

COUNTY OF SAN MATEO
Departmental Correspondence

DATE: November 28, 2001
HEARING DATE: 12/11/2001

TO: Honorable Board of Supervisors
FROM: Gale Bataille, Director, Mental Health Services
SUBJECT: Agreement with I.D.E.A. Consulting



RECOMMENDATION

Adopt a resolution authorizing the President of the Board to execute an agreement with I.D.E.A. Consulting for statistical and data analysis and support to the State Department of Mental Health Quality Improvement Committee.

Background

The California State Department of Mental Health (DMH) is providing \$130,000 in state funds rolled over from FY 2000-01 for the purpose of funding I.D.E.A. Consulting to provide technical assistance to the DMH Quality Improvement Committee. These funds must be expended by June 30, 2002. Over the past several years DMH has allocated end of year saving to cooperating counties to fund special projects. The County is responsible for developing contracts for DMH specified programs. Currently San Mateo County is acting as the contractor for the California Institute of Mental Health to provide support to the Women's Mental Health Policy Council. The proposed contract with I.D.E.A. Consulting has been developed at the request of DMH and is funded with state general fund savings for this specific purpose.

Discussion

Since 1997/98 all fee for service Medicaid mental health services have been consolidated with the Short-Doyle Medi-Cal system operated by each California county. This Medi-Cal consolidation was enacted on the basis of a Medicaid waiver granted by the Center for Medicaid and Medicare Services (previously called the Health Care Financing Administration). One of the requirements of the Medicaid waiver is that access and quality as well as cost effectiveness be monitored. To carry out its monitoring and quality assurance responsibilities, the State Department of Mental Health established a State DMH Quality Improvement Committee. The Quality Improvement Committee identifies areas for special study on an annual basis based on a review of client data submitted to DMH by each county.

The contract with I.D.E.A. Consulting is directed towards analysis of one of the key quality indicators linked to Medi-Cal consolidation--statewide and county specific re-hospitalization rates for mentally ill beneficiaries. Inpatient recidivism, one measure of the effectiveness of both inpatient psychiatric care and the effectiveness of community-based services, has increased under Medi-Cal consolidation. I.D.E.A. Consulting will conduct this study and provide technical assistance and analysis of findings in support of the State DMH Quality Improvement Committee's Inpatient Treatment Review Workgroup. Data analysis will include race/ethnicity, diagnosis and age of re-hospitalized clients, time elapsed from discharge to readmission, and readmission rates.

Term

The term of the agreement is from July 1, 2001 through June 30, 2002. The agreement has been reviewed and approved by Risk Management and County Counsel. The agreement is late due to contractor delays in signing the documents.

Fiscal Impact

The contract maximum is \$130,000, which is 100% funded by the Department of Mental Health special allocation of state general fund savings from the 2000-01 fiscal year. No County match is required. The total amount has been included in the approved 2001-02 Mental Health Services' budget. There is no net County cost.

RECOMMENDED



HEALTH SERVICES DEPARTMENT

RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH

I.D.E.A. CONSULTING

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that;

WHEREAS, there has been presented to this Board of Supervisors for its consideration and acceptance an agreement, reference to which is hereby made for further particulars, whereby I.D.E.A. Consulting shall provide statistical data and analysis, technical assistance and support to the State DMH Quality Improvement Committee's Inpatient Treatment Review Workshop; and

WHEREAS, this Board has been presented with a form of the Agreement and has examined and approved it as to both form and content and desires to enter into the Agreement:

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the President, of this Board of Supervisors be, and is hereby, authorized and directed to execute said Agreement for and on behalf of the County of San Mateo, and the Clerk of this Board shall attest the President's signature thereto;

AGREEMENT WITH I.D.E.A. CONSULTING
FOR REHOSPITALIZATION SPECIAL STUDY

THIS AGREEMENT, entered into this _____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and I.D.E.A. CONSULTING, hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, it is necessary and desirable that Contractor be retained for the purpose of performing the professional services hereinafter described for the Health Services Agency, Mental Health Services Division; and

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. Services to be Performed by Contractor

In consideration of the payments hereinafter set forth, Contractor, under the general direction of the Director of Health Services, or her designee, with respect to the product or result of Contractor's services, shall provide statistical data and analysis, technical assistance and support to the State Quality Improvement Committee's Inpatient Treatment Review Workgroup as described in Schedule A, attached hereto and incorporated by reference herein. Such services shall be provided in a professional and diligent manner.

2. Payments

A. Maximum Amount. In full consideration of Contractor's performance of the services described in Schedule A, the amount that County shall be obligated to pay for services rendered under this Agreement shall not exceed ONE HUNDRED THIRTY THOUSAND DOLLARS (\$130,000) for the contract term.

B. Rate of Payment. The rate and terms of payment shall be as specified in Schedule B, attached hereto and incorporated herein. Any rate increase is subject to the approval of the Director of Health Services or her designee, and shall not be binding on County unless so approved in writing. In no event may the rates established in Schedule B be increased to the extent that the maximum County obligation shall exceed the total specified in paragraph 2A above. Each payment shall be conditioned on the performance of the services described in Schedule A to the full satisfaction of the Director of Health Services or her designee.

C. Time Limit for Submitting Invoices. Contractor shall submit an invoice for services to County for payment in accordance with the provisions of Schedule B. County shall not be obligated to pay Contractor for the services covered by any invoice if Contractor presents the invoice to County more than one hundred eighty (180) days after the date Contractor renders the services, or more than ninety (90) days after this Agreement terminates, whichever is earlier.

3. Relationship of Parties

It is expressly understood that this is an agreement between two (2) independent contractors and that no agency, employee, partnership, joint venture or other relationship is established by this Agreement. The intent by both County and Contractor is to create an independent contractor relationship. Contractor expressly acknowledges and accepts his/her tax status and the tax consequences of an independent contractor. Further, as an independent contractor, Contractor expressly acknowledges and accepts that he/she has no rights, benefits, privileges and/or claims in any form whatsoever under, from, through and/or pursuant to the San Mateo County Civil Service Rules.

4. Hold Harmless

Contractor shall indemnify and save harmless County, its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind and description, brought for, or on account of: (A) injuries to or death of any person, including Contractor, or (B) damage to any property of any kind whatsoever and to whomsoever belonging, or (C) any failure to withhold and/or pay to the government income and/or employment taxes from earnings

under this Agreement, or (D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County, its officers, agents, employees, or servants, resulting from the performance of any work required of Contractor or payments made pursuant to this Agreement, provided that this shall not apply to injuries or damage for which County has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Contractor to indemnify and save harmless as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

5. Insurance

Contractor shall not commence work under this Agreement until all insurance required under this section has been obtained and such insurance has been approved by the Director of Health Services. Contractor shall furnish the Health Services Agency with Certificates of Insurance evidencing the required coverage and there shall be a specific contractual liability endorsement extending Contractor's coverage to include the contractual liability assumed by Contractor pursuant to this Agreement. These Certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to the Health Services Agency of any pending change in the limits of liability or of any cancellation or modification of the policy.

In the event of the breach of any provision of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, County at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

A. Workers' Compensation and Employer Liability Insurance. Contractor shall have in effect during the entire life of this Agreement, Workers' Compensation and Employer Liability Insurance providing full statutory coverage. In signing this Agreement, County makes the following certification, required by Section 1861 of the California Labor Code:

I am aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of the Code, and I will comply with such provisions before commencing the performance of the work of this Agreement.

B. Liability Insurance. Contractor shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect him while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Contractor's operations under this Agreement, whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amounts specified below.

Such insurance shall include:

- 1) Comprehensive General Liability \$0
- 2) Motor Vehicle Liability Insurance \$0
- 3) Professional Liability \$1,000,000

If this Agreement remains in effect more than one (1) year from the date of its original execution, County may, at its sole discretion, require an increase in the amount of liability insurance to the level then customary in similar County agreements by giving sixty (60) days' notice to Contractor.

County and its officers, agents, employees and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that the insurance afforded thereby to County, its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy, and that if County or its officers and employees have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only. Said certificate(s) of insurance is (are) attached hereto and incorporated by reference herein as Attachment II (and III).

6. Non-Discrimination

Contractor shall comply with the non-discrimination requirements described in Schedule C, which is attached hereto, and incorporated herein.

Contractor shall comply with County admission and treatment policies which shall provide that patients are accepted for care without discrimination on the basis of race, color, religion, sex, sexual orientation, national origin, age, handicap, or political affiliation.

Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject Contractor to penalties, to be determined by the County Manager, including, but not limited to:

- i. termination of this Agreement;
- ii. disqualification of Contractor from bidding on or being awarded a County contract for a period of up to three (3) years;
- iii. liquidated damages of TWO THOUSAND FIVE HUNDRED DOLLARS (\$2,500) per violation;
- iv. imposition of other appropriate contractual and civil remedies and sanctions, as determined by the County Manager.

To effectuate the provisions of this paragraph, the County Manager shall have the authority to:

- i. examine Contractor's employment records with respect to compliance with this paragraph;
- ii. set off all or any portion of the amount described in this paragraph against amounts due to Contractor under the Contract or any other contractor between Contractor and County.

Contractor shall report to the County Manager the filing by any person in any court of any complaint of discrimination or the filing by any person of any and all charges with the Equal Employment Opportunity Commission, the Fair Employment and Housing Commission or any other entity charged with the investigation of allegations within thirty (30) days of such filing, provided that within such thirty (30) days such entity has not notified Contractor that such charges

are dismissed or otherwise unfounded. Such notification shall include the name of the complainant, a copy of such complaint, and a description of the circumstance. Contractor shall provide County with a copy of its response to the complaint when filed.

With respect to the provision of employee benefits, Contractor shall comply with the County Ordinance which prohibits contractors from discriminating in the provision of employee benefits between an employee with a domestic partner and an employee with a spouse.

7. Assignments and Subcontracts

A. Without the written consent of the Director of Health Services or her designee, this Agreement is not assignable in whole or in part. Any assignment by Contractor without the written consent of the Director of Health Services or her designee is a breach of this Agreement and shall automatically terminate this Agreement.

B. Contractor shall not employ subcontractors or consultants to carry out the responsibilities undertaken pursuant to this contract without the written consent of the Director of Health Services or her designee.

C. All assignees, subcontractors, or consultants approved by the Director of Health Services or her designee shall be subject to the same terms and conditions applicable to Contractor under this Agreement, and Contractor shall be liable for the assignee's, subcontractor's or consultant's acts and/or omissions.

D. All agreements between Contractor and subcontractor and/or assignee for services pursuant to this Agreement shall be in writing and shall be provided to County.

8. Amendment of Agreement

This Agreement is complete and contains all the terms and conditions agreed upon by the parties. No amendment shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement shall be binding on the parties hereto.

9. Records

A. Contractor agrees to provide to County, to any federal or state department having monitoring or reviewing authority, to County's authorized representatives and/or their appropriate audit agencies upon reasonable notice, access to and the right to examine and audit all

records and documents necessary to determine compliance with relevant federal, state, and local statutes, rules and regulations, and this Agreement, and to evaluate the quality, appropriateness and timeliness of services performed.

B. Contractor shall maintain and preserve all financial records relating to this Agreement for a period of four (4) years from the termination date of this Agreement, or until audit findings are resolved, whichever is greater.

10. Compliance with Applicable Laws

All services to be performed by Contractor pursuant to this Agreement shall be performed in accordance with all applicable federal, state, county, and municipal laws, including, but not limited to, the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended and attached hereto and incorporated by reference herein as Attachment I, which prohibits discrimination on the basis of handicap in programs and activities receiving any federal or county financial assistance. Such services shall also be performed in accordance with all applicable ordinances and regulations, including, but not limited to, appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations.

11. Interpretation and Enforcement

A. Any notice, request, demand or other communication required or permitted hereunder shall be deemed to be properly given when deposited in the United States mail, postage prepaid, or when deposited with a public telegraph company for transmittal, charges prepaid, addressed:

1) In the case of County, to:

San Mateo County
Mental Health Services Division
225 37th Avenue
San Mateo, CA 94403

or to such person or address as County may, from time to time furnish to

Contractor.

2) In the case of Contractor, to:

Nancy Callahan, Ph.D.
I.D.E.A. Consulting
2108 Alameda Avenue
Davis, CA 95616

B. Controlling Law. The validity of this Agreement and of its terms or provisions, as well as the rights and duties of the parties hereunder, the interpretation and performance of this Agreement shall be governed by the laws of the State of California.

12. Venue

In the event that suit shall be brought by either party to this contract, the parties agree that venue shall be exclusively vested in the state courts of San Mateo County, or where otherwise appropriate, exclusively in the United States District Court, Northern District of California, San Francisco, California.

13. Term of the Agreement

Subject to compliance with the terms and conditions of this Agreement, the term of this Agreement shall be from July 1, 2001, through June 30, 2002. This Agreement may be terminated by Contractor, Director of Health Services or her designee at any time upon sixty (60) days' written notice to the other party.

Parties recognize that Contractor has performed services from July 1, 2001 through date of execution of this Agreement in anticipation of execution of this Agreement. Parties agree that services are subject to all terms and conditions contained herein.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands.

COUNTY OF SAN MATEO

I.D.E.A. CONSULTING

By: _____
Michael D. Nevin, President
Board of Supervisors, San Mateo County

By: Nancy M Callahan PhD
I.D.E.A. Consulting

Date: _____

Date: 5 November 2001

ATTEST:

By: _____

Date: _____

Clerk of Said Board

Attachment I

(Required only from Contractors who provide services directly to the Public on County's behalf.)

Assurance of Compliance with Section 504 of the
Rehabilitation Act of 1973, as Amended

The undersigned (hereinafter called the "Contractor(s)") hereby agrees that it will comply with Section 504 of the Rehabilitation Act of 1973, as amended, all requirements imposed by the applicable DHHS regulation, and all guidelines and interpretations issued pursuant thereto.

The Contractor(s) gives/give this assurance in consideration of and for the purpose of obtaining contracts after the date of this assurance. The Contractor(s) recognizes/recognize and agrees/agree that contracts will be extended in reliance on the representations and agreements made in this assurance. This assurance is binding on the Contractor(s), its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Contractor(s).

The Contractor(s): (Check a or b)

- a. employs fewer than 15 persons.
- b. employs 15 or more persons and, pursuant to Section 84.7 (a) of the regulation (45 C.F.R. 84.7 (a)), has designated the following person(s) to coordinate its efforts to comply with the DHHS regulation.

Nancy M. Callahan, PhD

Name of 504 Person - Type or Print

I.D.E.A Consulting

Name of Contractor(s) - Type or Print

2108 Alameda Avenue

Street Address or PO Box

Davis

City

CA

State

95616

Zip Code

I certify that the above information is complete and correct to the best of my knowledge.

5 November 2001

Date

Nancy M. Callahan, PhD.

Signature and Title of Authorized Official

*Exception: DHHS regulations state that:

"If a recipient with fewer than 15 employees finds that, after consultation with a handicapped person seeking its services, there is no method of complying with (the facility accessibility regulations)...other than making a significant alteration in its existing facilities, the recipient may, as an alternative, refer the handicapped person to other providers of those services that are accessible."

SCHEDULE A

I.D.E.A. CONSULTING 2001-2002

I. INTRODUCTION AND DEFINITION OF TERMS

Consulting services will provide statistical data and analysis, technical assistance and support to the State Quality Improvement Committee's Inpatient Treatment Review Workgroup. The consultation process outlined in Section A, Service Description, will result in completion of data production and analysis of rehospitalizations and support to the State Quality Improvement Committee's Inpatient Treatment Review Workgroup. All payments under this Agreement shall be defined in the Service Description.

A. Service Description

Activities of the Consultant will include, but are not limited to the following:

1. Produce and analyze rehospitalization data including:
 - a. Race/Ethnicity, diagnosis and age of rehospitalized clients
 - b. Lengths of inpatient stays;
 - c. Rehospitalization and length of stay by race/ethnicity, age, and diagnosis;
 - d. Time elapsed from initial admission to rehospitalization by race/ethnicity, age, and diagnosis;
 - e. Readmission rates within thirty (30) and one hundred eighty (180) days from date of discharge by county, region and statewide; and
 - f. Statistical analysis and claims data.
2. Provide technical support at all Inpatient Treatment Review Workgroups during the year, and quarterly meetings of the State Quality Improvement Committee.
3. Review literature and preliminary data from the National Sixteen State Indicator Study and apply findings to the Workgroup investigation of rehospitalizations.
4. Assist in the development of a chart data abstraction tool for the rehospitalization Special Study.
5. Assess Mental Health Statistical Improvement Program scores for the study counties in the rehospitalization Special Study and review for correlations with other parameters of study county operation.

B. GOALS AND OBJECTIVES

Contractor shall ensure that the following outcome objectives are pursued throughout the term of this agreement:

- Goal 1: By January 1, 2002, contractor will identify performance indicators and data elements needed to develop performance management tools.
- Goal 2: By March 1, 2002, contractor will develop initial models of decision support using data provided by the State Department of Mental Health and present the models to the California Quality Improvement Committee.
- Goal 3: By April 15, 2002, contractor will analyze the data, develop graphical models, and develop a draft framework for sharing the information with consumers, family members, and other stakeholders.
- Goal 4: By June 15, 2002, contractor will present the decision support models with the framework to the State Quality Improvement Committee, including consumers, family members, and county representatives.

SCHEDULE B

I.D.E.A. CONSULTING 2001-2002

I. PAYMENTS

In full consideration of services provided by Contractor and subject to the provisions of Paragraph 2.A. of this Agreement, County shall pay Contractor in the manner described below.

- A. For the contract term (July 1, 2001 through June 30, 2002), County shall pay Contractor at a rate of ONE HUNDRED TWENTY-FIVE DOLLARS (\$125) per hour for consulting services. In no event shall County pay or be obligated to pay Contractor more than the sum of ONE HUNDRED THIRTY THOUSAND DOLLARS (\$130,000).
- II. Payment by County to Contractor shall be monthly. Contractor shall bill County on or before the tenth (10th) working day of each month for prior month's services.
- III. Should the volume of need require it, County and Contractor reserve the right to amend this Agreement to provide for more services and to increase the contract maximum.
- IV. Claims shall be in the format specified by County Mental Health Services Division to which shall be attached a detail of charges. All claims shall clearly reflect and, in reasonable detail, give information regarding the services for which claim is made.
- V. In the event this Agreement is terminated prior to June 30, 2002, Contractor shall be paid for only those services already provided pursuant to this Agreement.
- VI. If County or Contractor finds that performance is inadequate, a meeting may be called to discuss the causes for the performance problem, and this Agreement may either be renegotiated, allowed to continue to end of term, or terminated pursuant to paragraph 13 of this Agreement. Any unspent monies due to performance failure may reduce the following year's agreement.
- VII. In the event Contractor claims or receives payment from County for a service, reimbursement for which is later disallowed by County or the State of California or the United States Government, then Contractor shall promptly refund the disallowed amount to County upon request, or, at its option, County may offset the amount disallowed from any payment due or become due to Contractor under this Agreement or any other agreement.

SCHEDULE C

Contract between County of San Mateo and I.D.E.A. CONSULTING, hereinafter called "Contractor."

- a. No person shall, on the grounds of race, color, creed, national origin, religious affiliation or non-affiliation, sex, sexual orientation, marital status, age (over forty (40)), disability, medical condition (including but not limited to AIDS, HIV positive diagnosis, or cancer), political affiliation or union membership be excluded from participation in, be denied the benefits of, or be subjected to discrimination under this Agreement.
- b. Contractor shall insure equal employment opportunity based on objective standards of recruitment, selection, promotion, classification, compensation, performance evaluations, and management relations, for all employees under this contract. Contractor's personnel policies shall be made available to County upon request.
- c. Contractor shall assure compliance with Section 504 of the Rehabilitation Act of 1973 by submitting a signed letter of assurance (Attachment I) of compliance. Contractor shall be prepared to submit a self-evaluation and compliance plan to County upon request within one (1) year of the execution of this Agreement.

COUNTY OF SAN MATEO
HEALTH SERVICES ADMINISTRATION

MEMORANDUM

DATE: November 26, 2001

TO: Priscilla Morse, Risk Management/Insurance Division
FROM: Mary Vozikes, Mental Health Services/PONY #MLH 322

CONTRACTOR: I.D.E.A. Consulting

DO THEY TRAVEL: No

PERCENT OF TRAVEL TIME:

NUMBER OF EMPLOYEES: Yes

DUTIES (SPECIFIC): See attached

COVERAGE:

Comprehensive General Liability:	\$0
Motor Vehicle Liability:	\$0
Professional Liability:	\$1,000,000
Worker's Compensation:	\$Yes

APPROVE 

WAIVE _____

MODIFY _____

REMARKS/COMMENTS:



SIGNATURE

Issue Date: 10/05/01



PROFESSIONAL LIABILITY OCCURRENCE
INSURANCE POLICY FOR
PROFESSIONAL COUNSELORS AND HUMAN
DEVELOPMENT PRACTITIONERS

Policy Number: CL13056201

Administered by:

ACA Insurance Trust, Inc.
5999 Stevenson Avenue
Alexandria, VA 22304-3300
Toll Free: 1-800-347-6647 x284



ITEM DECLARATIONS

INDIVIDUAL POLICY

1. NAMED INSURED: Nancy M. Callahan
IDEA Consulting

2. ADDRESS:
2108 Alameda Avenue
Davis, CA 95616

3. POLICY PERIOD: From: 12/09/01 To: 12/09/02
12:01 A.M. Standard Time at Location of Designated Premises

4. The insurance afforded is only with respect to such of the following types of insurance as indicated by specific premium charge or charges:

Table with 2 columns: COVERAGE and PREMIUM. Rows include A. PROFESSIONAL LIABILITY (\$ 646.00), B. GENERAL LIABILITY (\$ 0.00), and TOTAL PREMIUM: \$ 646.00.

5. LIMITS OF LIABILITY: \$2,000,000 each Incident or each Occurrence \$4,000,000 in the Aggregate

6. THE NAMED INSURED IS: Sole Proprietor (incl. Individual) Partnership
Corporation X Other (refer to Item 7 below)

7. BUSINESS OF THE NAMED INSURED: Self-Employed
(Rating Category) Counselor/Human Development Professional

8. This policy is made and accepted subject to the printed conditions of this policy together with the provisions, stipulations and
agreements contained in the following form(s) or endorsement(s): CPL-0004-0199 CPL-0005-0199 CPL-0006-0199

CPL-0007-0199- 0

NOTICE

THIS POLICY IS ISSUED BY YOUR RISK RETENTION GROUP. YOUR RISK RETENTION GROUP MAY NOT BE SUBJECT TO ALL OF THE
INSURANCE LAWS AND REGULATIONS OF YOUR STATE. STATE INSURANCE INSOLVENCY GUARANTY FUNDS ARE NOT AVAILABLE
FOR YOUR RISK RETENTION GROUP.
CPL-0005-0199-00

**STATE
COMPENSATION
INSURANCE
FUND**

P.O. BOX 420807, SAN FRANCISCO, CA 94142-0807

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

NOVEMBER 20, 2001

POLICY NUMBER: 1665283 - 01
CERTIFICATE EXPIRES: 11-1-02

SAN MATEO COUNTY MENTAL HEALTH SERVICES
ATTN: MARY VOZIKES
225 37TH AVE., 3RD FLOOR
SAN MATEO CA 94403

This is to certify that we have issued a valid Workers' Compensation insurance policy in a form approved by the California Insurance Commissioner to the employer named below for the policy period indicated.

This policy is not subject to cancellation by the Fund except upon ten days' advance written notice to the employer.

We will also give you TEN days' advance notice should this policy be cancelled prior to its normal expiration.

This certificate of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policies listed herein. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate of insurance may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.

Tom Hansen
AUTHORIZED REPRESENTATIVE

Kc Bollier
PRESIDENT

EMPLOYER'S LIABILITY LIMIT INCLUDING DEFENSE COSTS: \$1,000,000 PER OCCURRENCE.

EMPLOYER

CALLAHAN, NANCY
DBA: IDEA CONSULTING
2108 ALAMEDA AVE.
DAVIS CA 95616



COUNTY OF SAN MATEO

Equal Benefits Compliance Declaration Form

I Vendor Identification

Name of Contractor: I.D.E.A. Consulting
Contact Person: Nancy Callahan
Address: 2108 Alameda Avenue
Davis, California 95616
Phone Number: 530-758-8815 Fax Number: 530-758-2314

II Employees

Does the Contractor have any employees? X Yes ___ No
Does the Contractor provide benefits to spouses of employees? X Yes ___ No

If the answer to one or both of the above is no, please skip to Section IV.

III Equal Benefits Compliance (Check one)

- X Yes, the Contractor complies by offering equal benefits, as defined by Chapter 2.93, to its employees with spouses and its employees with domestic partners.
[] Yes, the Contractor complies by offering a cash equivalent payment to eligible employees in lieu of equal benefits.
[] No, the Contractor does not comply.
[] The Contractor is under a collective bargaining agreement which began on (date) and expires on (date).

IV Declaration

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that I am authorized to bind this entity contractually.

Executed this 5 day of November, 2001 at Davis, CA
(City) (State)

Nancy M Callahan PhD
Signature
President, I DEA Consulting
Title

Nancy M Callahan, PhD
Name (Please Print)
541-54-9219
Contractor Tax Identification Number