at the discretion of CoRR, County Behavioral Health or Nevada County Probation Department.

Residential and Withdrawal Management Program Components:

All policies and procedures for refusal to admit an individual to or for terminating an individual from a program will be subject to County review. All terminations will be reported as soon as the decision is in process and no later than the actual termination. If it is a weekend, a voicemail message will be left with the County contact in addition to all regular discharge communications and processes. Residential providers will not automatically discharge a beneficiary who has tested positive on a urine analysis unless it is determined that they are an imminent risk to themselves or other clients. Instead, the beneficiary will receive an individual counseling session, to determine what triggered the use and may be re-assessed to a different level of care when appropriate with a concurrent adjustment to the treatment plan. A face-to-face meeting with the county case manager and/or probation officer (if applicable) is recommended as well.

1. REFERRAL & AUTHORIZATION

a) Referrals

Clients may be referred to Contractor through an authorized County agency or may be self-referred. All clients that will be funded with County funds must have a prior authorization from County.

- 1) Self-referred clients may be screened by Contractor for eligibility
- 2) Clients that do not meet the criteria for residential placement will be referred to outpatient substance use treatment program
- 3) Clients that meet criteria after initial screening by Contractor will be referred to County for full assessment for eligibility
- 4) Contractor will notify County in writing of the referral for a full assessment on the same date the initial assessment was completed by Contractor.
- 5) Clients that contact the County to request residential treatment will be given an appointment with the County for an assessment
- 6) Clients will be informed that the residential treatment facility at the Bost Avenue is smoke free and will be given a choice to enroll in this facility for treatment or in an alternative treatment facility

b) Authorization

All clients that will be funded for residential services with County funds must have prior written authorization from Nevada County Behavioral Health Department, with the exception of the “Quick Access” residential treatment funded through the Community Based Transitional Housing grant as outlined below.

- 1) County will notify Contractor in writing that a client has been assessed to meet eligibility for residential treatment.
- 2) County will issue a written authorization for up to 30 calendar days for residential treatment
- 3) Contractor shall not be reimbursed by County for services rendered to a client’s that are not pre authorized by County for treatment.
- 4) Quick Access Residential: Up to \$10,000 may be utilized to fund clients who cannot be immediately assessed (i.e. if they are admitted after business hours or on a weekend), specifically for residential treatment at the Lovett Recovery Center at Bost House. Quick Access Residential funding shall not exceed 3 calendar days of residential services without approval from the County.

c) Re-Authorization

Clients may be eligible for re-authorization to extend their residential treatment services only upon pre-approval by County.

- 1) Contractor will submit a request for re-authorization in writing to the County Department which funds the client’s treatment no later than 3 business days prior to expiration date of the current authorization period.
- 2) Contractor will submit a progress report with the re-authorization request a progress report, including a new ASAM criteria assessment justifying the re-authorization request. County shall determine whether to grant or deny the request for extension prior to the expiration of the client’s current authorized length of treatment.

RESIDENTIAL Treatment Services:

RESIDENTIAL LEVEL 3.1– Clinically Managed Low Intensity

Provides 24-hour structure with available trained personnel and at least 5 hours of clinical service per week of low-intensity treatment of substance use related disorders and preparation for outpatient treatment. Treatment is characterized by services such as individual, group, and family counseling and psychoeducation. These services facilitate the application of recovery skills, relapse prevention, and emotional coping strategies.

RESIDENTIAL LEVEL 3.5– Clinically Managed High-Intensity

Provides 24-hour care with trained counselors to stabilize multidimensional imminent danger and preparation for outpatient treatment. Services include at least 5 hours of clinical service per week designed to assist clients whose addiction is so out of control that they need a 24-hour high intensity, supportive treatment environment.

1. Intake:

The process of determining that a beneficiary meets the medical necessity criteria and admitting the beneficiary into a substance use disorder treatment program. Intake includes the evaluation or

analysis of substance use disorders; the diagnosis of substance use disorders; and the assessment of treatment needs to provide medically necessary services. Contractor will screen for co-occurring disorders. Intake may include a physical examination and laboratory testing necessary for substance use disorder treatment.

2. Individual and Group Counseling: Contacts between a beneficiary and a therapist or counselor.
3. Patient Education: Provide research-based education on addiction, treatment, recovery, and associated health risks
4. Family Therapy: The effects of addiction are far-reaching and patient's family members and loved ones also are affected by the disorder. By including family members in the treatment process, education about factors that are important to the patient's recovery, as well as their own recovery, can be conveyed. Family members can provide social support to the patient, help motivate their loved one to remain in treatment, and receive help and support for their own family recovery as well.
5. Safeguarding Medications: Facilities will store all resident medication and facility staff members may assist with resident's self-administration of medication.
6. Collateral Services: Sessions with therapists or counselors and significant persons in the life of the beneficiary, focused on the treatment needs of the beneficiary in terms of supporting the achievement of the beneficiary's treatment goals. Significant persons are individuals that have a personal, not official or professional, relationship with the beneficiary.
7. Crisis Intervention Services: Contact between a therapist or counselor and a beneficiary in crisis. Services shall focus on alleviating crisis problems. "Crisis" means an actual relapse or an unforeseen event or circumstance which presents to the beneficiary an imminent threat of relapse. Crisis intervention services shall be limited to the stabilization of the beneficiary's emergency situation.
8. Treatment Planning: The provider shall prepare an individualized written treatment plan, based upon information obtained in the intake and assessment process. The treatment plan will be completed within ten (10) days of admittance to the program, reviewed every 30 days, and then updated every 90 days unless there is a change in treatment modality or significant event that would then require a new treatment plan. At a minimum the Treatment Plan will be written to address these seven (7) domains:
 - a) Drug Use and/or Withdrawal Potential
 - b) Biomedical/Behavioral Conditions and Complications (physical health)
 - c) Emotional/Behavioral Conditions and Complications (mental health)
 - d) Treatment Acceptance/Resistance/Readiness to Change
 - e) Relapse/Continued Use Potential
 - f) Recovery Environment (Family, Social, Educational, Vocations)
 - g) Discharge Planning (plan for reintegration into community after discharge, including permanent housing and support)

CoRR shall provide a copy of the Individual Treatment Plan, including Discharge Planning, to the County within two weeks of client admittance. Treatment Plans include three basic phases: 1) Stabilization; 2) Core Program; and 3) Preparation and Action.

9. Transportation Services: Provision of or arrangement for transportation to and from medically necessary treatment.
- a. Through the Community Based Transitional Housing (CBTH) Grant funding, the County will fund up to \$30,000 for the Contractor's purchase of a vehicle in accordance with competitive procurement practices to provide such transportation for clients at the Lovett Center at Bost House
 - i. During the useful life of the vehicle, which in no event shall be less than five (5) years from date of procurement, Contractor shall, properly maintain, service, repair and inspect the vehicle to ensure its safe and operational condition at all times. Contractor shall provide County monthly records of maintenance, service and repairs performed on the vehicle. This provision shall survive the termination date of the Contract.
 - ii. Maintain vehicle licensing and a business rated or commercial automobile liability insurance policy on the vehicle at all times. Unless paying directly for repairs, Contractor shall submit insurance claims and use the insurance proceeds to repair the damage to the vehicle. If, however, Contractor does not repair the vehicle, or the vehicle is otherwise declared a total loss, all insurance proceeds collected by Contractor shall be used to repay County the vehicle's pre-damaged fair market value.
 - iii. Should the Contractor cease operations, stop using the vehicle for its intended purpose, intend to sell or abandon the vehicle during its useful life, fail to repair and maintain the vehicle or allow it to fall into disrepair, or otherwise be in material breach of this Contract, Contractor shall, at County's election, either reimburse County the fair market value of the vehicle or return the vehicle to County with good and free title. However, Contractor shall first be provided a thirty (30) day correction period before any obligation contained herein to return or repay County the fair market value of vehicle is due. This provision shall survive the termination date of the Contract.
 - b. Through the Community Based Transitional Housing (CBTH) Grant funding, the County will fund up to \$6,000 for gas, vehicle maintenance, and bus passes to provide such transportation for clients at the Lovett Center at Bost House.
 - c.
10. Case Management: Service to assist beneficiaries in accessing needed medical, educational, social, prevocational, vocational, rehabilitative, or other community services. Case management can be face-to-face or over the telephone and shall be consistent with and shall not violate confidentiality of alcohol or drug patients as set forth in 42 CFR Part 2, and California law. The components of case management include:
- a) Comprehensive assessment and periodic reassessment of individual needs to determine the need for the continuation of case management;
 - b) Transition to a higher or lower level of SUD care;
 - c) Development and periodic revision of a client plan that includes service activities;

- d) Communication, coordination, referral, and related activities;
- e) Monitoring service delivery to ensure beneficiary access to service and the service delivery system;
- f) Monitoring the beneficiary's progress; and
- g) Patient advocacy, linkages to physical and mental health care, transportation, and retention in primary care services.

11. **Physician Consultation:** Services include DMC physicians' consulting with addiction medicine physicians, addiction psychiatrists or clinical pharmacists. Physician consultation services are not with the client; rather, they are designed to assist DMC physicians with seeking expert advice on designing treatment plans for specific clients, and to support DMC providers with complex cases which may address medication selection, dosing, side effect management, adherence, drug-drug interactions, or level of care considerations.
12. **Discharge Services:** The process to prepare the beneficiary for referral into another level of care, post treatment return or reentry into the community, and/or the linkage of the individual to essential community treatment, housing and human services.
13. **Community Outreach and Issue Resolution at the Lovett Recovery Center at Bost House:** Contractor to conduct community outreach, liaise with service groups, and resolve issues with neighbors that may arise.

Contractor shall utilize evidence-based practices (EBPs) and curricula throughout the programs. The practices must have efficacy as referenced in literature and be identified as a best practice at the SAMHSA website (<http://www.samhsa.gov>).

Overviews of these practices are listed below:

Seeking Safety: Seeking Safety is a present-focused treatment for clients with a history of trauma and substance abuse, listed on SAMHSA's National Registry of Evidenced-Based Programs and Practices (NREPP). This modality is delivered by MFTs in group and individual settings, and was chosen due to the prevalence of prior trauma (including domestic violence) in our population.

Seeking Safety focuses on coping skills and psycho-education and has five key principles: 1) safety as the overarching goal (helping clients attain safety in their relationships, thinking, behavior, and emotions); 2) integrated treatment of Post-Traumatic Stress Disorder, Substance Use & other addictive behaviors (smoking, excessive spending, gambling, pornography, etc.); 3) a focus on ideals to counteract the loss of ideals in both PTSD and substance use; 4) four content areas: cognitive, behavioral, interpersonal, and case management; and 5) attention to clinician processes (helping clinicians work on counter-transference, self-care, and other issues). Results from trials showed significant improvements in substance use (both alcohol and drug), trauma-related symptoms, suicide risk, suicidal thoughts, social adjustment, family functioning, problem solving, depression, cognitions about substance use, and didactic knowledge related to the treatment.

Motivational Interviewing: Motivational interviewing (MI) is an evidence-based strategy designed to address ambivalence to change. According to SAMHSA's Center for Substance Abuse Treatment, "MI is a client-centered, directive method for enhancing intrinsic motivation to change (by exploring and resolving ambivalence) that has proven effective in helping clients clarify goals and commit to change". MI can also be modified to meet the special circumstances of clients with co-occurring disorders (COD).

Cognitive Behavioral Therapy (CBT): Cognitive-Behavioral Therapy is a form of psychotherapy proven in numerous clinical trials to be effective for a wide variety of disorders. Therapists help clients to overcome their difficulties by changing their thinking, behavior, and emotional responses. Outcomes include decreases in: Post Traumatic Stress Disorder symptoms, self-blame, problem behaviors, and depression. CBT is a strategy used in group and individual sessions.

Eye Movement Desensitization and Reprocessing (EMDR): is a comprehensive, integrative psychotherapy approach. It contains elements of many effective psychotherapies in structured protocols that are designed to maximize treatment effects. These include psychodynamic, cognitive behavioral, interpersonal, experiential, and body-centered therapies. EMDR is delivered on an individual basis by a specifically trained LMFT (Licensed Marriage and Family Therapist). EMDR is an evidence-based practice determined to be effective by the American Psychiatric Association; the therapy was also an “A” category, strongly-recommended practice for the treatment of trauma by the Department of Defense and the Department of Veterans Affairs.

Family Team Meetings: Family Team meetings are modeled on Family Group Decision Making (FGDM), an approach recognized by the California Evidence Based Clearinghouse that positions the “family group” as leaders in decision-making. FTMs are convened every 30 days, led by the Program Manager and engaging informal and formal support, including counselors, therapists, social worker, MD, etc. along with identified social supports (family, friends, clergy etc.). Through this process, the “family group” (the client, their families, their support networks, and community members) is given the opportunity to develop recovery plans. Since the “family group” is involved, the plans have a greater likelihood of being family-centered, reflective of the family group’s culture and strengths, and comprehensive.

The intent of these plans is to resolve the issues endangering both clients’ and their family members’ health and wellbeing. This strengths-based practice is appropriate for mothers in recovery, many of whom have children in the Child Welfare System. The process emphasizes recovery capital by strengthening family support networks, increasing social connections, supporting effective community-based recovery support services, and respecting the client as an asset in her own recovery. This is important, both to increase attractiveness of the service and effectiveness as it fosters strength, self-worth, and capability in the individuals own recovery process.

Interactive Journaling (Change Companies): The Change Companies curricula are designed not only to enable programs to implement leading behavioral-change research, but to do so in a way that is accessible, meaningful and motivational for the program participant. Curricula are delivered in education groups at Hope House and SPRTP. Interactive Journals deliver core behavior-change content combination with targeted questioning designed to engage participants in exploring risks, needs and skill deficits, as well as strengths, resources and solutions to problem behaviors. Clients are provided a set of workbooks (up to 15 if authorized for 90 days) upon entry into the program which are split out for the duration of their program. They retain those completed when they are discharged from the program.

Managing Co-occurring Disorders Curriculum: This twelve-lesson format provides a focal point for specific treatment of adults with co-occurring disorders. The program utilizes 12 workbooks (20-50pgs) to offer a cognitive behavioral approach using reading, journaling, and discussion, all of which are delivered by the group facilitator using motivational interviewing. This also utilizes the Stages of Change to elicit change talk by the client in moving from pre-contemplation to maintenance of the disorders through participation in the program. The twelve core sessions include; 1) Orientation, 2) Responsible Thinking, 3) My Individual Change Plan, 4) Values, 5) Substance Use Disorders, 6)

Handling Difficult Emotions, 7) Lifeskills, 8) Healthy Relationships, 9) Maintaining Positive Change, 10) Mental Health Disorders, 11) Transition, 12) Employment Skills.

Living In Balance Curriculum: Living in Balance is an NREPP recognized, evidence-based psychoeducational treatment program published by Hazelden, supported by the National Institutes of Drug Abuse (NIDA). Living in Balance (LIB): Moving from a Life of Addiction to a Life of Recovery is a manual-based, comprehensive treatment program that emphasizes relapse prevention. LIB consists of a series of 1.5- to 2-hour psychoeducational and experiential training sessions. LIB can be delivered on an individual basis or in group settings with relaxation exercises, role-play exercises, discussions, and workbook exercises. The psychoeducational sessions cover topics such as drug education, relapse prevention, available self-help groups, and sexually transmitted diseases (STDs).

The experientially based or interactive sessions are designed to enhance the client's level of functioning in certain key life areas that are often neglected with prolonged drug use: physical, emotional, and social well-being, adult education opportunities, vocational development, daily living skills, spirituality/recovery, sexuality, and recreation/leisure. These sessions include a large amount of role-play with time to actively process personal issues and learn how to cope with everyday stressors.

Strengths-Based Case Management: Case management is identified as a promising practice related to increased access and attractiveness of services, quality of service dose, especially related to assertive linkages to community resources. Originally developed at the University of Kansas School of Social Welfare to help people with mental illness transition from institutionalized care to independent living (*Rapp and Chamberlain, 1985*), this strengths-based model is based on two primary principles: (1) providing clients support for asserting direct control over their search for resources (2) examining clients' own strengths and assets as the vehicle for resource acquisition.

Special Issues Addressed:

Contractor's residential programs have comprehensive policies and procedures to work with specific populations such as:

- 1) Women's and men's issues
- 2) Clients with trauma and sexual assault issues
- 3) Clients with co-occurring disorders
- 4) Clients with specific criminal justice issues
- 5) Clients with literacy issues.

County reserves the right to visit the residential program and to walk through the facility without any prior notice. County staff will be courteous and non-disruptive to the ongoing treatment program when performing this function. The County further reserves the right for county department staff to participate in any of the treatment groups with reasonable prior notification to the Contractor and written consent of all group participants.

Discharge/ Relapse Prevention/ and Community Integration: Contractor's residential program prioritizes transition (or discharge) planning, beginning at intake to support successful reintegration. Contractor's programs include the following components:

- a. *Family Team Meetings:* a key strategy to support successful reintegration through engaging the participant and the identified support system to collectively support the participant's plan.

- b. Follow-up Care: During intake consent for follow-up is signed by each participant and upon successful completion each participant is called at 30 days, 90 days, 6 months, and 1 year after completion of program to assess their level of success and/or needs for additional services or referrals. Reports are compiled on an annual basis and disseminated to staff. Individuals are encouraged to attend weekly Alumni meetings and regularly check in with staff on their current status.
 - c. Case Management: CoRR's social worker provides strength-based case management to identify appropriate resources and plans with respect to housing, employment, education, medical services, and support clients to achieve other milestones toward greater self-sufficiency (e.g. childcare enrollment; obtaining and improving credit scores, etc.).
 - d. Alumni: Participants are also encouraged to join CoRR Alumni, an informal support system as well as a means for contributive citizenship. Alumni participate in community events to help educate about available resources, fundraise to support people in early recovery, and participate in events like Recovery Happens.
 - e. Transition Plan: A written transition plan is prepared when a person is transferred to another level of care, an aftercare program, or prepares for discharge. In addition to resources, the plan will identify the person's current progress in his/her own recovery and movement toward well-being; need for support systems; as well as information on medications, when applicable; referral source information; and communication on options available should symptoms recur.
- Contractor will report to the County the date of discharge or termination and discharge status within one business day. Contractor can confirm successful planned discharge via email to the designated County Contact but needs to call the designated contact prior to any unplanned termination.
- f. Contractor will not automatically discharge a beneficiary who has tested positive on a urine analysis unless it is determined that they are an imminent risk to themselves or other clients. Instead, the beneficiary will receive an individual counseling session, to determine what triggered the use and may be re-assessed to a different level of care when appropriate with a concurrent adjustment to the treatment plan. A face-to-face meeting with the county case manager and/or probation officer (if applicable) is recommended as well.

WITHDRAWAL MANAGEMENT:

1. Contractor will provide ASAM level 3.2 Clinically Managed Residential Withdrawal Management, sometimes referred to as “social setting detoxification”.
2. Contractor’s withdrawal management services shall be in full compliance with all applicable county, state, and federal laws, ordinances, rules and regulations and shall remain in full compliance during the term of any contract with the County.
3. Contractor shall maintain at all times trained, skilled paid staff on every shift that have been trained on CPR, Life Support and Withdrawal Management.
4. Withdrawal Management is considered to be a minimum of 72 hours but is not to exceed 21 days.
5. Contractor shall maintain policies and procedures that include under what conditions nursing and physician care is warranted and/or when transfers to a medically monitored facility or an acute care hospital are necessary.

6. The Contractor shall maintain policies and procedures that include under what conditions a client is accepted into the residential program who receives Medication Assisted Treatment (MAT) through another provider in the community.
7. Contractor will partner with the County to develop an appropriate aftercare plan for each person referred under the terms of the contract.
8. Contractor will provide case management services and seek physician consultation when appropriate.

TRANSITIONAL HOUSING (Recovery Residences):

Contractor will provide Transitional Housing for Adult Drug Court participants. Contractor maintains fourteen transitional homes; separated for men, for women; and for women with children. Participants in residential treatment often access this resource as a lower level of care that still provides an affordable supported living environment, free from any illicit drug and non-prescribed medication, while individuals rebuild their own housing and employment resources.

Individuals are required to participate in ongoing outpatient treatment while they live in the transitional housing program, to remain illicit drug free, and are expected to be active in developing the assets for self-sufficiency such as job skills, continued education, receiving medical attention for chronic issues, and attaining permanent and safe housing. In addition to maintaining abstinence from drugs and alcohol, the explicit goal of transitional living is for individuals to use the time to build a solid foundation for self-sufficiency.

Contractor will not automatically discharge a beneficiary who has tested positive on a urine analysis unless it is determined that they are an imminent risk to themselves or other clients. Instead, the beneficiary will receive an individual counseling session, to determine what triggered the use and may be re-assessed to a different level of care when appropriate with a concurrent adjustment to the treatment plan. A face-to-face meeting with the county case manager and/or probation officer (if applicable) is recommended as well.

All Adult Drug Court participants that will be funded for transitional housing with County funds must have prior written authorization from Nevada County Behavioral Health Department. County will issue a written authorization for up to 30 calendar days for transitional housing. Contractor shall not be reimbursed by County for housing unless a written authorization is on file. Contractor will submit a request for re-authorization in writing to the County Department which funds the client's housing no later than 5 business days prior to expiration date of the current authorization period.

Statham (Fund 1144) Funded Program Services:

Statham funds are fines imposed for violations of the Vehicle Code, Sections 23103, 23104, 23152, or 23153. Statham funds are to be used exclusively for treatment of alcoholism or a polysubstance disorder that includes alcoholism. Contractor agrees to provide residential treatment services for individuals referred from County and as authorized for Statham Services under this Agreement.

SECTION III. RECOVERY SERVICES

Program overview:

Recovery services are made available to eligible beneficiaries after they complete their course of treatment. Services are available to beneficiaries whether they are triggered, have relapsed, or as a

preventative measure to prevent relapse. Recovery services may be provided by a LPHA, registered and certified substance use treatment counselor. Service types are:

1. Individual or group counseling to stabilize the beneficiary
2. Case management, including linkages to life skills, employment services, job training, education services, housing assistance, childcare, parent education, child development support services, and transportation

Requirement:

Each client receiving recovery services must have an individualized plan:

1. Contractor shall be responsible for developing for each participant an individualized written treatment plan within 10 days of intake. This may include the plan for ongoing recovery and relapse prevention that was developed during discharge planning when treatment was completed. The individualized plan is developed between the participant and the counselor and/or therapists. The medical director or LPHA will determine whether treatment services are medically necessary and approve the treatment plan within 15 days of signature from counselor and/or therapist. The Clinical Director will review for appropriateness. The plan shall be reviewed and updated at minimum every 90 days. At a minimum the plan will include the following:
 - a) statement of problems to be addressed while in treatment;
 - b) Statement of goals to be reached which address each problem;
 - c) Action steps to be taken by the participant and/or the program target dates for the accomplishment of the action steps and/or goals or, whenever possible, resolution of the problem.
 - d) Type & frequency of counseling/services
 - e) Diagnosis with DSM code(s)

Services provided by peers will be allowed after the County submitted a SUD Peer Support Training Plan to DHCS and received approval.

Outcome Reports:

Contractor will provide following reports for ODF, IOT, Residential, Withdrawal Management, Transitional Housing, and Recovery services:

Weekly written reports will be submitted to the County AOD Program Manager and are due every Friday of the week by 12:00 pm:

- a) Timeliness of access to services data
- b) Brief ASAM screening data for request for services contacts
- c) Initial and Follow-up ASAM criteria data

Quarterly Report will be submitted to the County AOD Program Manager, are based on the fiscal year and are due by the last day of the month following each quarter.

The Quarterly Report will include the following information:

- Number of clients enrolled in ODF treatment for that quarter.
Report clients referred and authorized by the Probation Department, the Child Protective Services Department, or the CalWORKs Department separately and provide each department with its report.
- Number of clients enrolled in IOT and Perinatal IOT treatment for that quarter.

Report clients referred and authorized by the Probation Department, the Child Protective Services Department, or the CalWORKs Department separately and provide each department with its report.

- Number of clients enrolled in Withdrawal Management treatment for that quarter.
Report clients referred and authorized by the Probation Department, the Child Protective Services Department, or the CalWORKs Department separately and provide each department with its report.
- Number of clients enrolled in Residential treatment for that quarter.
Report clients referred and authorized by the Probation Department, the Child Protective Services Department, or the CalWORKs Department separately and provide each department with its report.
- Number of clients enrolled in Transitional Housing for that quarter.
- Number of clients enrolled in Recovery services for that quarter.
Report clients referred and authorized by the Probation Department, the Child Protective Services Department, or the CalWORKs Department separately and provide each department with its report
- Length of stay for said individuals enrolled in program.
- Average length of stay of program participants.
- Number of unplanned exits (Usually drinking, using drugs, or non-compliant).
- Number of participants that stay until they assess to move to step down services.
- Number of successful graduations; at least 80% of clients will show successful completion or satisfactory progress on treatment goals; only clients who have engaged in treatment services for at minimum 10 days from day of episode opening will be included in this measure
- At least 80% of clients will be linked to at least a preliminary primary care medical and dental appointment if they have not had one within a year. In the latter case Contractor will confirm and document that they are under the care of a doctor and/or dentist
- Ancillary Services provided to participants

Quarterly Quality Assurance activities report:

- Total number of charts reviewed within 30 days of admin
- Total number of charts reviewed within 90 days of admin
- Percentage of records reviewed meeting medical necessity criteria
- Percentage of assessments in charts reviewed with appropriate staff signature and ASAM LOC
- Percentage of client plans completed on time with all required signatures
- Percentage of progress notes reviewed that had all required elements
- Groups:
- Total number of groups facilitated
- Total number of group progress notes reviewed with corresponding sign-in sheets as verification of attendance (including both printed and signed name of the client and staff)
- Percentage of group notes that met attendance documentation requirements
- Staff Trainings:
- Submit titles of trainings, training dates, and the number of staff in attendance
- A brief description of the training
- Specific trainings on culturally specific and supported practices

- Specific trainings on recovery model, evidence-based practices, and family engagement efforts

SECTION IV. PREVENTION AND OTHER OUTPATIENT TREATMENT PROGRAMS

Prevention Services:

Services in #I and #II below shall be provided cost free to the general public:

I. Information, Referral Services and Community Presentations:

Contractor shall provide information and/or referral services and community presentations to individuals about alcohol abuse and other alcohol related problems for themselves, their family or other individuals.

II. Drop-In Center:

Contractor shall provide a non-drinking, supportive environment for recovering alcoholics who are encouraged to drop in on a non-scheduled basis. The drop-in center will be located at the Service Center and will be open during normal business hours. Printed materials will be displayed in a convenient place where members of the community may take advantage of them.

III. A. Student Intervention Program (SIP)

B. Adolescent Drug and Alcohol Prevention and Treatment (ADAPT):

Target Population

Adolescents (ages 13 through 18) defined as at-risk for chemical dependency and adolescents who are transitioning from out-of-home placement or at risk of entering/re-entering the Foster Care System. Referrals for the program will come through Juvenile Probation, Courts, Child Protective Services, Behavioral Health, CalWORKs, Schools, Smart Team, parents and self-referrals. Adolescents receiving services under the Supported Therapeutic Options Program (S.T.O.P.) are non Medi-Cal eligible.

Program Overview

SIP is provided as a short term intervention program off school campus and ADAPT is a longer term off school campus prevention/treatment program.

A. Student Intervention Program (SIP) is a 4-week diversion program for first-time offenders. The purpose of SIP is to provide an effective, targeted program to reduce recurrence of youth substance use or possession and increase student attendance. Students who receive a drug or alcohol citation, such as possession, are referred to the program, composed of four group therapy sessions, two individual counseling sessions, and intake and exit appointments (attended by parent/guardian). The KIDS curriculum (Keep it Direct and Simple) is used, an evidenced-based practice involving interactive journaling addressing a variety of issues affecting positive teen behavior along with the group and individual sessions. The process of journaling builds self-responsibility, promotes self-efficacy, and helps youth personalize core concepts. The KIDS curriculum uses a cognitive behavioral approach delivered by certified, licensed addiction professionals on campus.

B. ADAPT (adolescent drug and alcohol prevention and treatment) program provides a variable outpatient program for adolescents. This program is set up in three phases. Each phase is at twelve (12) week increments and consists of at least one, or as many as three weekly education/process groups (1 hr. and 30 mins.), a minimum of seven (7) individual counseling sessions (1 hr.), and may also include therapeutic services; individual therapy sessions as well as Family Therapy Groups

(weekly), where appropriate. Clients will submit urinalysis tests as frequently as once weekly and with a minimum of once monthly. Successful completion of services is contingent upon a clean urinalysis test. Each intervention episode will include up to one-year of follow-up contact by CoRR.

Program Description

1. **Intake Session:** This session will provide the participant, their family member/members, and the substance abuse counselor the opportunity to sign all necessary forms (program expectations, releases of information, consent for follow-up contact, consent for counseling, health questionnaire), and be orientated to program expectations and policies. The participant is then interviewed without family member/members to initiate the counseling relationship. Participant will submit a urinalysis test upon intake.

2. **Assessment:** An initial assessment is done at intake to determine the participant's level of care and clinical needs. This is done by administering the ASAM criteria LOC assessment, a substance abuse history, Biopsychosocial and clinical interview with the substance abuse counselor.

3. **Education/Process Groups:**

Participants will attend a minimum of twelve (12) groups (once weekly), and a maximum of thirty-six (36) groups (three times weekly); dependent upon the phase of treatment that may best fit the participant's needs, and based on information gathered at initial assessment.

Education/Process groups will be (1 hr. and 30 mins.) in length and will address the following topics:

- 1) ***"Why Am I Here?"***- exploring reasons for entering a program for making positive life changes and preparing for the work that lies ahead.
- 2) ***"Abuse or Addiction?"*** – gain an understanding of how alcohol and other drugs affect bodies, minds and lives.
- 3) ***"My Values"***- how values affect decision making.
- 4) ***"My Family"*** – a look at families and the issues affecting the family structure
- 5) ***"Personal Relationships"*** – how to improve current relationships and build new ones.
- 6) ***"Anger and Other Feelings"*** – learning to understand and accept feelings and assist in learning to cope with difficult feelings.
- 7) ***"I'm Okay"*** – recognizing feelings about ones self and how to increase self-worth.
- 8) ***"Faulty Beliefs"*** – examining errors in thinking that may have led to high-risk behaviors.
- 9) ***"Living with Others"*** – evaluate and practice skills in areas that are important to interacting with other people.
- 10) ***"Powerlessness and Unmanageability"*** – learning to accept the powerlessness and unmanageability of personal alcohol or other drug use.
- 11) ***"Personal Inventory"*** – identifying tools needed to do a personal inventory, identifying both their negative and positive traits.
- 12) ***"Moving On"*** - Relapse prevention and Exit Planning

4. **Individual Sessions:**

Participants will attend (1 hr.) individual counseling sessions, as needed and as frequently as every week, in conjunction with other programming. The focus of the sessions will be to determine participant's progress, level of understanding of presented information, develop with the participant and family member/members an action plan specific to the participant's relation to substance abuse, and monitor achievement of the action plan goals. The topics to be addressed in these sessions are as follows:

- 1) Process past and present
- 2) Addictive behaviors
- 3) Establish personal goals and objectives
- 4) Family dynamics
- 5) Problem solving
- 6) Affirm accomplishments/successes
- 7) Assess needs for continued progress towards personal recovery
- 8) Exit Planning/Relapse Prevention

5. **Program Length:** The participant's continued program involvement is determined by the need of the individual participant. The primary goals are for all participants will be to achieve a minimum of three months abstinence, continued attendance at school, and zero recidivism.
6. **Group Size:** The maximum number of participants in each group will be limited to 12 (except in emergency situations where it is necessary for the extra participant to attend).
7. **Age of Participant:** Participants are to be 13 to 18 years of age. The participant may continue in the program after age 18 if they are living at home, continuing school and continuing their probation requirements.
8. **Additional Components:**
 - a. Family – It will be required during the course of the program to have family involvement in the counseling process. Family member/members *may* be expected to attend individual therapy (or counseling) sessions as well as weekly Family Therapy Group sessions as requested by the primary substance abuse counselor. Re-instituting communication through honesty and trust will be the focus for these sessions.
 - b. Additional Support Groups – Participants will have the opportunity to attend 12-step support groups (AA, NA, Alateen) in addition to CoRR facilitating a once a week support group (Young & Restless). A “Self-help” component is a requirement for all treatment episodes and is not specific to 12-step support groups. Appropriateness of alternate self-help activities can be processed on an individual basis.
 - c. Mentoring – During the course of the Education/Process groups, participants will be introduced to adults that are clean and sober and can be positive role models.

Anticipated Behavioral Changes

For SIP, anticipated behavioral changes include:

1. Clean urinalysis test
2. Improved school attendance
3. Reduced, or eliminated, citations
4. Demonstrate harmful effects of drugs and alcohol.

5. Identify future goals.

For ADAPT, anticipated behavioral changes include:

1. Periods of abstinence increasing in duration
2. Acquire GED
3. Continuation of or re-entry into the school system with improved attendance and cooperation
4. Decreased truancy
5. Decrease contact with legal system, decrease recidivism
6. Increase awareness of chemical dependency, addiction process, and recovery process
7. Decrease crisis events such as runaways and family altercations
8. Identify and learn to express feelings appropriately
9. Learn harmful effects of alcohol and drug use
10. Help establish future goals
11. Learn to consider consequences prior to decision making
12. Learn positive stress management methods
13. Build and maintain a positive support system and/or become involved in a support group such as: Alcoholics Anonymous, Narcotics Anonymous, and Alateen.

IV. Adult Services Prevention

Adult Services Prevention activities include planning, carrying out and evaluating activities to prevent and treat substance abuse, within SAPT BG guidelines. Contractor will provide an array of services including the following:

Substance abuse assessment services are provided for individuals needing professional assessment for substance abuse or anger issues. Clinical assessment comprised of a clinical interview with clinical testing and drug testing, written report, and recommendations.

Interventions are provided at no cost to assist families with the process needed to intervene on negative family behavior. Certified interventionist staff will provide couples, families and individuals with consultation and hands-on interventions. Interventions are guided by Contractor's clinical director, and embrace a holistic perspective that is not limited to how to get the individual in treatment, but how to support and heal the family. Interventions provide support and resources to all family members.

Preventive after care groups Contractor will offer group attendance as a preventive aftercare component at no cost for clients that have completed an outpatient program at CoRR.

Immediate Treatment Response (ITR) is an initiative to engage motivated participants immediately in supportive interventions. This means that after a brief intake an individual can be engaged that same day in services. This includes immediate case management with follow-up, and the option to attend group therapy, and connection to peer-delivered support (connection with AA/NA meetings.) This approach will begin the moment a participant walks in the door, to improve engagement outcomes.

VII. Drinking Driver Program:

Driving Under the Influence will be provided in accordance and regulated by Title 9 of the California Code of Regulations and the Health and Safety Code.

Provider shall provide Wet Reckless, First Offender and Multiple Offender Program at all locations. Curriculum shall be provided to County upon request (or whenever changes are made.)

Provider shall submit a schedule of fees and appropriate ancillary charges to county contract administrator for approval annually. Fees may not be changed without administrator approval or state approval.

Participant fees shall not be used for purposes other than DUI program activities.

VIII. Drug Testing:

Drug testing for clients is done in collaboration with the Courts, Probation, and Behavioral Health. Individuals in treatment will be given an entrance drug screen to determine either the absences of substances or a baseline of current substances used.

The base line drugs to be tested for are:

1. THC;
2. Amphetamines and Methamphetamines;
3. Cocaine;
4. Opiates.

\$5 per additional substance tested for or substituted for one of the base 4 above.

\$20 per test for ETG (72 hr. Alcohol) test

\$20 Breath Alcohol Testing- by DOT approved device and certified Technician.

Individuals who have tested positive for any of the above-listed substances will be re-tested within a two (2) week period.

All testing would include online access to testing results (if County requests), positive notifications, clinical intervention with all positives (and documented), reporting as reasonably expected to courts and client case manager, and expert witness testimony in the event of court disputed results.

Outcome Measures and Quarterly Reports:

The Quarterly Report will include the following information;

- Number of community presentations regarding alcohol related problems
- Number of adults utilizing drop-in center
- Number of adolescents participating in the Adolescent Diversion Program (ADAPT) and the Supported Therapeutic Options Program (SIP)
- Description of Ancillary Services provided to target populations
- Description Adult Services Prevention activities
- Number of drug tests given
- CalOMS data shall be provided on a regular basis.

The quarterly report will also include written description to Behavioral Health of evidence based practice or practices provider currently uses for treatment. Contractor will also be responsible to indicate best evidence based practice(s) they are utilizing at the SAMHSA (<http://www.samhsa.gov>) website.

Contractor agrees to report all significant events such as positive drug test(s) or pending client discharge to County's Behavioral Health Alcohol/Drug Therapist or Probation Department's designated staff for those participants authorized by County Probation Department. Contractor will inform Alcohol and Drug Administrator of any changes in programs such as length or groups per week.

SECTION V. MAINTENANCE AND REPAIRS-LOVETT RECOVERY CENTER AT BOST HOUSE

Contractor will contribute toward the maintenance and repair of the facility as outlined in Exhibit "B" of this contract.

SECTION VI. CONTRACTOR RESPONSIBILITIES

Contractor Responsibilities for all Contract Components:

To receive Medi-Cal reimbursement for Drug Medi-Cal substance abuse services, Contractor shall provide these services under the direction of a physician and the following requirements shall apply:

1. Admission Criteria & Procedures

- a. Develop and use criteria and procedures for the admission of individuals to treatment.
- b. Complete a personal medical and substance abuse history for each individual upon admission to treatment.
- c. Complete an assessment of the physical condition of the individual within 30 days of the admission to treatment date. The assessment shall be completed by either:
 - 1) A physical examination of the individual by a physician, registered nurse practitioner, or physician assistant authorized by state law to perform the prescribed procedures; or
 - 2) A review of the documentation of a physical examination completed within the last 12 months; or.
 - 3) If the physician has not reviewed or conducted a physical exam, the provider shall document the goal of obtaining a physical exam on the initial and updated treatment plans until the goal of obtaining a physical exam has been met.

2. Treatment Plan

- a. The initial treatment plan shall include:
 - 1) A statement of problems to be addressed.
 - 2) Goals to be reached which address each problem.
 - 3) Action steps which will be taken by the Contractor and/or beneficiary to accomplish identified goals.
 - 4) Target dates for the accomplishment of action steps and goals.

- 5) A description of the services including the type of counseling to be provided and the frequency thereof.
- 6) The assignment of a primary counselor.
- b. Contractor shall ensure that the initial treatment plan meets the following requirements:
 - 1) Engage the individual to meaningfully participate in the development.
 - 2) The counselor shall complete the plan, type or legibly print name, date and sign the plan within 30 calendar days of the admission date.
 - 3) The individual shall review and approve the plan within 30 calendar days of the admission date; the provider will document the reasons if the individual refuses to sign the plan and the strategy to engage the individual to participate.
 - 4) The physician shall review, approve the plan, type or legibly print name, date and sign within 15 calendar days of signature by the counselor.
- c. The Contractor shall ensure that the treatment plan is reviewed and updated as follows:
 - 1) The counselor shall review and sign the updated treatment plan no later than 90 calendar days after signing the initial treatment plan and no later than every 90 calendar days thereafter or when a change in problem identification or focus of treatment occurs, whichever comes first.
 - 2) Within 15 calendar days of signature by the counselor, the physician shall review, approve and sign all updated treatment plans. If the physician has not prescribed medication, a psychologist licensed by the State of California Board of Psychology may sign an updated treatment plan.

3. Progress notes shall be legible and completed as follows:

- a. The counselor shall record a progress note for each participant participating in an individual or group counseling session. Progress notes are individual summaries and shall include:
 - 1) A description of the participant's progress on the treatment plan, problems, goals, action steps, objectives and /or referrals.
 - 2) Information on a participant's attendance including the date (month, day, year) and duration in minutes of each individual or group counseling session.

Continuing Services for Participants

- a. Continuing services shall be justified as follows:
 - 1) No sooner than 5 months and no later than 6 months from the participant's admission to treatment date or the date of completion of the most recent justification for continuing services, the counselor shall review the progress and eligibility of the participant to receive treatment services.
 - 2) If the counselor recommends that the participant requires further treatment, the physician shall determine the need to continue services based on the following:
 - a) Medical necessity of continuing treatment.
 - b) The prognosis.

- c) The counselor's recommendation for the participant to continue.
- 3) The Contractor shall discharge the participant if the physician determines there is no medical necessity to continue treatment.

6. Discharge of a participant may occur on a voluntary or involuntary basis. In addition to the following requirements on an involuntary discharge, Contractor must comply with:

- a. The Discharge Summary shall include:
 - 1) The duration of the participant's treatment as determined by the dates of admission to and discharge from treatment.
 - 2) The reason for discharge.
 - 3) A narrative summary of the treatment episode.
 - 4) Participant's prognosis.

7. Denial of Service, Involuntary Discharge from Service, or Reduction of Service

- a. Contractor shall inform all participants of their right to a Fair Hearing related to denial, involuntary discharge, or reduction in Drug Medi-Cal substance abuse services as it relates to their eligibility or benefits.
 - 1) Contractor shall advise participants in writing at least 10 days prior to the effective date of the intended action to deny, reduce or terminate services. The written notice shall include:
 - a) Statement of Action the Contractor intends to take.
 - b) Reason for intended action.
 - c) A citation of the specific regulation(s) supporting intended action.
 - d) Explanation of participant's right to a Fair Hearing for the purpose of appealing intended action.
 - e) An explanation that the participant may request a Fair Hearing by submitting a written request to:

California Department of Social Service
State Hearings Division
P.O. Box 944243
Mail Station 9-17-37
Sacramento, CA 94244-2430

Or the participant may make a toll-free call at the following number:
California Department of Social Services

Public Inquiry and Response
Telephone: 1-800-952-5253 (voice)
T.D.D: 1-800-952-8349

- f) An explanation that the Contractor shall continue treatment services pending a Fair Hearing decision only if the participant appeals in writing

to DHCS for a hearing within 10 calendar days of the mailing or personal delivery of the notice of intended action.

Contractor's Performance Standards for all Contract Components:

Contractor shall maintain at all times a trained, skilled staff, which understands and maintains confidentiality of participants and records. Confidentiality of participants is maintained by staff. In-service training shall be provided at least monthly for staff in order to maintain a well-trained staff. Contractor shall maintain qualified staff to provide Drug / Alcohol services.

All programs and facilities shall be in full compliance with applicable county, state, and federal laws, ordinances, rules, certifications and regulations and shall remain in full compliance during the term of this Agreement.

Personnel employment and services under this contract shall be rendered without discrimination on the basis of race, color, religion, national origin, sex, age, or ancestry, and Contractor shall comply with all fair employment practice requirements of Federal and State laws and Nevada County ordinances.

The Contractor shall comply with the provision of Section 504 of the Rehabilitation Act of 1973, as amended, pertaining to the prohibition of discrimination against qualified handicapped persons in all federally assisted programs or activities, as detailed in regulations signed by the Secretary of Health and Human Services, effective June 2, 1977, and found in the Federal Register, Volume 42, No. 86, dated May 4, 1977.

Contractor shall comply with findings and recommendations of any audits; certification process and / or state reviews.

Contractor shall maintain a system of quality assurance and utilization review that conforms to state and federal requirements pertaining to consumer/beneficiary rights, consumer access to services, and quality of care to services and quality of care.

Contractor shall ensure services will be culturally competent and culturally responsive.

Contractor shall, at all times, maintain communication and coordination with the Director of the Department of Behavioral Health (hereinafter referred to as "Director") and/or his/her designee, the Director of the Social Services Department and/or his/her designee, the Chief Probation Officer and/or his/her designee, and meet with the Director and/or his designee as needed regarding alcohol/drug treatment services or for any problem/resolution solving related to this Agreement.

Contractor agrees that County department staff may participate in any of the treatment groups with reasonable notification to the Contractor. County agrees that its intent is not to be disruptive in any form to the treatment milieu at Contractor's facilities.

It is not the intent of the County to direct or control the hiring of Contractor's employees; however, the parties acknowledge that in the event a Contractor's employee fails to provide the required services set forth herein in a satisfactory manner, County reserves the right to demand Contractor take appropriate action, up to and including termination of the employee.

As the department uses the Cerner Behavioral Health Solution for an Electronic Health Records System, the Contractor shall be required to use the Cerner Behavioral Health Solution functionality that is relevant to the scope of work of this contract, as requested by County. This may include the following Cerner Behavioral Health Solution functionality: use of the Billing System, Doctors HomePage, E-Prescribing, Medication Notes, and other Electronic Health Record data collection necessary for the County to meet billing and quality assurance goals. The Contractor shall receive training as needed to be able to comply with this requirement, and will be asked to designate a super user(s) for billing and for clinical/documentation. These super users will serve as the main points of contact with the County for training and help desk issues, as well as distributing information and updates regarding Cerner Behavioral Health Solution to applicable Contractor staff.

Contractor shall ensure the following related to tuberculosis (TB)

- 1) Routinely make available TB services to each individual receiving treatment for alcohol and other drug use and/or abuse;
- 2) Reduce barriers to patients accepting TB treatment and,
- 3) Develop strategies to improve follow-up monitoring, particularly after patients leave treatment, by disseminating information through educational bulletins and technical assistance. (Per State Substance Use Disorder Contract)

Contractor's Additional Reporting Requirements for all Contract Components:

CalOMS:

Contractor agrees to cooperate with the County for the collection of data for the California Outcomes Measurement System (CalOMS), a statewide client-based data compilation and outcomes measurement system, as related to services rendered under this Agreement or as may be needed for completion of state report(s). Contractor shall collect and report data for the California Outcomes Measurement System (CalOMS), pursuant to state regulations and county protocols.

CalOMS forms must be submitted within two (2) weeks of opening the client to the facility. When a client has completed treatment with the Contractor, CalOMS closing will be completed and sent to Behavioral Health within two weeks.

All new Contractor staff involved in completing and/or submitting CalOMS forms to County will complete a six (6) hour web based training and present a Certificate of Completion to County AOD Program Manager or Designee for the CalOMS web-based training prior to completing and/or submitting CalOMS forms to County.

DATAR:

Treatment providers that receive state or federal funding through the County must send DATAR information to the Department of Health Care Services (DHCS) each month. This has information on the program's capacity to provide different types of AOD treatment to clients and how much of the capacity was utilized that month. If the provider has a waiting list for publicly-funded AOD treatment services, DATAR includes summary information about the people on the waiting list. Contractor agrees to comply with this requirement.

Contractor shall also cooperate with County Behavioral Health Department and County Probation Department for collection of any other data of informational reports as may be needed pertaining to services rendered under this Agreement.

Additional Contractor Responsibilities:

Contractor agrees to abide by the provisions of Attachment 1 hereto attached and incorporated herein as required of “contractors” and “subcontractors” under the State Department of Health Care Services (DHCS) Standard Agreement Number 14-90076 by and between DHCS and the County.

Contractor shall cooperate with the County in the implementation, monitoring and evaluation of the Contract and comply with any and all reporting requirements established by the County. Payment of invoices may be held until Contractor is in compliance with reporting requirements. County shall not be responsible for reimbursement of invoices submitted by Contractor that do not have proper authorizations in place.

Drug Medi-Cal Organized Delivery System:

I. TIMELINESS

Contractor will track Timely access data, including date of initial contact, date of first offered appointment and date of scheduled assessment.

Performance Standard:

- a. First face-to-face appointment shall occur no later than 10 business days of initial contact.
- b. First face-to-face appointment Medication Assisted Treatment appointment for beneficiaries with alcohol or opioid disorders shall occur no later than 10 business days.
- c. Timely access data will be submitted weekly by 12:00 p.m. every Friday.

II. TREATMENT PERCEPTION SURVEY

Contractor shall participate in the annual Treatment Perception Survey (TPS) as directed by County and DHCS.

- a. At least 75% of beneficiaries completing the Treatment Perceptions Survey reported being satisfied (3.5 out of 5.0) with the location and time of services

II. TRANSITION BETWEEN LEVELS OF CARE

Appropriate Case managers/clinicians from both the discharging and admitting provider agencies shall be responsible to facilitate the transition between levels of care, including assisting in scheduling an intake appointment, ensuring a minimal delay between discharge and admission at the next level of care, providing transportation as needed, and documenting all information in the client’s medical record.

Performance Standard:

- a. Transitions between levels of care shall occur within five (5) and no later than 10 business days from the time of re-assessment indicating the need for a different level of care.

III. CULTURALLY COMPETENT SERVICES

Contractors are responsible to provide culturally competent services. Contractors must ensure that their policies, procedures, and practices are consistent with the principles outlined and are embedded in the organizational structure, as well as being upheld in day-to-day operations. Translation and oral interpreter services must be available for beneficiaries, as needed and at no cost to the beneficiary.

Performance Standard:

- a. 100% of beneficiaries that speak a threshold language are provided services in their preferred language.

- b. At least 80% of beneficiaries completing the Treatment Perceptions Survey reported being satisfied (3.5+ out of 5.0) with cultural sensitivity of services

IV. DELIVERY OF INDIVIDUALIZED AND QUALITY CARE

- a. Beneficiary Satisfaction: DMC-ODS Providers (serving adults 18+) shall participate in the annual statewide Treatment Perceptions Survey (administration period to be determined by DHCS). Upon review of Provider-specific results, Contractor shall select a minimum of one quality improvement initiative to implement annually.
- b. Evidence-Based Practices (EBPs): Contractors will implement—and assess fidelity to—at the least two of the following EBPs per service modality: Motivational Interviewing, Cognitive-Behavioral Therapy, Relapse Prevention, Trauma-Informed Treatment and Psycho-Education.
- c. ASAM Level of Care: All beneficiaries participate in an assessment using ASAM dimensions. The assessed and actual level of care (and justification if the levels differ) shall be recorded in the client's medical record. All ASAM LOC assessments that were performed when opening or closing a client to a LOC will be submitted to the county together with the CalOMS opening and closing paperwork.

Performance Standards:

- 1. At least 80% of beneficiaries will report an overall satisfaction score of at least 3.5 or higher on the Treatment Perceptions Survey
- 2. At least 80% of beneficiaries completing the Treatment Perceptions Survey reported that they were involved in choosing their own treatment goals (overall score of 3.5+ out of 5.0)
- 3. Contractor will implement with fidelity at least two approved EBPs
- 4. 100% of beneficiaries participated in an assessment using ASAM dimensions and are provided with a recommendation regarding ASAM level of care
- 5. At least 70% of beneficiaries admitted to treatment do so at the ASAM level of care recommended by their ASAM assessment
- 6. At least 80% of beneficiaries are re-assessed within 90 days of the initial assessment

V. BENEFICIARY INFORMING MATERIALS

- a. Contractor shall make available at initial contact, and shall notify beneficiaries of their right to request and obtain at least once a year and thereafter upon request, the following materials: DMC-ODS Beneficiary Booklet and Provider Directory.
- b. Contractor shall also post notices explaining grievance, appeal and expedited appeal processes in all program sites, as well as make available forms and self-addressed envelopes to file grievances, appeals and expedited appeals without having to make a verbal or written request to anyone. The County will produce required beneficiary informing materials in English and Spanish. Contractor shall request materials from the County, as needed. Refer to 42 CFR 438.10(g)(2)(xi) for additional information about the grievance and appeal system.
- c. Notice of Adverse Benefit Determination (NOABD)
Contractor shall have written procedures to ensure compliance with the following:
 - Contractor shall immediately notify the County in writing of any actions that may require a NOABD be issued, including, but not limited to:
 - 1) not meeting timely access standards
 - 2) not meeting medical necessity for any substance use disorder treatment services

3) Terminating or reducing authorized covered services.

VI. TRAINING

Applicable staff are required to participate in the following training:

- a. Title 22, Drug/Medi-Cal (At least annually)
- b. Information Privacy and Security (At least annually)
- c. ASAM E-modules 1 and 2

All direct treatment staff will complete the ASAM E-modules 1 and 2 upon hire and prior to delivering services. All service providers using the ASAM criteria to determine Level of Care will complete an annual refresher.

- d. Cultural Competency (At least annually)
- e. All LPHA staff is required to complete a minimum of five (5) hours of continuing education related to addiction medicine each year.
- f. All direct treatment staff will attend at least two of the following Evidence-Based Practices (EBPs) each year:

Motivational Interviewing

- 1) Relapse Prevention
- 2) Trauma Focused Care
- 3) Seeking Safety
- 4) Cognitive Behavioral Therapy
- 5) Matrix Model

The Parties hereby acknowledge and agree that in the event of changes to the Drug Medi-Cal Organized Delivery System which County determines will constitute a material change to rights and obligations set forth in this Agreement, the County has, at its option, the right to re-open and renegotiate this Agreement upon thirty (30) days written notice to Contractor.

Additional Contractor Responsibilities for Participants referred through the Nevada County Probation Department:

Contractor agrees to provide all treatment components listed in this contract to eligible persons referred through and authorized by the Nevada County Probation Department. Contractor may accept referrals and authorizations from a Post Release Community Supervision coordinating Deputy Probation Officer, Adult Supervising Probation Officer, Adult Probation Program Manager, Chief Probation Officer or other authorized designee. County may terminate participants from CoRR services at any time. Contractor, shall at all times, maintain communication and coordination with Probation Officers and/or their designee and meet with them and/or their designee as needed regarding all services detailed in this contract.

Contractor shall provide reasonable transportation for individuals residing in one of the nine (9) Transitional Living houses to and from treatment programs, counseling, court and/or probation appointments, and any other services which the individual may be required to participate in as a condition of his or her probation. Contractor shall provide nutrition counseling and nutrition monitoring services, all food, sundry necessities and household items including bed linens and towels.

Participants referred through the Probation Department to reside in the Residential Treatment Program shall not receive outside passes to leave any residential treatment facility without prior approval by a Deputy Probation Officer, Supervising Deputy Probation Officer or Program Manager. Participants,

excluding those chaperoned by Contractor's Residential Staff, shall be drug tested by Contractor for illicit substances upon their return to a residential treatment facility from an outside pass.

Contractor shall:

- 1) Send the following client program information bi-weekly:
 - start date of program
 - end date of program
 - reason for exit
 - date of class
 - length of class (dosage)
 - class topics
 - attendance/engagement
- 2) Notify Probation of any unexcused absences or non-compliance of program rules within 48 hours.
- 3) Complete GMU and update quarterly
- 4) Other assessments as needed.

Additional Contractor Responsibilities for Participants referred through the Nevada County CalWORKs Department:

- Contractor will provide certification that civil rights/non-discrimination training was provided to all contract staff within 60 days of contract initiation.
- Assurance of Compliance with Confidentiality - Contractor shall hold CalWORKs related information confidential as directed and applies in State Welfare and Institutions Code Section 10850, California State Department of Social Services, Policies and Procedures Manual, Division 19-000 and Civil Code Section 56.10. Contractor agrees that he/she will provide a report to Nevada County Department of Social Services within 60 days of contract initiation as to how and when the aforementioned laws, regulations were communicated to all persons performing services under Contractor's Agreement with the County of Nevada.
- Assurance of Compliance with Confidentiality – See Attachment 2
- Request authorization from CalWORKs staff to provide recommended services for a predetermined time period (usually 30 or 60 days). Reauthorization is required for each subsequent time period services are recommended.
- Provide a progress report to CalWORKs Employment Services at the end of each 30 (thirty) day service period for each CalWORKs client and more frequently when extra support is needed for a specific client. Contractor shall facilitate contact between client and CalWORKs Employment Services Staff as appropriate.
- Development of a treatment plan within 30 days of referral, in collaboration with CalWORKs staff, behavioral health staff, and family members
- Monthly review of progress with County staff
- Contractor shall review and discuss with CalWORKs Employment Services when a CalWORKs client is considered ready for discharge including:
 - Reason for discharge (Successful completion of program; unsuccessful completion of program; involuntary discharge; or transfers and referral).

- A discharge summary including: Description of treatment and recovery services, vocational and educational achievements, legal status, participant's continuing recovery or exit plan and participant's comments.
- Contractor shall collaborate with County in the development of an aftercare plan for each person referred under the terms of this Agreement.

Risk Needs Responsivity: Contractor shall participate in Risk Needs Responsivity practices as determined by County.

Additional Contractor Responsibilities for Participants referred through the Nevada County Child Protective Services (CPS):

Contractor agrees to provide all treatment components listed in this contract to eligible persons referred through and authorized by the Nevada County CPS. Contractor may accept referrals and authorizations from a Social Worker or Social Services Supervisor that has approval from the Program Manager or an authorized designee. County may terminate participants from CoRR services at any time. Contractor, shall at all times, maintain communication and coordination with Social Workers and/or their designee and meet with them as needed regarding all services detailed in this contract.

Contractor shall:

- Provide assessments within 72 hours
- Client progress reports quarterly or as needed
- Notify CPS of any unexcused absences or noncompliance with program rules
- Meet biweekly to staff cases

EXHIBIT “B”
SCHEDULE OF CHARGES AND PAYMENTS
COMMUNITY RECOVERY RESOURCES

For satisfactory performance of services as outlined in Exhibit “A”, the County shall reimburse the Contractor a sum not to exceed the maximum contract price of \$1,743,562.

The maximum obligation of this Contract is contingent and dependent upon final approval of State budget and County receipt of anticipated funding to support program expenses.

SAPT Perinatal Services: \$132,000

Outpatient, Residential Treatment, Withdrawal Management and Case Management services provided to Non Drug Medi-Cal Perinatal clients shall not exceed \$132,000. Use below listed rates for Drug Medi-Cal.

Prevention Services: \$36,167

I Information/Presentations	\$10,000
II Drop-In	
III A. Adolescent Diversion/ADAPT	\$ 6,400
B. Supported Therapeutic Options Program/SIP	\$ 3,600
IV Adult Services Prevention	\$16,167

Contractor shall submit monthly invoices for Prevention Services containing the total fund allocation amount with identified individual funds, charges and current balances. The monthly invoice for Prevention Services shall not exceed 1/12 of the total contracted amount for Prevention Services unless approved by the Director of Behavioral Health.

Outpatient, Intensive Outpatient, Case Management, Physician Consultation, Withdrawal Management, Residential Services, Recovery Services \$1,171,888

Except where Share of Cost as defined in Section 50090 of Title 22, California Code of Regulations is applicable, Contractor shall accept proof of eligibility for Drug Medi-Cal as payment in full for treatment services rendered. Contractor shall not charge fees to beneficiaries for access to, or admission to Contractor’s Drug Medi-Cal Treatment slot.

Reimbursement Rates for Drug Medi-Cal Substance Abuse Program Services:

- A) Reimbursement for outpatient drug free treatment services shall be based on the lowest of the following:
- 1) The Contractor’s usual and customary charge to the general public for the same or similar services;
 - 2) The Contractor’s allowable actual cost of rendering the services, as defined in Section 11987.5 of the Health and Safety Code; or
 - 3) The Drug Medi-Cal (DMC) Rate for Fiscal Year 2018/19.

The current DMC rates are:

Service	Drug Medi- Cal Rate per Unit of Service (1 UOS = 1 minute)
Outpatient Drug Free	\$1.66 (\$24.89 per 15 minutes)
Intensive Outpatient (IOT)	\$1.74 (\$26.14 per 15 minutes)

Recovery and Case Management Services	\$1.27 (\$19.11 per 15 minutes)
Physician Consultation	\$5.13 (\$77.02 per 15 minutes)
Residential 3.1, 3.5 & Withdrawal Management	\$140 per day (includes room and board) <i>This cost remains the same for men and women without children. For women with children at Grass Valley Campus - Residential, there is an additional \$30/ per day for the cost of the 1st child, and an additional \$20/ per day cost for the second child, with a maximum of two children per client, or up to \$50. County shall be billed only for those days County client was a resident in one of the Contractor's programs.</i>

- B) Drug-Medi-Cal payments shall be made in the amount of the total Contractor's claim minus amount of denied services. County will provide Contractor with the amount of denials received for prior months' services, as identified on documents received from the State. Contractor will make adjustment for denials on their next submitted invoice.

For Transitional Housing Services, Contractor shall be reimbursed at the rate of \$600 per month (\$19.73 daily) for each authorized individual. County shall be billed only for those days the County authorized client was a resident in said program. For stays less than thirty (30) days, rates shall be prorated.

Contractor shall provide delineated invoicing and tracking for clients receiving treatment for alcoholism or a polysubstance disorder that includes alcoholism as well as for Probation, CalWORKS and Child Protective Services referred clients.

Drug Testing: \$12,000

The rate charged for clients under this Agreement shall be \$20 per test for each standard test that will include screening for:

1. THC;
2. Amphetamines and Methamphetamines;
3. Cocaine;
4. Morphine and Morphine based drugs, including adulteration screening.

\$5 per additional substance tested for or substituted for another of the base 4 above.

\$20 per test for ETG (72 hr. Alcohol) test

\$20 Breath Alcohol Testing- by DOT approved device and certified Technician

Adult Drug Court: \$106,856

Outpatient, Residential Treatment, Withdrawal Management, and Case Management service, provided to clients referred from County Probation Department funded through this contract are not to exceed \$86,856. Rates for services will be the same for Adult Drug Court and Behavioral Health authorized clients. See DMC rates listed above for these services. In addition, the below services and rates apply to Adult Drug Court authorized clients only:

- **Court Attendance and Consultation** \$50/hour
- **Assessments:** \$250 for non Medi-Cal clients
- **Ancillary Services:** Vary; as charged to public. Typical fees are:
 - **Smoking Cessation Classes:** \$25 per session.

- **Lifeskills & Literacy:** \$25 per session.
- **DUI:** State established fees \$250 to \$1700 depending on required program
- **Parenting** (Incredible Years or Parent Project) \$150/person
- **Recovery Residence (Transitional/Supportive Housing):** \$600 per month (\$19.73 daily) for each authorized individual. County shall be billed only for those days the County authorized client was a resident in said program. For stays less than thirty (30) days, rates shall be prorated.
- Provision of nutrition counseling and nutrition monitoring services, food, sundry necessities and household items including bed linens and towels: Contractor shall be reimbursed at an amount not to exceed \$250 per month for each authorized Transitional Housing individual.

Probation Referred Clients: \$70,000

Outpatient, Residential Treatment, Withdrawal Management, and Case Management service, provided to clients referred from County Probation Department funded through this contract are not to exceed \$70,000. Rates for services will be the same for Probation and Behavioral Health authorized clients. See rates listed above for these services. In addition, the below services and rates apply to Probation authorized clients only:

- **Assessments:** \$250 for non Medi-Cal clients
- **Ancillary Services:** Vary; as charged to public. Typical fees are:
 - **Smoking Cessation Classes:** \$25 per session.
 - **Lifeskills & Literacy:** \$25 per session.
 - **DUI:** State established fees \$250 to \$1700 depending on required program
- **Recovery Residence (Transitional/Supportive Housing):** \$600 per month (\$19.73 daily) for each authorized individual. County shall be billed only for those days the County authorized client was a resident in said program. For stays less than thirty (30) days, rates shall be prorated.
- Provision of nutrition counseling and nutrition monitoring services, food, sundry necessities and household items including bed linens and towels: Contractor shall be reimbursed at an amount not to exceed \$250 per month for each authorized Transitional Housing individual.

Child Protective Services Referred Clients: \$153,300

Outpatient, Residential Treatment, Withdrawal Management, and Case Management service, provided to clients referred from County Child Protective Services Department funded through this contract are not to exceed \$153,300. Rates for services will be the same for Child Protective Services and Behavioral Health authorized clients. See rates listed above for these services.

Community Based Transitional Housing funded services, vehicle and equipment: \$61,351

- A. Quick Access Residential Treatment \$10,000. See residential treatment rates listed above.
- B. Life skills training \$5,000 and Community Outreach training \$2,000.
 - a. The monthly invoice for life skills training and community outreach training shall not exceed 1/8 (\$875) of the total contracted amount for life skills training and community outreach training unless approved by the Director of Behavioral Health.
- C. Purchase of a vehicle up to \$30,000.
- D. Fuel and maintenance of above purchased vehicle up to \$6,000.
- E. Purchase and installation of security cameras for Lovett Recovery Center at Bost House \$8,351.

For items C-D receipts need to be attached to invoice or in the case of fuel expenses, a mileage log at 54.5 cents a mile can be substituted for fuel receipts.

Maintenance and Repairs-Lovett Recovery Center at 145 Bost Avenue, Nevada City, CA 95959: \$21,600.

A. Contractor will not be charged rent for the use of the facility, but will be required to contribute \$1800 per month towards maintenance and repair of the facility. Utilizing these funds, the County will provide the following types of facility maintenance and repairs:

1. Parking lot, plumbing (excluding drain cleaning), heating, air conditioning and water heater, tree trimming, electrical, exterior painting, decks and stairs, and roof repair.

B. The Contractor will be responsible for:

1. All utilities, telephone, internet and cable services,
2. Drain cleaning, trash removal, carpet cleaning, snow clearing, pest control including reasonable measures to prevent outbreaks of bedbugs and other common pests.
3. Contractor shall be responsible to vacuum carpets at least weekly or more depending on usage and clean the vinyl floors according to manufacturer instructions. Contractor shall be responsible for eradicating any pest infestation should it occur.
4. Contractor will be responsible for repair or replacement (if repair is not feasible) of the following: interior painting, sheetrock, plaster, flooring, doors, windows, door and window screens, landscaping, and décor.
5. Except for any landscaping performed by residents under staff supervision, all maintenance and repairs by the provider must be performed by licensed and insured contractors.
6. Contractor will be responsible for installation and maintenance of security cameras.
7. Contractor will be responsible for repair or replacement (if repair is not feasible) of the following items, including but not limited to:
 - a. sheets, bedspreads, blankets, mattress
 - b. pillow protectors, pillows
 - c. desk chair, file cabinet, computer workstation/printer, office supplies
 - d. small appliances (toaster, microwave, coffee maker, blender, vacuum cleaner)
 - e. dishes, pots, pans, utensils
 - f. hangers, towels, bathmats, interior and exterior trash cans
 - g. light bulbs, cleaning supplies, outside furniture
 - h. electronics (television, stereo, phones)
 - i. mattresses & frames, bedroom furnishings
 - j. kitchen table and chairs, sofa, coffee table, living room chairs, group room chairs
 - k. major appliances (stove, refrigerator, washer and dryer)
 - l. window coverings, fire extinguishers and alarms
 - m. light fixtures, bookshelves, décor

Billing and Payment:

Contractor shall submit to County, for services rendered in the prior month, and in accordance with the reimbursement rate, a statement of services rendered to County and costs incurred that includes documentation to support all expenses claimed by the 20th of each month. County shall review the

billing and notify the Contractor within fifteen (15) working days if an individual item or group of costs is being questioned. Contractor has the option of delaying the entire claim pending resolution of the cost(s).

Payment of approved billing shall be made within thirty (30) days of receipt of a complete, correct and approved billing. Drug Medi-Cal payments shall be made in the amount of the total Contractor's claim minus amount of denied services that are not Drug-Medi-Cal eligible.

County shall not be responsible for reimbursement of invoices submitted by Contractor that do not meet State and/or Federal submission timeliness requirements. Contractor shall prepare, in the form and manner required by County and the State Department of Health Care Services, a financial statement and a cost report verifying the total number of service units actually provided and covering the costs that are actually incurred in the provision of services under this Contract no later than 60 days following the termination or expiration of this Contract, whichever comes first.

A Cost Report Settlement will be completed by County within a reasonable timeline and will be based on a comparison of the allowed Medi-Cal reimbursement or other authorized non-billable services per unit in the Cost Report compared to the payment per unit paid by the County. Payment will be required by County or Contractor within 60 days of Settlement or as otherwise mutually agreed.

Contractor will be subject to Medi-Cal or County Fiscal or Quality Assurance audits at any time. Contractor and County will each be responsible for any audit errors or omissions on their part. The annual SDHCS/Federal Audit may not occur until five years after the close of the fiscal year and not be settled until all Audit appeals are completed/closed. Final Audit findings must be paid by County or Contractor within 60 days of final Audit report or as otherwise agreed.

Contractor shall submit quarterly fiscal reports, including detailed list of costs for the prior quarter and cumulatively during the contract period.

Contractor shall submit invoices to:

Nevada County Health and Human Services Agency
Attn: BH Fiscal
950 Maidu Avenue
Nevada City, California 95959