FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH ASIAN AMERICAN RECOVERY SERVICES FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and ASIAN AMERICAN RECOVERY SERVICES (hereinafter called "Contractor").

WITNESSETH

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3, and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1) attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

	D.r.		
	By:	Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo	
	Date:		· · · ·
ATTEST:			• •
Clerk of Said Board	· · · · ·		
Date:	· · · ·	ASIAN AMERICAN RECOVERY SERVICES	
	By:	Leonardo A. Tacota, Jr, Associate Di Name, Title - please print Signature	rector

1AARS ffs 02.doc

EXHIBIT B (Revision 1 Fee-For-Service Agreement) Drug Court Alcohol and Drug Treatment Services and Payments ASIAN AMERICAN RECOVERY SERVICES July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court alcohol and drug treatment services at mutually agreed upon location(s) in San Mateo County. Contractor's Drug Court alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants", who are referred by San Mateo County Drug Court Teams to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

- I. <u>COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT</u> <u>FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES</u> CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team.
 - A. <u>CDCI Funded Drug Court Nonresidential Alcohol and Drug Treatment</u> <u>Services</u>

Contractor's basic CDCI nonresidential alcohol and drug treatment services will include:

- Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, follow-up at 3-months and 9-months after intake for each program participant, aftercare planning, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.
- 3. Access to ancillary services that may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.

II. DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug

Court Partnership grant designed to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002:

A. <u>DCP Trial Track Funded Drug Court Nonresidential Alcohol and Drug</u> <u>Treatment Services:</u>

Contractor's basic Trial Track nonresidential alcohol and drug treatment services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, follow-up at 3months and 9-months after intake for each program participant, aftercare planning, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.

Ш.

Α.

3. Access to ancillary services that may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.

DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by an Alcohol and Drug Services Social Worker (in conjunction with the Drug Court Team), and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services.

B. Reimbursements will not be approved for any program participant treated who was not part of the Drug Court formal referral process as evidenced by the referral form which must be signed by an Alcohol and Drug Social Worker and the transferred ASI, or by a copy of the conditions of probation that includes an order by the court to a specified treatment program or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.

C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If during the course of his/her care a Drug Court program participant needs to be

transferred to a different program due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Services Social Worker.

- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- E. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES PAYMENT RATES

In full consideration of the Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

- A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services.
- B. SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for DCP Trial Track funded treatment services.
- C. From these funds County shall pay Contractor at the rate of: \$27.00 per individual and group counseling hour provided for CDCI and DCP Trial Track funded nonresidential alcohol and drug treatment services.
- D. A separate billing and record keeping system will be kept by Contractor for those individuals receiving these Drug Court alcohol and drug treatment services, by funding source (CDCI or DCP Trial Track).

E. Contractor's monthly itemized bill will include the following:

. Name of program participants receiving Drug Court funded alcohol and drug treatment services, name of the referring Drug Court team member for each program participant, and funding source.

- 2. Dates services were provided, the number of individual counseling hours provided, broken down by program participant and funding source.
- 3. Number of group counseling hours provided, broken down by program participant and funding source.
- 4. Number of staff hours, and funding source.
- 5. Total amount of the bill for each month, for each funding source.
- 6. Contractor will submit itemized bill and invoice by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.
- 7. Nonresidential services will be billed by individual and group counseling hours provided, by funding source.

1 AARS FFS 02 ExB.doc

COUNTY OF SAN MATEO Departmental Correspondence

Date: September 25, 2002

Priscilla Harris-Morse, Risk Manager TO:

FROM; Jane Marks, Alcohol and Drug Services Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT: Contract Insurance Approval

CONTRACTOR: Asian American Recovery Services

DOES CONTRACTOR TRAVEL? Yes

DUTIES:

Provide alcohol and drug prevention and treatment services to adolescents and adults.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability Additional Insured	_\$3M			
Automobile Liability	\$1M	Ľ		
Professional Liability				·
Workers' Compensation No employees	Statutory	\checkmark		

Remarks/Comments:

onse

Signature:

Risk Management

Insurance Request Form.doc

& ASSOCIATES COVERY INSURANCE AGENCY, INC. SUITE 503 94111		ATE DOES NOT AMEND,	CERTIFICA EXTEND CIES BFL GE
RICAN RECOVERY SERVICES INC.		NSURANCE COMPANIE	
I STREET, SUITE 325 ISCO, CA. 94103	COMPANY		
and a start of the second	C HARTFORD FIRE	E INSURANCE COMPAN	
· · · · · · · · · · · · · · · · · · ·	D	··· ·	
HAT THE POLICIES OF INSURANCE LISTED BE ISTANDING ANY REQUIREMENT, TERM OR CO ISSUED OR MAY PERTAIN, THE INSURANCE A NDITIONS OF SUCH POLICIES, LIMITS SHOWN	ITION OF ANY CONTRACT OR OTHER DC ORDED B Y THE POLICIES DESCRIBED HE	CUMENT WITH RESPECT TO EREIN IS SUBJECT TO ALL THE	WHICH TH
ICE POLICY NUMBER	POLICY EFFECTIVE POLICY EXPIRATION DATE (MM/DD/YY) DATE (MM/DD/YY)	LIMITS	
		GENERAL AGGREGATE \$	3,00
AL LIABILITY PHPK 033 073	09-20-02 09-20-03	PRODUCTS - COMPIOP AGG \$	3,00
X OCCUR		PERSONAL & ADV INJURY \$	1,00
TOR'S PROT		EACH OCCURRENCE \$	1,0
<u> </u>		FIRE DAMAGE (Any one fire) \$	1
		MED EXP (Any one person) \$	
PHPK 033 073	09-20-02 09-20-03	COMBINED SINGLE LIMIT \$	1,0
		BODILY INJURY (Per person))
		BDD/LY INJURY (Per accident) 5	
		PROPERTY DAMAGE 3	;
		AUTO ONLY - EA ACCIDENT	<u></u>
		OTHER THAN AUTO ONLY:	<u> </u>
		EACH ACCIDENT	, ;
		AGGREGATE	5
		EACH OCCURRENCE	5
		AGGREGATE	\$
			5
DN AND 1662925-02			
	01-27-02		<u> </u>
			<u> </u>
		UIDEADE - EACH EMPLOYEE	<u> </u>
DNESTY PHPK 033 073 DNESTY 57 BDD AG2548	09-20-02 09-20-03 01-05-02 01-05-03	\$250,000 - PRIMARY C \$492,000 - EXCESS O	
			• .
IN AND INCL EXCL INCL EXCL INCL EXCL INDENCE ONLY EXCL INDENCE ONLY EXCL INDENCE ONLY STOCATIONSVEHICLES/SPECIAL ITEMS NOTICE OF CANCELLATION FOR NO	01-05-02 D1-05-03	X STATUTORY LIMITS EACH ACCIDENT DISEASE - POLICY LIMIT DISEASE - EACH EMPLOYEE \$250,000 - PRIMARY C \$492,000 - EXCESS O ERTIFICATE HOLDER, I	

COMMERCIAL GENERAL LIABILITY

Policy Number: PHPK 033 073

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization:

The Certificate Holder named on the attached Certificate of Insurance is named as an Additional Insured per list on file with the Insurance Companies.

(If no entry appears above, information required to complete this endorsement will be shown in the Declaration as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule as an insured but only with respect to liability arising out of your operations or premises owned by or rented to you.

The additional insured scheduled above includes the additional insured's officials, employees and volunteers.

2. This insurance shall be primary as respects the additional insured shown in the schedule above. Any other insurance maintained by the additional insured scheduled above shall be in excess of this insurance and shall not be called upon to contribute with it.

3. The insurance afforded by this policy shall not be cancelled except after thirty days (or ten days for non-payment of premium) written notice has been given to the additional insured scheduled above.

1. 66 20

1.

Copyright, Insurance Services Office, Inc., 1984

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH AVALON COUNSELING SERVICES FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and AVALON COUNSELING SERVICES (hereinafter called "Contractor").

WITNESSETH

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3 and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

All provisions of the original Agreement, including all monitoring and evaluation 4. requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

COUNTY OF SAN MATEO

By:

Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo

Date:

ATTEST:

Clerk of Said Board

Date:

AVALON COUNSELING SERVICES

By:

-YN SCOTT, EXECUTIVE DIRECTOR Name, Title - please print Signature 14/03 Date:

1Avalon ffs 02.doc

EXHIBIT B (Revision 1 Fee-For-Service Agreement) Drug Court Treatment Services and Payments AVALON COUNSELING SERVICES July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court treatment services at mutually agreed upon location(s) in San Mateo County. Contractor's Drug Court alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals referred by San Mateo County Drug Court Team(s), hereinafter referred to as "program participants", who are referred by San Mateo County Drug Court Teams to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

- I. <u>COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT</u> <u>FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES</u> CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team. Contractor will provide the following alcohol and drug treatment services:
 - A. <u>CDCI Funded Drug Court Nonresidential Alcohol and Drug Treatment</u> <u>Services</u>

Contractor's basic CDCI funded nonresidential Drug Court services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, follow-up at 3-months and 9-months after intake for each program participant, aftercare planning, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.
- 3. Access to ancillary services which may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.

II. DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002:

A. <u>DCP Trial Track Funded Nonresidential Alcohol and Drug Treatment</u> Services:

Contractor's basic Trial Track nonresidential alcohol and drug treatment services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, follow-up at 3months and 9-months after intake for each program participant, aftercare planning, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.
- 3. Access to ancillary services that may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.

III. DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

- A. Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by an Alcohol and Drug Services Social Worker (in conjunction with the Drug Court Team), and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services.
- B. Reimbursements will not be approved for any program participant treated who was not part of the Drug Court formal referral process as evidenced by the referral form which must be signed by an Alcohol and Drug Social Worker and the transferred ASI, or by a copy of the conditions of probation

that includes an order by the court to a specified treatment program or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.

- C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If during the course of his/her care a Drug Court program participant needs to be transferred to a different program due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Services Social Worker.
- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- E. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES PAYMENT RATES

In full consideration of the Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

- A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services.
- B. SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for DCP Trial Track funded treatment services.
- C. From these funds County shall pay Contractor at the rate of \$39.00 per individual and group counseling hour for CDCI and DCP Trial Track funded nonresidential alcohol and drug treatment services.

- D. A separate billing and record keeping system will be kept by Contractor for those individuals receiving these Drug Court alcohol and drug treatment services, by funding source (CDCI or DCP Trial Track).
- E. Contractor's monthly itemized bill will include:
 - 1. Name of program participants receiving Drug Court funded alcohol and drug treatment services, name of the referring Drug Court team member for each program participant, and funding source.
 - 2. Dates services were provided, the number of individual counseling hours provided, broken down by program participant and funding source.
 - 3. Number of group counseling hours provided each month, broken down by program participant and funding source.
 - 4. Number of staff hours each month, by funding source.
 - 5. Total amount of the bill for each month, for each funding source.
 - Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.
 - 7. Nonresidential services will be billed by individual and group counseling hours provided, by funding source.

1AVALON FFS 02 ExB.doc

COUNTY OF SAN MATEO Departmental Correspondence

November 14, 2002 Date:

TO:

FROM

Priscilla Harris-Morse, Risk Manager

Jane Marks, Alcohol and Drug Services Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

Contract Insurance Approval SUBJECT:

CONTRACTOR: Avalon Counseling Services (Lyn Scott)

DOES CONTRACTOR TRAVEL? Not as part of the contract.

DUTIES:

Provide nonresidential alcohol and drug treatment services. Lyn Scott is the only "employee", all others are contractors.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify	.'
Comprehensive Liability	<u>Fim</u>	_ last			
X Additional Insured Premises Liab.	· ·				
Automobile Liability	······································				
Professional Liability	\$5M				·:
Workers' Compensation					
X No employees	· ,		· · · ·		

Remarks/Comments:

Nine Signature:

Risk Management

Insurance Request Form.doc

đ

11/14/2002 13:08 FAX 650 289 1/14 AVALUN COUNSELING SERVIC

UNARLIE JIRIE ARGURANCE CU. THIS IS A CLAIMS MADE POLICY PLEASE READ CAREFULLY

11/06/02 SOCIAL WORKER PROFESSIONAL LIABILITY POLICY *** RENEWAL ***

NOTICE: A LOWER LIMIT OF LIABILITY APPLIES TO JUDGMENTS OR SETTLEMENTS WHEN THERE ARE ALLEGATIONS OF SEXUAL MISCONDUCT (SEE THE SPECIAL PROVISION "SEXUAL MISCONDUCT" IN THE POLICY).

		DECL	ARATIONS			
POLICY N	_{o:} SWL-3616195		ACCOUNT	IO: CA-SCOLI	97+0 01764255	
ITEM 1. (a)) NAME AND ADDRESS OF INS	SURED:	ITEM 1. (b) A	DDITIONAL NAME	ED INSUREDS:	
•						
				•		
		· · · · ·				1997 - 19 ⁴⁷
	LYN SCOTT			•		14 J.
	137 EASY STREET				· · · ·	
	MOUNTAIN VIEW, C	A 94043		• •		· ·
				· · ·		-
					· · · ·	
	· .				· · · · · · · · · · · · · · · · · · ·	
					1	
					· · ·	
	· .		TYPE OF ORG:	DIVIONI	UAL	
8247	10NT. CA 94002	SUITE 118 Redwood C	(TY, CA 9406	Э		
ITEM 3.	POLICY PERIOD:	1110111	D1/02 AND TIME AT THE A	TO: DDRESS OF THE I	10/01/03 INSURED AS STATED HER	EIN:
ITEM 4.	LIMITS OF LIABILITY:	(a) \$L = 000.00			ERIES OF CONTINUOUS, A UL ACTS OR OCCURRENC	
		(b) \$ 5.000.00	D AGGREGAT	Ē		
-		(c) \$ 50.000	DEFENSE F	EIMBURSEMENT		
ITEM 5.	PREMIUM SCHEDULE:	ىرى يېرىكى ئىلى يې يې ئىلى ئىلى ئىلى يې يەك يې	<u> </u>		••••••••••••••••••••••••••••••••••••••	
	ويسينوه جبدي يصاطر كاليكون فيجو ويجيون والمكالة البواصيات الوواط الكا	SIFICATION	INUMBER	RATE	ANNUAL PREMIUM	
,		PROFESSI		225-00	225.00	
	INDE	PENDENT CONTRA		26.00	52.00	
		ADDITIONAL INS		70-00	75-00	
		LANDLO		70.00	70-00	

492.00 RETROACTIVE DATE: 10/01/90 ITEM 6 TOTAL PREMIUM: ITEM 7. EXTENDED REPORTING PERIOD 492.00 ADDITIONAL PREMIUM (If exercised): \$. TEM 8. POLICY FORMS AND ENDORSEMENTS ATTACHED TO THIS POLICY: 5932 (7/96) 65933 (7/96) 52133 (3/94)

THIS IS NOT A BILL PREMIUM HAS BEEN PAID.

AUTHORIZED COMPANY REPRESENTATIVE

1002/004

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH EL CENTRO DE LIBERTAD FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and EL CENTRO DE LIBERTAD (hereinafter called "Contractor").

WITNESSETH

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3, and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

All provisions of the original Agreement, including all monitoring and evaluation 4. requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

COUNTY OF SAN MATEO

By:

Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo

Date:

ATTEST:

Clerk of Said Board

Date:

EL CENTRO DE LIBERTAD

By:

George Borg Executive Director Name. Title - please print

Signature

1-7-03 Date:

1El Centro ffs 02.doc

EXHIBIT B (Revision 1 Fee-For-Service Agreement) Drug Court Treatment Services and Payments EL CENTRO DE LIBERTAD July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court treatment services at mutually agreed upon location(s) in San Mateo County. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals referred by San Mateo County Drug Court Team(s), hereinafter referred to as "program participants", to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES

I.

CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team. Contractor will provide the following alcohol and drug treatment services:

A. <u>CDCI Funded Drug Court Nonresidential Alcohol and Drug Treatment</u> <u>Services:</u>

Contractor's basic nonresidential alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor's services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, follow-up at 3-months and 9-months after intake for each program participant, aftercare planning, follow-up for each program participant, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.
- 3. Access to ancillary services that may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.

II. DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services n accordance with the Drug Court Partnership Act of 2002:

A. <u>DCP Trail Track Funded Nonresidential Alcohol and Drug Treatment</u> Services:

Contractor's basic Trial Track nonresidential alcohol and drug treatment services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, follow-up at 3months and 9-months after intake for each program participant, aftercare planning, follow-up for each program participant, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.
- 3. Access to ancillary services that may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.

III. DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

- A. Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by an Alcohol and Drug Services Social Worker (in conjunction with the Drug Court Team), and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services.
- B. Reimbursements will not be approved for any program participant treated who was not part of the Drug Court formal referral process as evidenced by the referral form which must be signed by an Alcohol and Drug Social Worker and the transferred ASI, or by a copy of the conditions of probation that includes an order by the court to a specified treatment program or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.

- C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If during the course of his/her care a Drug Court program participant needs to be transferred to a different program due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Services Social Worker.
- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- E. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES PAYMENT RATES

In full consideration of the Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

- A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services.
- B. SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Trial Track funded treatment services.
- C. From these funds County shall pay Contractor at the rate of:
 - 1. \$42.00 per individual and group counseling hour for CDCI and DCP Trial Track funded nonresidential alcohol and drug treatment services.
- D. A separate billing and record keeping system will be kept by Contractor for those individuals receiving CDCI and DCP Trial Track funded Drug Court alcohol and drug treatment services.

E. Contractor's monthly itemized bill will include the following:

- 1. Name of program participants receiving Drug Court funded alcohol and drug treatment services, name of the referring Drug Court team member for each program participant, and funding source (CDCI or DCP Trial Track).
- 2. Dates services were provided, the number of individual counseling hours provided, broken down by program participant, and funding source.
- 3. Number of group counseling hours provided each month, broken down by program participant, and funding source.
- 4. Number of staff hours each month, and funding source.
- 5. Total amount of the bill for each month, for each funding source.
- 6. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.
- 7. Nonresidential services will be billed by individual and group counseling hours provided, by funding source.

1 EI CENTRO FFS 02 ExB.doc

COUNTY OF SAN MATEO

Departmental Correspondence

Date: May 23, 2002

TO:	ء تركيب م	Priscilla	Harris-	Morse,	Risk Manager	
			·			

Jane Marks, Alcohol and Drug Services FROM: Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

Contract Insurance Approval SUBJECT:

CONTRACTOR: El Centro de Libertad (AKA: The Freedom Center)

DOES CONTRACTOR TRAVEL?

Yes DUTIES:

Provides nonresidential alcohol and drug treatment and prevention services to adults and adolescents in San Mateo County.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability 	<u>\$2M</u>	$\underline{\checkmark}$		م بر برد بال کار اللہ اللہ کی تعلقہ کی اللہ کار محکم کی تعلقہ کی تعلقہ
Automobile Liability	<u>\$1M</u>	~		A manager and an an an an an Allanda. An an an an Allanda an Allanda an Allanda an A
Professional Liability				
Workers' Compensation No employees	<u>Statutory</u>			

Remarks/Comments;

Signature:

A AND MARKED Risk Management acception with hist to ever at the former to make the best 39042 R.M. and and there a

3.20.0

Insform.w 14.64.8 NEED NORMAL TRANSPORT the second second with the second

TOTAL P

D1

and the same

NBURED THE Freedom Center I230 #A Hopkins Avenue Redwood City, CA 94062	ROD Bus 15	ucer (650)341-4484 siness Professional Ins 19 South B Street n Mateo, CA 94402	FICATE OF LIAE FAX (650)341-4465 . Assoc. Inc.	THIS CERT ONLY AND HOLDER, T	FICATE IS ISSUE CONFERS NO RI HIS CERTIFICATI COVERAGE AFI	ED AS A MATTER OF INF IGHTS UPON THE CERTI E DOES NOT AMEND, E) FORDED BY THE POLICI AFFORDING COVERAGE	FICATE KTEND OR ES BELOV
1230 #A Hopkins Avenue Redwood City, CA 94062 INSURER C. INSURER C. INSURE	NSUF	Ep The Freedom Center					·
Redwood City, CA 94062 INSURER D. INSURE D.		-	านค				
Insurer comparison of control of any contract of any cont							
Insurance Insurance Insurance Insurance COVERAGES The POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANC ANY RECUMEMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR ANY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED PROLEDED BY PAID CLAME. EXCLUSIONS AND CONDITIONS OF BUC POLICIES AGREGATE LIMITS BHOWN MAY HAVE BEEN REDUCED BY PAID CLAME. POLICY SERVICE TO WHICH THIS CERTIFICATE MAY BE ISSUED OR POLICIES AGREGATE LIMITS BHOWN MAY HAVE BEEN REDUCED BY PAID CLAME. ILMITS COMMERCIAL CONSTRAIL LABILITY 2001-03306 NPO 05/15/2002 05/15/2003 EACH OCCURRENCE 1, IEE BANDADYNI A X MISS. POLICY SERVICE INTO A CONTRACT BY DOLING BURGLE LIABILITY 2001-03306 NPO 05/15/2002 05/15/2003 COMINED BURGLE LIMIT 1, IEE BANDADYNI							
COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAME ABOVE FOR THE POLICY PERIOD INDIGATED. NOTWITHETANC. AWY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAN, THE INSURANCE LISTED BELOW HAVE BEEN RECOLUED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUC POLICIES ADDREDATE. IMPROVE POLICY NUMBER VIEW OF INSURANCE POLICY NUMBER IMPROVE OF INSURANCE INSTRUMENT INSTRUMENT IMPROVE OF INSURANCE INSTRUMENT 2001-03306 NPO OS/15/2002 OS/15/2003 INSTRUMENT OF INSURANCE INSTRUMENT INSTRUMENT IMPROVE INSURANCE INSTRUMENT INSTRUMENT INSTRUMENT 2001-03306 NPO 05/15/2002 05/15/2003 INSTRUMENT INSTRUMENT INSTRUMENT INSTRUMENT INSTRUMENT 2001-03306 NPO 05/15/2002 05/15/2003 COMBINED BINGLE LINDITY A TO ONNED AUTOS INSTRUMENT INSTRUMENT INSTRUMENT INSTRUMENT A TO ONNED AUTOS		,	· · · · · ·				
ANY RECURRENCET, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN THE INSURANCE AFFORDED BY THE FOLLIGES DESCRIBED THEREIN IS SUBJECT TO ALL THE TERMS, EXClusions and conditions of suc Pollocy NUMBER THE INSURANCE AFFORDED BY THE FOLLIGES DESCRIBED THEREIN IS SUBJECT TO ALL THE TERMS, EXClusions and conditions of suc Pollocy NUMBER TO POLICY WRITERYTON LATTER TO ALL THE TERMS, EXClusions and conditions of suc Pollocy Reference is 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1,	cov	/ERAGES					· · · ·
GENERAL LABILITY 2001-03306 NPO 05/15/2002 05/15/2003 EACH OCCURRENCE \$ 1, X COMMERCIAL GENERAL LIABILITY 0 occurs X Misc. Professional X Misc. Professional X Med by Anyona person) \$ A X Misc. Professional 0 0 5/15/2002 05/15/2003 Commercial approximation of the second of	AN M4	IY REQUIREMENT, TERM OR CONDI AY PERTAIN, THE INSURANCE AFFO	TION OF ANY CONTRACT OR OTHER DO RDED BY THE POLICIES DESCRIBED HE	CUMENT WITH RES REIN IS SUBJECT TO	PECT TO WHICH TH	IS CERTIFICATE MAY BE IS	SLIED OR
GENERAL LABILITY 2001-03306 NPO 05/15/2002 05/15/2003 EACH OCCURRENCE \$ 1, X COMMERCIAL GENERAL LIABILITY 0 occurs X Misc. Professional X Misc. Professional X Med by Anyona person) \$ A X Misc. Professional 0 0 5/15/2002 05/15/2003 Commercial approximation of the second of			r		POLICY EXPIRATION	1 11111	<u> </u>
X COMMERCIAL GENERAL LIABILITY International constraints International constraints </td <td>- 11</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	- 11						
A CLAIMS MADE X OCCUR A Misc. Professional Image: Complex and the second	:		• • • • • • • • • • • • • • • • • • •				
A X Misc. Professional PERSONAL & ADV INJURY \$ 1, GENT AGGREGATE LIMIT APPLIES PER. POLICY PERSONAL & ADV INJURY \$ 2, POLICY PERSONAL & ADVINURY \$ 2, AUTOMOBILE LABILITY 2001-03306 NPO 05/15/2002 05/15/2003 COMBINED SINGLE LIMIT \$ ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS BODILY INJURY \$ \$ A NO-OWNED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS \$ BODILY INJURY \$ A NO-OWNED AUTOS ANY AUTO AUTO ONLY - EA ACCIDENT \$ \$ BODILY INJURY \$ ANY AUTO ANY AUTO ANY AUTO AUTO ONLY - EA ACCIDENT \$ \$ \$ BODILY INJURY \$ \$ ANY AUTO ANY AUTO OCCUR X CHARGE LABILITY \$ \$ BODILY INJURY \$							
GENEL AGGREGATE LIMIT APPLIES PER. POLICY POLY POLY POLY POLY POLY ANY AUTO 2001-03306 NPO ALTOMOBILE LABILITY 2001-03306 NPO ANY AUTO COMBINED SINGLE LIMIT ALL OWNED AUTOS SCHEDULED AUTOS SCHEDULED AUTOS SCHEDULED AUTOS X HIRED AUTOS MON-OWNED AUTOS SCHEDULED AUTOS ANY AUTO BODILY INJURY ANY AUTO SCHEDULED AUTOS MON-OWNED AUTOS PROPERTY DAMAGE MON-OWNED AUTOS PROPERTY DAMAGE MON-OWNED AUTOS ANY AUTO ANY AUTO AUTO ONLY - EA ACCIDENT ANY AUTO OTHER THAN EXCESS LABILITY CLAIMIS MADE OCCUR X CLAIMIS MADE 2002-03306-UMB - NPO 05/15/2002 05/15/2003 DEDUCTIBLE S REFERTION \$ S WORKERS COMPRISATION AND S ENDICYERS' LABILITY S MORKERS COMPRISATION AND S ELD DISEASE - POLICY LIMIT \$	A			- 1 - 1			<u> </u>
GENTLAGGREGATE LIMIT APPLIES PER: PRODUCTS - COMPIOP.AGG & 2, POLICY JECT LOC ALTTOMOBILE LABILITY 2001-03306 NPO 05/15/2002 05/15/2003 ANY AUTO ANY AUTO 8 1, ALVOWED AUTOS SCHEDULED AUTOS 8 1, SCHEDULED AUTOS BODILY INJURY 8 1, ANY AUTO BODILY INJURY 8 1, ANN-OWNED AUTOS BODILY INJURY 8 1, ANY AUTO AUTO ONLY - EA ACCIDENT 8 1, ANY AUTO ANY AUTO 8 1, ANY AUTO BODILY INJURY 8 1, ANY AUTO ANY AUTO 8 1, ANY AUTO ANY AUTO 8 1, ANY AUTO BODILY INJURY 8 1, ANY AUTO ANY AUTO 8 1, AUTO ONLY - EA ACCIDENT 8 1, 1, AUTO ONLY - EA ACCIDENT 8 1, 1, AUTO ONLY - EA ACCIDENT 8 1, 1, DECEESS LIABILITY A 1,				1). · ·		
POLICY PECT LOC AUTOMOBILE LIABILITY 2001-03306 NPO 05/15/2002 05/15/2003 COMBINED BINGLE LIMIT \$ ANY AUTO ANY AUTO SCHEDULED AUTOS SCHEDULED AUTOS \$ BODILY INJURY \$ A X HIRED AUTOS SCHEDULED AUTOS BODILY INJURY \$ BODILY INJURY \$ X HIRED AUTOS NON-OWNED AUTOS BODILY INJURY \$ \$ BODILY INJURY \$ A SCHEDULED AUTOS NON-OWNED AUTOS BODILY INJURY \$ \$ \$ ANY AUTO ANY AUTO AUTO ONLY - EA ACCIDENT \$ <	•	GEN'L AGGREGATE LIMIT APPLIES PER:			and a second		the second s
AUTOMOBILE LIABILITY 2001-03306 NPO 05/15/2002 05/15/2003 COMBINED BINGLE LIMIT \$ ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS \$ BODILY INJURY \$ A X HIRED AUTOS \$ BODILY INJURY \$ BODILY INJURY \$ BODILY INJURY \$ \$ BODILY INJURY BODILY INJURY							<u> </u>
A SCHEDULED AUTOS S HIRED AUTOS BODILY INJURY S X HIRED AUTOS PROPERTY DAMAGE S GARAGE LIABILITY S PROPERTY DAMAGE S ANY AUTO ANY AUTO S AUTO ONLY - EA ACCIDENT S ANY AUTO OCCUR X CLAIMS MADE 2002-03306-UMB - NPO 05/15/2002 05/15/2003 AGGREGATE S A DEDUCTIBLE RETENTION S S S S WORKERS COMPENSATION AND S WC STATU- S S S EMPLOYERS' LIABILITY S S S S S S DEDUCTIBLE RETENTION S S S S S S WORKERS COMPENSATION AND S S S S S S S S DIPECTORS SOFILOS LIABILITY S <td< td=""><td></td><td>AUTOMOBILE LIABILITY</td><td>2001-03306 NPO</td><td>05/15/2002</td><td>05/15/2003</td><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,</td></td<>		AUTOMOBILE LIABILITY	2001-03306 NPO	05/15/2002	05/15/2003	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,
X HIRED AUTOS BDDILY INJURY \$ X NON-OWNED AUTOS PROPERTY DAMAGE \$ GARAGE LIABILITY ANY AUTO AUTO ONLY - EA ACCIDENT \$ ANY AUTO OTHER THAN EAACC \$ AUTO ONLY - EA ACCIDENT \$ EXCESS LIABILITY OCCUR X CLAIMS MADE 2002-03306-UMB - NPO 05/15/2002 05/15/2003 AGGREGATE \$ 2, A DEDUCTIBLE. RETENTION \$ \$ \$ \$ \$ \$ WORKERS COMPENSATION AND \$ UWORKERS COMPENSATION AND \$	A	SCHEDULED AUTOS				BODILY INJURY (Per parson)	\$
GARAGE LIABILITY AUTO ONLY - EA ACCIDENT \$ ANY AUTO OTHER THAN EAACC \$ OCCUR X CLAIMS MADE 2002-03306-UMB-NPO 05/15/2002 05/15/2003 EACH OCCURRENCE \$ 2, A DEDUCTIBLE. RETENTION \$ S \$ \$ \$ \$ WORKERE COMPENBATION AND EMPLOYERS' LIABILITY \$ <						BODILY INJURY (Per accident)	\$
ANY AUTO ANY AUTO ANY AUTO ANY AUTO AGG \$ COTHER THAN AUTO ONLY: AGG \$ EACHOCCURRENCE \$ 2, AGGREGATE \$ 3, AGGREGATE \$ 4, AGG				· ·		PROPERTY DAMAGE (Per accident)	\$
OTHER THAN AGG \$ AUTOONLY: AGG \$ OCCUR X CLAIMS MADE 2002-03306-UMB-NPO O5/15/2002 05/15/2003 A BEDUCTIBLE RETENTION \$ \$ WORKERS COMPENSATION AND \$ EMPLOYERS' LIABILITY \$ COTHER 2002-03306DO O5/15/2002 05/15/2003 MORKERS COMPENSATION AND \$ ELL DISEASE - EA EMPLOYEE \$ ELL DISEASE - FA EMPLOYEE \$ ELL DISEASE - POLICY LIMIT \$ OTHER 2002-03306DO 05/15/2002 05/15/2003 Limits of Liability		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	5
A DEDUCTIBLE RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY OTHER DTHER					. :		
A DEDUCTIBLE 8 RETENTION 8 WORKERS COMPENSATION AND EMPLOYERS' LIABILITY COTHER DIRECTORS & Officers 2002-03306D0 05/15/2002 05/15/2003 Limits of Liabilit			2002-03306-UMB-NP0	05/15/2002	05/15/2003		
RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY OTH- ER EL DISEASE - EA EMPLOYERS' EL DISEASE - EA EMPLOYERS OTHER Directors & Officers 2002-03306D0 05/15/2002 05/15/2003	A						
WORKERS COMPENSATION AND WC STATU- TORY LIMITS OTH- ER EL DISEASE - EA EMPLOYERS' LIABILITY EL DISEASE - EA EMPLOYEE S EL DISEASE - POLICY LIMIT S OTHER Directors & Officers 2002-03306D0 05/15/2002 05/15/2003 Limits of Liability		DEDUCTIBLE.	· · · · · · · · · · · · · · · · · · ·			n. 1	\$
EL EACH ACCIDENT 5 EL DISEASE - EA EMPLOYEE 5 EL DISEASE - POLICY LIMIT 5 OTHER Directors & Officers 2002-03306D0 05/15/2002 05/15/2003 Limits of Liabilit		RETENTION \$					\$
OTHER 2002-03306D0 05/15/2002 05/15/2003 Limits of Liabilit							
OTHER Directors & Officers 2002-03306D0 05/15/2002 05/15/2003 Limits of Liabilit	·	EMPLOYERS' LIABILITY				EL EACH ACCIDENT	\$
OTHER Directors & Officers 2002-03306D0 05/15/2002 05/15/2003 Limits of Liabilit	ŀ.			1		E.L. DISEASE - EA EMPLOYEE	\$
Unrectors & Uttleers			<u> </u>			and the second	
1. 「「「「「」」」「「」」「「」」「「」」「「」」「「」」」「「」」」「「」	A	OTHER Directors & Officers	2002-03306D0	05/15/2002	05/15/2003		
Frithe Manual And Additional Trained on moments to the discussion burgering description	at 21 Ad Te	the following location O San Mateo Rd., Half M ditional Insured applic n day notice of cancel	ns: 2944 Broadway, Redwoo Noon Bay, CA as to General Liability po Nation for non-payment sha	d City, CA, Dicy only, p Il apply	1230, #A Hopk er, form CG 20	ins, Redwood City	
DESCRIPTION OF OPERATIONS/JOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS Certificate Holder is named Additional Insured as respects to the insureds business operations at the following locations: 2944 Broadway, Redwood City, CA, 1230 #A Hopkins, Redwood City, CA 210 San Mateo Rd., Half Moon Bay, CA Additional Insured applies to General Liability policy only, per form CG 2026 11/85 Ten day notice of cancellation for non-payment shall apply CERTIFICATE HOLDER X ADDITIONAL INSURED: INSURER LETTER: CANCELLATION	Γ						ED BEFORE '
at the following locations: 2944 Broadway, Redwood City, CA, 1230 #A Hopkins, Redwood City, CA 210 San Mateo Rd., Half Moon Bay, CA Additional Insured applies to General Liability policy only, per form CG 2026 11/85 Ten day notice of cancellation for non-payment shall apply		Attn: Jane Marks		EXPIRATION	N DATE THEREOF, THE YS WRITTEN NOTICE ' RE TO MAIL SUCH NOT	E ISSUING COMPANY WILL ENDE TO THE CERTIFICATE HOLDER I TICE SHALL IMPOSE NO OBLIGA	EAVOR TO MA NAMED TO TH NTION OR LIAN
at the following locations: 2944 Broadway, Redwood City, CA, 1230 #A Hopkins, Redwood City, CA 210 San Mateo Rd., Half Moon Bay, CA Additional Insured applies to General Liability policy only, per form CG 2026 11/85 Ten day notice of cancellation for non-payment shall apply CERTIFICATE HOLDER X Additional INSURED: INSURER LETTER: CANCELLATION San Mateo County Alcohol and Drug Program Attn: Jane Marks		Belmont, CA 94002	DING D	AUTHORIZED I	EPRESENTATIVE	Citte Kill	
at the following locations: 2944 Broadway, Redwood City, CA, 1230 #A Hopkins, Redwood City, CA 210 San Mateo Rd., Half Moon Bay, CA Additional Insured applies to General Liability policy only, per form CG 2026 11/85 Ten day notice of cancellation for non-payment shall apply CERTIFICATE HOLDER X ADDITIONAL INSURED; INSURER LETTER: CANCELLATION San Mateo County Alcohol and Drug Program Attn: Jane Marks 400 Harbor Blvd., Bldg B Belmont, CA 94002 Additional Insured applies to General Liability policy only, per form CG 2026 11/85 CANCELLATION CANCELLATION CANCELLATION CANCELLATION CANCELLATION CANCELLATION CANCELLATION Should any of the Above Described Policies BE CANCELLED BEFORE EXPIRATION DATE THEREOF, THE IBSUING COMPANY WILL ENDEAVOR TO MA <u>10</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIAN OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE	1			reter Ke	11y/SANDEE	• . }	

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH FREE AT LAST FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and FREE AT LAST (hereinafter called "Contractor").

WITNESSETH

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3, and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

COUNTY OF SAN MATEO

By:

Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo

Date:

ATTEST:

Clerk of Said Board

Date:

FREE AT LAST IRGAS Executive Director By: pleas Signature Date:

JAN - 8

υ

2:43

1FAL ffs 02.doc

EXHIBIT B (Revision 1 Fee-For-Service) Drug Court Treatment Services and Payments FREE AT LAST July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court treatment services at mutually agreed upon location(s) in San Mateo County. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals referred by San Mateo County Drug Court Team(s), hereinafter referred to as "program participants", to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team. Contractor will provide the following alcohol and drug treatment services:

- A. <u>Nonresidential Alcohol and Drug Treatment Service Description:</u> Contractor's basic nonresidential alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor's services will include:
 - Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, follow-up at 3-months and 9-months after intake for each program participant, aftercare planning, and follow-up with Probation/Parole as required.
 - 2. Individual and group counseling.

Ι.

3. Access to ancillary services which may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.

- B. <u>Residential Alcohol and Drug Treatment Service Description:</u> Contractor's basic residential alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor's services will include:
 - 1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, treatment planning, relapse prevention, follow-up at 3-months and 9-months after intake for each program participant, case management, aftercare planning, and follow-up with Probation/Parole as required.
 - 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.
 - 3. Access to ancillary support services may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/mental health assessments to those program participants identified as having special needs.

II. DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002:

A. <u>Nonresidential Alcohol and Drug Treatment Service Description:</u> Contractor's basic nonresidential alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor's services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, follow-up at 3months and 9-months after intake for each program participant, aftercare planning, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.
- Access to ancillary services which may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.
- B. <u>Residential Alcohol and Drug Treatment Service Description:</u> Contractor's basic residential alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor's services will include:
 - 1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, treatment planning, relapse prevention, follow-up at 3-months and 9-months after intake for each program participant, case management, aftercare planning, and follow-up with Probation/Parole as required.
 - 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.
 - 3. Access to ancillary support services may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/mental health assessments to those program participants identified as having special needs.

III. DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

A.'

Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by a member of the Alcohol and Drug Services Social Worker Team (in conjunction with the Drug Court Team), and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court or under

the direction of the participants supervising probation officer, with notification to Alcohol and Drug Services.

- B. Reimbursements will not be approved for any program participant treated who was not part of this formal referral process as evident by the referral form (which must be signed by an Alcohol and Drug Social Worker), and have the transferred ASI, or by a copy of the conditions of probation that includes an order by the court to a specified treatment program or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.
- C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If a Drug Court program participant needs to be transferred during the course of their care to a different program, due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Social Worker Team.
- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- E. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES PAYMENT RATES

In full consideration of the Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

- A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services; and
- B. SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Trial Track funded treatment services.
- C. From these funds County shall pay Contractor at the rate of:

1.

\$35.00 per individual and group counseling hour for CDCI and DCP Trial Track funded nonresidential services;

- 2. \$69.00 per bed day provided, per individual served, for CDCI and DCP Trial Track funded residential services including food, shelter and other basic needs for women's residential services; and
- \$62.00 per bed day, per individual served, for CDCI and DCP Trial Track funded residential services including food, shelter and other basic needs for men's residential services.
- D. A separate billing and record keeping system will be kept by Contractor for those individuals receiving CDCI and DCP Trial Track funded Drug Court alcohol and drug treatment services.
- E. Contractor's monthly itemized bill will include:
 - 1. Name of Drug Court program participant receiving services, name of the referring Drug Court team member, and funding source (CDCI or DCP Trial Track).
 - 2. Dates services were provided for Drug Court nonresidential, and residential alcohol and drug treatment services, broken down by program participant, and modality (either men's or women's residential or nonresidential), and indicating number of days or individual counseling hours provided, per program participant, and funding source.
 - 3. Total number of group counseling hours provided, broken down by individual served for nonresidential treatment services, by funding source.
 - 4. Total number of staff hours each month for nonresidential treatment services, by funding source.
 - 5. Total amount of the bill for each month, by funding source.
 - 6. Contractor will submit itemized bill and invoice by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.
 - 6. Nonresidential services will be billed by individual and group counseling hours provided, by funding source.

an a		n ferson an			
		COUNTY OF Departmental (
			-onespondence	. •	
Date:	September 18, 200	2			
TO:	Priscilla Harris-Mo	orse, Risk Man	iger		
FROM:	Jane Marks, Alcoh Fax: 802-6440; Ph	ol and Drug Se one: 802-6418;	rvioes Pony: HSA202	PE	
SUBJECT.	Contract Insurance	Approval	and the second secon Second second second Second second		
CONTRACI	OR: Free At Last				
DOES CON	IRACTOR TRAVEL	.? Yes			
DUTIES: Provides alco	bol and drug prevent	tion and treatm	ent services to a	dalescents an	d adulte
стана и на селото и на селото н Селото на селото на с	en sjoke officie 🕎 🕈 Seri sere som kommen				
	And the state of t				
INSURANC	E COVERAGE:	Amount	Approve	Waive	Modify
Comprehensi	e de esta 🖉	_ <u>\$2M_</u>			
<u> </u>	Additional Insured				territori de seguir de seguir Nota de seguir de segu
Automobile]	Liability	\$1M		· · ·	Anna an Anna a
1997 - 1999 -				/	an a
Professional	Liability	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		
Workers' Cor		C		n an	
VV DIREIS CU	No employees	Statutory			
and the second					
Remarks/Con	nments;		an an ann an Arrange an Arrange an Arrange An Arrange an Arrange a Arrange an Arrange an A		
					一 一 新闻 建立合金 建金属

Signature:

Risk Management

er Marter e Mart 的现在分词 法法保险 经济性的 建合物的复数 The support of the second s ÷. republic de des de la contra de la traca en la caracteria de la caracteria de la caracteria de la caracteria d Insurance Request Form.doc and the second ****** we wind a straight of the second of the second states of the second states of the second second second second s William to the second stand a so the the mente in the second strange and an an an and a second strange the second strange and the second strange and the stant and a a julis indiana status in the second second ·., a the same way

09/18/	2002	15:27	Fax	415	536	8513	

GALLAGHER HEFFEMAN

1796 Iliay Road East Pale Alto, CA S GES LOIES OF INJURANCE LISTED (QUIREMENT, TERM OR COND FRAIN, THE JUSURANCE AFFO)	A4303 BELOW HAVE BEEN ISSUED TO THE DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER X860607X711402	INSURED NAMED A NEURER E: INSURER E: INSURER D: INSURER D: INSURED NAMED A R DOCUMENT WITH HEREIN IS SUBJEC AIMS.	BOORFERS IN THIS CERTIFIC INSURERS INSURERS INSURERS INSURERS NOT ABOUT THE FORTHERD RESPECT TO WHILE	LCY PERIOD INDICATED. N CH THIS CENTIFICATE MA MS, EXCLUSIONE AND COP	E CERTIFICAT
Incisco, G/4 94105 Free, Jil Last Commu 1796 Illay Road East Pale Alto, CA S LOEB OF INIURANCE LISTED I DUREMENT, TERM OR CONC RTAIN, THE INSURANCE AFFO S. AGGREGITE LIMITS SHOWN I TYPE OF INSURANCE ERAL LIABIL ITY COMMERCIAL DECORAL LIABILITY CLAIMS MADE X DCCUR	94303 BELOW HAVE BEEN ISSUED TO THE DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER	INSURER E: 4P INSURER C. INSURER C. INSURER E: INSURED NAMED A R DOCUMENT WITH HEREIN IS SUBJEC AIMS. IPDUCY EFFECTIVE DATE INMIDPITY	BOVE FOR THE FOR RESPECT TO WHIN T TO ALL THE TER PATE MMADDIN	Ce Company Ice LCY FERIOD INDICATED. N CH THIS CENTIFICATE MA MS, EXCLUSIONE AND CO LINUT	OTWITHETANDING Y BE ISSUED OR NDITIONS OF SUCH
1796 Illay Road East Pale Alto, CA S CES LOIES OF INIURANCE LISTED O DUREMENT, TERM OR COND RTAIN, THE INSURANCE AFFO S. AGGREGATION ADDE AFFO CHAIL LIABLE IN COMMERCIAL CONTAINED CLAIMS MADE & DCCUR	94303 BELOW HAVE BEEN ISSUED TO THE DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER	INSURER E: 4P INSURER C. INSURER C. INSURER E: INSURED NAMED A R DOCUMENT WITH HEREIN IS SUBJEC AIMS. IPDUCY EFFECTIVE DATE INMIDPITY	HOSINIX ABBUTER BOVE FOR THE FOR RESPECT TO WHIT T TO ALL THE TER POLICY EXAMPLICIT	LCY PERIOD INDICATED. N CH THIS CERTIFICATE MA W/S, EXCLUSIONE AND COP	Y BE ISSUED OR ND/TIONS OF SUCH
1796 Illay Road East Pale Alto, CA S CES LOIES OF INIURANCE LISTED O DUREMENT, TERM OR COND RTAIN, THE INSURANCE AFFO S. AGGREGATION ADDE AFFO CHAIL LIABLE IN COMMERCIAL CONTAINED CLAIMS MADE & DCCUR	94303 BELOW HAVE BEEN ISSUED TO THE DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER	INSURER E: 4P INSURER C. INSURER C. INSURER E: INSURED NAMED A R DOCUMENT WITH HEREIN IS SUBJEC AIMS. IPDUCY EFFECTIVE DATE INMIDPITY	HOSINIX ABBUTER BOVE FOR THE FOR RESPECT TO WHIT T TO ALL THE TER POLICY EXAMPLICIT	LCY PERIOD INDICATED. N CH THIS CERTIFICATE MA W/S, EXCLUSIONE AND COP	Y BE ISSUED OR ND/TIONS OF SUCH
EBST FAL AITO, CA S GES LOIED OF INILIAANCE LISTED I DURMENT, TERM OR COND AGGREGATIS SHOWN I TYPE OF INSURANCE EMAL LIABILITY COMMERCIAL GENERIAL LIABILITY CLAIMD HADE X DECUR	BELOW HAVE BEEN ISSUED TO THE DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER	INSURER O: INSURER D: INSURER E: INSURED NAMED A R DOCUMENT WITH HEREIN IS SUBJEC AIMS. IPDUCY ERFECTIVE DATE INMIDPITY	BOVE FOR THE FOI RESPECT TO WHAT T TO ALL THE TER POLICY EXAMPLICATION DATE (MANDULT)	LCY PERIOD INDICATED. N CH THIS CERTIFICATE MA' MS, EXCLUSIONE AND COP	Y BE ISSUED OR ND/TIONS OF SUCH
GES LOIEB OF INILIPANCE LISTED (DUREMENT, TERM OR COND RTAIN, THE INSURANCE AFFO S. AGGREGATIC LIMITS SHOWN TYPE OF HISURANCE EMAL LIABIL (IT COMMERCIAL CONTAINS AND A CLAIMB MADE X DECUR	BELOW HAVE BEEN ISSUED TO THE DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER	INSURER D: INSURER E: INSURED NAMED A R DOCUMENT WITH HEREIN IS SUBJEC AIMS. IPDUCY ERFECTIVE DATE MUMICIPAT	RESPECT TO WHIT T TO ALL THE TER POLIDVESTIRATION DATE (MM/DD/TO	CH THIS CERTIFIDATE MA MS, EXCLUSIONE AND CO LIMIT	Y BE ISSUED OR ND/TIONS OF SUCH
LOIES OF INJURANCE LISTED I DUIREMENT, TERM OR COND RTAIN, THE INSURANCE AFFOI S. AGGREGATIELIMITS SHOWN TYPE OF INSURANCE ERAL LABLE IN COMMERCIAL INSURANCE CLAIMS MADE & DECUR	DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER	INGUREN EI INGUREN NAMED A R DOCUMENT WITH HEREIN IS SUBJEC AIMS. IPDUCY ERFECTIVE DATE MM/DD/TT	RESPECT TO WHIT T TO ALL THE TER POLIDVESTIRATION DATE (MM/DD/TO	CH THIS CERTIFIDATE MA MS, EXCLUSIONE AND CO LIMIT	Y BE ISSUED OR ND/TIONS OF SUCH
LOIES OF INJURANCE LISTED I DUIREMENT, TERM OR COND RTAIN, THE INSURANCE AFFOI S. AGGREGATIELIMITS SHOWN TYPE OF INSURANCE ERAL LABLE IN COMMERCIAL INSURANCE CLAIMS MADE & DECUR	DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER	NSURED NAMED A R DDCUMENT WITH HEREIN IS SUBJEC AIMS. POLICY EXPECTIVE DATE MUMICIPITY	RESPECT TO WHIT T TO ALL THE TER POLIDVESTIRATION DATE (MM/DD/TO	CH THIS CERTIFIDATE MA MS, EXCLUSIONE AND CO LIMIT	Y BE ISSUED OR ND/TIONS OF SUCH
LOIES OF INJURANCE LISTED I DUIREMENT, TERM OR COND RTAIN, THE INSURANCE AFFOI S. AGGREGATIELIMITS SHOWN TYPE OF INSURANCE ERAL LABLE IN COMMERCIAL INSURANCE CLAIMS MADE & DECUR	DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER	R DOCUMENT WITH HEREIN IS SUBJEC AIMS. POLICY EFFECTIVE DATE MIMICPHY	RESPECT TO WHIT T TO ALL THE TER POLIDVESTIRATION DATE (MM/DD/TO	CH THIS CERTIFIDATE MA MS, EXCLUSIONE AND CO LIMIT	Y BE ISSUED OR ND/TIONS OF BUCK
CLAIMS MADE X DECOR	DITION OF ANY CONTRACT OR OTHE ROED BY THE POLICIES DESCRIBED MAY HAVE BEEN REDUCED BY PAID CI POLICY NUMBER	R DOCUMENT WITH HEREIN IS SUBJEC AIMS. POLICY EFFECTIVE DATE MIMICPHY	RESPECT TO WHIT T TO ALL THE TER POLIDVESTIRATION DATE (MM/DD/TO	CH THIS CERTIFIDATE MA MS, EXCLUSIONE AND CO LIMIT	Y BE ISSUED OR ND/TIONS OF BUCK
	فتجالب وجريب يقاربن فتشبخ فتخب فتشب المستجل وكالكال الكوية	1 1			1
	X880807X719402	1 1			44 888 888
)s1.000.000
				PIPE DAMAGE (ANY DAL (ITE)	
		,		MED EXP (Any Phe person)	e5.000
	· ·		· ·	PERCONAL & ADVINJURY	1.000.00D
		:1		GENERAL AGGREGATE	12,000,000
			.]		
المحافظ المستعلم والكرام المستعد المحافظ المحاف				PRODUCTS-ODMP/OP ABG	<u>36,900,900</u>
DHOBILE LI (KLITY ANY AUTO	8103034W98902	09/01/02	09/01/03		=1,000,000
ALL OWNED JUTOS				BODILY INJURY	
SCHEDULE II AUTDE				(Per person)	·····
Non-ownell Rutos			J. Strange	BODILY INJURY	s - 24 22.
	•			FROPERTY DAMAGE	5
RAGE LIABILI"I			3	AUTO DNLY. EA ACOIDENT	° B
Anyauto				OTHERTHAN EAACO	<u>s</u>
			<u></u>		
					{
CODUN I LEAIME MADE		a ser se		A A A A A A A A A A A A A A A A A A A	an the second second
]		• •	·	· · · · · · · · · · · · · · · · · · ·	
{ · · · · · · · · · · · · · · · · · · ·			1	·	+
	Portona an	107 me 10 m	07104100	WD STATU. I IDTH.	
PREAS COMP !! NEATION AND	E-F108140	V //U'I/UZ	01101105	The second s	
n) Ben i Heiten Ben fatroge g.s.	•	• {	· · ·		31,000,000
and the second			l		
			<u></u>	E.L. DISEASE . POLICYLIMN	n \$7,000,000
Her				· · · · ·	
PTION OF OPENATIONALDOATION	ENEHIDLES/EXCLUSIONEADDED BY E	NDORGEMENT/8PECI	ALFROVIDIONE	A Start Barrier	
	• • • •		the second second		The Patrol
iy of San Muteo and its re	especilve divisions, officers, a	gants and emplo	yecs are includ	ed as Additional	· .
eds per attendent endors	ement RE:Named-Insured proj	in the second			
FICATE HOLINER	DDMOHALINSURED; INGURER LETTER				
· · · ·					
· · · · · · · · · · · · · · · · · · ·	Drug & Alcohol				
Service					
400 Harbor Blvd., I	B)dg. B	STATE NO.		Designation of the second second in	EURERITSAGENT
Eleimant, CA 9400	2			· · ·	
	· · · · · · · · · · · · · · · · · · ·				•
	DADBULE LIVIALITY ANY AUTO ALL OWNED JUTOS SCHED DUE (1 AUTOS SCHED DUE (1 AUTOS HIRED AUTO) HIRED AUTO) HIRED AUTO) HARE LIABILITY OCCUR DEDUCTIBL I. REFEATION & REAL AUTO DEDUCTIBL I. RETENTION & REAL AUTO DEDUCTIBL I. RETENTION & REAL AUTO PLOTERE LIABILITY HER TION OF OPELIATION AND PLOTERE LIABILITY HER TION OF OPELIATION AND PLOTERE LIABILITY HER FICATE HOL LIER AND SUCH AUTO SIEVE LIABILITY	DucalLe Lif Multry \$103034W98902 ANV AUTO ALL OWNED JUTOS GEDULEII AUTOS MARE LUBBILITY ANY AUTO MARE LUBBILITY ANY AUTO MARE LUBBILITY ANY AUTO MARE LUBBILITY ANY AUTO MARE LUBBILITY ANY AUTO MEED LIABILITY ANY AUTO MEED LUBBILITY ANY AUTO MEED LUBBILITY DEDUCTIBL 5. RETENTION DEDUCTIBL 5. RETENTION DEDUCTIBL 5. RETENTION DEDUCTIBL 5. DEDUCTIBL 5. Prove Community Distance Comparison of the respective division is, officiers, and the permitted and reserve division is, officiers, and the permutation reserve division is an inflateo County Drug & Alcohol and	Descence LN UNLITY \$103034W98902 D9/01/02 ANY AUTO ALL OWNED AUTOS SCHEDULE!! AUTOS SCHEDULE!! AUTOS NON.OWNE!! AUTOS IAGE LIABIL!! Y ANY AUTO IAGE LIABIL!! Y CLAIMS MADE DEDUCTIBL ; CLAIMS MADE DEDUCTIBL ; CLAIMS MADE DEDUCTIBL ; REFENTION : PROPRECOMPLIMENTION AND ECF108140 PLOTERS LM BILITY ANY AUTO HER OT/01/02 HER ANY AUTO HER CAIMS MADE DEDUCTIBL ; REFENTION : REFENTION : PROPRECOMPLINENTION AND PLOTERS LM BILITY ANTONIAL CONTINUE/VEHICLES/EXCLUSIONE AD DED BY ENDORGENENT/0PEGING PROPRESS Y of Sam Muiteo and its respective divisions, offibers, agants and emploids per attransist and orgenent RE:Named-Insured programs_Operation FECATE HOL [IER (ADDITIONAL MURPED INSURALITYEN CANCELLA SHOLD ANTO Stan Illiabeo County Drug & Alcohol DATE THERE CANCELLAND DATE THERE AUDITIONER ENVIRE MORE PROPRESSING	DARDBILE LIF INLITY \$103034W98902 09/01/02 09/01/03 ANY AUTO ALL OWNED NUTOE 09/01/03 09/01/03 ANY AUTO ALL OWNED NUTOE 09/01/03 HARED AUTOE HARED AUTOE 09/01/03 HARED AUTOE HARED AUTOE 09/01/03 HARED AUTOE HARED AUTOE 09/01/03 HARE LIABULTY ANY AUTO 1000000000000000000000000000000000000	Decisite LN INUTY B103034WBB902 09/01/02 09/01/03 Downwere Binals LIMT ANY AUTO B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B0011 NUUMY B1011 NUUMY B1011 NUUMY B1011 NUUMY ANTO BALE A B101P B1011 NUUMY B1011 NUUMY B1011 NUUMY ANTO BALE A B101P B1011 NUUMY B1011 NUUMY B1011 NUUMY B1011 NUUMY B1011 NUUMY B1011 NUUMY B1011 NUUMY B1011 NUUMY B1011 NUUMY

POLICY NUMBER: X660807X711402

COMMERCIAL GENERAL LIABILITY

ولجي المجاودين والوميتين المتدأده

THIS ENGORSEMENT CHANGES THE POLICY, PLEASE READ IT CAREFULLY. ADDITIONAL INSURED - DESIGNATED PERSON or ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization: San Mateo County Drug & Alcohol Services 400 Harbor Blvd., Bldg. B days and the second

(If no untry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your operations or premises owned by or rented to you.

County of San Mateo and its respective divisions, officers, agents and employees are included as Additional Insureds per attendant endorsement RE; Named-Insured programs, Operations & activities Date: Policy Term

PRIMARY INSURANCE:

IT IS UNDERSTOOD AND AGREED THAT THIS INSURANCE IS PRIMARY AND MAY OTHER INSURANCE MAINTAINED BY THE ADDITIONAL INSURED SHALL BE ENCESS ONLY AND NOT CONTRIBUTING WITH THIS INSULANCE .

AS RESPECTS LIABILITY, IT IS AGREED THAT ALL RIGHT OF SUBRIGATION IS HEREBY WAIVED UNDER SUCH INSURANCE POLICY AS RESPIECTS THE ADDITIONAL INSUREDS AS IDENTIFIED IN THIS ENDORSEMENT.

CG //D 26 11 85

09/18/2002 18:27 FAX 415 536 6513

Sec. Barrens

Q003

行为的人物学校的

- 王小的第三人称单数

Nº M

Salat Contractor

1.1.1.1.1.1

If the certificate toplast is an ADDITIONAL INSURED, the oblicy (les) must be endorsed. A statement (in this conflicate does not confer rights to the conflicate holder in lieu of such indersement(s),

" SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may ringuire an endorsement. A statement on this certificate does not conter rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

1) a Centificate of insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), sufforized representative or producer, and the contribute holder, nor does it silismatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

in the second second

and the second second stand standard and the second s

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH THE LATINO COMMISSION FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and THE LATINO COMMISSION (hereinafter called "Contractor").

WITNESSETH

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3, and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

COUNTY OF SAN MATEO

By:

Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo

Date:

ATTEST:

Clerk of Said Board

Date:

THE LATINO COMMISSION

D	DEBRA CAMARILLO
By:	EXECUTIVE ADMINISTRATOR
	Name, Title - please print
	All a
	Signature

Date: <u>12/30/02</u>

1 Latino Commission ffs 02.doc

EXHIBIT B (Revision 1 Fee-For-Service) Drug Court Treatment Services and Payments THE LATINO COMMISSION July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court treatment services at mutually agreed upon location(s) in San Mateo County. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor's basic residential alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor will admit individuals referred by San Mateo County Drug Court Team(s), hereinafter referred to as "program participants", to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

I. <u>COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT</u> FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES

CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team. Contractor will provide the following alcohol and drug treatment services:

- A. <u>Nonresidential Alcohol and Drug Treatment Services</u>. Contractor's services will include:
 - 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, aftercare planning, followup at 3-months and 9-months after intake for each program participant, and follow-up with Probation/Parole as required.
 - 2. Individual and group counseling.
 - 3. Access to ancillary services that may include: legal support, HIV/AIDS testing and education, health care, literacy assistance and supportive educational training, and job search.

B. <u>Residential Alcohol and Drug Treatment Services:</u>

Contractor's services will include:

1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, treatment planning, follow-up at 3-months and 9-months after intake for each program participant,

relapse prevention, case management, aftercare planning, and follow-up with Probation/Parole as required.

- 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.
- 3. Access to ancillary support services that may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/ mental health assessments to those program participants identified as having special needs.

II. DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002:

A. <u>Nonresidential Alcohol and Drug Treatment Services:</u>

Contractor's services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, aftercare planning, follow-up at 3-months and 9-months after intake for each program participant, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.
- 3. Access to ancillary services that may include: legal support, HIV/AIDS testing and education, health care, literacy assistance and supportive educational training, and job search.

B. <u>Residential Alcohol and Drug Treatment Services:</u> Contractor's services will include:

1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, treatment planning,

follow-up at 3-months and 9-months after intake for each program participant, relapse prevention, case management, aftercare planning, and follow-up with Probation/Parole as required.

- 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.
- 3. Access to ancillary support services that may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/ mental health assessments to those program participants identified as having special needs.

III. DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

- A. Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by an Alcohol and Drug Services Social Worker (in conjunction with the Drug Court Team) and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services.
- B. Reimbursements will not be approved for any program participant treated who was not part of this formal referral process, as evident by the referral form which must be signed by an Alcohol and Drug Social Worker and have the transferred ASI, or by a copy of the conditions of probation that includes an order by the court to a specified treatment program, or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.
- C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If a Drug Court program participant needs to be transferred during the course of their care to a different program due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Social Worker.

- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- E. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES RATES OF PAYMENT

In full consideration of Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

- A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services; and
- B. SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for DCP Trial Track funded treatment services.
- C. From these funds County shall pay Contractor at the rate of:
 - 1. \$35.00 per individual and group counseling hour for CDCI and DCP Trial Track funded nonresidential treatment services; and
 - 2. \$86.00 per bed day for CDCI and DCP Trial Track funded residential treatment services, including food, shelter and other basic needs.
- D. A separate billing and record keeping system will be kept by Contractor for those individuals receiving these alcohol and drug treatment services.
 - 1. Contractor's monthly itemized bill will include:

- a. Name of program participant receiving Drug Court funded alcohol and drug treatment services, name of the referring Drug Court team member, and funding source (CDCI or DCP Trial Track).
- Dates services were provided, and the number of individual counseling hours provided, broken down by program participant, and funding source for nonresidential treatment services.

- c. Number of group counseling hours provided, broken down by program participant, and funding source, for nonresidential treatment services.
- d. Number of staff hours provided each month, for each funding source, for nonresidential treatment services.
- e. Dates services were provided, broken down by program participant, and funding source, for residential treatment services.
- f. Total amount of the bill for each month, for each funding source.
- g. Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.
- h. Nonresidential services will be billed by individual and group counseling hours provided, by funding source.

1 Latino FFS ExB.doc

COUNTY OF SAN MATEO Departmental Correspondence

Date: October 8, 2002

TO: Priscilla Harris-Morse, Risk Manager

FROM: Jane Marks, Alcohol and Drug Services Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT: Contract Insurance Approval

CONTRACTOR: The Latino Commission

DOES CONTRACTOR TRAVEL? Yes

DUTIES:

Provide residential alcohol and drug treatment services.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability	<u>\$1M</u>			
Automobile Liability	<u>\$1M</u>		<u> </u>	<u> </u>
Professional Liability	<u>\$1M</u>			
Workers' Compensation No employees	Statutory	<u> </u>		

Remarks/Comments:

orse Signature:

Risk Management

Insurance Request Form.doc

	ER				JED AS A MATTER O O RIGHTS UPON TH	
30 1	Cal Insurance Agenc	—	HOLDER.	THIS CERTIFICA	TE DOES NOT AMEN	D. EXTEND
	Folsom Road, Suite	#C	ALTER THE	COVERAGE AF	FORDED BY THE POLIC	CIES BELOW.
	: BEVERLY ville CA	95678-		INSURERS	AFFORDING COVERAGI	E
ISURED		55078-	INCUPER A. NOT	profite In	s Alliance Of CA	<u> </u>
	no Commission on Al	cohol & Drug			RKERS COMPENSAT	
bus	e Prevention		INSURER C: FII	DELITY & DE	POSIT COMPANY OF	MARYLANI
01 (GRAND AVENUE #301		INSURER D:			
	h San Francisco CA	94080-	INSURER E:			
		BELOW HAVE BEEN ISSUED TO THE INS		F FOR THE POUC		WITHSTANDING
requi The II	IREMENT, TERM OR CONDITION (NSURANCE AFFORDED BY THE	DF ANY CONTRACT OR OTHER DOCUME POLICIES DESCRIBED HEREIN IS SU E BEEN REDUCED BY PAID CLAIMS.	ENT WITH RESPECT	TO WHICH THIS C	ERTIFICATE MAY BE ISSUE	D OR MAY PER
SR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMIT	3
	ENERAL LIABILITY		11	1 1	EACH OCCURRENCE	\$ 1,000
X	COMMERCIAL GENERAL LIABILITY		14 .		FIRE DAMAGE (Any one fire)	6 50
		2002-04560	10/02/2002	10/02/2003	MED EXP (Any one person)	\$5
X				, ,		<u>s 1,000</u>
X						<u>\$</u> 1,000
	EN'L AGGREGATE LIMIT APPLIES PER: PRO- LOC		11	11	PRODUCTS - COMP/OF AGG INPROPER SEXUAL CON.	<u>\$ </u>
<u> </u>	AUTOMOBILE LIABILITY		11	11	COMBINED SINGLE LIMIT	
Ľ	ANY AUTO				(Ea accident)	\$ 1,000
	ALL OWNED AUTOS	2002-04560	10/02/2002	10/02/2003	BODILY INJURY	
X					(Per person)	<u>\$</u>
X					BODILY INJURY	
X	NON-OWNED AUTOS				(Per accident)	\$
H					PROPERTY DAMAGE (Per accident)	\$
G	ARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
	ANY ALITO		11			\$
<u> </u>	· · · · · · · · · · · · · · · · · · ·			· · · · · · · · · · · · · · · · · · ·	AUTO ONLY: AGG	
F						\$
					AGGREGATE	\$
Ē	DEDUCTIBLE		1 1	11		\$
\square	RETENTION \$					\$
B	VORKERS COMPENSATION AND IMPLOYERS' LIABILITY				X TORY LIMITS ER	
		488-0000602-02	04/01/2002	04/01/2003	EL. EACH ACCIDENT	<pre>\$ 1,000 \$ 1,000</pre>
			04/01/2002	04/01/2003	E.L. DISEASE - POLICY LIMIT	
0	DTHER					<u> </u>
CE	Employee dishonesty	CCP005-3050-01	07/16/2002	07/16/2003	Linits	150
1 -	Forgery/Alteration		.)	· ·	DEDUCTIBLE	. 1

INSURER: NON-PROFITS INSURANCE ALLIANCE

POLICY NUMBER: 2002-04560

POLICY TYPE: LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED---DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

DATES OF COVERAGE : 10/02/2002 THRU 10/02/2003

Name of person or organization: COUNTY OF SAN MATEO ALCOHOL & DRUG SERVICES

ADDITIONAL WORDING IF NECESSARY: THE COUNTY OF SAN MATEO, ITS' OFFICERS, AGENTS, AND EMPLOYEES ARE NAMED AS ADDITIONAL INSURED AS RESPECTS BEING A FUNDING SOURCE

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as insured the person or organization shown in the Schedule as an insured but only with respect to liability arising out of your operations or premises owned by or rented to you.

Copyright, Insurance services Office, Inc. 1984

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH PROJECT NINETY, INC. FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and PROJECT NINETY, INC. (hereinafter called "Contractor").

WITNESSETH

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3, and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

COUNTY OF SAN MATEO

By:

Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo

Date:

ATTEST:

Clerk of Said Board

Date:

e Din
Sin
_

1 P-90 ffs 02.doc

EXHIBIT B (Revision 1 Fee-For-Service Agreement) Drug Court Alcohol and Drug Treatment Services and Payments PROJECT NINETY, INC. July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court alcohol and drug treatment services at mutually agreed upon location(s) in San Mateo County. Contractor's CDCI Drug Court alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants", who are referred by San Mateo County Drug Court Teams to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

I. <u>COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT</u> FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES

CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team.

A. Residential Alcohol and Drug Treatment Services:

Contractor's basic residential alcohol and drug treatment services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI),]), food, shelter and other basic needs, treatment planning, follow-up at 3-months and 9-months after intake for each program participant, relapse prevention, case management, aftercare planning, followup for each program participant, and follow-up with Probation/Parole as required.
- 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.

3. Access to ancillary support services that may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search, and medical/mental health assessments to those program participants identified as having special needs.

DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

II.

III.

Α.

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002:

A. <u>Residential Alcohol and Drug Treatment Services:</u>

Contractor's basic residential alcohol and drug treatment services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI),]), food, shelter and other basic needs, treatment planning, follow-up at 3-months and 9-months after intake for each program participant, relapse prevention, case management, aftercare planning, follow-up for each program participant, and follow-up with Probation/ Parole as required.
- 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.
- 3. Access to ancillary support services that may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search, and medical/mental health assessments to those program participants identified as having special needs.

DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by an Alcohol and Drug Services Social Worker (in conjunction with the Drug Court Team), and by order of

the court. Program participants may also be referred directly from the Superior Court by an order of the court or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services.

B. Reimbursements will not be approved for any program participant treated who was not part of the Drug Court formal referral process as evidenced by the referral form which must be signed by an Alcohol and Drug Social Worker and the transferred ASI, or by a copy of the conditions of probation that includes an order by the court to a specified treatment program or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.

C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If during the course of his/her care a Drug Court program participant needs to be transferred to a different program due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Services Social Worker.

- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- E. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES PAYMENT RATES

In full consideration of the Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services; and

- B. SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for DCP Trial Track funded treatment services.
- C. From these funds County shall pay Contractor at the rate of \$40.43 per bed day, per individual served, for services provided for CDCI and DCP Trial Track funded residential alcohol and drug treatment services, including food, shelter and other basic needs.
- D. A separate billing and record keeping system will be kept by Contractor for those individuals receiving CDCI and DCP Trial Track funded Drug Court alcohol and drug treatment services.
- E. Contractor's monthly itemized bill will include the following:
 - 1. Name of program participants receiving Drug Court funded alcohol and drug treatment services, name of the referring Drug Court team member for each program participant, and funding source (CDCI or DCP Trial Track).
 - 2. Dates services were provided for Drug Court alcohol and drug treatment services, broken down by program participant and funding source.
 - 3. Total amount of the bill for each month, for each funding source.
 - 4. Contractor will submit itemized bill and invoice by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

1 P-90 FFS 02 ExB.doc

COUNTY OF SAN MATEO Departmental Correspondence 415 363 4864

P.01/01

Date: July 29, 2002

TO: Priscilla Harris-Morse, Risk Manager.

FROM: Jane Marks, Alcohol and Drug Services Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT: Contract Insurance Approval

CONTRACTOR: Project Ninety, Inc.

DOES CONTRACTOR TRAVEL? Yes

DUTIES:

Provide residential alcohol and drug treatment services to male adults and adolescents

. .ور

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability	\$2M			
X_ Additional Insured				and the state of the
Automobile Liability	\$1M		، بالم	
Excess Liability	_\$5M			1
Workers' Compensation	Statutory			
No employees				

a Charles I.

Remarks/Comments:

Risk Management

Signature:

South and the

20110

5 m -

KISK Manageme

Insurance Request Form.doc

n an de service de la construction A service de la construction de la c

TOTAL P.01

1 P.

1.513 1.11

RACT OR OTHER D	ONLY AND HOLDER. T ALTER THE INSURER A: INSURER B: INSURER D: INSURER D: INSURE D: I	CONFERS NO RI HIS CERTIFICATE COVERAGE AFF INSURERS / NIAC State Compen Philadelphia Royal Indemn	D AS A MATTER OF INF GHTS UPON THE CERT DOES NOT AMEND, E ORDED BY THE POLIC AFFORDING COVERAGE sation Ins. Fund % Cooper & McClc ity % Heath Ins. Y PERIOD INDICATED. NOT IS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI LIMIT EACH OCCURRENCE FIRE DAMAGE (Any one fire)	IFICATE XTEND OR IES BELOW E ISkey Brokers Brokers WITHSTANDI SSUED OR ONS OF SUC
650 579 2640 N ISSUED TO THE II RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID NUMBER	ALTER THE	COVERAGE AFF INSURERS / NIAC State Compen Philadelphia Royal Indemn VE FOR THE POLIC PECT TO WHICH TH O ALL THE TERMS, F POLICY EXPIRATION DATE (MM/DDYY)	AFFORDING COVERAGE sation Ins. Fund % Cooper & McClc ity % Heath Ins. Y PERIOD INDICATED. NOT INS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI	ESBELOW E Skey Brokers Brokers WITHSTANDI SSUED OR ONS OF SUCI
N ISSUED TO THE II RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID (NUMBER	INSURER A: INSURER B: INSURER C: INSURER D: INSURER D: INSURED NAMED ABO DOCUMENT WITH RESI JEREIN IS SUBJECT TO CLAIMS. POLICY EFFECTIVE DATE (MM/DD/YY)	INSURERS A NIAC State Compen Philadelphia Royal Indemn VE FOR THE POLIC PECT TO WHICH TH DALL THE TERMS, F POLICY EXPIRATION DATE (MM/DD/YY)	AFFORDING COVERAGE sation Ins. Fund % Cooper & McClc ity % Heath Ins. Y PERIOD INDICATED. NOT INS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI	E Skey Brokers WITHSTANDI SSUED OR ONS OF SUCI
N ISSUED TO THE II RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID (NUMBER	INSURER B: INSURER C: INSURER D: INSURER E: NSURED NAMED ABO' DOCUMENT WITH RESI FREIN IS SUBJECT TO CLAIMS. POLICY EFFECTIVE DATE (MM/DD/YY)	NIAC State Compen Philadelphia Royal Indemn VE FOR THE POLIC PECT TO WHICH TH DALL THE TERMS, E POLICY EXPIRATION DATE (MM/DD/YY)	Sation Ins. Fund % Cooper & McClc ity % Heath Ins. Y PERIOD INDICATED. NOT IIS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI LIMIT EACH OCCURRENCE	Skey Brokers WITHSTANDI SSUED OR ONS OF SUCI
N ISSUED TO THE II RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID (NUMBER	INSURER B: INSURER C: INSURER D: INSURER E: NSURED NAMED ABO' DOCUMENT WITH RESI FREIN IS SUBJECT TO CLAIMS. POLICY EFFECTIVE DATE (MM/DD/YY)	State Compen Philadelphia Royal Indemn VE FOR THE POLIC PECT TO WHICH THE ALL THE TERMS, E POLICY EXPIRATION DATE (MM/DD/YY)	% Cooper & McClc ity % Heath Ins. Y PERIOD INDICATED. NOT IIS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI	Brokers WITHSTANDI SSUED OR ONS OF SUCI
N ISSUED TO THE II RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID (NUMBER	INSURER B: INSURER C: INSURER D: INSURER E: NSURED NAMED ABO' DOCUMENT WITH RESI FREIN IS SUBJECT TO CLAIMS. POLICY EFFECTIVE DATE (MM/DD/YY)	State Compen Philadelphia Royal Indemn VE FOR THE POLIC PECT TO WHICH THE ALL THE TERMS, E POLICY EXPIRATION DATE (MM/DD/YY)	% Cooper & McClc ity % Heath Ins. Y PERIOD INDICATED. NOT IIS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI	Brokers WITHSTANDI SSUED OR ONS OF SUCI
N ISSUED TO THE II RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID (NUMBER	0 INSURER C: INSURER D: INSURER E: INSURED NAMED ABO' DOCUMENT WITH RESI JEREIN IS SUBJECT TO CLAIMS. POLICY EFFECTIVE DATE (MM/DD/YY)	Philadelphia Royal Indemn VE FOR THE POLIC PECT TO WHICH TH ALL THE TERMS, E POLICY EXPIRATION DATE (MM/DD/YY)	% Cooper & McClc ity % Heath Ins. Y PERIOD INDICATED. NOT IIS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI	Brokers WITHSTANDI SSUED OR ONS OF SUCI
N ISSUED TO THE II RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID (NUMBER	0 INSURER D: INSURED NAMED ABO DOCUMENT WITH RESI JEREIN IS SUBJECT TO CLAIMS. POLICY EFFECTIVE DATE (MM/DD/YY)	Royal Indemn VE FOR THE POLIC PECT TO WHICH TH ALL THE TERMS, F POLICY EXPIRATION DATE (MM/DD/YY)	ity % Heath Ins. Y PERIOD INDICATED. NOT IIS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI LIMIT EACH OCCURRENCE	Brokers WITHSTANDI SSUED OR ONS OF SUCI
N ISSUED TO THE II RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID (NUMBER	0 INSURER E NSURED NAMED ABO DOCUMENT WITH RESI JEREIN IS SUBJECT TO CLAIMS. POLICY EFFECTIVE DATE (MM/DD/YY)	VE FOR THE POLIC PECT TO WHICH TH O ALL THE TERMS, F POLICY EXPIRATION DATE (MM/DD/YY)	Y PERIOD INDICATED. NOT IIS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI LIMIT EACH OCCURRENCE	WITHSTANDI SSUED OR ONS OF SUCI B
RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID	NSURED NAMED ABO DOCUMENT WITH RESI JEREIN IS SUBJECT TO CLAIMS. POLICY EFFECTIVE DATE (MM/DD/YY)	VE FOR THE POLIC PECT TO WHICH TH O ALL THE TERMS, E POLICY EXPIRATION DATE (MM/DD/YY)	IIS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI LIMIT EACH OCCURRENCE	SUED OR ONS OF SUC
RACT OR OTHER D CIES DESCRIBED H REDUCED BY PAID	DOCUMENT WITH RESI JEREIN IS SUBJECT TO CLAIMS. POLICY EFFECTIVE DATE (MM/DD/YY)	PECT TO WHICH TH ALL THE TERMS, F POLICY EXPIRATION DATE (MM/DD/YY)	IIS CERTIFICATE MAY BE IS EXCLUSIONS AND CONDITI LIMIT EACH OCCURRENCE	SUED OR ONS OF SUC
			EACH OCCURRENCE	
PO				s 1.0
		×.	EIRE DAMAGE (Any one fire)	
			TINE DRIVINGE (MIX ONE TIRE)	\$]
			MED EXP (Any one person)	\$
	1		PERSONAL & ADV INJURY	\$ 1,0
			GENERAL AGGREGATE	\$ 2,0
			PRODUCTS - COMP/OP AGG	s. 2,0
	_			
IPO	07/01/2002	07/01/2003	COMBINED SINGLE LIMIT	\$ 1,0
		and a second		
			BODILY INJURY (Per person)	\$
i da de la				
			(Per accident)	\$
			PROPERTY DAMAGE	\$
				Ŝ.
	•			<u></u>
			AUTO ONLY: AGG	<u> </u>
UMB-NPO	07/01/2002	07/01/2003	EACH OCCURRENCE	\$ 5,0
. · · ·			AGGREGATE	\$ 5,0
· · · · · ·		and the second		\$
			· ·	\$
· · · · · · · · · · · · · · · · · · ·				\$
· · ·	07/01/2002	07/01/2003	TORY LIMITS ER	ļ
· .			E.L. EACH ACCIDENT	\$ 1,0
۰.			E.L. DISEASE - EA EMPLOYEE	
			E.L. DISEASE - POLICY LIMIT	
NYU	07/01/2002	07/01/2003	\$134,000 Sp \$500 Ded	
	NPO sadded by endors onal insured Liability p	NPO 07/01/2002 S ADDED BY ENDORSEMENT/SPECIAL PROVISION onal insured in regards to	07/01/2002 07/01/2003 NPO 07/01/2002 07/01/2003	BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) PROPERTY DAMAGE (Per accident) AUTO ONLY - EA ACCIDENT OTHER THAN DATO ONLY - EA ACCIDENT OTHER THAN DATO ONLY - EA ACCIDENT OTHER THAN DATO ONLY - EA ACCIDENT AUTO ONLY JMB - NPO 07/01/2002 07/01/2003 EACH OCCURRENCE AGGREGATE GOT/01/2002 07/01/2003 WC STATU- TORY LIMITS OTHER ER EL: EACH ACCIDENT EL: DISEASE - EA EMPLOYEE EL: DISEASE - FA EMPLOYEE EL: DISEASE - POLICY LIMIT NPO 07/01/2002 07/01/2003 \$134,000 SADDED BY ENDORSEMENT/SPECIAL PROVISIONS ONAL INSURED IN regards to Insured's business operation

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH PYRAMID ALTERNATIVES FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and PYRAMID ALTERNATIVES (hereinafter called "Contractor").

<u>WITNESSETH</u>

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3 and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

2

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

•		COUNTY OF SAN MATEO
	By:	·
	•	Rose Jacobs Gibson, President
		Board of Supervisors, County of San Mateo
:	Date:	

ATTEST:

Clerk of Said Board

Date:

	PYRAMID ALTERNATIVES
By:	GEORGE TORNEY EXECUTIVE DIRECTOR
	Name, Title - please print
	Chorale a Converse
Deter	Signature
Date:	

JAN - b

υ

4:09

1 Pyramid ffs 02.doc

EXHIBIT B (Revision 1 Fee-For-Service Agreement) Drug Court Treatment Services and Payments PYRAMID ALTERNATIVES July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court treatment services at mutually agreed upon location(s) in San Mateo County. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals referred by San Mateo County Drug Court Team(s), hereinafter referred to as "program participants", to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

I. <u>COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT</u> FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES

CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team. Contractor will admit individuals referred by the San Mateo County Drug Court team, to these services.

A. <u>Nonresidential Alcohol and Drug Treatment Services:</u>

Contractor's basic nonresidential alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor's services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, aftercare planning, followup at 3-months and 9-months after intake for each program participant, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.
- 3. Access to ancillary services that may include: legal support, HIV/AIDS testing and education, health care, literacy assistance and supportive educational training, and job search.

II. DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30., 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002.

A. <u>Nonresidential Alcohol and Drug Treatment Services:</u>

Contractor's basic nonresidential alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor's services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, aftercare planning, follow-up at 3-months and 9-months after intake for each program participant, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.
- 3. Access to ancillary services that may include: legal support, HIV/AIDS testing and education, health care, literacy assistance and supportive educational training, and job search.

III. DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

Α

Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by an Alcohol and Drug Services Social Worker (in conjunction with the Drug Court Team), and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services.

- B. Reimbursements will not be approved for any program participant treated who was not part of this formal referral process, as evident by the referral form which must be signed by an Alcohol and Drug Social Worker and have the transferred ASI, or by a copy of the conditions of probation that includes an order by the court to a specified treatment program, or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.
- C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If a Drug Court program participant needs to be transferred during the course of their care to a different program due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Social Worker.
- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- E. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES PAYMENT RATES

In full consideration of the Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

- A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services; and
- B. SEVENTY-FIVE THOUSAND SIX HUNDRES SIXTY-FIVE DOLLARS (\$75,665) for DCP Trial Track funded treatment services.
- C. From these funds County shall pay Contractor at the rate of \$38.00 per individual and group counseling hour provided for CDCI and DCP Trial Track funded nonresidential treatment services.

- D. A separate billing and record keeping system will be kept by Contractor for those individuals receiving CDCI and DCP Trial Track funded Drug Court treatment services.
- E. Contractor's monthly itemized bill will include the following:
 - 1. Name of Drug Court program participant receiving services, the name of the referring Drug Court team member, and funding source (i.e., CDCI or DCP Trial Track).
 - 2. Dates services were provided for Drug Court nonresidential alcohol and drug treatment services, broken down by program participant, and indicating number of individual counseling hours provided per program participant, and funding source.
 - 3. Total number of group counseling hours provided each month, broken down by program participant, by funding source.
 - 4. Total number of staff hours provided each month, by funding source.
 - 5. Total amount of the bill for each month, by funding source.
 - 6. Contractor will submit itemized bill and invoice by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.
 - 7. Nonresidential services will be billed by individual and group counseling hours provided, by funding source.

1 Pyramid 02 FFS ExB.doc

COUNTY OF SAN MATEO Departmental Correspondence

Date: January 7, 2003

TO: Priscilla Harris-Morse, Risk Manager

FROM: Jane Marks, Alcohol and Drug Services Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT: Contract Insurance Approval

CONTRACTOR: Pyramid Alternatives

DOES CONTRACTOR TRAVEL? Yes

DUTIES:

Provide nonresidential alcohol and drug treatment services.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability XAdditional Insured	_\$3M			
Automobile Liability	<u>\$1M</u>			
Professional Liability		<u> </u>		<u> </u>
Workers' Compensation No employees	Statutory			· · ·

Remarks/Comments:

Signature:

horse

Risk Management

Insurance Request Form.doc

A X COMMERCIAL GENERAL LIABILITY CP7782136 12-30-02 12-30-03 PRODUCTS - COMP/OP AGG \$ 3,000, CLAIMS MADE X OCCUR 0 PERSONAL & ADV INJURY \$ 1,000, OWNER'S & CONTRACTOR'S PROT -							•	
ERNEST BLOOMFIELD & ASSOCIATES REHABILITATION & RECOVERY INSURANCE AGENCY, INC. 22 BATTERY STREET, SUITE 503 SAN FRANCISCO, CA. 94111 PYRAMID ALTERNATIVES 480 MANOR PLAZA PACIFICA, CA. 94044 COMPANIES AFFORDING COVERAGE COMPANY G COMPANY FRANCISCO, CA. 94044 COMPANY C COMPANY G C C COMPANY G C C COMPANY G C COMPANY G C C C COMPANY G C C C C COMPANY G C C C C C C C C C C C C C C C C C C	4	CORD CERTI	FICATE OF INSU	RANCE			•	··· ·
INSURED PYRAMID ALTERNATIVES ADVANCE LAZA PACIFICA, CA. 94044 COMPANY CCOMPANY	EF RE 22	NEST BLOOMFIELD & ASSO HABILITATION & RECOVER BATTERY STREET, SUITE 5	Y INSURANCE AGENCY, INC.	ONLY AN HOLDER. ALTER TH	D CONFERS NO THIS CERTIFICA IE COVERAGE A	D RIGHTS UPON THE ATE DOES NOT AMEN AFFORDED BY THE PO	E CEI ID, EX DLICIE	RTIFICATE CTEND OR ES BELOW.
PRAMID ALTERNATIVES ADD MANOR PLAZA PACIFICA, CA. 94044 Company COUPRAGES COUPRAGE COUPRAGES COUPRAGES COUPRAGES COUPRAGES COUPRAGES COUPRAGES COUPRAGES COUPRAGES COUPRAGE COUPRAGES COUPRAGES COUPRAGES COUPRAGES COUPRAGE					IRST NATIONAL	L INSURANCE CO OF	AME	
C C COVERAGES COMPANY THIS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURE TO ALL THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OFTHER DOCUMENT WITH RESPECT TO WHICH THE CERTIFICATE MAY RESIDE OR MAY PERTAIN, THE INSURANCE ACTION OF ANY CONTRACT OR PERENTS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY THE POLICY EXPRATING CENTRAL LABILITY LIMITS A TYPE OF INSURANCE POLICY PERFECTIVE DOLLOY EXPRATING ACTE (MMRDOWT) LIMITS A COMPRECIA, CONFRECIA, CON	INSL	PYRAMID ALTERNAT	FIVES		GENERAL INSU	RANCE CO OF AMER	ICA	<u> </u>
COUPRAGES THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITH TATAIDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BESUED OR MAY PERTAIN, THE INSURANCE AFFORDED B YTHE POLICYS DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PARD CLAIMS. COR TYPE OF INSURANCE POLICY NUMBER POLICY EPRETTIVE POLICY EXPLANT, THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PARD CLAIMS. LIMITS A TOPE OF INSURANCE POLICY NUMBER POLICY EPRETTIVE POLICY EXPLANT, NUMBER Image: Comparison of the state of the		PACIFICA, CA. 94044	k					
THE IS TO CERTEY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTIFIETS ANDING ANY PERTAIN, THE INSURANCE AFFOREDB & Y THE POLICED BY PAID CHAMS. CONTRACTOR OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CHAMS. CONTRACTOR OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CHAMS. CONTRACTOR OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CHAMS. CONTRACTOR OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CHAMS. CONTRACTOR OF SUCH POLICY NUMBER CONTRACTOR'S DESCRIPTION A TYPE OF INSURANCE POLICY NUMBER POLICY VIENT A COMMERCAL GENERAL LIABILITY CP7782136 12-30-02 12-30-03 12-30-02 12-30-03 COMMERCAL GENERAL LIABILITY A COMMERCAL GENERAL COMMER A COMMERCAL GENERAL COMMER A COMMERCAL GENERAL COMMER A COMMERCAL GENERAL FORM COMMERCE ACCOUNTED ALTOS COMMERCAL GENERAL FORM COMMERCE ARCH COMMERCE COMMERCELA FORM COMMERCE ARCH COMMERCE COMMERCEAR COMMERCE COMMERCEAR COMMERCEAR FORM COMMERCEAR COMMERCEAR FORM COMMERCEAR COMMERCEAR FORM COMMERCEAR COMMERCEAR FORM C		1						
INDICATED, NOTWITHSTANDING MYR REGUIREMEMT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISUBDED TABLE IN SUBJECT TO ALL THE TERMS. C0 Try TYPE OF INSURANCE POLICY NUMBER POLICY EFFECTIVE DATE (MMDORYY) POLICY EXPRATION LIMITS A COMMERCIAL GENERAL LIABILITY A COP7782136 12-30-02 12-30-03 PRODUCTS - COMPIOP AGE PRODUCTS - COMPINER PRODUCTS - COMPINER PRODUCTS - COMPICE AGE PRODUCTS - COMPINER PRODUCTS - COMPINER PR	CO	VFRAGES	نی بانندی اس بر این می این بیان بیان می بیان این بی بیان این این این این این این این این این			<u> </u>		
LTR FTE OF INSURANCE FOLLOF NUMBER DATE (MINIDORY)1 DATE (MINIDORY)1 CLAINS A GENERAL LUBILITY CP7782136 12-30-02 12-30-03 PRODUCTS - COMPOR AGG 3,000, PERSONAL & ADV INJURY \$ 1,000, FRE DAMAGE (Any one person) A OWNERS & CONTRACTOR'S PROT CP7782136 12-30-02 12-30-03 PRODUCTS - COMPOR AGG 3,000, PERSONAL & ADV INJURY \$ 1,000, FRE DAMAGE (Any one person) \$ 100, FRE DAMAGE (Any one fre addition) \$ 100, FRE DAMAGE (Any one person) \$ 100,		INDICATED, NOTWITHSTANDING CERTIFICATE MAY BE ISSUED O	3 ANY REQUIREMENT, TERM OR CONDIT! IR MAY PERTAIN, THE INSURANCE AFFOR	ION OF ANY CONTR RDED B Y THE POLIC	ACT OR OTHER DO	CUMENT WITH RESPECT	TO WH	ICH THIS
A X COMMERCIAL GENERAL LIABILITY CP7782136 12-30-02 12-30-03 PRODUCTS - COMPIOP AGG \$ 3,000, OWNER'S & CONTRACTOR'S PROT OWNER'S & CONTRACTOR'S PROT 12-30-03 PERSONAL & ADV INJURY \$ 1,000, A OWNER'S & CONTRACTOR'S PROT OWNER'S & CONTRACTOR'S PROT 12-30-03 PERSONAL & ADV INJURY \$ 1,000, A ANY AUTO CP7782136 12-30-02 12-30-03 COMBINED SINGLE LIMIT \$ 1,000, A ANY AUTO CP7782136 12-30-02 12-30-03 COMBINED SINGLE LIMIT \$ 1,000, A ANY AUTO CP7782136 12-30-02 12-30-03 COMBINED SINGLE LIMIT \$ 1,000, A ANY AUTO CP7782136 12-30-02 12-30-03 BODIL'Y INJURY \$ 1,000, X HIRED AUTOS COMBINED AUTOS COMBINED AUTOS S S S S S X HIRED AUTOS COMUNED AUTOS S		TYPE OF INSURANCE			POLICY EXPIRATION DATE (MM/DD/YY)	LIMI	rs	
Automobile LABILITY CP7782136 12-30-02 12-30-03 COMBINED SINGLE LIMIT \$ 1,000, Automobile Liability ANY AUTO CP7782136 12-30-02 12-30-03 COMBINED SINGLE LIMIT \$ 1,000, Automobile Liability Automobile Lindsultos Scheduled Autos	А	X COMMERCIAL GENERAL LIABILITY	·	12-30-02	12-30-03	PRODUCTS - COMP/OP AGG PERSONAL & ADV INJURY	\$ \$	3,000,000 3,000,000 1,000,000
A ANY AUTO CP7782136 12-30-02 12-30-03 COMBINED SINGLE LIMIT \$ 1,000, ALL OWNED AUTOS SCHEDULED AUTOS BODILY INJURY \$ BODILY INJURY \$ X HIRED AUTOS BODILY INJURY \$ BODILY INJURY \$ \$ X NON-OWNED AUTOS BODILY INJURY \$ \$ BODILY INJURY \$ \$ ANY AUTO BODILY INJURY \$ \$ BODILY INJURY \$ \$ \$ ANNAOWNED AUTOS BODILY INJURY \$ \$ BODILY INJURY \$ \$ \$ ANY AUTO ANY AUTO BODILY INJURY \$ \$ \$ \$ \$ ANY AUTO ANY AUTO BODILY INJURY \$			· · · · · · · · · · · · · · · · · · ·			FIRE DAMAGE (Any one fire)	\$	1,000,000 300,000 10,000
SCHEDULED AUTOS IPEr person) X HIRED AUTOS X NON-OWNED AUTOS BODILY INJURY \$ BODILY INJURY \$ PROPERTY DAMAGE \$ ANY AUTO AUTO ONLY - EA ACCIDENT \$ ANY AUTO OTHER THAN AUTO ONLY - EACH ACCIDENT \$ ANY AUTO EACH ACCIDENT \$ Aggregate \$ UMBREILA FORM AGGREGATE \$ \$ \$ OTHER THAN UMBREILA FORM \$ \$ \$ \$ WORKER'S COMPENSATION AND \$ \$ \$ \$ WORKER'S COMPENSATION AND INCL \$ \$ \$ \$ OFFICERS ARE: EXCL INCL \$ DISEASE - POLICY LIMIT \$ OFFICERS ARE: EXCL INCL DISEASE - POLICY LIMIT \$ DISEASE - ACH EMPLOYEE \$ A PROFESSIONAL LIABILITY LP7782136 12-30-02 \$3,000,000 AGGREGATE \$	Å		CP7782136	12-30-02	12-30-03		-	1,000,000
GARAGE LIABILITY AUTO ONLY - EA ACCIDENT \$ ANY AUTO OTHER THAN AUTO ONLY - EA ACCIDENT \$ ANY AUTO OTHER THAN AUTO ONLY - EA ACCIDENT \$ ANY AUTO EACH ACCIDENT \$ UMBRELLA FORM EACH OCCURRENCE \$ UMBRELLA FORM AGGREGATE \$ OTHER THAN UMBRELLA FORM \$ \$ WORKER'S COMPENSATION AND \$ \$ EMPLOYERS' LABILITY INCL \$ OTHER THAN UMBRELLA FORM \$ \$ OTHER THAN UMBRELLA						(Per person) BODILY INJURY		<u> </u>
ANY AUTO AGGREGATE \$ OTHER THAN AUTO ONLY: EACH ACCIDENT \$ AGGREGATE \$ EACH ACCIDENT \$ AGGREGATE \$ UMBRELLA FORM OTHER THAN UMBRELLA FORM AGGREGATE \$ UMBRELLA FORM OTHER THAN UMBRELLA FORM STATUTORY LIMITS EACH ACCIDENT \$ UMBRELLA FORM STATUTORY LIMITS EACH ACCIDENT \$ DISEASE - POLICY LIMIT \$ DISEASE - EACH EMPLOYEE \$ OTHER A PROFESSIONAL LIABILITY LP7782136 12-30-02 12-30-03 \$ 3,000,000 AGGREGATE		X NON-OWNED AUTOS					\$	<u> </u>
AGGREGATE \$ EXCESS LIABILITY EACH OCCURRENCE \$ UMBRELLA FORM AGGREGATE \$ OTHER THAN UMBRELLA FORM \$ \$ WORKER'S COMPENSATION AND \$ \$ EMPLOYERS' LIABILITY INCL \$ THE PROPRIETORY INCL \$ OFFICERS ARE: EXCL INCL OTHER EXCL DISEASE - POLICY LIMIT A PROFESSIONAL LIABILITY LP7782136 12-30-02 12-30-03 \$3,000,000 AGGREGATE							\$	
EXCESS LIABILITY EACH OCCURRENCE \$ UMBRELLA FORM AGGREGATE \$ OTHER THAN UMBRELLA FORM \$ \$ WORKER'S COMPENSATION AND \$ \$ EMPLOYERS' LIABILITY INCL \$ THE PROPRIETOR/ INCL STATUTORY LIMITS PARTNERS/EXECUTIVE INCL EXCL OTHER EXCL DISEASE - POLICY LIMIT A PROFESSIONAL LIABILITY LP7782136 12-30-02 12-30-03 \$3,000,000 AGGREGATE								
UMBRELLA FORM AGGREGATE \$ OTHER THAN UMBRELLA FORM \$ \$ WORKER'S COMPENSATION AND \$ \$ EMPLOYERS' LIABILITY INCL \$ PARTNERS/EXECUTIVE INCL DISEASE - POLICY LIMIT OTHER EXCL DISEASE - EACH EMPLOYEE OTHER OTHER 12-30-02 12-30-03	 	EXCESS LIABILITY		· · · · · · · · · · · · · · · · · · ·			· · · · ·	
WORKER'S COMPENSATION AND STATUTORY LIMITS EMPLOYERS' LIABILITY EACH ACCIDENT THE PROPRIETORY INCL PARTNERS/EXECUTIVE EXCL OFFICERS ARE: EXCL OTHER INCL A PROFESSIONAL LIABILITY LIABILITY LP7782136 12-30-02 12-30-03 \$3,000,000 AGGREGATE						AGGREGATE	\$	
EMPLOYERS' LIABILITY INCL THE PROPRIETOR/ INCL PARTNERS/EXECUTIVE EXCL OFFICERS ARE: EXCL OTHER 12-30-02 A PROFESSIONAL LIABILITY LP7782136 12-30-03 \$3,000,000 AGGREGATE		OTHER THAN UMBRELLA FORM			· · · · · · · · · · · · · · · · · · ·		\$	<u></u>
THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE: INCL EXCL INCL EXCL INCL EXCL OTHER A PROFESSIONAL LIABILITY LP7782136 12-30-02 12-30-03 \$3,000,000 AGGREGATE		1 ·			-			<u> </u>
PARTNERS/EXECUTIVE OFFICERS ARE: EXCL DISEASE - EACH EMPLOYEE \$ OTHER 12-30-02 12-30-03 \$3,000,000 AGGREGATE						····	-	
A PROFESSIONAL LIABILITY LP7782136 12-30-02 12-30-03 \$3,000,000 AGGREGATE		PARTNERS/EXECUTIVE					+	<u> </u>
	A		LP7782136	12-30-02	12-30-03			RENCE
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL IYEMS THE CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED AS THEIR INTEREST. MAY APPEAR AS A FUNDING SOURCE FOR THE INSURED PER FORM CG2026 ATTACHED TO THE POLICY.	ΤН	E CERTIFICATE HOLDER IS N	NAMED AS AN ADDITIONAL INSU		INTEREST.MAY	APPEAR AS A FUND	ING S	SOURCE
OF RTIFICATE HOLDER		RTIFICATE HOLDER	ب میزودها باد ان برای به ها کار بی می می باشی کار می باد. 	CARCELLAN				
SAN MATEO COUNTY, ITS OFFICERS, AGENTS AND EMPLOYEES C/O HUMAN SERVICES AGENCY DRUG AND ALCOHOL PROGRAM 400 HARBOR BOULEVARD, BUILDING C BELMONT, CA. 94002		EMPLOYEES C/O H DRUG AND ALCOHO 400 HARBOR BOULE	UMAN SERVICES AGENCY DL PROGRAM EVARD, BUILDING C	EXPIRATION 30 DAYS BUT FAILUR OF ANY K AUTHORIZED RE	DATE THEREOF, TH WRITTEN NOTICE TO RE TO MAIL SUCH NOT UND UPON THE CO PRESENTATIVE	E ISSUING COMPANY WILL THE CERTIFICATE HOLDER N ICE SHALL IMPOSE NO OBLIG OMPANY, ITS AGENTS OR WARD	ENDEAN NAMED ' NATION	VOR TO MAIL TO THE LEFT, OR LIABILITY
ACORD 25-S (3.93)	AC	ORD 25-S (3.93)				<u></u>		- - -

COMMERCIAL GENERAL LIABILITY

Policy Number: CP7782136

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization: San Mateo County, Its Officers, Agents and Employees.

(If no entry appears above, information required to complete this endorsement will be shown in the Declaration as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule as an insured but only with respect to liability arising out of your operations or premises owned by or rented to you.

- 1. The additional insured scheduled above includes the additional insured's officials, employees and volunteers.
- 2. This insurance shall be primary as respects the additional insured shown in the schedule above. Any other insurance maintained by the additional insured scheduled above shall be in excess of this insurance and shall not be called upon to contribute with it.
- 3. The insurance afforded by this policy shall not be cancelled except after thirty days (or ten days for non-payment of premium) written notice has been given to the additional insured scheduled above.

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH SERVICE LEAGUE OF SAN MATEO COUNTY FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and SERVICE LEAGUE OF SAN MATEO COUNTY (hereinafter called "Contractor").

WITNESSETH

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3, and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

All provisions of the original Agreement, including all monitoring and evaluation 4. requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

COUNTY OF SAN MATEO

By:

Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo

Date:

ATTEST:

Clerk of Said Board

Date:

SERVICE LEAGUE OF SAN MATEO COUNTY

By:

K. GHELETA EXEC. DIR H Name, Title - please print eld . 6 nature 1-2-03 Date:

1 Svs.Lg. 02 ffs.doc

EXHIBIT B (Revision 1 Fee-For-Service Agreement) Drug Court Treatment Services and Payments SERVICE LEAGUE OF SAN MATEO COUNTY July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court treatment services at mutually agreed upon location(s) in San Mateo County. Contractor's basic alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants", referred by San Mateo County Drug Court Team(s) to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

I. <u>COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT</u> <u>FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT</u> <u>SERVICES</u>

CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team. Contractor will provide the following alcohol and drug treatment services:

- <u>Residential Alcohol and Drug Treatment Service Description:</u> Contractor's basic women's residential alcohol and drug treatment services will include:
 - 1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, treatment planning, relapse prevention, case management, aftercare planning, follow-up for each program participant at 3-months and 9-months after intake, and follow-up with Probation/Parole as required.
 - 2.

A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.

Access to ancillary support services may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/mental health assessments to those program participants identified as having special needs.

DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002.

A. <u>Women's Residential Alcohol and Drug Treatment Service</u> <u>Description</u>:

Contractor's basic women's residential alcohol and drug treatment services will include:

- 1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, treatment planning, relapse prevention, case management, aftercare planning, follow-up for each program participant at 3-months and 9-months after intake, and follow-up with Probation/ Parole as required.
- 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.
- 3. Access to ancillary support services that may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/mental health assessments to those program participants identified as having special needs.

2

3.

H.

III. DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

А.

Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by a member of the Alcohol and Drug Services Social Worker Team (in conjunction with the Drug Court Team) and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services. Reimbursements will not be approved for any program participant treated who was not part of this formal referral process.

B. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If a Drug Court program participant needs to be transferred during the course of their care to a different program, due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Social Worker Team.

- C. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- D. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES RATES OF PAYMENT

In full consideration of Contractor's performance of the Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded Drug Court services; and

- B. SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for DCP Trial Track funded Drug Court services.
- C. From these funds County shall pay Contractor at the rate of \$72.63 per bed day provided, per individual served, for CDCI and DCP Trial Track residential services, including food, shelter and other basic needs.
- D. A separate billing and record keeping system will be kept by Contractor for those individuals receiving CDCI and DCP Trial Track funded Drug Court alcohol and drug treatment services.
- E. Contractor's monthly itemized bill will include the following:
 - 1. Name of Drug Court program participant receiving services, name of the referring Drug Court team member, and funding source (i.e., CDCI or DCP Trial Track).
 - 2. Dates services were provided for Drug Court residential alcohol and drug treatment services, broken down by program participant, and funding source.
 - 3. Total amount of the bill for each month, by funding source.

4.

Contractor will submit itemized bill and invoice statement by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

1 SvsLg FFS 02 ExB.doc

P.01/01

Date: December 10, 2002

TO: Priscilla Harris-Morse, Risk Manager

FROM: Jane Marks, Alcohol and Drug Services Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT: Contract Insurance Approval

CONTRACTOR: Service League of San Mateo County

DOES CONTRACTOR TRAVEL?

Yes

DUTIES:

Provide residential algohol and drug treatment services to women and women with children.

Amount

INSURANCE COVERAGE:

Comprehensive Liability <u>X</u> Additional Insured

Automobile Liability

Professional Liability

Workers' Compensation _____ No employees \$IM______ \$IM______ \$2M______ Statutory_____

Approve

Waive

Modify

Remarks/Comments:

Ma Signature: Risk Management

Insurance Request Form.doc

L	C	OF		ATE OF LIABILI	TY INSU	RANCE		DATE (MM/DD/111) 12/5/2002
PRO	UCEF	2	······································		THIS CERT	IFICATE IS ISSU	ED AS A MATTER OF I	
			d & Father Ins	•			RIGHTS UPON THE TE DOES NOT AMEND	
50	5	Rai	nsville Rd.		ALTER TH	E COVERAGE A	FFORDED BY THE POL	ICIES BELOW.
Pe	ta	lun	na, CA. 94952					
				96-8390	INSURERS A	FFORDING COVI	PAGE	NAIC#
INSU			SERVICE LEAGUE	OF		IRST NATIO		
	(20)		SAN MATEO COUNT		INCOLUCIAL			
			727 MIDDLEFIELD		INSURER B:			
					INSURER C:			
		-	REDWOOD CITY, C	A 94063	INSURER D:	·		
	-	1			INSURER E:			
CO	/ER/	GE	3					
Al M P(iy re Ay pe Dlicii	EQUII ERTA ES. A	REMENT, TERM OR CONDITION	LOW HAVE BEEN ISSUED TO THE IN ON OF ANY CONTRACT OR OTHER ED BY THE POLICIES DESCRIBED HE AY HAVE BEEN REDUCED BY PAID C	DOCUMENT WITH EREIN IS SUBJECT	RESPECT TO WH	ICH THIS CERTIFICATE MA	Y BE ISSUED OR
NSR LTR	ADD'L NSRD		TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
		1-	IERAL LIABILITY				EACH OCCURRENCE	\$1,000,000
	۰. I	X	COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurence)	\$200,000
								\$10,000
A	x	\vdash		CP7750417K	11-14-02	11-14-03		\$1,000,000
	[\vdash		- [\$1,000,000
								<u>s1,000,000</u>
	1	GE		-		1	PRODUCTS - COMPIOP AGG	\$1,000,000
	·	-	POLICY PRO- JECT LOC			· · · · · · · · · · · · · · · · · · ·		•••
		AU	OMOBILE LIABILITY ANY AUTO				COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
	l		ALL OWNED AUTOS			[BODILY INJURY	
		X	SCHEDULED AUTOS				(Per person)	\$
A	x	X	HIRED AUTOS	BA7750417K	11-14-02	11-14-03	BODILY INJURY (Per accident)	\$
				_			PROPERTY DAMAGE	5
		-				 		
		GA	RAGE LIABILITY			· ·	AUTO ONLY - EA ACCIDENT	5
		-	ANYAUTO				OTHER THAN AUTOONLY: AGG	
	1	EX	CESS/UMBRELLA LIABILITY	· · · · · · · · · · · · · · · · · · ·			EACH OCCURRENCE	\$
		-						\$
								<u> </u>
	1		DEDUCTIBLE				<u></u>	
			1			Į		\$
			RETENTION \$		·}			\$
			IS COMPENSATION AND ERS' LIABILITY		1		TORYLIMITS ER	
	ANY	PROP	RIETOR/PARTNER/EXECUTIVE					<u> </u>
			EMBER EXCLUDED? cribe under				EL. DISEASE - EA EMPLOYE	
			cribe under PROVISIONS below		<u></u>	1	EL. DISEASE - POLICY LIMIT	\$
			Maarowa	- D776044 D-				
A	1		ESSIONAL	LP77504171	11-14-02	11-14-03	1,000,000/000	
	1		BILITY		<u> </u>	<u> </u>	2,000,000/AGG	
DE	SCRIP	TION	OF OPERATIONS / LOCATIONS / VEI	HICLES / EXCLUSIONS ADDED BY ENDORS	SEMENT / SPECIAL PRO	OVISIONS		
			·					1. 1. S.
1								· · ·
							1997 - 1997 -	
ł			ж.				· · ·	
7	DD	ITI	ONAL INSURED &	·		· .		· .
		_	TE HOLDER	<u></u>				······································
		-ICA						
ľ.	•						RIBED POLICIES BE CANCELLE	
			COINTY OF GAN	Ma mero	1 .		RER WILL ENDEAVOR TO MAIL	
			COUNTY OF SAN		NOTICE TO TH	E CERTIFICATE HOLDI	ER NAMED TO THE LEFT, BUT F	AILURE TO DO SO SHAL
1			ALCOHOL AND DR	· · ·	IMPOSE NO O	BLIGATION OR LIABILI	TY OF ANY KIND UPON THE IN	SURER, ITS AGENTS OF
			400 HARBOR BLV		REPRESENTA		······································	· ·
1			BELMONT, CA. 9	4402	AUTHORIZED R	EPRESENTATIVE	00 00	· · ·
L			<u> </u>		- Cam	<u>s 7/1 (1</u>	habbald	-
A	ORI	D 26 (2001/08)		7		© ACORD CO	RPORATION 1988

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH SITIKE COUNSELING CENTER FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and SITIKE COUNSELING CENTER (hereinafter called "Contractor").

<u>WITNESSETH</u>

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3, and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

COUNTY OF SAN MATEO

By:

Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo

Date:

ATTEST:

Clerk of Said Board

Date:

	SITIKE COUNSELING CENTER	
By:	RHONDA CECCATO EXECU Name Title - please print	TIJE DIRECT
	Name, Title - please print	
6	KITANON CECCAR	
	Signature	
Deter	1/2/2	
Date:	//03	
	•	

9- NYC E00

υ

L0 :h

OUNOFUNO

1 Sitike 02 ffs.doc

EXHIBIT B (Revision 1 Fee-For-Service Agreement) Drug Court Treatment Services and Payments SITIKE COUNSELING CENTER July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court treatment services at mutually agreed upon location(s) in San Mateo County. Contractor's alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals referred by San Mateo County Drug Court Team(s), hereinafter referred to as "program participants", to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES

CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team. Contractor will provide the following alcohol and drug treatment services:

A. <u>CDCI Funded Drug Court Nonresidential Alcohol and Drug Treatment</u> <u>Services:</u>

Contractor's basic nonresidential alcohol and drug treatment services will include:

- 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, aftercare planning, followup for each program participant at 3-months and 9-months after intake, and follow-up with Probation/Parole as required.
- 2. Individual and group counseling.

Ľ

3. Access to ancillary services which may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.

II. DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002.

- A. <u>Nonresidential Alcohol and Drug Treatment Services:</u> Contractor's basic nonresidential alcohol and drug treatment services will include:
 - 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, aftercare planning, follow-up for each program participant at 3-months and 9-months after intake, and follow-up with Probation/Parole as required.
 - 2. Individual and group counseling.
 - 3. Access to ancillary services which may include: legal support, HIV/AIDS testing and education, literacy assistance and supportive educational training, and job search.
- B. <u>Women's Alcohol and Drug Day Treatment Services:</u> Contractor's basic women's alcohol and drug day treatment services will include:
 - Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, aftercare planning, follow-up for each program participant at 3-months and 9-months after intake, and follow-up with Probation/Parole as required.
 - 2. Comprehensive non-residential and relapse prevention services to adult women via daily group counseling sessions and three (3) educational and process oriented classes, one individual counseling session per week, educational sessions, case management, family education, life skills training, discharge planning, and a range of ancillary services.

III. DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

- A. Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by an Alcohol and Drug Services Social Worker (in conjunction with the Drug Court Team) and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court, or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services.
- B. Reimbursements will not be approved for any program participant treated who was not part of this formal referral process, as evident by the referral form which must be signed by an Alcohol and Drug Social Worker and have the transferred ASI, or by a copy of the conditions of probation that includes an order by the court to a specified treatment program, or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.
- C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If a Drug Court program participant needs to be transferred during the course of their care to a different program due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Social Worker.
- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- E. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES RATES OF PAYMENT

In full consideration of the Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

- A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services; and
- B. SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for DCP Trial Track funded treatment services.
 - 1. From these funds County shall pay Contractor at the rate of \$37.00 per individual and group counseling hour provided for CDCI and DCP Trial Track nonresidential treatment services; and
 - 2. \$83.29 per visit day, per individual served, for DCP Trial Track women's alcohol and drug day treatment services.
 - 3. A separate billing and record keeping system will be kept by Contractor for those individuals receiving CDCI and DCP Trial Track funded alcohol and drug treatment services, by modality.
 - 4. Contractor's monthly itemized bill will include the following:
 - a. Name of program participant receiving Drug Court funded alcohol and drug treatment services, name of the referring Drug Court team member, and funding source (i.e., CDCI or DCP Trial Track).
 - b. Dates services were provided, and the number of individual counseling hours provided, broken down by program participant, and funding source for nonresidential treatment services.
 - c. Number of group counseling hours provided, broken down by program participant, modality, and funding source for nonresidential treatment services.
 - d. Number of staff hours each month, by modality, by funding source for nonresidential treatment services.
 - e. Number of treatment visit days for DCP Trial Track women's day treatment services.
 - f. Total amount of the bill for each month, for each modality, and funding source.

- g.
- Contractor will submit itemized bill and invoice by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

h.

Nonresidential services will be billed by individual and group counseling hours provided, by funding source.

1 Sitike 02 ExB.doc

COUNTY OF SAN MATEO Departmental Correspondence

July 29, 2002 Date: TO: Priscilla Harris-Morse, Risk Manager Jane Marks, Alcohol and Drug Services FROM: Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT: Contract Insurance Approval

CONTRACTOR: Sitike Counseling Services

DOES CONTRACTOR TRAVEL?

DUTIES:

Yes

Provide nonresidential alcohol and drug treatment services to adults and pregnant/parenting women and their children. Anten and the states

			•		
 INSURANCE COVERAGE:	Amount	Approve	Waive	Modify	410
Comprehensive Liability XAdditional Insured	<u>\$1M</u>	\checkmark			
Automobile Lizbility	_ <u>\$1M_</u>			••••••••••••••••••••••••••••••••••••••	
Professional Liability	<u>\$1M</u>		· · · · · · · · · · · · · · · · · · ·		
Workers' Compensation No employees	Statutory		<u>CRUMERAN</u> Synaktiony		
 Remarks/Comments:					

Signature

Risk Management

Insurance Request Form.doc

Proc	ducer	(510, 222-664)		CDT. PIC		
35	ALEN HAYES INSURA 550 SAN PABLO DAM L SOBRANTE, CA 941	NCE AGENCY ROAD # C	ONLY A	AND CONFERS NO ERTIFICATE DOES AGE AFFORDED BY	SUED AS A MATTER OF RIGHTS UPON THE CERTIF NOT AMEND, EXTEND THE POLICIES BELOW.	ICATE HOLDER. OR ALTER THE
		• • •		COMPAN	IES AFFORDING (OVERAGE
•.			Company P	HILADELPH		
	ured		Company S	TATE COMP	ENSATION INSI	
1154	urea	SITIKO1-DR		HILADELPH		
SI 30	ITIKE, INC. 06 SPRUCE AVENUE			The full state to a		INSURANC
	OUTH SAN FRANCISC	2 22 94080	<u> </u>	HILADELPH	IA INDEMNITY	INSURANC
1	NVERAGES			99900000000000000000000000000000000000		
•	THIS CERTIFICATE MAY	AAT THE POLICIES OF INSURANCE LISTED ANDING ANY REQUIREMENT, TERM OR CON BE ISSUED OR MAY PERTAIN. THE IN AND CONDITIONS OF SUCH TRANSPORTS	SUBANCE ASSORDED	TRACT OR OTHER DO	CUMENT WITH RESPECT TO WI	
~~		AND CONDITIONS OF SUCH POLICIES. LI		VE BEEN REDUCED B	Y PAID CLAIMS.	<u> </u>
CO LTR	R TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE	EXPIRATION		LIMITS
	GENERAL LIABILITY		DATE		General Aggregate	\$ 2,000
À		PHPK024654	07/01/02		Products-Completed Ops Agg Personal & Advartising Injury	\$ 2.000 1.000
:	PROF. LIAB				Each Occurrence Fire Demage (any 1 fire) Medical Expense (any one perso	<u> 1,000 1,000 100 </u>
		1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.	a and a second	h in the	Combined Single Limit	n) \$ 5
•	Scheduled Autos Hired Autos				Bodily Injury (per person) Bodily Injury	8
A	V Non-Dwned Autos	PHPK024654	07/01/02	07/01/03	(per accident)	
		and a second	and a star		Property Damage Auto Only - Eacp Accident	\$
					Other Than Auto Only Each Acolde Aggrega	
~			• • • • • • • • • •		Each Occurrence	* 1.000.
<u>C.</u>	Other Then Umbrells Form WORKERS' COMPENSATION 8 EMPLOYERS' LIABILITY	PHUB009794	07/01/02			\$ <u>1.000</u> , \$
B	The Proprietor/ Pertners/Executive Officers see: OTHER	1702054-02	07/01/02	239.0	EL Each Accident EL Diaease-Policy Limit EL Diaease-Ea Employee	<pre>\$ 1,000, \$ 1,000, \$ 1,000,</pre>
	D & O PROPERTY	PHSD031981 PHPK024654	07/01/02 07/01/02	07/01/03 07/01/03	\$1,000,000 \$50,000. \$500	
DES	SCRIPTION OF OPERATIONS/LOG	CATIONS/VEHICLES/SPECIAL ITE	MS			
·						
ر نظر م	ALTITICALE HOUDER	ENDORSED AS ADDIT:	IONAL INS	URED, CG2	0261185 ATTAC	'HED
						•
rΕ	BTIENATE UAI NEN					9.4 (* 1 C
			006	••••••		
	•		SHOULD A	NY OF THE ABOVI	DESCRIBED POLICIES BE	CANCELLED BEFOI
•	•			AYS WRITTEN NOT	THE ISSUING COMPANY W	UNINED MARES T
•	SAN MATEO C	OUNTY	ILELI' DO	I FAILURE TO M	AIL SUCH NOTICE SHALL I	MONCE NO ADUA
	ALCOHOL AND 400 HARBOR	DRUG PROGRAM BLVD., BUILDING C	IJENIAIIVE	1 5 .	UPON THE COMPANY,	TS AGENTS OR RI
	BELMONT, CA	94002	Authorized	Representative	110 .	1.1
				•	Halen M.	Have
					N	11mgez

· - -----

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY. ADDITIONAL INSURED— CONTROLLING INTEREST

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

SCHEDULE

Name of Person or Organization: SAN MATEO COUNTY ALCOHOL & DRUG PROGRAM

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

- 1. WHO IS AN INSURED (Section II) is amended to include as an insured the person(s) or organization(s) shown in the Schedule, but only with respect to their liability arising out of:
 - a. Their financial control of you; or

- b. Premises they own, maintain or control while you lease or occupy these premises.
- 2. This insurance does not apply to structural alterations, new construction and demolition operations performed by or for that person or organization.

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH WALDEN HOUSE, INC. FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and WALDEN HOUSE, INC. (hereinafter called "Contractor").

WITNESSETH

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3, and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

COUNTY OF SAN MATEO

By:

Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo

Date:

ATTEST:

Clerk of Said Board

Date:

	WALDEN H	IOUSE, INC		
By:	PEBI	LOWIS	V/P	Administration
_j .	Name, Title	-please pri		
•	Signature			
Date:	1.13.0	03		

1 Walden ffs 02.doc

EXHIBIT B (Revision 1 Fee-For-Service Agreement) Drug Court Treatment Services and Payments WALDEN HOUSE, INC. July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court treatment services at mutually agreed upon location(s) in San Mateo County. Contractor's basic residential alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participant", who are referred by San Mateo County Drug Court Team(s), to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

I. <u>COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT</u> <u>FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES</u>

CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team. Contractor will provide the following alcohol and drug treatment services:

- A. <u>Residential Alcohol and Drug Treatment Services</u> Contractor's basic residential alcohol and drug treatment services will include:
 - 1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, treatment planning, relapse prevention, case management, aftercare planning, follow-up for each program participant at 3-months and 9-months after intake, and follow-up with Probation/Parole as required.
 - 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.

3. Access to ancillary support services may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/mental health assessments to those program participants identified as having special needs.

DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

11.

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002.

- A. <u>Residential Alcohol and Drug Treatment Services</u> Contractor's basic residential alcohol and drug treatment services will include:
 - 1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, treatment planning, relapse prevention, case management, aftercare planning, follow-up for each program participant at 3-months and 9months after intake, and follow-up with Probation/Parole as required.
 - 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.
 - 3. Access to ancillary support services may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/mental health assessments to those program participants identified as having special needs.

III. DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

A. Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by an Alcohol and Drug

Services Social Worker (in conjunction with the Drug Court Team) and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services.

- B. Reimbursements will not be approved for any program participant treated who was not part of this formal referral process, as evident by the referral form which must be signed by an Alcohol and Drug Social Worker and have the transferred ASI, or by a copy of the conditions of probation that includes an order by the court to a specified treatment program, or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.
- C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If a Drug Court program participant needs to be transferred during the course of their care to a different program due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Social Worker.
- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES PAYMENT RATES

In full consideration of the Drug Court funded alcohol and drug treatment services provided to individuals referred by the County, who lack the necessary resources to pay for all, or part, of these services themselves, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

- A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services; and
- B. SEVENTY-FIVE THOUAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for DCP Trial Track funded treatment services.

- From these funds County shall pay Contractor at the rate of \$75.41 per bed day provided, per individual served, for CDCI and DCP Trial Track funded residential treatment services including food, shelter and other basic needs.
- 2. A separate billing and record keeping system will be kept by Contractor for those individuals receiving these alcohol and drug treatment services.
- 3. Contractor's monthly itemized bill will include the following:
 - a. Name of program participant receiving Drug Court funded alcohol and drug treatment services, name of the referring Drug Court team member, and funding source (i.e., CDCI or DCP Trial Track).
 - b. Dates services were provided, broken down by program participant, and funding source, for residential treatment services.
 - Total amount of the bill for each month, for each funding source.
 - d. Contractor will submit itemized bill and invoice by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

1Walden 02 FFS ExB.doc

C.

COUNTY OF SAN MATEO Departmental Correspondence

Date: July 23, 2002

TO: Priscilla Harris-Morse, Risk Manager

FROM: Jane Marks, Alcohol and Drug Services Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT: Contract Insurance Approval

CONTRACTOR: Walden House, Inc.

DOES CONTRACTOR TRAVEL? Yes

DUTIES:

Provide residential alcohol and drug treatment services.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability	<u>\$3M</u>			
Automobile Liability	\$1M			<u> </u>
Professional Liability	<u>\$3M</u>			
Workers' Compensation	Statutory			

Remarks/Comments:

7-25-02 lus

Risk Management

Insform.wp

Signature:

Sta 35	NUCER (408)985-7171 Iteco Insurance Services O S. Saratoga Avenue	FAX (408)241-5669 s	ONLY AND HOLDER, T	CONFERS NO R	ED AS A MATTER OF IN IGHTS UPON THE CER E DOES NOT AMEND, I FORDED BY THE POLIC	TIFICATE EXTEND OR
Sa	n Jose, CA 95129			INSURERS	AFFORDING COVERAG	Ε
INSU	RED Walden House Incorpo	orated	INSURER A:	Westport Ins	urance Corporati	on
	520 Townsend Street		INSURER B:	State Worker	's Comp, Fund	
Į	San Francisco, CA 94	103-0000	INSURER C:	<u></u>		· · ·
l		1	INSURER D:	· · · · ·		
	ser a se		INSURER E:	· <u> </u>		·
CO	/ERAGES		· · · · · · · · · · · · · · · · · · ·		<u></u>	· · ·
AN M	NY REQUIREMENT, TERM OR CONDIT AY PERTAIN, THE INSURANCE AFFOR	BELOW HAVE BEEN ISSUED TO THE INS FION OF ANY CONTRACT OR OTHER DOO RDED BY THE POLICIES DESCRIBED HEI N MAY HAVE BEEN REDUCED BY PAID C	CUMENT WITH RES	PECT TO WHICH TH	IS CERTIFICATE MAY BE I	SSUED OR
INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE	POLICY EXPIRATION DATE (MM/DD/YY)	LIME	rs
	GENERAL LIABILITY	TC32592611	07/01/2002	07/01/2003	EACH OCCURRENCE	\$ 1,000,00
	X COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	\$ 50,00
1	CLAIMS MADE X OCCUR				MED EXP (Any one person)	\$ 5,00
A	X Professional				PERSONAL & ADV INJURY	\$ 1,000,00
	X Abuse \$1M/\$2M				GENERAL AGGREGATE	\$ 3,000,00.
	GEN'L AGGREGATE LIMIT APPLIES PER:		1	· ·	PRODUCTS - COMP/OP AGG	s 1,000,00
	X POLICY PRO- JECT LOC					
		TC32592611	07/01/2002	07/01/2003	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,00
A	X ALL OWNED AUTOS X SCHEDULED AUTOS				BODILY INJURY (Per person)	\$
	X HIRED AUTOS				BODILY INJURY (Per accident)	5
· .	X Compreh. \$1000 Ded X Collision\$1000 Ded				PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
					OTHER THAN EA ACC AUTO ONLY: AGG	+
	EXCESS LIABILITY	TC32592611	07/01/2002	07/01/2003	EACH OCCURRENCE	\$ 1,000,000
					AGGREGATE	\$ 1,000,000
A		· · ·				\$
	DEDUCTIBLE		1 ¹⁷			8
	X RETENTION S 10,000					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	1642598	08/15/2001	08/15/2002	TORY LIMITS ER	
B	4				E.L. EACH ACCIDENT	8
1			1		E.L. DISEASE - EA EMPLOYE	\$
			1	<u> </u>	E.L. DISEASE - POLICY LIMIT	
A	OTHER Blanket Real Property and Pers.Prop/Equip	ТС32592611	07/01/2002		\$20,86	
		**473-80-70	11/01/2001		Fidelity Bond	#\$6,500,000
Re &	: 815 Buena Vista West, 890 Hayes Street, San F	VEHICLES/EXCLUSIONS ADDED BY ENDORSEN ed as Additional Insured. San Francisco, CA 94117, rancisco, CA 94117 ancellation for non-paymen	1885 Mission	n Street, Sar	n Francisco, CA 9	4103
Ļ			CANCELLA	TION		
<u>ت</u>	ERTIFICATE HOLDER	DDITIONAL INSURED; INSURER LETTER:	······································	······································		
	County of San Mate	Alcohol And Drug Ser.	EXPIRATION	N DATE THEREOF, THE	CRIBED POLICIES BE CANCEL ISSUING COMPANY WILL END TO THE CERTIFICATE HOLDER ICE SHALL IMPOSE NO OBLIG	EAVOR TO MAIL NAMED TO THE LEFT, ATION OR LIABILITY
	400 Harbor Blvd.,	RADIA 2 CONTRACT & DURO 2 CONTRACT & CONTRAC		ND UPON THE COMPANY REPRESENTATIVE	i <u>v, its agenzs or pepresen</u> der <i>AN</i> usbel	DATIVES.
<u>ت ا</u>	CORD 25-5 (7/97)				(@ACOBI	CORPORATION 19

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

ACORD 25-S (7/97)

FIRST AMENDMENT TO THE FEE FOR SERVICE AGREEMENT WITH WOMEN'S RECOVERY ASSOCIATION FOR ALCOHOL AND DRUG TREATMENT SERVICES

THIS AGREEMENT, entered into this ______ day of _____, 2003, by and between the COUNTY OF SAN MATEO (hereinafter called "County") and the WOMEN'S RECOVERY ASSOCIATION. (hereinafter called "Contractor").

WITNESSETH

WHEREAS, on October 22, 2002, the parties hereto entered into a fee-forservice agreement for the furnishing of certain services by Contractor to County as set forth in that Agreement; and

WHEREAS, it is now the mutual desire and intent of the parties hereto to amend and clarify that Agreement:

CHANGE #1: Amend Section 3.A. of the body of the Agreement to revise number 3, and to add number 4 as follows:

- 3) SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for Comprehensive Drug Court Implementation funded alcohol and drug treatment services described in Exhibit B for the contract term.
- 4) SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for Drug Court Partnership Trial Track funded alcohol and drug treatment services described in Exhibit B for the period October 1, 2002 through June 30, 2003.

CHANGE #2: Delete Exhibit B and insert revised Exhibit B (Revision 1), attached hereto and incorporated by reference herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that:

1. The Agreement of October 22, 2002 is amended accordingly.

2. This Amendment is hereby incorporated and made a part of the original Agreement and subject to all provisions therein.

3. All provisions of the original Agreement, and subsequent Amendments, including references to audit and fiscal management requirements otherwise amended hereinabove, shall be binding on all parties hereto.

4. All provisions of the original Agreement, including all monitoring and evaluation requirements, shall be applicable to all amendments herein.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES that the Agreement of October 22, 2002 be amended accordingly.

IN WITNESS, WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hand on the day and year first above written.

COUNTY OF SAN MATEO

By:

Rose Jacobs Gibson, President Board of Supervisors, County of San Mateo

Date:

ATTEST:

Clerk of Said Board

Date:

WOMEN'S	RECOVERY ASSC	OCIATION
By: Jolie	A. Bou	
Name, Title	- please print	· .
(Ad	al	
Signature		
Date: <u>1-6-0.</u>	3	

1 WRA ffs 02.doc

EXHIBIT B (Revision 1 Fee-For-Service Agreement) Drug Court Alcohol and Drug Treatment Services WOMEN'S RECOVERY ASSOCIATION July 1, 2002 through June 30, 2003

Contractor will provide the following Drug Court treatment services at mutually agreed upon location(s) in San Mateo County. Contractor's basic alcohol and drug treatment services must be consistent with the State Alcohol and Drug Program (ADP) Certification Standards, and must meet the standards outlined in the American Society of Addiction Medicine (ASAM) Patient Placement Criteria for the Treatment of Substance-Related Disorders. Contractor will possess and maintain the appropriate licensure and/or certification required to provide the services described below. Contractor will admit individuals, hereinafter referred to as "program participants", who are referred by San Mateo County Drug Court Team(s), to these services. Referrals will come from the Alcohol and Drug Services Social Worker Team and may originate from either North County or South County Drug Courts, or Juvenile Drug Court. Reimbursement will not be approved for any individual treated who was not part of this formal referral process.

I. <u>COMPREHENSIVE DRUG COURT IMPLEMENTATION (CDCI) GRANT</u> FUNDED DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES

CDCI Drug Court services are funded through a State Department of Alcohol and Drug Programs grant designated specifically to serve individuals who are in the Drug Court system, and are referred to alcohol and drug treatment services by the Drug Court Team. Contractor will provide the following alcohol and drug treatment services:

- A. <u>Nonresidential Alcohol and Drug Treatment Services</u> Contractor's basic nonresidential alcohol and drug treatment services will include:
 - 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, aftercare planning, followup for each program participant at 3-months and 9-months after intake, and follow-up with Probation/Parole as required.
 - 2. Individual and group counseling.
 - 3. Access to ancillary services which may include: legal support, HIV/AIDS testing and education, health care, literacy assistance and supportive educational training, and job search.

- B. <u>Women's Residential Alcohol and Drug Treatment Services</u> Contractor's basic women's residential alcohol and drug treatment services will include:
 - 1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, urine screening, treatment planning, relapse prevention, case management, aftercare planning, followup for each program participant at 3-months and 9-months after intake, and follow-up with Probation/Parole as required.
 - 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.
 - 3. Access to ancillary support services may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/mental health assessments to those program participants identified as having special needs.

II. DRUG COURT PARTNERSHIP (TRIAL TRACK) FUNDED ALCOHOL AND DRUG TREATMENT SERVICES

Drug Court Partnership (DCP) Trial Track services, hereinafter referred to as "Trial Track" Drug Court services, are funded through a federal Drug Court Partnership grant designated to specifically serve individuals who are in the Drug Court system, have plead guilty to a felony offense, and are referred to alcohol and drug treatment services by the Drug Court Team. DCP Trial Track services will be provided for the period October 1, 2002 through June 30, 2003. Contractor will provide the following services in accordance with the Drug Court Partnership Act of 2002.

- A. <u>Nonresidential Alcohol and Drug Treatment Services</u> Contractor's basic nonresidential alcohol and drug treatment services will include:
 - 1. Intake, assessment (utilizing the Addiction Severity Index [ASI]), treatment planning, relapse prevention, aftercare planning, follow-up for each program participant at 3-months and 9-months after intake, and follow-up with Probation/Parole as required.

- 2. Individual and group counseling.
- 3. Access to ancillary services which may include: legal support, HIV/AIDS testing and education, health care, literacy assistance and supportive educational training, and job search.
- B. <u>Women's Residential Alcohol and Drug Treatment Services</u> Contractor's basic women's residential alcohol and drug treatment services will include:
 - 1. Intake, assessment (using the Addiction Severity Index [ASI]), food, shelter and other basic needs, urine screening, treatment planning, relapse prevention, case management, aftercare planning, follow-up for each program participant at 3months and 9-months after intake, and follow-up with Probation/Parole as required.
 - 2. A structured program including group and individual counseling to address recovery issues including: denial, withdrawal symptomatology, drug/alcohol use history, the disease of addiction and relapse triggers, and parenting skills, art therapy, and family socialization activities.
 - 3. Access to ancillary support services may include: legal support, 12-step meetings, HIV/AIDS testing and education, literacy assistance and supportive educational training, job search, and medical/mental health assessments to those program participants identified as having special needs.

III. DRUG COURT REFERRAL AND REIMBURSEMENT PROVISIONS

Α

Contractor will be reimbursed only for the actual services provided to Drug Court program participants who are referred with a written referral and the Addiction Severity Index (ASI) completed by an Alcohol and Drug Services Social Worker (in conjunction with the Drug Court Team) and by order of the court. Program participants may also be referred directly from the Superior Court by an order of the court or under the direction of the participants' supervising probation officer, with notification to Alcohol and Drug Services.

- B. Reimbursements will not be approved for any program participant treated who was not part of this formal referral process, as evident by the referral form which must be signed by an Alcohol and Drug Social Worker and have the transferred ASI, or by a copy of the conditions of probation that includes an order by the court to a specified treatment program, or a copy of a memo signed by the supervising probation officer directing the program participant to attend a specified program.
- C. Reimbursements will not be approved retroactively (i.e. program participant admitted before a written referral/approval and ASI). If a Drug Court program participant needs to be transferred during the course of their care to a different program due to clinical reasons, the treating provider must submit a transfer request to the Alcohol and Drug Services Social Worker who will approve or disapprove the transfer of the program participant. At the discretion of the Alcohol and Drug Services Social Worker, the program participant may need to be reassessed by the Alcohol and Drug Social Worker.
- D. Program participants requesting a transfer to another treatment program must make a written request to the Drug Court Team. The final determination will reside with the Drug Court Judge.
- E. All payments under this Agreement must directly support services specified in this Agreement.

IV. DRUG COURT ALCOHOL AND DRUG TREATMENT SERVICES RATES OF PAYMENT

In full consideration of the Drug Court funded alcohol and drug treatment services, the aggregate amount County shall be obligated to pay for services rendered under this Agreement and all other Agreements approved collectively by single resolution, shall not exceed:

- A. SIXTY THOUSAND ONE HUNDRED SEVENTY-SEVEN DOLLARS (\$60,177) for CDCI funded treatment services; and
- B. SEVENTY-FIVE THOUSAND SIX HUNDRED SIXTY-FIVE DOLLARS (\$75,665) for DCP Trial Track funded treatment services.
 - 1. From these funds County shall pay Contractor at the rate of:
 - \$35.00 per individual and group counseling hour provided for CCDI and DCP Trial Track funded nonresidential treatment services; and

- b. \$60.00 per bed day provided, per individual served, for CDCI and DCP Trial Track funded residential treatment services including food, shelter and other basic needs.
- A separate billing and record keeping system will be kept by Contractor for those individuals receiving these alcohol and drug treatment services.

3. Contractor's monthly itemized bill will include:

- a. Name of program participant receiving Drug Court funded alcohol and drug treatment services, the name of the referring Drug Court team member, and funding (i.e., CDCI or DCP Trial Track).
- b. Dates services were provided, and the number of individual counseling hours provided, broken down by program participant, and funding source, for nonresidential treatment services.
- c. Number of group counseling hours provided, broken down by program participant, and funding source, for nonresidential treatment services.
- d. Number of staff hours each month for nonresidential treatment services.
- e. Number of bed days provided for residential treatment services.
- f. Dates services were provided, broken down by program participant, by modality.
- g. Total amount of the bill for each month, by modality, by funding source.
 - Contractor will submit itemized bill and invoice by the tenth (10) day of the month following the month services were provided. Bills and invoices will be submitted to the Alcohol and Drug Services office for approval and processing for payment.

1 WRA 02 FFS ExB.doc

h.

COUNTY OF SAN MATEO Departmental Correspondence

Date: March 11, 2002

TO: Priscilla Harris-Morse, Risk Manager

FROM: Jane Marks, Alcohol and Drug Services Fax: 802-6440; Phone: 802-6418; Pony: HSA202PE

SUBJECT: Contract Insurance Approval

CONTRACTOR: Women's Recovery Association

DOES CONTRACTOR TRAVEL? Yes

网络美国美国

DUTIES: Provide nonresidential, residential, and perinatal residential alcohol and drug treatment services to women, adolescent girls, and women with children.

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive Liability	_ <u>Mea_</u>		-	and a start of the second s The second se The second se
Automobile Liebility	<u>\$1M_</u>	V	•	
Professional Liability	ME	~		
Workers' Compensation	Statulory			

Remarks/Comments:

and the loss of the second

1.00 a Marice Signature:

Risk Management

. Manifa in the second

PRODI	P O Box 471	ce Center, Inc.	ONLY AND HOLDER. T	CONFERS NO	ED AS A MATTER OF INFOR RIGHTS UPON THE CERT TE DOES NOT AMEND, EXT FORDED BY THE POLICIES
· •	Visalia (559) 625-3591	CA 93279-0471	COMPANY	COMPANIES	AFFORDING COVERAGE
INSUR	(559) 625-3593 Red	FAX	COMPANY	<u>adelphia</u>	Indemnity Insuran
	WRA Of San Mat 1450 Chapin, 1		B		
	Burlingame (415) 348-6603	CA 94010			
	INDICATED, NOTWITHSTANDING AN	ICIES OF INBURANCE LISTED BELOW I IY REQUIREMENT, TERM OR CONDITIO MAY PERTAIN, THE INSURANCE AFFO SUCH POLICIES. LIMITS SHOWN MAY	on of any contr Rded by the Pol	act or other do Icies described	CUMENT WITH RESPECT TO WHICH
CO LTR	Type of Insurance	Policy Number	POLICY EFFECTIVE DATE-(MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	limits
A		PHPK020110	02/24/02	02/24/03	GENERAL AGBREGATE \$3,00 PRODUCTS - COMP/OP AGG \$1,00 PERSONAL & ADV INJURY \$1,00
	WNER'S & CONTRACTOR'S PROT		•		EACH OCCULRIENCE \$1,00 FIRE DAMAGE (Any one fire) \$10 MED EXP (Any one parson) \$
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS	PHPK020110	02/24/02	02/24/03	COMBINED SINGLE LIMIT \$1,00
	X SCHEDULED AUTOS X HIFED ALITOS X NON-DWNED ALITOS		4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4		(Per person) BODILY (NJURY *** (Per socioent)
				•	
				1 1	AUTO ONLY - EA ACCIDENT 6 OTHER THAN AUTO ONLY: EACH ACCIDENT 5 AGGREGATE 5
	EXCESS LIABILITY UMBRELLA FORM DTHER THAN UMBRELLA FORM		01/01/01	01/01/01	EACH OCCLIFRENCE 5 AGGREGATE 5 5
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE:		11	11	STATUTORY LIMITE EACH ACCIDENT DISEABE - POLICY LIMIT DISEABE - EACH EMPLOYEE
	A DTHER Bond Fire	PHPK020110	02/24/02	2 02/24/03	\$50 \$68
	DESCRIPTION OF OFERATIONEADCATION The County of Sa additional insur County Of San Mat Drug Services Attn Jane Marks 400 Harbor Blvd. Belmont CA 94002	n Mateo, its office eds. eo, Alcohol &	BHOULD Expirati <u>30</u> D BUT FAU OF_AN	ANY OF THE ABOVE ON DATE THEREOF, AVS WRITTEN NOTICE LIRE TO MAIL GUCH	DESCRIBED POLICIES BE CANCELLED THE IBSUING COMPANY WILL ENDEAN TO THE CERTIFICATE HOLDER NAMED NOTICE SHALL IMPOSE NO DELIGATION COMPANY, ITS AGENTS OR REF