

June 29, 2016

Board of County Commissioner
Clackamas County

Members of the Board:

Approval for renewal of Revenue Intergovernmental Agreement with
Clackamas County Community Corrections, to provide
Behavioral Health Services to Community Corrections Consumers

Purpose/Outcomes	Provide mental health and substance abuse consultation and treatment services to targeted consumers served by Community Corrections Residential Services
Dollar Amount and Fiscal Impact	Contract maximum value is \$430,732., Invoices will be issued monthly for true and verifiable expense. The monthly totals will not exceed \$35,894.33.
Funding Source	This is a revenue agreement for CC Health Centers paid by CC Community Corrections budget.
Duration	Effective July 01, 2015 and terminates on June 30, 2016
Strategic Plan Alignment	1. Individuals and families in need are healthy and safe 2. Ensure safe, healthy and secure communities
Previous Board Action	The Board previously viewed this contract on July 26, 2012 – agenda item 072612-A3, September 26, 2013 agenda item 092613-A7, December 5, 2013 agenda item 120513-A4, and June 19, 2014 agenda item 061914-A1, June 11, 2015 agenda item 061115-A-1
Contact Person	Tracy Garell, Behavioral Health Clinic Manager – 503-723-4803
Contract No.	7825

BACKGROUND:

The Clackamas County Health Centers Division (CCHCD) of the Health, Housing & Human Services Department requests the approval of an Intra-Agency Agreement with Clackamas County Community Corrections to provide behavioral health services to Community Corrections’ consumers. Clackamas County Community Corrections purchases Residential Psychiatric Services, and Medication Evaluations from Health Centers Behavioral Health Clinics.

This agreement allows Clackamas County Health Centers Behavioral Health Clinics to provide mental health and substance abuse consultation and treatment services to targeted consumers served by Community Corrections’ Residential Services.

This is a renewal agreement. The contract maximum is \$430,732. The agreement is effective July 1, 2016 and expires June 30, 2017.

RECOMMENDATION:

Staff recommends the Board approval of this agreement and authorizes Richard Swift, H3S Director to sign on behalf of Clackamas County.

Respectfully submitted,

Richard Swift, Director
Health, Housing, and Human Services

INTRA-AGENCY AGREEMENT
BETWEEN
CLACKAMAS COUNTY
HEALTH, HOUSING, AND HUMAN SERVICES DEPARTMENT
HEALTH CENTERS DIVISION
AND
CLACKAMAS COUNTY
COMMUNITY CORRECTIONS

Contract #7825

I. PURPOSE

This agreement between allows **Clackamas County Community Corrections**, herein referred to as CCCC, and **Clackamas County Health Centers Division**, herein referred to as CCHCD, to work together to provide substance abuse and mental health services to targeted clients within Corrections' Residential Services Division. The parties agree that it is appropriate to develop guidelines for their working relationship and for services to be provided.

II. SCOPE OF WORK AND COOPERATION

A. CCCC will:

1. Prioritize clients to receive service prior to referral. This prioritization will be coordinated through the CCCC liaison staff member who will monitor both the type and the flow of referrals.
2. Provide referral forms on each client to include a signed consent to release information at the same time the referral is made.
3. Provide accessibility of CCCC staff to the designated CCHCD liaison and CCHCD staff providing treatment services.
4. Provide assistance with personnel selection for CCCC/CCHCD services as requested.
5. Provide appropriate clinical office space for individual and group treatment services provided at CCCC facilities.

B. CCHCD will:

1. Through CCHCD clinical staff on site will provide crisis consultation to CCCC staff regarding CSAP clients at risk of hospitalization due to psychiatric crises. If CCHCD clinical staff are not on site at CSAP, CCCC staff should initiate contact with CCHCD and provide relevant information. During regular office hours (8:30 am to 6:30 pm Monday through Friday), services will be accessed by calling 503-655-8401 and requesting to speak with the CSAP Supervisor or the on-call adult crisis staff person. After 6:30 pm and on weekends and holidays, after hours services will be accessed by calling 503-655-8401.
2. Provide counseling to adults in the CSAP program with mental or emotional problems. All contracted Mental Health Specialists assigned to work in the CSAP program will have the core competencies to provide mental health services and will be expected to provide needed mental health and substance abuse services on site.
3. CCHCD will ensure services are provided under the terms of this contract as scheduled except on County holidays or when staff providing services listed in item # 6 below are absent on leaves approved by CCHCD.
4. CCHCD staff stationed off site will be released for CCHCD Treatment Program staff group supervisions and/or meetings on site at CSAP and occasional Behavioral Health Center staff meetings or trainings. The determination of frequency is dependent upon the need of the program, CCHCD and staff. The normal frequency for staff meetings and/or group supervisions is twice a month.

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5. In order to document treatment according to agency standards, meet for supervision, and attend staff meetings and trainings, approximately 60% of the clinician's time is devoted to provision of direct clinical services. If additional duties are requested such as serving as a field instructor to students, then a reduction in direct service will occur.
6. With funds available from CCCC Residential Services, CCHCH will provide agency consultation services and substance abuse group treatment. This also includes mental health services as needed for those with significant mental health issues. Services will be delivered on site by 4 Mental Health Specialists (160 hours per week).
- C. Other services and supports for CSAP clients and CCHCD Mental Health Specialists:

- a. **Psychiatric Services/Medication Evaluations**

If a client in CSAP meets mental health treatment medical necessity and is seeing one of the contracted Mental Health Specialist on site for mental health specific services then that client can be referred for a psychiatric evaluation and treatment. A referral does not guarantee any services will be offered as CCHDC does not provide psychiatric care for all patients. If the client can be served by a PCP, then they will be referred to a medical provider.

- b. **Training – CCHCD Required Training**

Annual training dollars will be provided for continuing education and to retain certifications for the four full-time contracted CCHCD staff. No cost to CCCC. Time away for trainings will generally be no greater than one week per year.

- c. **Clinical Supervision**

With funds available from CCCC, clinical supervision will be provided for each of the treatment staff by a CCHCD program supervisor with expertise in mental health and addictions treatment. The frequency of supervision will be determined by CCHCD based on the needs of the employee.

III. COMPENSATION

- A. CCCC agrees to pay CCHCD an amount not to exceed **\$430,732** for the services described in Section II.B, and Clinical supervision listed in C.
- B. Monthly payments from CCCC will be made to CCHCD on the basis of requests for payment submitted as follows:
 1. CCHCD will bill CCCC for true and verifiable expenses for hours worked to perform the work and services outlined in this contract. Monthly payments should not exceed **\$35,894.33**.
 2. CCHCD will submit a payment request by the 25th of the month following service.
- C. An accounting of revenue received will occur December 31, 2016 and June 30, 2017 from recovered Phase IV CSAP insurance billings, will be deducted from total contract expense.

IV. LIAISON RESPONSIBILITY

CCCC will assign a liaison for the programs. CCHCD's liaison will be the Program Supervisor providing clinical supervision. Questions or concerns shall be resolved between the referring CCCC Residential Services and Field Services staff and the CCHCD therapist, whenever possible. Unresolved issues or concerns shall be referred to the respective liaisons as primary program contacts responsible for implementation of this agreement.

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V. CONFIDENTIALITY

CCCC's confidentially policy No. 214 will be the basis for release of information from CCCC's files; the CCHCD Policy and Procedures on confidentiality of records will be the basis for release of treatment information which is of a confidential nature will be safeguarded and not made available to unauthorized persons, and each party will uphold other contracted agreements concerning confidentiality pursuant to state and federal statutes.

Both CCCC and CCHCD will comply with all applicable provision of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), PL 104-191, and 45 CFR Parts 160-164, 42 CFR Part 2.

VI. AMENDMENTS

This agreement may be amended at any time with the concurrence of both parties. Amendments are effective only after signature by all persons signing this agreement.

VII. TERM OF AGREEMENT

A. This agreement is effective **July 1, 2016** and expires **June 30, 2017**.

B. This agreement is subject to termination by either party on 30 days' notice to the other.

COMMUNITY CORRECTIONS DEPARTMENT

**HEALTH, HOUSING, AND HUMAN SERVICES
DEPARTMENT**

HEALTH CENTERS DIVISION

Deborah Cockrell, Director

Jenna Morrison, Director

Richard Swift, H3SDirector

Date

Date