

**AMENDMENT ONE TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND
COASTSIDE ADULT DAY HEALTH CENTER**

THIS AMENDMENT TO THE AGREEMENT, entered into this ____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and COASTSIDE ADULT DAY HEALTH CENTER, hereinafter called "Contractor";

W I T N E S S E T H:

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

WHEREAS, the parties entered into Agreement 67461 for Alzheimer's Day Care Resource and Adult Day Health Care services on July 26, 2005; and

WHEREAS, the parties wish to amend the Agreement increasing funding for Adult Day Health services by \$10,300 for a total of \$50,726:

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

1. Section 3 of the agreement is amended to read as follows:

3. Payments.

In consideration of the services provided by Contractor in accordance with all terms, conditions and specifications set forth herein and in Schedule A (revised 02/06), County shall make payment to Contractor based on the rates and in the manner specified in Schedule B (revised 02/06). The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable. In no event shall the County's total fiscal obligation under this Agreement exceed FIFTY THOUSAND SEVEN HUNDRED TWENTY-SIX DOLLARS (\$50,726).

2. Schedule A and Schedule B of the Original Agreement are deleted and replaced and incorporated herein as Schedule A (revised 02/06) and Schedule B (revised 02/06) as attached.

3. **All other terms and conditions of the agreement dated July 26, 2005, between the County and Contractor shall remain in full force and effect.**

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

COUNTY OF SAN MATEO

By: _____
Jerry Hill, President, Board of Supervisors, San
Mateo County

Date: _____

ATTEST:

By: _____
Clerk of Said Board

COASTSIDE ADULT DAY HEALTH CENTER



Contractor's Signature

Date: 2/15/06

SCHEDULE A

COASTSIDE ADULT DAY HEALTH CENTER

FY 2005-2006 DESCRIPTION OF SERVICES

Contractor shall operate the following Older Americans Act (OAA) and Community-Based Services (CBSP) program(s): an Adult Day Health Care Program, and an Alzheimer's Day Care Resources Center Program. Services described in this Schedule A reflect program performance requirements (units of service) during fiscal year July 1, 2005 through June 30, 2006. These programs shall operate in accordance with the California Department of Aging and/or state licensing regulations and the standards and requirements established by Aging and Adult Services of San Mateo County. A monitoring will be conducted annually and onsite, in accordance with the Area Agency on Aging Contract Monitoring Procedures Manual. Contractor agrees to provide requested programmatic and administrative documentation as part of the contract monitoring process.

I. ADULT DAY HEALTH CARE PROGRAM

1. Units of Service

Contractor agrees to provide 37 unduplicated clients with 1,554 days of attendance.

2. Unit Definitions

Adult Day Health Care: Program to provide a day of attendance for eligible clients at a facility or center.

Unit of service: One day (four-hour minimum)

3. Program Requirements

Contractor agrees to:

- a. Be licensed by the State of California and conform to State regulations.
- b. Make arrangements for transporting clients to and from the site through the use of an agency owned and operated vehicle or by arrangement with another agency or through other means.
- c. Offer a daily nutrition program.
- d. Prepare an individual assessment with a care plan for clients and offer appropriate therapeutic programs based on licensing guidelines and social activities as well as other supportive services for clients and their caregivers.

II. ALZHEIMER'S DAY CARE RESOURCE CENTER (ADCRC) PROGRAM

1. Units of Service

Contractor agrees to provide 10 unduplicated clients with the following services: one community education session, 900 days of attendance, 132 hours of family counseling and training, six in-service staff training sessions, three professional service provider sessions, and 10 support group sessions.

2. Unit Definitions

Community Education: Sessions will be conducted alone or jointly with other community providers to provide needed information to professionals and service providers in the community.

Unit of Service: One session

Day of Attendance: To provide an environment designed to accommodate participants who are experiencing moderate to severe stages of Alzheimer's Disease. Program to include dementia specific services and a noon meal.

Unit of Service: One day (five-hour minimum)

Family Counseling/Training: Trained social workers or other professionals on staff to provide counseling and to assist families by referring them to specific resources in the area to address dementia-related issues in depth.

Unit of Service: One hour

In-Service Staff Training: Conduct training sessions for staff and volunteers that emphasize understanding dementia.

Unit of Service: One session

Professional Service Providers Sessions: Use student intern programs to provide training to professional services providers in the community.

Unit of Service: One session

Support Group Sessions: Sessions conducted for caregivers through caregiver support groups and other caregiver activities no fewer than 10 times per year by staff associated with the ADCRC or by arrangement with other support group providers in the local community.

Unit of Service: One session

3. Program Requirements

Contractor agrees to:

Coastside Adult Day Health Center – Schedule A

- a. Provide services to meet the special care needs of participants with dementia, concentrating on participants in the moderate to severe ranges of disability due to dementia. Provide respite relief counseling and referral to other services for families and caregivers. The ADCRC must conduct dementia appropriate, specifically designed activities related to social, cognitive and physical functioning as well as activities of daily living that maintain the dignity of each individual and use available skills and knowledge.
- b. Provide physical facilities that include safeguards to protect the participants' safety. The ADCRC must have a written plan for emergency preparedness including evacuation in the event of fire, earthquake, or other potentially life threatening disaster.
- c. Develop an individual written plan of care for each participant, based upon functional capacity and services needed and available within the context of the day care program and its resources. Care planning should include multidisciplinary input.
- d. Provide or arrange for a nutritious noon meal for participants that provides one-third of the Recommended Dietary Allowance for older persons. Morning and afternoon snacks should also be available.
- e. Provide directly or arrange for transportation so that clients can get to the ADCRC site. If site provides transportation directly, all laws and regulations pertaining to vehicle maintenance, the qualification of drivers, and insurance shall be followed to assure safety.
- f. Conduct community outreach activities and provide Alzheimer's Disease educational and informational materials to the community.

SCHEDULE B – AMENDMENT ONE

COASTSIDE ADULT DAY HEALTH CENTER 2005-2006

FISCAL SUMMARY

Contractor shall operate the following Older Americans Act (OAA) and Community-Based Services (CBSP) program(s): an Adult Day Health Care Program and an Alzheimer's Day Care Resources Center Program. Services described in this Schedule B reflect program funding and payment methods during fiscal year July 1, 2005 through June 30, 2006. These programs shall operate in accordance with the California Department of Aging and/or state licensing regulations and the standards and requirements established by Aging and Adult Services of San Mateo County. Funds shall be utilized to subsidize the fees of seniors who are unable to pay the full cost of services. To avoid the possibility of duplicate payments of federal funds for services provided to persons receiving OAA, CBSP, and/or NSIP funding, Area Agency contract funds may not be used for Contractor's reimbursed Medi-Cal program.

I. ADULT DAY HEALTH CARE PROGRAM

Aging and Adult Services will pay the contractor in consideration of services rendered through OAA funds, the rate of \$12.00 per day.

Aging and Adult Services will pay the contractor a total of \$10,300 for equipment and supplies for the Adult Day Health Care Program.

The maximum reimbursement for the Adult Day Health Care Program during the contract term July 1, 2005 through June 30, 2006 shall not exceed TWENTY-EIGHT THOUSAND NINE HUNDRED FORTY-EIGHT DOLLARS (\$28,948).

II. ALZHEIMER'S DAY CARE RESOURCE CENTER (ADCRC) PROGRAM

Aging and Adult Services will pay the contractor in consideration of services rendered through Title IIIB funds, the rate of one-twelfth of the total reimbursement for this program per month.

The maximum reimbursement for the ADCRC Program during the contract term July 1, 2005 through June 30, 2006 shall not exceed TWENTY THOUSAND DOLLARS (\$20,000).

Contractor is responsible for covering the cost of all components of each program outlined here above and shall be reimbursed for actual expenditures on the approved budget for each program.

A mid-year review, scheduled for January, will require a reconciliation of year-to-date outcomes. Based on these outcomes, a budget revision may be required.

In addition, Contractor agrees to:

- a. Submit client intake forms as appropriate, monthly program reports and invoices by the tenth (10th) of each month. (Invoices submitted more than two months past the month of service may not be reimbursed. Statistical reports submitted more than one month past the month of service may result in withholding of payments until reports are brought current.);
- b. Offer services throughout the twelve-month contract period, unless prior written approval is received from Aging and Adult Services; and
- c. Submit a closing report by July 31, 2006.

The maximum reimbursement for contracted services between San Mateo County Aging and Adult Services and the Coastside Adult Day Health Center is \$48,948 in OAA funds, and \$1,778 in County General Funds for general program support for a total amount of FIFTY THOUSAND SEVEN HUNDRED TWENTY-SIX DOLLARS (\$50,726).