File No	151038	Committee Item No11
		Board Item No.

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

	AGENDA PACKET CONTENTS LIST						
Committee:	Budget and Finance	Date	<u>December 2, 2015</u>				
Board of Su	pervisors Meeting	Date					
Cmte Boar	Motion Resolution Ordinance Legislative Digest Budget and Legislative Analyst Re Youth Commission Report Introduction Form Department/Agency Cover Letter a MOU Grant Information Form Grant Budget Subcontract Budget Contract/Agreement Form 126 – Ethics Commission Award Letter Application Public Correspondence		port				
OTHER	(Use back side if additional space	is neede	d)				
Completed I			mber 23, 2015				

[Contract Amendment - HealthRIGHT360 - Behavioral Health Services - Not to Exceed \$91,525,506]

Resolution approving amendment number two to the Department of Public Health contract for behavioral health services with HealthRIGHT360 to extend the contract by two years, from July 1, 2010, through December 31, 2015, to July 1, 2010, through December 31, 2017, with a corresponding increase of \$26,963,103 for a total amount not to exceed \$91,525,506.

WHEREAS, The mission of the Department of Public Health is to protect and promote the health of all San Franciscans; and

WHEREAS, The Department of Public Health provides health and behavioral health services through a wide network of approximately 300 Community-Based Organizations and service providers; and

WHEREAS, In 2010, the Department of Public Health selected HealthRIGHT360 through a Request For Proposals process to provide behavioral health services for the period of July 1, 2010, through December 31, 2015; and

WHEREAS, The Board of Supervisors approved the original agreement for these services under Resolution No. 563-10; and

WHEREAS, The Board of Supervisors has previously approved amendments to this contract under Resolution No. 302-14; and

WHEREAS, The Department of Public Health wishes to extend the term of that contract in order to allow the continuation of services while Requests For Proposals are administered to take into account the changes to behavioral health services business needs related to the Affordable Care Act and the State Department of Health Care Services' 1115

Demonstration Waiver pertaining to the delivery of substance abuse Drug Medi-Cal funded services; and

WHEREAS, The San Francisco Charter, Section 9.118, requires that contracts entered in to by a department or commission having a term in excess of ten years, or requiring anticipated expenditures by the City and County of ten million dollars, to be approved by the Board of Supervisors; and

WHEREAS, The Department of Public Health requests approval of an amendment to the Department of Public Health contract for behavioral health services with HealthRIGHT360 to extend the contract by two years, from July 1, 2010, through December 31, 2015, to July 1, 2010, through December 31, 2017, with a corresponding increase of \$26,963,103 for a total not-to-exceed amount of \$91,525,506; now, therefore, be it

RESOLVED, That the Board of Supervisors hereby authorizes the Director of Health and the Director of the Office of Contract Administration/Purchaser, on behalf of the City and County of San Francisco to amend the contract with HealthRIGHT360, extending the term of the contract by two years, through December 31, 2017, and increasing the total, not-to-exceed amount of the contract by \$64,562,403, to \$91,525,506; and, be it

FURTHER RESOLVED, That within thirty (30) days of the contract amendment being fully executed by all parties, the Director of Health and/or the Director of the Office of Contract Administration/Purchaser shall provide the final contract amendment to the Clerk of the Board for inclusion into the official file (File No. 151038).

RECOMMENDED:

Barbara A. Garcia, Director of Health

APPROVED:

Mark Morewitz, Health Commission Secretary

Department of Public Health BOARD OF SUPERVISORS

San Francisco Department of Public Health



Barbara A. Garcia, MPA Director of Health

October 5, 2015

Angela Calvillo, Clerk of the Board Board of Supervisors 1 Dr. Carlton B. Goodlett Place, Room 244 San Francisco, CA 94102-4689

Dear Ms. Calvillo:

Attached please find a proposed resolution for Board of Supervisors approval for the extension of 22 behavioral health services contracts for two years, with corresponding increases in each contract amount, as shown in the resolution.

These contract amendments require Board of Supervisors approval under San Francisco Charter Section 9.118, as they have either already been approved by the Board and the proposed amendment exceeds \$500,000, or they have not previously been approved by the Board and the total contract amount exceeds \$10 million.

The following is a list of accompanying documents:

- o Resolution
- o Proposed amendments
- o Original agreements and any previous amendment
- o Forms SFEC-126 for the Board of Supervisors and Mayor

The following person may be contacted regarding this matter: Jacquie Hale, Director, Office of Contracts Management and Compliance, Department of Public Health, (415) 554-2609 (Jacquie.Hale@SFDPH.org).

Thank you for your time and consideration.

Sincerely,

Jacquie Hale

Director

DPH Office of Contracts Management and Compliance

7 5 AH

City and County of San Francisco Office of Contract Administration Purchasing Division

Second Amendment

THIS AMENDMENT (this "Amendment") is made as of July 1, 2015, in San Francisco, California, by and between "HealthRIGHT360 (Contractor"), and the City and County of San Francisco, a municipal corporation ("City"), acting by and through its Director of the Office of Contract Administration.

RECITALS

WHEREAS, City and Contractor have entered into the Agreement (as defined below); and

WHEREAS, City and Contractor desire to modify the Agreement on the terms and conditions set forth herein to extend the contract term, increase the contract amount and update standard contractual clauses;

WHEREAS, approval for this Amendment was obtained when the Civil Service Commission approved Contract number 4151-09/10 dated June 21, 2010;

NOW, THEREFORE, Contractor and the City agree as follows:

- 1. **Definitions.** The following definitions shall apply to this Amendment:
- 1a. Agreement. The term "Agreement" shall mean the Agreement dated July 1, 2010 between Contractor and City, as amended by the:

First amendment

dated July 1, 2013 and

Second amendment

this amendment

- 1b. Contract Monitoring Division. Contract Monitoring Division. Effective July 28, 2012, with the exception of Sections 14B.9(D) and 14B.17(F), all of the duties and functions of the Human Rights Commission under Chapter 14B of the Administrative Code (LBE Ordinance) were transferred to the City Administrator, Contract Monitoring Division ("CMD"). Wherever "Human Rights Commission" or "HRC" appears in the Agreement in reference to Chapter 14B of the Administrative Code or its implementing Rules and Regulations, it shall be construed to mean "Contract Monitoring Division" or "CMD" respectively.
- 1c. Other Terms. Terms used and not defined in this Amendment shall have the meanings assigned to such terms in the Agreement.
- 2. Modifications to the Agreement. The Agreement is hereby modified as follows:

- **2a.** Section 2. of the Agreement currently reads as follows:
- 2. Terms of the Agreement. Subject to Section 1, the term of this Agreement shall be from July 1, 2010 through December 31, 2015.

Such section is hereby amended in its entirety to read as follows:

- 2. Terms of the Agreement. Subject to Section 1, the term of this Agreement shall be from July 1, 2010 through December 31, 2017.
 - **2b.** Section 5. of the Agreement currently reads as follows:
- 5. Compensation. Compensation shall be made in monthly payments on or before the 15th day of each month for work, as set forth in Section 4 of this Agreement, that the Director of the Department of Public Health, in his or her sole discretion, concludes has been performed as of the 30th day of the immediately preceding month. In no event shall the amount of this Agreement exceed Sixty Four Million Five Hundred Sixty Two Thousand Four Hundred Three Dollars (\$64,562,403). The breakdown of costs associated with this Agreement appears in Appendix B, "Calculation of Charges," attached hereto and incorporated by reference as though fully set forth herein. No charges shall be incurred under this Agreement nor shall any payments become due to Contractor until reports, services, or both, required under this Agreement are received from Contractor and approved by Department of Public Health as being in accordance with this Agreement. City may withhold payment to Contractor in any instance in which Contractor has failed or refused to satisfy any material obligation provided for under this Agreement. In no event shall City be liable for interest or late charges for any late payments.

Such section is hereby amended in its entirety to read as follows:

- 5. Compensation. Compensation shall be made in monthly payments on or before the 15th day of each month for work, as set forth in Section 4 of this Agreement, that the Director of the Department of Public Health, in his or her sole discretion, concludes has been performed as of the 30th day of the immediately preceding month. In no event shall the amount of this Agreement exceed Ninety One Million Five Hundred Twenty Five Thousand Five Hundred Six Dollars (\$91,525,506). The breakdown of costs associated with this Agreement appears in Appendix B, "Calculation of Charges," attached hereto and incorporated by reference as though fully set forth herein. No charges shall be incurred under this Agreement nor shall any payments become due to Contractor until reports, services, or both, required under this Agreement are received from Contractor and approved by Department of Public Health as being in accordance with this Agreement. City may withhold payment to Contractor in any instance in which Contractor has failed or refused to satisfy any material obligation provided for under this Agreement. In no event shall City be liable for interest or late charges for any late payments.
 - **2c.** Insurance. Section 15. is hereby replaced in its entirety to read as follows:
- 15. Insurance

- a. Without in any way limiting Contractor's liability pursuant to the "Indemnification" section of this Agreement, Contractor must maintain in force, during the full term of the Agreement, insurance in the following amounts and coverages:
- 1) Workers' Compensation, in statutory amounts, with Employers' Liability Limits not less than \$1,000,000 each accident, injury, or illness; and
- 2) Commercial General Liability Insurance with limits not less than \$1,000,000 each occurrence and \$2,000,000 general aggregate for Bodily Injury and Property Damage, including Contractual Liability, Personal Injury, Products and Completed Operations; and
- 3) Commercial Automobile Liability Insurance with limits not less than \$1,000,000 each occurrence, "Combined Single Limit" for Bodily Injury and Property Damage, including Owned, Non-Owned and Hired auto coverage, as applicable.
 - 4) Blanket Fidelity Bond (Commercial Blanket Bond): Limits in the amount of the Initial Payment provided for in the Agreement
- 5) Professional liability insurance, applicable to Contractor's profession, with limits not less than \$1,000,000 each claim with respect to negligent acts, errors or omissions in connection with the Services.
- b. Commercial General Liability and Commercial Automobile Liability Insurance policies must be endorsed to provide:
- 1) Name as Additional Insured the City and County of San Francisco, its Officers, Agents, and Employees.
- 2) That such policies are primary insurance to any other insurance available to the Additional Insureds, with respect to any claims arising out of this Agreement, and that insurance applies separately to each insured against whom claim is made or suit is brought.
- c. All policies shall be endorsed to provide thirty (30) days' advance written notice to the City of cancellation for any reason, intended non-renewal, or reduction in coverages. Notices shall be sent to the City address set forth in the Section entitled "Notices to the Parties."
- d. Should any of the required insurance be provided under a claims-made form, Contractor shall maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of three years beyond the expiration of this Agreement, to the effect that, should occurrences during the contract term give rise to claims made after expiration of the Agreement, such claims shall be covered by such claims-made policies.
- e. Should any required insurance lapse during the term of this Agreement, requests for payments originating after such lapse shall not be processed until the City receives satisfactory evidence of reinstated coverage as required by this Agreement, effective as of the lapse date. If insurance is not reinstated, the City may, at its sole option, terminate this Agreement effective on the date of such lapse of insurance.
- f. Before commencing any Services, Contractor shall furnish to City certificates of insurance and additional insured policy endorsements with insurers with ratings comparable to A-, VIII or higher, that are authorized to do business in the State of California, and that are

satisfactory to City, in form evidencing all coverages set forth above. Approval of the insurance by City shall not relieve or decrease Contractor's liability hereunder.

- g. The Workers' Compensation policy(ies) shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents and subcontractors.
- h. If Contractor will use any subcontractor(s) to provide Services, Contractor shall require the subcontractor(s) to provide all necessary insurance and to name the City and County of San Francisco, its officers, agents and employees and the Contractor as additional insureds.
- i. Notwithstanding the foregoing, the following insurance requirements are waived or modified in accordance with the terms and conditions stated in Appendix C. Insurance.
- 2d. Replacing "Earned Income Credit (EIC) Forms" Section with "Consideration of Criminal History in Hiring and Employment Decisions" Section. Section 32. "Earned Income Credit (EIC) Forms" is hereby replaced in its entirety to read as follows:

32. Consideration of Criminal History in Hiring and Employment Decisions.

- a. Contractor agrees to comply fully with and be bound by all of the provisions of Chapter 12T "City Contractor/Subcontractor Consideration of Criminal History in Hiring and Employment Decisions," of the San Francisco Administrative Code (Chapter 12T), including the remedies provided, and implementing regulations, as may be amended from time to time. The provisions of Chapter 12T are incorporated by reference and made a part of this Agreement as though fully set forth herein. The text of the Chapter 12T is available on the web at www.sfgov.org/olse/fco. A partial listing of some of Contractor's obligations under Chapter 12T is set forth in this Section. Contractor is required to comply with all of the applicable provisions of 12T, irrespective of the listing of obligations in this Section. Capitalized terms used in this Section and not defined in this Agreement shall have the meanings assigned to such terms in Chapter 12T.
- b. The requirements of Chapter 12T shall only apply to a Contractor's or Subcontractor's operations to the extent those operations are in furtherance of the performance of this Agreement, shall apply only to applicants and employees who would be or are performing work in furtherance of this Agreement, shall apply only when the physical location of the employment or prospective employment of an individual is wholly or substantially within the City of San Francisco, and shall not apply when the application in a particular context would conflict with federal or state law or with a requirement of a government agency implementing federal or state law.
- c. Contractor shall incorporate by reference in all subcontracts the provisions of Chapter 12T, and shall require all subcontractors to comply with such provisions. Contractor's failure to comply with the obligations in this subsection shall constitute a material breach of this Agreement.

- d. Contractor or Subcontractor shall not inquire about, require disclosure of, or if such information is received, base an Adverse Action on an applicant's or potential applicant for employment's, or employee's: (1) Arrest not leading to a Conviction, unless the Arrest is undergoing an active pending criminal investigation or trial that has not yet been resolved; (2) participation in or completion of a diversion or a deferral of judgment program; (3) a Conviction that has been judicially dismissed, expunged, voided, invalidated, or otherwise rendered inoperative; (4) a Conviction or any other adjudication in the juvenile justice system; (5) a Conviction that is more than seven years old, from the date of sentencing; or (6) information pertaining to an offense other than a felony or misdemeanor, such as an infraction.
- e. Contractor or Subcontractor shall not inquire about or require applicants, potential applicants for employment, or employees to disclose on any employment application the facts or details of any conviction history, unresolved arrest, or any matter identified in subsection 32.(d), above. Contractor or Subcontractor shall not require such disclosure or make such inquiry until either after the first live interview with the person, or after a conditional offer of employment.
- f. Contractor or Subcontractor shall state in all solicitations or advertisements for employees that are reasonably likely to reach persons who are reasonably likely to seek employment to be performed under this Agreement, that the Contractor or Subcontractor will consider for employment qualified applicants with criminal histories in a manner consistent with the requirements of Chapter 12T.
- g. Contractor and Subcontractors shall post the notice prepared by the Office of Labor Standards Enforcement (OLSE), available on OLSE's website, in a conspicuous place at every workplace, job site, or other location under the Contractor or Subcontractor's control at which work is being done or will be done in furtherance of the performance of this Agreement. The notice shall be posted in English, Spanish, Chinese, and any language spoken by at least 5% of the employees at the workplace, job site, or other location at which it is posted.
- h. Contractor understands and agrees that if it fails to comply with the requirements of Chapter 12T, the City shall have the right to pursue any rights or remedies available under Chapter 12T, including but not limited to, a penalty of \$50 for a second violation and \$100 for a subsequent violation for each employee, applicant or other person as to whom a violation occurred or continued, termination or suspension in whole or in part of this Agreement.
- **2e. Protected Health Information.** Section 64. is hereby replaced in its entirety to read as follows:
- 64. Protected Health Information. Contractor, all subcontractors, all agents and employees of Contractor and any subcontractor shall comply with all federal and state laws regarding the transmission, storage and protection of all private health information disclosed to Contractor by City in the performance of this Agreement. Contractor agrees that any failure of Contactor to comply with the requirements of federal and/or state and/or local privacy laws shall be a material breach of the Contract. In the event that City pays a regulatory fine, and/or is assessed civil penalties or damages through private rights of action, based on an impermissible use or disclosure of protected health information given to Contractor or its subcontractors or agents by City, Contractor shall indemnify City for the amount of such fine or penalties or damages,

including costs of notification. In such an event, in addition to any other remedies available to it under equity or law, the City may terminate the Contract.

- 2f. Delete Appendices A-1 through A-24 and replace in its entirety with Appendices A-1 through A25, to Agreement as amended.
- 2g. Delete Appendices B (Calculation of Charges) and Appendices B-1 through B-24 and replace in its entirety with Appendix B (Calculation of Charges) Appendices B-1 through B-25, to Agreement as amended.
 - 2h Delete Appendix E and replace in its entirety with Appendix E dated 5/7/14.
 - 2i. Delete Appendix F and replace in its entirety with Appendix F dated 7/1/15.
 - 2j. Appendix J is hereby added.
- 3. Effective Date. Each of the modifications set forth in Section 2 shall be effective on and after the date of this Amendment.
- 4. Legal Effect. Except as expressly modified by this Amendment, all of the terms and conditions of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, Contractor and City have executed this Amendment as of the date first referenced above.

CITY	CONTRACTOR
Recommended by:	HealthRIGHT360
Jala -	
Barbara Garcia, MPA	Vitka Eisen, MSW, EdD
Director of Health	Chief Executive Officer
Department of Public Health	1735 Mission Street
	San Francisco, CA 94103
	City vendor number: 08817
Approved as to Form:	•
Dennis J. Herrera City Attorney	
Kathy Murphy Deputy City Attorney	2/15/15
Approved:	

Jaci Fong

Director of the Office of Contract Administration, and Purchaser

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Appendix A COMMUNITY BEHAVIORAL HEALTH SERVICES

The following requirements are incorporated into Appendix A, as provided in this Agreement under Section 4. SERVICES.

A. Contract Administrator:

In performing the SERVICES hereunder, CONTRACTOR shall report to Elizabeth Davis, Contract Administrator for the CITY, or her designee.

B. Reports:

- (1) CONTRACTOR shall submit written reports as requested by the CITY. The format for the content of such reports shall be determined by the CITY. The timely submission of all reports is a necessary and material term and condition of this Agreement. All reports, including any copies, shall be submitted on recycled paper and printed on double-sided pages to the maximum extent possible.
- (2) CONTRACTOR agrees to submit to the Director of Public Health or his designated agent (hereinafter referred to as "DIRECTOR") the following reports: Annual County Plan Data; Utilization Review Data and Quarterly Reports of De-certifications; Peer Review Plan, Quarterly Reports, and relevant Peer Review data; Medication Monitoring Plan and relevant Medication Monitoring data; Charting Requirements, Client Satisfaction Data, Program Outcome Data, and Data necessary for producing bills and/or claims in conformance with the State of California Uniform Method for Determining Ability to Pay (UMDAP; the state's sliding fee scale) procedures.

C. <u>Evaluation</u>:

CONTRACTOR shall participate as requested with the CITY, State and/or Federal government in evaluative studies designed to show the effectiveness of CONTRACTOR'S SERVICES. CONTRACTOR agrees to meet the requirements of and participate in the evaluation program and management information systems of the CITY. The CITY agrees that any final written reports generated through the evaluation program shall be made available to CONTRACTOR within thirty (30) working days. CONTRACTOR may submit a written response within thirty working days of receipt of any evaluation report and such response will become part of the official report.

D. Possession of Licenses/Permits:

CONTRACTOR warrants the possession of all licenses and/or permits required by the laws and regulations of the United States, the State of California, and the CITY to provide the SERVICES. Failure to maintain these licenses and permits shall constitute a material breach of this Agreement.

Space owned, leased or operated by providers, including satellites, and used for SERVICES or staff shall meet local fire codes. Documentation of fire safety inspections and corrections of any deficiencies shall be made available to reviewers upon request.

E. Adequate Resources:

CONTRACTOR agrees that it has secured or shall secure at its own expense all persons, employees and equipment required to perform the SERVICES required under this Agreement, and that all such SERVICES shall be performed by CONTRACTOR, or under CONTRACTOR'S supervision, by persons authorized by law to perform such SERVICES.

F. Admission Policy:

Admission policies for the SERVICES shall be in writing and available to the public. Such policies must include a provision that clients are accepted for care without discrimination on the basis of race, color, creed, religion, sex, age, national origin, ancestry, sexual orientation, gender identification, disability, or AIDS/HIV status, except to the extent that the SERVICES are to be rendered to a specific

population as described in Appendix A. CONTRACTOR shall adhere to Title XIX of the Social Security Act and shall conform to all applicable Federal and State statues and regulations. CONTRACTOR shall ensure that all clients will receive the same level of care regardless of client status or source of reimbursement when SERVICES are to be rendered.

G. San Francisco Residents Only:

Only San Francisco residents shall be treated under the terms of this Agreement. Exceptions must have the written approval of the Contract Administrator.

H. Grievance Procedure:

CONTRACTOR agrees to establish and maintain a written Client Grievance Procedure which shall include the following elements as well as others that may be appropriate to the SERVICES: (1) the name or title of the person or persons authorized to make a determination regarding the grievance; (2) the opportunity for the aggrieved party to discuss the grievance with those who will be making the determination; and (3) the right of a client dissatisfied with the decision to ask for a review and recommendation from the community advisory board or planning council that has purview over the aggrieved service. CONTRACTOR shall provide a copy of this procedure, and any amendments thereto, to each client and to the Director of Public Health or his/her designated agent (hereinafter referred to as "DIRECTOR"). Those clients who do not receive direct SERVICES will be provided a copy of this procedure upon request.

I. Infection Control, Health and Safety:

- (1) CONTRACTOR must have a Bloodborne Pathogen (BBP) Exposure Control plan as defined in the California Code of Regulations, Title 8, §5193, Bloodborne Pathogens (http://www.dir.ca.gov/title8/5193.html), and demonstrate compliance with all requirements including, but not limited to, exposure determination, training, immunization, use of personal protective equipment and safe needle devices, maintenance of a sharps injury log, post-exposure medical evaluations, and record keeping.
- (2) CONTRACTOR must demonstrate personnel policies/procedures for protection of staff and clients from other communicable diseases prevalent in the population served. Such policies and procedures shall include, but not be limited to, work practices, personal protective equipment, staff/client Tuberculosis (TB) surveillance, training, etc.
- (3) CONTRACTOR must demonstrate personnel policies/procedures for Tuberculosis (TB) exposure control consistent with the Centers for Disease Control and Prevention (CDC) recommendations for health care facilities and based on the Francis J. Curry National Tuberculosis Center: Template for Clinic Settings, as appropriate.
- (4) CONTRACTOR is responsible for site conditions, equipment, health and safety of their employees, and all other persons who work or visit the job site.
- (5) CONTRACTOR shall assume liability for any and all work-related injuries/illnesses including infectious exposures such as BBP and TB and demonstrate appropriate policies and procedures for reporting such events and providing appropriate post-exposure medical management as required by State workers' compensation laws and regulations.
- (6) CONTRACTOR shall comply with all applicable Cal-OSHA standards including maintenance of the OSHA 300 Log of Work-Related Injuries and Illnesses.
- (7) CONTRACTOR assumes responsibility for procuring all medical equipment and supplies for use by their staff, including safe needle devices, and provides and documents all appropriate training.
- (8) CONTRACTOR shall demonstrate compliance with all state and local regulations with regard to handling and disposing of medical waste.

J. Acknowledgment of Funding:

CONTRACTOR agrees to acknowledge the San Francisco Department of Public Health in any printed material or public announcement describing the San Francisco Department of Public Health-funded SERVICES. Such documents or announcements shall contain a credit substantially as follows: "This program/service/ activity/research project was funded through the Department of Public Health, CITY and County of San Francisco."

K. Client Fees and Third Party Revenue:

- (1) Fees required by federal, state or CITY laws or regulations to be billed to the client, client's family, or insurance company, shall be determined in accordance with the client's ability to pay and in conformance with all applicable laws. Such fees shall approximate actual cost. No additional fees may be charged to the client or the client's family for the SERVICES. Inability to pay shall not be the basis for denial of any SERVICES provided under this Agreement.
- (2) CONTRACTOR agrees that revenues or fees received by CONTRACTOR related to SERVICES performed and materials developed or distributed with funding under this Agreement shall be used to increase the gross program funding such that a greater number of persons may receive SERVICES. Accordingly, these revenues and fees shall not be deducted by CONTRACTOR from its billing to the CITY.
- (3) CONTRACTOR agrees that funds received by CONTRACTOR from a source other than the CITY to defray any portion of the reimbursable costs allowable under this Agreement shall be reported to the CITY and deducted by CONTRACTOR from its billings to the CITY to ensure that no portion of the CITY'S reimbursement to CONTRACTOR is duplicated.

L. <u>Billing and Information System</u>

CONTRACTOR agrees to participate in the CITY'S Community Mental Health Services (CMHS) and Community Substance Abuse Services (CSAS) Billing and Information System (BIS) and to follow data reporting procedures set forth by the CMHS/CSAS BIS and Quality Improvement Units.

M. Patients Rights:

All applicable Patients Rights laws and procedures shall be implemented.

N. <u>Under-Utilization Reports:</u>

For any quarter that CONTRACTOR maintains less than ninety percent (90%) of the total agreed upon units of service for any mode of service hereunder, CONTRACTOR shall immediately notify the Contract Administrator in writing and shall specify the number of underutilized units of service.

O. Quality Improvement:

CONTRACTOR agrees to develop and implement a Quality Improvement Plan based on internal standards established by CONTRACTOR applicable to the SERVICES as follows:

- (1) Staff evaluations completed on an annual basis.
- (2) Personnel policies and procedures in place, reviewed and updated annually.
- (3) Board Review of Quality Improvement Plan.

P.Compliance with Community Mental Health Services and Community Substance Abuse Services Policies and Procedures

In the provision of SERVICES under Community Mental Health Services or Community Substance Abuse Services contracts, CONTRACTOR shall follow all applicable policies and procedures established for contractors by Community Mental Health Services or Community Substance Abuse Services, as applicable, and shall keep itself duly informed of such policies. Lack of knowledge of such policies and procedures shall not be an allowable reason for noncompliance.

Q. Working Trial Balance with Year-End Cost Report

If CONTRACTOR is a Non-Hospital Provider as defined in the State of California Department of Mental Health Cost Reporting Data Collection Manual, it agrees to submit a working trial balance with the year-end cost report.

R. Harm Reduction

The program has a written internal Harm Reduction Policy that includes the guiding principles per Resolution # 10-00 810611 of the San Francisco Department of Public Health Commission.

2. Description of Services

Detailed description of services are listed below and are attached hereto

Appendix A-1 - Adult Residential

Appendix A-2 - Bridges Residential

Appendix A-3 – AB109 Residential

Appendix A-4 - AB109 ONPD Residential

Appendix A-5 - CARE MDSP Residential

Appendix A-6 - CARE Detox Residential

Appendix A-7 - CARE Variable Length Residential

Appendix A-8 - CARE Lodestar Residential

Appendix A-9 – SFGH Residential

Appendix A-10 - Satellite ONPD Residential

Appendix A-11 - Social Detox Residential

Appendix A-12 – Transgender Residential

Appendix A-13 - WHITS Residential

Appendix A-14 – Women's Hope Residential

Appendix A-15 – Adult Outpatient

Appendix A-16 – African American Family Healing Outpatient

Appendix A-17 – Bridges Outpatient

Appendix A-18 – Buprenorphine Medical Monitoring Outpatient

Appendix A-19 - Family Strength Outpatient

Appendix A-20 - SHOP

Appendix A-21 – Representative Payee Program

Appendix A-22 – Second Chances

Appendix A-23 – IFO Healthy Changes

Appendix A-24 - Adult Medical Health Medi-Cal

Appendix A-25 - WRAPS

1. Identifiers:

Program Name: HR360 Men's Adult Residential

Program Address: 890 Hayes Street

City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 701-5100 www.healthright360.org

Program Name: HR360 Women's Adult Residential

Program Address: 214 Haight Street

City, State, Zip Code: San Francisco, CA 94102

Telephone: (415) 554-1480

Program Name: HR360 Dual Recovery Adult Residential

Program Address: 815 Buena Vista West

City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Codes: 38342, 38062, 3805WR-RSD

2. Nature of Document (check one)

П	New	Renewal	\boxtimes	Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by HR360 Adult Residential is adult poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent.

- Polysubstance abusers
- Intravenous route of administration
- Homeless

5. Modality(ies)/Interventions

SA-Residential Recovery Long Term (over 30 days)

6. Methodology

HR360's Gender Responsive Men's/ Women's/ Dual Recovery Residential Substance Abuse Treatment Programs are gender responsive residential substance abuse treatment. This program provides integrated substance abuse and mental health treatment in a safe, recovery-oriented environment. Each participant's

treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings, and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street or through TAP (County Central Intake Program) at 1380 Howard Street.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Once the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers, including TAP.

C. Program Service Delivery Model: The Adult residential program is a variable-length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Program Service Locations: These Adult Residential Programs are located at three HR360 facilities, one at 815 Buena Vista West, San Francisco, CA, 214 Haight Street, and the other at 890 Hayes Street, San

Francisco, CA. These facilities are licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual and Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled BHS AOA Performance Objectives FY 14-15".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity:</u> Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

Training: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of subpopulations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

9. Required Language- N/A

1. Identifiers:

Program Name: HR360 Bridges Residential Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117 Telephone: (415) 554-1450

Telephone: (415) 554-1450 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person Completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 3806BR-RES

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations served by the HR360 BRIDGES program are adult parolees, mentally ill, polysubstance abusers or dependant on drugs and/or alcohol, considered legal residents of San Francisco.

- CDCR Parolees
- Poly-Substance Abusers
- Mentally III

5. Modality(ies)/Interventions

SA-Residential Recovery Long Term (over 30 days)

6. Methodology

HR360 Bridges Residential Services offers a streamlined continuum of care providing substance abuse services that include individual and group counseling, relapse prevention, vocational and educational classes, social services, family reunification and legal counseling and urine surveillance as a tool when appropriate. Our mission is to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California. These services are designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. In addition, because this program's target population is CDCR parolees, the program staff have good referral relationships with the Parole agencies that serve parolees in San Francisco.

B. Admissions and Intake: Admission is open to referred parolees with a substance abuse & mental health issues. The person served may access services through an appointment or walk-in at the Program Site at the Multi-Services building located at 1899 Mission Street or specific referrals from CDCR Parole Agents.

As a client enters the HR360 continuum of care, the client begins with self-administered questionnaires. An interview occurs thereafter with a program staff member. This interview includes the administration of the Addiction Severity Index (ASI) Lite assessment which creates both a Narrative Summary and Severity Profile of the person served surrounding different life domains (Alcohol/Drug Use; Employment; Family; Legal; Medical; and Psychiatric). The client is provided further services as based on need identified by the severity profile for legal or psychiatric life domains.

C. Program Service Delivery Model: HR360 integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidence-based interventions.

The program includes:

Harm Reduction Interventions that support engagement and build trust during the pre-contemplation and
contemplation phases of treatment and at the same time promote individual and public safety. This is
primarily accomplished via Motivational Enhancement Therapy interventions. Please see Adult Residential A1 for more details of the treatment process.

Program Service Location: The Bridges Residential Program is located at 815 Buena Vista West, San Francisco, CA.

- C. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- D. Program Staffing: See salaries & benefits detail page in Appendix B.
- 7. Objectives and Measurements
 - A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

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- Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.
- Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.
- Training: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.
- <u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.
- Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

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Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

9. Required Language- N/A

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1. Identifiers:

Program Name: HR360 AB109 Residential

Program Address: 1254 13th Street

City, State, Zip Code: San Francisco, CA 94130

Telephone: (415) 701-5100 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 87342

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for AB109 participants referred through the TAP. Participants are non-violent offenders who abuse substances. The HR360 AB109 is part of the ADP CJ Realignment funding. It is a variable length transitional residential program designed to help paroled substance abusers maintain sobriety and abstinence from alcohol and other drugs, teach self-reliance and improve social functioning, and provide participants with an extensive support system. AB109 clients are mainstreamed with other HR360 clients. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for various populations with specific needs. The program is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes.

- Criminal Justice AB109 referrals from TAP
- Non violent parolees
- Polysubstance abusers

5. Modality(ies)/Interventions

- > SA-Res Recov Long Term (over 30 days)
- > SA-Ancillary Svcs Case Mgmt

6. Methodology

The goal of AB109 Transitional Residential Services program is to reduce substance abuse and related criminal behavior in individuals referred to HR360 from the TAP. To reach this goal, the program provides transitional housing while participant also participates in substance abuse OP treatment services.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment

programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission to the AB109 Residential Program is open to all adult San Francisco AB109 participants referred through TAP that need housing and substance abuse treatment in a therapeutic community.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Once the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers, including TAP.

C. Program Service Delivery Model: The Adult residential program is a variable-length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Program Service Locations: These Adult AB109 Residential Programs is located at 890 Hayes Street, San Francisco, CA. These facilities are licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual and Group Counseling, MH services, and other substance abuse treatment related activities. This facility is staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

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- <u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.
- <u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.
- <u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.
- <u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.
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Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

9. Required Language- N/A

1. Identifiers:

Program Name: HR360 AB109 (ONPD) Transitional

Program Address: 625 13th Street

City, State, Zip Code: San Francisco, CA 94130

Telephone: (415) 701-5100 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 86077

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for AB109 participants referred through the TAP. Participants are non-violent offenders who abuse substances. The HR360 AB109 is part of the ADP CJ Realignment funding. It is a variable length transitional residential program designed to help paroled substance abusers maintain sobriety and abstinence from alcohol and other drugs, teach self-reliance and improve social functioning, and provide participants with an extensive support system. AB109 clients are mainstreamed with other HR360 clients. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for various populations with specific needs. The program is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes.

- Criminal Justice AB109 referrals from TAP
- Non violent parolees
- Polysubstance abusers

5. Modality(ies)/Interventions

SA-Res Recov Long Term (over 30 days)

6. Methodology

The goal of AB109 Transitional Residential Services program is to reduce substance abuse and related criminal behavior in individuals referred to HR360 from the TAP. To reach this goal, the program provides transitional housing while participant also participates in substance abuse OP treatment services.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and

publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission to the AB109 Transitional Program is open to all adult San Francisco AB109 participants referred through TAP that need housing and substance abuse treatment in a therapeutic community.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers, including TAP.

C. Program Service Delivery Model: The Ab109 Transitional residential program is a variable-length program that provides up to 6 months of supportive residential services.

Program Phases:

Transitional phase is usually clients wanting a continuity of care after leaving primary residential program. This phase is designed to provide a continuum of care for each client as they transition back into the community.

Program Service Locations: These Residential Programs are located on Treasure Island at 625 13th Street SF, CA 94130.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
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9. Required Language- N/A

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1. Identifiers:

Program Name: HR360 CARE MDSP Residential Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117 Telephone: (415) 554-1450

Program Code: 3806CM-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations are poly-substance abusing, persons living with HIV-infection or AIDS who are indigent. Included in these populations are men and women; gay, lesbian, bisexual and transgender; all ethnic/racial minorities; young adults 18 to 24 years old; veterans; criminal justice involved individuals; persons multiply diagnosed with concomitant mental health and behavioral issues; and homeless people. Enrollment priority will be given to residents of San Francisco who are low income and uninsured or underinsured.

HIV+/AIDS plus: Substance abusers Mentally III

5. Modality(ies)/Interventions

SA-Residential Recovery Long Term (over 30 days)

6. Methodology

HR360's Gender Responsive Residential Substance Abuse Treatment Program is a trauma-informed, gender responsive residential substance abuse treatment program. CARE Multiple Diagnosis Stabilization Program (MDSP) offers a streamlined continuum of care providing comprehensive residential substance abuse service to HIV+ participants in a short time.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The CARE MDSP program provides up to 3 months of detox / stabilization residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

During this component a client works on achieving their individual treatment plan goals, continues to attend various groups including: anger management meetings, art therapy group meetings, men's group, women's group meetings, DBT group meetings, HIV prevention & education meetings, HIV support group meetings, community meetings, Narcotics Anonymous/Alcoholics Anonymous meetings (in house and in the community), and works on finding a 12 step sponsor and an outside HIV support group with which they feel comfortable.

Clients continue with health care appointments, as well as any other outside appointments. At two weeks into the main phase, clients reassess their individual treatment plan goals. This treatment plan is reassessed at 30 days, 60 days and 90 days, at which time the client discusses their progress with the clinical review team and the counselor, to determine what goals will be pursued in the next phase, or upon completion. Client responsibilities are to follow program rules, participate fully in treatment activities, act as a role model for new clients, and do house chores, including making dinner once a week for the house. During this time the resident begins to receive an increasing number of privileges including, but limited to: sending and receiving monitored mail, personally use house electronic equipment, eligibility for community outings, and room privileges (which include posters on walls and the use of radio/tape players). These privileges are granted in accordance with demonstrated responsibility. When it is deemed appropriate by the counselor and client, the client writes a proposal to become a mentor in the community and enter the Pre-Reentry phase of the variable length program.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Program Service Locations: This program is located at 815 Buena Vista West, San Francisco, CA. This facility is licensed by the State to provide adult substance abuse residential treatment. This facility is staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- **D. Exit Criteria and Process:** Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly. <u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of subpopulations are addressed. Chaired by the Vice President of Programs, meets semi-monthly. <u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

Program Name: HR360 HIV Detox Residential Program Address: 815 Buena Vista Street City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 www.healthright360.org

Program Code: 3806CX-RSD

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations are poly-substance abusing, persons living with HIV-infection or AIDS who are indigent. Included in these populations are men and women; gay, lesbian, bisexual and transgendered; all ethnic/racial minorities; young adults 18 to 24 years old; veterans; criminal justice involved individuals; persons multiply diagnosed with concomitant mental health and behavioral issues; and homeless people. Enrollment priority will be given to residents of San Francisco who are low income and uninsured or underinsured.

- HIV+/AIDS plus:
 - Substance abusers
 - Homeless

5. Modality(ies)/Interventions

SA-Residential Recovery Long Term (over 30 days)

6. Methodology

HR360's Gender Responsive Residential Substance Abuse Treatment Program is a trauma-informed, gender responsive residential substance abuse treatment program. CARE Detox offers a streamlined continuum of care providing comprehensive residential substance abuse service to HIV+ participants in a short time.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The CARE MDSP program provides up to 3 months of detox / stabilization residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

During this component a client works on achieving their individual treatment plan goals, continues to attend various groups including: anger management meetings, art therapy group meetings, men's group, women's group meetings, DBT group meetings, HIV prevention & education meetings, HIV support group meetings, community meetings, Narcotics Anonymous/Alcoholics Anonymous meetings (in house and in the community), and works on finding a 12 step sponsor and an outside HIV support group with which they feel comfortable.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Program Service Locations: This program is located at 815 Buena Vista West, San Francisco, CA. This facility is licensed by the State to provide adult substance abuse residential treatment. This facility is staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based

upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.

Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

meets monthly.

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled BHS AOA Performance Objectives FY 14-15".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

Training: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of subpopulations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is

and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer,

demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

Program Name: HR360 CARE Variable Length Residential Program Address: 890 Hayes Street City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 701-5100 www.healthright360.org

Program Code: 3834CV-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations are poly-substance abusing, persons living with HIV-infection or AIDS who are indigent. Included in these populations are men and women; gay, lesbian, bisexual and transgendered; all ethnic/racial minorities; young adults 18 to 24 years old; veterans; criminal justice involved individuals; persons multiply diagnosed with concomitant mental health and behavioral issues; and homeless people. Enrollment priority will be given to residents of San Francisco who are low income and uninsured or underinsured.

- HIV+/AIDS plus:
- Substance abusers
- Homeless

5. Modality(ies)/Interventions

SA-Residential Recovery Long Term (over 30 days)

6. Methodology

HR360's Gender Responsive Residential Substance Abuse Treatment Program is a trauma-informed, gender responsive residential substance abuse treatment program. CARE VL offers a streamlined continuum of care providing comprehensive residential substance abuse service to HIV+ participants.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The CARE MDSP program provides up to 45 days of detox / stabilization residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

During this component a client works on achieving their individual treatment plan goals, continues to attend various groups including: anger management meetings, art therapy group meetings, men's group, women's group meetings, DBT group meetings, HIV prevention & education meetings, HIV support group meetings, community meetings, Narcotics Anonymous/Alcoholics Anonymous meetings (in house and in the community), and works on finding a 12 step sponsor and an outside HIV support group with which they feel comfortable.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Program Service Locations: This program is located at 815 Buena Vista West, San Francisco, CA. This facility is licensed by the State to provide adult substance abuse residential treatment. This facility is staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated

drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.

Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly. Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly. Training: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly. Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of subpopulations are addressed. Chaired by the Vice President of Programs, meets semi-monthly. Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

Program Name: HR360 CARE Lodestar Residential

Program Address: 214 Haight Street

City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1480 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 3805LC-RES

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by HR360 Adult Residential is HIV+ adult women poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. Walden House serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services for HIV+ women 18 years and older who are:

- Polysubstance abusers
- Intravenous route of administration
- Homeless Polysubstance abusers

5. Modality(ies)/Interventions

SA-Residential Recovery Long Term (over 30 days)

6. Methodology

HR360 Gender Responsive Women's Residential Substance Abuse Treatment Program is a traumainformed, gender responsive residential substance abuse treatment program for women. This program accepts HIV+ female San Francisco residents and offers HIV specific services, integrated substance abuse and mental health treatment in a safe, recovery-oriented environment that recognizes and responds to the prominent roles that trauma and abuse have played in many women's paths to addiction. Each woman's treatment experience is unique, as services are assessment-driven, strength-based, and woman-centered.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Program Service Delivery Model: The Women's gender responsive residential program is a variable-Length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, cofactors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Program Service Locations: This program is located at 214 Haight Street. This facility is licensed by the State to provide adult substance abuse residential treatment. This facility is staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

C. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future

treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

D. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly. Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly. <u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets guarterly. Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of subpopulations are addressed. Chaired by the Vice President of Programs, meets semi-monthly. Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

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Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

Program Name: HR360 Men's SFGH Residential Program Address: 890 Hayes Street City, State, Zip Code: San Francisco, CA 94117 Telephone: (415) 701-5100

Program Name: HR360 Women's SFGH Residential Program Address: 214 Haight Street City, State, Zip Code: San Francisco, CA 94102 Telephone: (415) 554-1480

Program Name: HR360 Dual Recovery SFGH Residential Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117 Telephone: (415) 554-1450 www.healthright360.org

Program Codes: 3834G-RES, 3805SW-RES, 3806SG-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

2. Nature of Document (check one)

	New	Renewal	\boxtimes	Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by the HR360 Post SFGH is adult poly-substance abusers who live in San Francisco and referred from San Francisco General Hospital by the Treatment Access Program (TAP). Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include women; the mentally ill; HIV positive individuals; homeless people; young adults ages 18-24; gay, lesbian, bisexual and transgender people; veterans; parents; and individuals involved in the criminal justice system.

- Mental Health referrals
- Polysubstance abusers
- Intravenous route of administration

Modality(ies)/Interventions
 SA-Residential Recovery Long Term (over 30 days)

6. Methodology

HR360's Gender Responsive Men's/ Women's/ Dual Recovery Residential Substance Abuse Treatment Programs are gender responsive residential substance abuse treatment. This program provides integrated substance abuse and mental health treatment in a safe, recovery-oriented environment. Each participant's treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- **B.** Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street or through TAP (County Central Intake Program) at 1380 Howard Street.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers, including TAP.

C. Program Service Delivery Model: The Adult residential program is a variable-length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Program Service Locations: These Adult Residential Programs are located at three HR360 facilities, one at 815 Buena Vista West, San Francisco, CA, 214 Haight Street, and the other at 890 Hayes Street, San Francisco, CA. These facilities are licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual and Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

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Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

Program Name: HR360 Men's Satellite OPND Program Address: 1254 13th street (TI)

City, State, Zip Code: San Francisco, CA 94130

Telephone: (415) 701-5100

Program Name: HR360 Women's OPND Satellite

Program Address: 214 Haight Street

City, State, Zip Code: San Francisco, CA 94102

Telephone: (415) 554-1480 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Codes: 88077, 3805WS-CSL

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by HR360 Adult Residential Satellite is adult poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include men; the mentally ill; HIV positive individuals; homeless people; young adults ages 18-24; gay, bisexual and transgender people; veterans; parents; and individuals involved in the criminal justice system.

- Polysubstance abusers
- Intravenous route of administration
- Homeless

5. Modality(ies)/Interventions

SA-Residential Recovery Long Term (over 30 days)

6. Methodology

HR360 Adult Residential Satellite is a type of transitional housing, in which peers in recovery live together and support each other's recovery while continuing participation in treatment and related services has proven effective in sustaining treatment gains. The program serves San Francisco residents whose substance abuse and related problems no longer require the full intensity of services provided in a residential program setting, but continue to require substantial case management and treatment services to achieve treatment goals. Treatment services for satellite are

administered at these two location 1254 13th Street and 214 Haight. Satellite referrals come from the Primary Residential programs.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- **B. Admissions and Intake:** Admission is open to all adult San Francisco residents with a substance abuse problem. Clients are referred into Satellite after completing a primary residential program but must receive authorization from TAP.
- C. **Program Service Delivery Model:** The program has a variable length; participants are eligible for up to one year total of residential and/or adult overnight/partial day treatment to complete the balance of that year, if needed, to achieve their treatment goals and link to the next step-down level of care.

Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Clients, who reside in Satellite, have enrolled in vocation training, found a job, or is enrolled in school. Satellites provide supported transitional housing to several clients living as roommates. When the client moves to a satellite apartment s/he begins to focus on re-socialization, work and family-related issues, as well as develops a transition plan to move toward independence. This transitional housing and supportive services may last up to 3 months, with extensions allowed on a case-by-case basis and availability of funding. Satellite clients do not pay rent, and receive supervision of money management, family issues, independent living skills and reentry issues.

Clients continue with their treatment plan, continue to receive case management services and reviews, and some of the same services as needed as the residential treatment clients. In addition, some satellite clients may require specialized treatment plan based on their specific needs.

Program Service Locations: These Satellite programs are located at two HR360 facilities, women at 214 Haight Street, and men are housed at 890 Hayes Street, San Francisco, CA.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.

E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

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Program Name: HR360 Social Detox Center (Residential) Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117 Telephone: (415) 554-1450

www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Person completing this Narrative: Denise Williams, VP of Contracts & compliance Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 88062

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for Detox Center consists of any SF residents referred through Treatment Access Program (TAP) needing detax services. Participants are usually persons who abuse alcohol and or other substances. HR360 Detox Center offers detoxification services designed to help substance abusers engage in a supportive program to gain sobriety and abstinence from alcohol and other drugs, teach improve social functioning, and provide participants with a positive support system. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for various populations with specific needs. The program is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes.

Polysubstance abusers

5. Modality(ies)/Interventions

SA-Res Free Standing Res Detox

6. Methodology

The goal of the Detox Center Residential program is to reduce substance abuse and related criminal behavior in individuals referred to HR360 from the TAP. To reach this goal, the Detox program provides 3-7 days of social model detoxification residential services to this population within a licensed treatment facility. This program is specific to clients trying to stabilize from alcohol & drugs. Many participants will be referred to ongoing treatment services if interested.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at <u>www.healthright360.org</u>. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission to the Detox Residential Program is open to all adult San Francisco persons referred through TAP needing detox services from alcohol and or other drugs.

A direct referral or phone call from TAP secures a referral appointment at the 1735 Mission Street with an Intake staff. During the admission process each participant receives brief screenings for substance abuse, mental health, and physical problems. (The Simple Screening Instrument for Substance Abuse; Mental health Screening Form III, the Health Questionnaire, and the Clinical Institute Assessment of Alcohol Scale (CIWA) to monitor alcohol withdrawal symptoms). Participants also take part in a structured interview that yields other information related to risk behaviors, housing status, and treatment history. Upon review of the findings participants may be referred for further evaluation to ensure safety of placement in our social model detoxification program.

During this period, if needed, a client presenting with alcohol withdrawal symptoms will have the CIWA test administered once daily until the patient's score remains lower than ten for an entire twenty-four hours. All participants will be closely supervised and monitored for additional assessments or screenings if necessary.

C. Program Service Delivery Model: The Social Detox Center is a 3-7 day detoxification program. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction and need for ongoing stabilization services. While in program clients may attend daily 12-Step meetings, participate in early recovery groups and receive some individual counseling and discharge planning.

Through early recovery group processes, we educate and help increase clients' self-awareness concerning substance dependence and abuse. Topics include: coping skills, high-risk situations and triggers, positive affirmations, self esteem, stress management, relapse prevention, and introduction to the Twelve Steps.

Program Service Locations: This Program is located at 815 Buena Vista West. This facility is licensed by the State to provide adult substance abuse residential treatment. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- **D. Exit Criteria and Process:** Discharge planning begins at intake, and each client participates in an exit planning counseling session where long-term recovery options are explored and discussed to provide an accurate referral conducive to a clean and sober lifestyle. All clients are referred based on their discharge plan. Many clients transfer into other HR360 programs while others are referred back TAP case managers when discharged if requested.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.
- 7. Objectives and Measurements
 - A. Required Objectives

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Program Name: HR360 Transgender Residential Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117 Telephone: (415) 554-1450

Program Name: HR360 Transgender Residential

Program Address: 214 Haight Street

City, State, Zip Code: San Francisco, CA 94102

Telephone: (415) 554-1480 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Codes: 3806TG- RES, 3805TG-RES

2. Nature of Document (check one)

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations served by the HR360 Transgender Recovery Program (TRP) are transgender polysubstance abusers who live in San Francisco. Primary drugs of abuse are alcohol, amphetamines, crack cocaine and heroin. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent, primarily African-American, followed demographically by Caucasian, Hispanic, and Asian. All are at significant risk for HIV as some are positive. We also serve female —to-male (FTM), and gender-queer identified clients.

- male-to-female (MTF) transgender
- poly-substance abusers
- other transgender (Female to Male and gender-queer)

5. Modality(ies)/Interventions

SA-Res Recov Long Term (over 30 days)

6. Methodology

Transgender Recovery Program – Gender Identity (Transgender) Responsive Residential Substance Abuse Treatment Program is a trauma-informed, gender identity sensitive residential substance abuse treatment program for transgendered (TG) individuals. This program accepts self-identifying TG San Francisco residents and offers integrated substance abuse and mental health treatment in a safe, recovery-oriented environment that recognizes and responds to the prominent roles that trauma and abuse have played in many TG individuals' paths to addiction. Each individual's treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered. The program is staffed by self-identifying TG clinicians, and all staff and residents in the facility are trained in TG sensitivity. TG-specific needs, including access to hormones, are thoroughly assessed and addressed.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. However, these beds are managed by CBHS and therefore all referrals must be authorized by TAP.
- B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street or through TAP (County Central Intake Program) at 1380 Howard Street.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Once the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers, including TAP.

C. Program Service Delivery Model: The program has a variable length; participants are eligible for up to 6 months of residential treatment to achieve their treatment goals and link to the next step-down level of care.

Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Clients continue with their treatment plan, continue to receive case management services and reviews, and some of the same services as needed as the residential treatment clients. In addition, some satellite clients may require specialized treatment plan based on their specific needs.

Program Service Locations: Transgender services are provided at both our Dual Recovery at 815 Buena Vista and 214 Haight Women's facilities in San Francisco, CA. These facilities are licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual & Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful

completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.

E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

meets monthly.

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures

compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly. Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

Training: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of subpopulations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be

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carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer,

achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

Program Name: HR360 Intensive Treatment Services (WHITS)

Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Codes: 3806WT-RES

Nature of Document (c	check of	ne)
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	ew [Renewal	\boxtimes	Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served in WHITS Residential is chronically mentally ill, adult poly-substance abusers who live in San Francisco. A pattern of repeated involvement in both mental health and substance abuse treatment programs is characteristic of this population. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. People with mental illness are a part of all HR360 programs; however, this program is designed specifically for the dual diagnosed population.

- Polysubstance abusers
- Chronically mentally ill individuals
- Homeless

5. Modality(ies)/Interventions

SA-Res Recov Long Term (over 30 days)

6. Methodology

HR360 WHITS Program accepts San Francisco residents and offers integrated substance abuse and mental health treatment in a safe, recovery-oriented environment. Each participant's treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and

publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. However, these beds are managed by CBHS and therefore all referrals must be authorized by TAP.

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street or through TAP (County Central Intake Program) at 1380 Howard Street.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Once the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers, including TAP.

C. Program Service Delivery Model: Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.
- **D. Exit Criteria and Process:** Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.
- 7. Objectives and Measurements
 - A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

meets monthly.

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Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

Program Name: HR360 Women's HOPE (Healing Opportunities & Parenting Education) Program

Program Address: 2261 Bryant Street

City, State, Zip Code: San Francisco, CA 94110

Telephone: (415) 800-7534

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 89102

2. Nature of Document (check one)

New	Renewal	\boxtimes	Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for this program is pregnant and post-partum women and their children. Target populations include individuals with polysubstance abusers, chronic mental illness, transition age youth (aged 18-25 years), the African American, Asian Pacific Islander, and Hispanic/Latino communities, the LBTQQ community including transgendered individuals, homeless individuals and families, polysubstance abusers, seniors, and individuals with HIV/AIDS.

- Pregnant Women
- Post-partum Women
- Polysubstance abusers

5. Modality(ies)/Interventions

SA-Residential Recovery Long Term (over 30 days)

6. Methodology

Women's HOPE Program is a multi-services residential substance abuse treatment program for pregnant and post-partum women. The facility houses up to 16 women, with additional capacity for up to 19 children. Services are trauma-informed and gender responsive, and include parenting and family services in an effort to break the intergenerational cycles of substance abuse and mental illness. The program has been designed to address all co-factors that support addictive behaviors in addition to providing services for children. Issues to be addressed include substance use, trauma, mental illness, health and wellness, spirituality, culture, relationships, family reunification, employability, homelessness, sober living skills, parenting education, and aftercare.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies,

participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street or through TAP (County Central Intake Program) at 1380 Howard Street.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Once the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers, including TAP.

C. Program Service Delivery Model: The Adult residential program is a variable-length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Program Service Locations: This program is located at 2261 Bryant Street. This facility is licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual and Group Counseling, MH services, and other substance abuse treatment related activities. This facility is staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion

includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.

E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled BHS AOA Performance Objectives FY 14-15".

2. Continuous Quality Assurance and Improvement

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Program Name: HR360 Adult OP Services Program Address: 1735 Mission Street

City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Codes: 38200P, 38201 (DMC)

2	Nature	of Document (check one
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New	Renewal	\boxtimes	Modification

3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by this Outpatient Program is adults, 18 and above, who abuse and/or are dependent on drugs and/or alcohol with a focus on individuals residing in the Central City area of San Francisco and who are homeless and/or indigent. Primary drugs of abuse include: alcohol, barbiturates, amphetamines, cocaine, crack cocaine, and opiates (including prescription). HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent.

- Behavioral health disordered persons that are San Francisco residents.
- Homeless and Indigent persons
- Substance dependent persons

5. Modality(ies)/Interventions

- 1) SA-Nonresidntl ODF Grp
- 2) SA-Nonresidntl ODF Ind

6. Methodology

HR360 Outpatient Services offers a streamlined continuum of care providing substance abuse services that include individual and group counseling, relapse prevention, vocational and educational classes, social services, family reunification and legal counseling and urine surveillance as a tool when appropriate. Our mission is to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California. These services are designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to

recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street or through TAP (County Central Intake Program) at 1380 Howard Street.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Once the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers, including TAP.

C. Program Service Delivery Model: The Adult residential program is a variable-length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;

Program Service Locations: 1735 Mission Street, Hours of Operations are: 9am -8pm.

- **D. Exit Criteria and Process:** Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.
- 7. Objectives and Measurements
 - A. Required Objectives

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9. Required Language- N/A

meets monthly.

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Program Name: HR360 African American Healing Center (AAHC)

Program Address: 1601 Donner #3

City, State, Zip Code: San Francisco, CA 94124

Telephone: (415) 762-3700 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 87301

2. Nature of Document (check one)

	New		Renewal	\boxtimes	Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population is substance abusing women and men demonstrating a need for outpatient substance abuse treatment.

- AA/ persons of color
- Polysubstance abusers

5. Modality(ies)/Interventions

- 1) SA-Nonresidnti ODF Grp
- 2) SA-Nonresidntl ODF Ind

6. Methodology

The goal of the AAHC Program is to reduce substance abuse and related criminal behavior in individuals referred to HR360. To reach this goal, the project will provide variable length of treatment of OP services to this population within a certified treatment facility.

- A. Outreach & Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- B. Admissions and Intake: Admission to the AAHC Program is open to all adult persons of San Francisco who desire treatment. We target the BVHP community because that is where the program is located.

A direct referral or phone call secures an intake interview appointment at program with a program staff. Staff will verify for San Francisco residency; collect demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the HR360 continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues. An interview occurs thereafter with an intake staff member. This interview includes an overall screening of behavioral health history.

C. Program Service Delivery Model: The HR360 AAHC Program is a variable-length program that accommodates up to 6 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Program Phases:

The program at HR360 is divided into phases: Orientation; Phase I, and Phase II. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups and have a job function. Once the client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the next phase.

Program Service Locations: The AAHC is located at 1601 Donner #3, San Francisco, CA. This program is certified by the State (DHCS).

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- C. Program Staffing: See salaries & benefits detail page in Appendix B.
- 7. Objectives and Measurements
 - A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled BHS AOA Performance Objectives FY 14-15".

8. Continuous Quality Assurance and Improvement

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Required Language- N/A

meets monthly.

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Program Name: HR360 Bridges CM Outpatient Services

Program Address: 1016 Howard Street

City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 85351

New	Renewal	\boxtimes	Modification

3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by the HR360 BRIDGES program are adults parolees, mentally ill, polysubstance abusers or dependant on drugs and/or alcohol, considered legal residents of San Francisco.

- CDCR Parolees
- Poly-Substance Abusers
- Mentally III

5. Modality(ies)/Interventions

- 1) SA-Nonresidntl ODF Grp
- 2) SA-Nonresidntl ODF Indv
- 3) SA-Ancillary Svcs Case Mgmt

6. Methodology

HR360 Bridges Outpatient Services offers a streamlined continuum of care providing substance abuse services that include individual and group counseling, relapse prevention, vocational and educational classes, social services, family reunification and legal counseling and urine surveillance as a tool when appropriate. Our mission is to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California. These services are designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources

for referrals. In addition, because this program only serves parolees, the program staff have good referral relationships with the Parole agencies that serve parolees in San Francisco.

- **B.** Admissions and Intake: Admission is open to all adult parolees with a substance abuse problem authorized by Parole Department. The person served may access services through an appointment or walk-in at the Program Site. A referral phone call secures an intake interview appointment at 1899 Mission Street with a program staff. The program staff checks to ensure clients are eligible to receive specialty funded services collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.
- **C. Program Service Delivery Model:** HR360 integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidence-based interventions.

The program includes:

- Harm Reduction Interventions that support engagement and build trust during the precontemplation and contemplation phases of treatment and at the same time promote individual
 and public safety. This is primarily accomplished via Motivational Enhancement Therapy
 interventions.
- Three Levels of Active Treatment
 - Level 1 -- Outpatient Treatment for clients who have maintained substantial stability in managing their behavioral health disorders.
 - O <u>Level II Intensive Outpatient Treatment</u> is intended both to serve clients stepping down from more intensive levels or care and/or to provide more intensive supports to clients in a lower level of care.
 - Level III Day Treatment Day is provided for the highest need clients and again as a step down program and to prevent clients from needing higher levels of service.

Program Service Location: The Bridges OP Program is located at 1016 Howard Street, San Francisco, CA.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.
- 7. Objectives and Measurements
 - A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

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9. Required Language- N/A

meets monthly.

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Program Name: HR360 Buprenorphine Medical Monitoring

Program Address: 1735 Mission St

City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 226-1775 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 88201

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3. Goal Statement

The primary goal the program is to reduce opioid addiction among vulnerable San Franciscans through the use of medication-assisted outpatient buprenorphine detoxification maintenance therapy.

4. Target Population

The target population of the program is adults living in San Francisco with opioid addiction. To be eligible for admission to the program, clients must be diagnosed with opioid dependence, as defined in the DSM-IV-TR (American Psychiatric Association, 2005); not based solely on physical dependence to opioid but on opioid addiction with compulsive use despite harm (DSM-IV-TR Diagnostic Criteria, Appendix C, DSM-IV-TR Material). Target population criteria includes individuals who are interested in treatment for opioid addiction; have no contraindications to buprenorphine treatment; can be expected to be reasonably compliant with such treatment; understand the benefits and risks of buprenorphine treatment; are willing to follow safety precautions for buprenorphine treatment; and agree to buprenorphine treatment after a review of treatment options.

5. Modality(ies)/Interventions-

SA-Narcotic Tx Prog Rehab/Amb Detox (other than Methadone)

6. Methodology

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake:

Enrollment is led by HR360 alone, or working in partnership with the city's Office-based Buprenorphine Induction Clinic (OBIC), depending on the client's point of entry. The first step involves individualized interviews with each client to discuss their addiction, lifestyle, and health status. Following the assessment, the client is provided with a summary of the treatment process; and is assessed for the presence of medical or psychiatric co-morbidities, and readiness to change. Clients are told about the psychosocial supports available to them, and are encouraged to participate in these as parallel services to their medication-assisted therapy. While complete assessment may require more than one office visit, initial treatment begins at the first visit and clients are given access to key services immediately, such as crisis intervention, psychiatric assessment, and other immediate needs for prescribed medications.

C. Service Delivery Model

Step 1 Assessment

Following enrollment, if the initial screening indicates the presence of an opioid use disorder, further assessment is conducted to thoroughly delineate the individual's problem, to identify comorbid or complicating medical or behavioral conditions, and to determine the appropriate treatment setting if not OBOT-recommended (Office-based Buprenorphine Opiate Treatment) [such as residential, intensive outpatient, or non-medication assisted outpatient]), and level of treatment intensity for the client. Clients whose needs have been identified as appropriate through to the next phase: Induction.

Step 2: Induction & Stabilization

Induction is managed at a centralized location, the city's OBIC clinic at 1380 Howard Street. Medication is introduced once the client is in a state of withdrawal; and OBIC medical staff meets with each client regularly for 1-2 weeks to ensure the medication is working, that side effects are not too uncomfortable, and that the individual is taking the medication as indicated. Dosage is adjusted up or down until the appropriate amount is reached, determined primary by the elimination of common physical withdrawal symptoms. Current best practice describes the beginning of the stabilization phase as the point at which a client experiences no withdrawal symptoms, has minimal or no side effects, and no longer has uncontrollable cravings for opioid agonists. During early stabilization, frequent contact with the client is often necessary to increase the likelihood of compliance and to adjust dosage as necessary. Clients are typically referred to HR360 during early stabilization and begin working with the agency's prescribing physician, Dr. Mark Sears, as they move into the maintenance phase of treatment. Once a stable buprenorphine dose is reached and toxicologic samples are free of illicit opioids, OBIC physicians determine the frequency of subsequent visits (biweekly or longer, up to 30 days), Regardless of the frequency of visits, toxicology tests for relevant illicit drugs are administered at least monthly through urinalysis.

Step 3: Maintenance

Maintenance is often the longest period that a client is on buprenorphine; and is often an indefinite phase of treatment. During this phase, attention is focused on the psychosocial and family issues that are identified during the course of treatment to have contributed to each individual's addition. During the maintenance stage, clients are seen as often as clinically indicated, but are required to see the prescribing physician on at least a quarterly basis. Drug tests can be administered through urinalysis to ensure clients have refrained from opioid use. New drugs that are detected through these tests are addressed through counseling sessions and during consultations with the physician.

Non-pharmacological services, such as the psychosocial supports provided by HR360's outpatient treatment program, address comprehensively the co-morbidities and other complex needs of clients related to opioid addiction, and maximize the chances of the best possible treatment outcomes. Program participants are strongly encouraged to seek psychosocial services either on-site at HR360's Integrated Care Center, or through referral to a provider within HR360's extensive

network of partners. Clients are also encouraged to attend mutual-aid support groups outside of HR360, and the program provides assistance for identifying the most appropriate mutual aid group based on linguistic or other needs, preferences, etc.

Each client's treatment depends on their personal treatment goals of long-term treatment depends in part on the patient's personal treatment goals and in part on objective signs of treatment success. Maintenance can be relatively short-term (e.g., <12 months) or a lifetime process. Treatment success depends on the achievement of specific goals that are agreed upon by the client and the physician/psychosocial providers. The program recognizes that many people in treatment relapse one or more times before getting better and remaining drug free. Relapse is viewed as a set back, but not as a failure of treatment or of the individual. Persons who relapse are encouraged to continue with treatment to achieve full recovery. To prevent relapse, individuals are supported to identify ways of staying away from triggers and other risk behaviors.

Program Service Location: HR360 Integrated Care Center is located at 1735 Mission Street.

D. Exit Criteria and Process: Successful Completion, Aftercare and Discharge Planning

Through ongoing communication with the OBOT counselor and outpatient care managers, the treatment team considers a number of factors when determining suitability for long-term medication-free status, including: stable housing and income, adequate psychosocial support, and the absence of legal problems. For clients who have not achieved these domains of stabilization, a longer period of maintenance, during which they work through any barriers that exist, is often recommended. To prevent relapse and continue working on maintenance issues, clients are encouraged to attend weekly after-care groups. Clients receive continuing care with, an emphasis on providing support and skills for self-management of substance use illness as a chronic condition (for example, 12-step, and other mutual help programs). Aftercare addresses not only the maintenance of sobriety, but also the tangible needs and social isolation of clients. Some of the issues addressed include: getting along better with people, dealing with stress, anger, and conflict, maintaining a positive self-concept, improving family relationships, making plans and solving problems, dealing with cravings and triggers, taking credit for your successes, and getting involved in the recovering community.

C. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

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8. Continuous Quality Assurance and Improvement

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Program Name: HR360 Family Strength OP Program Address: 1735 Mission Street

City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 38731

Nature of Document (check of	one
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■ New	Renewal	\boxtimes	Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

Target populations include females with children who are polysubstance abusers, chronic mental illness, transition age youth (aged 18-25 years), the African American, Asian Pacific Islander, and Hispanic/Latino communities, the LBTQQ community including transgendered individuals, homeless individuals and families, polysubstance abusers, seniors, and individuals with HIV/AIDS.

- Pregnant Women
- Post-partum Women
- Women with Children

5. Modality(ies)/Interventions

- 1) SA-Nonresidntl ODF Grp
- 2) SA-Nonresidntl ODF Indv
- 3) SA-Ancillary Svcs Case Mgmt

6. Methodology

The HR360 Family Strength Program services are arrayed to address the needs of women with children who are in residential and/or outpatient services at HR360. These services focus on family strengthening activities and are designed to assist women in recovery from substance abuse and mental health problems to fulfill important family role obligations and for their children to thrive and grow.

Women with children who might benefit from receiving family services are identified through assessment during the orientation phase of treatment. They are then referred to the Family Services Manager who assigns a Family Strength Program Case Manager (Masters-level Case Manager III) to conduct further assessment and develop specific family related goals for their treatment plan. Adult clients will be assessed with the ANSA and children with the CANS.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment

programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

- B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through a referral from one of the Primary treatment programs of HR360. They must be currently in one of the existing programs to access this family supportive services program.
- C. Program Service Delivery Model: HR360 integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidence-based interventions.

The program includes:

- Harm Reduction Interventions that support engagement and build trust during the precontemplation and contemplation phases of treatment and at the same time promote individual
 and public safety. This is primarily accomplished via Motivational Enhancement Therapy
 interventions.
- Three Levels of Active Treatment
 - Level 1 -- Outpatient Treatment for clients who have maintained substantial stability in managing their behavioral health disorders.
 - Level II Intensive Outpatient Treatment is intended both to serve clients stepping down from more intensive levels or care and/or to provide more intensive supports to clients in a lower level of care.
 - Level III Day Treatment Day is provided for the highest need clients and again as a step down program and to prevent clients from needing higher levels of service.

This program leverages the limited funding available through this RFP with the treatment services and wraparound supports of HR360 to deliver multifaceted programming that incorporates numerous evidence-based practices so as to respond comprehensively to multiple needs of high-risk individuals.

Program Service Location: The Family Strength OP Program is located at 1735 Mission Street, San Francisco, CA. Referrals to the Family Strength Program are made once a client has been admitted through one of our primary treatment programs (OP, Residential, etc.).

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.
- 7. Objectives and Measurements
 - A. Required Objectives

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8. Continuous Quality Assurance and Improvement

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Program Name: HR360 Southeast Health Opportunities Project (SHOP)

Program Address: 1601 Donner #3

City, State, Zip Code: San Francisco, CA 94124

Telephone: (415) 762-3700 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 85731

2. Nature of Document (check one)

□ New □ Renewal ☒ Modification

3. Goal Statement

To reduce the impact HIV & Substance Abuse in surrounding Southeast Community includes BVHP, Potrero Hill, Huntersview, Sunnydale, etc).

4. Target Population

The target population served by are African Americans & persons of Color that are in these targeted communities that are impacted by an increase in HIV cases, Medical issues, & no access to PC.

- AA in SF Target communities
- AA/ people of Color with SA issues
- AA/ people of Color with medical issues

5. Modality(ies)/Interventions

- 1) SA-Nonresidntl ODF Grp
- 2) SA-Nonresidntl ODF Indv

6. Methodology

The Southeast Health Opportunities Project (SHOP) is a service expansion and enhancement project that serves the predominately African American residents of San Francisco's Bayview Hunters Point (BVHP), Potrero Hill, and Sunnydale neighborhoods impacted by substance use and abuse and HIV/AIDS. The program focuses on individuals who use or abuse illegal substances, engage in high-risk sexual behaviors, are involved in the criminal justice system or/and are in need of comprehensive treatment services. Targeted settings for program interventions include substance abuse treatment agencies, primary care clinics, public housing community centers, recreation centers, and neighborhood churches. SHOP provides: (1) peer outreach staff to engage individuals who have not accessed substance abuse and HIV services due to numerous barriers in the targeted communities. (2) Pre-treatment services that assist clients stop abusing substances, improve their health status, screen for and begin to address mental illnesses, help them deal with any legal problems, improve their employment and financial situation, and strengthen their family and community support systems. (3) clients who continue to use or abuse substances after receiving pre-treatment services with outpatient substance abuse treatment to help them to stop using or abusing substances, improve or maintain their medical and mental health, address their legal problems, improve their employment and financial situation through coaching and education, and further strengthen their family and community supports. (4) ongoing recovery support services that will help clients and other community members maintain their recovery. (5) HIV risk reduction counseling, rapid HIV testing and

counseling, and referrals to HIV medical and support services to decrease the spread and progression of HIV in the Southeast communities.

- A. Outreach & Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. For this contract, we have street Outreach workers that walk to recruit for our program targeting those that are harder to reach.
- **B.** Admissions and Intake: Admission to the SHOP Program is open to all adult African Americans/Persons of Color of the Southeast area who desire treatment. We target this area because this is the requirement of the grant.

A direct referral or phone call secures an intake interview appointment at program with a program staff. Staff will verify for San Francisco residency; collect demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the HR360 continuum of care, they will first interview with an intake staff member. This interview includes an overall screening of behavioral health history.

C. Program Service Delivery Model: HR360 SHOP is a variable-length program that accommodates up to 6 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, and previous treatment experience.

Program Phases:

The program at HR360 is divided into phases: Orientation; Phase I, and Phase II. These phases are designed to provide a continuum of care for each client.

Program Service Locations: SHOP is located at 1601 Donner #3, San Francisco, CA.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- C. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

B. Individualized Program Objectives

- 1. During Fiscal Year 2014-15, 300 persons will be contacted through our outreach team as documented in HR360 records of which 100 of these persons will receive additional engagement, pre-treatment or other program related services.
- 2. During Fiscal Year 2014-15, HR360 will provide OP services to 70 UDC.
- 3. During Fiscal Year 2014-15, HR360 will provide HIV testing, education & counseling to 150 persons needing to know their HIV status.
- 4. During Fiscal Year 2014-15, HR360 will provide PC referrals to at least 30 clients needing health care services.

8. Continuous Quality Assurance and Improvement

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Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly. Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly. <u>Iraining</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly. Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of subpopulations are addressed. Chaired by the Vice President of Programs, meets semi-monthly. Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

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Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

Program Name: HR360 Representative Payee (RPI)

Program Address: 1016 Howard Street

City, State, Zip Code: San Francisco, CA 94103

Telephone: 415-934-3407 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 88359

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The program serves recipients receiving financial benefits from Supplemental Security Income (SSI) or Social Security Administration (SSA). These recipients are in need of a representative payee case management services to manage their financial obligations because this target population includes those most difficult to serve due to serious disability or mental health impairments: they present with severe, often untreated mental illness, homelessness, substance abuse or addiction and other behavioral problems.

Key characteristics of the RPI target population:

- Disability/mental health impairments
- Homelessness/difficulty with social support
- Poly-substance abuse and addictions

5. Modality(ies)/Interventions

SA-Ancillary Svcs Case Mgmt

6. Methodology

The Representative Payee Program (RPI) serves recipients in need of financial case management assistance focused on stabilizing basic needs of housing, medical, mental health, and substance abuse care. Case management services will be provided on a monthly basis from monthly check-ins or more frequently if the recipient appears to be intoxicated or under the influence of drugs or alcohol.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies,

participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

The RPI program makes presentations and maintains a working relationship with various community agencies as a way of promoting and increasing the community's knowledge of the services we provide to the recipients. The program services will be promoted through HR360's participation in service provider groups and public health meetings.

- **B.** Admissions and Intake: Upon intake, the recipient will be given a scheduled check day and a budget will be established utilizing the following formula: we will deduct the monthly rent, program service fee and stipulated bills from the monthly gross deposit. The remaining balance is divided by five (5), which represents living expenses for five weeks in the month. If the current month contains only 4 weeks, the 5th weeks' living expense can be requested as a special request (this does not apply to those recipients receiving the maximum weekly amount of \$250.00). If the client doesn't pick up their 5th week special, their ending balance is automatically given to them (up to the \$250.00 limit) at the end of the month. Once the budget is set for the month, the recipient is encouraged to remain within that budget. However, budget modification will be made whenever changes are made which reflect benefit amounts.
- C. Program Service Delivery Model: The Representative Payee Program is committed to being effective in maintaining the recipients' level of functioning. To accomplish this goal, the program ensures that staff has the capacity to function effectively as compassionate and caring individuals for recipients who are unable to care for themselves. The program consists of three services:
 - Financial management conducted in accordance with Social Security Administration rules and regulations
 - Connection of the recipient with the needed community services through case management in cooperation with the mental health system
 - Transition of the city's mentally ill homeless population into permanent housing.

Recipients will be referred primarily from the Social Security Offices here in San Francisco, senior programs, mental health providers and various hospitals. A phone call secures an intake interview appointment at the HR360's Multi-Services facility. If the recipient is unable to come into the office, an out-of-office visit can be made in order to complete the intake.

Program Service Location: The RPI Program is located at 1016 Howard Street, San Francisco, CA.

D. Exit Criteria and Process: The Representative Payee Program will provide services to the recipient as long as the Social Security Administration deems it necessary that the recipient is required to have a payee or until the recipient opts to terminate financial services. However, our current rate of stay per recipient is greater than one year. Our program will refer recipients interested in the Mental Health Services or Residential services provided here at HR360 to the appropriate intake staff. If accepted into either program, the recipient will become eligible for nofee Representative Payee services. The monthly fee is based on the current rate approved by Social Security and is deducted from the recipients' benefits.

A majority of the recipients transfer to free payee services (subsidized by the city) within a year after their intake at the HR360 Representative Payee Program. Because city-subsidized

Representative Payee services are available for free, only about 40% of HR360 Representative Program recipients have been enrolled for more than 12 months, although a significant number of our clients are long term recipients. Thus, the HR360 Representative Payee Program provides the initial intake to a very difficult population, and successfully links them with housing and other services essential to their remaining in permanent housing. Only a small percentage of the program's recipients remain homeless.

E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

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behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

Contractor: HealthRIGHT 360 City Fiscal Year: FY 2015-16 Appendix A-22 Contract Term: 7/1/15-6/30/16

1. Identifiers:

Program Name: HR360 2nd Chances (WOA) Program Address: 1735 Mission Street, 3rd floor City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 3835SC-ANS

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4. Goal Statement

To increase access to community resources and provide wrap around case management services in order to reduce recidivism and increase pro-social life skills/choices in the target population.

5. Target Population

The target population served by the 2^{nd} Chance program is SF County women sentenced to State prison. Services will be provided in-custody and when inmates parole back to San Francisco County.

- CDCR Inmates and Parolees from San Francisco County
- Adult Females

6. Modality(ies)/Interventions

SA-Ancillary Svcs Case Mgmt

7. Methodology

HR360 will serve as the primary point of contact and Case Manager for the women involved in the 2nd Chance Program. In conjunction with the programs partners client needs will be assessed and appropriate service referrals will be made.

A. Outreach and Recruitment: HR360 is well established in the human service provider community and the criminal justice system. We make presentations and maintain working relationships with both community based service agencies and the criminal justice system. In addition, we make direct contact with incarcerated individuals in SF County jail and state prison to make individuals aware of available programs and services through HealthRIGHT 360. In the community as well as in the criminal justice institutions we distribute brochures and publications about our programs. Recruitment is also done through HR360's website at www.healthright360.org, word of mouth and self-referrals both in the community and in the criminal justice system. Specifically, because this program's target population is CDCR parolees, the program staff has good referral relationships with the Parole Agencies that serve parolees in San Francisco. In addition regular outreach visits to the institutions (SF County Jail, CCWF,) will occur in order to identify women that qualify for the program and then presentations will be conducted to educate them on services available.

Contractor: HealthRIGHT360 City Fiscal Year: FY 2015-16 Appendix A-22 Contract Term: 7/1/15-6/30/16

B. Admissions and Intake: Admission to the 2nd Chance Program occurs through an initial referral by the SF Adult Probation Department. A referral form will be faxed to secure an intake interview appointment at the SF County Jail by a Case Manager. The Case Management staff checks to ensure clients are eligible to receive funded services.

Upon release from the criminal justice system (SF County Jail, CCWF) further intake paperwork will be done so that participants can be appropriately entered into San Francisco County substance abuse/mental health system. Additionally as clients enter the community and are referred to partner agencies those agencies may complete additional assessments.

C. Program Service Delivery Model: Second Chance is designed to provide intensive case management to incarcerated individuals and parolees managing significant reentry challenges including mental illness, addiction, homelessness, poverty, institutionalized patterns of behavior, and poor social support. The program services are arrayed in order to help clients avoid reincarceration, build family relationships, and increase overall quality of life.

Program services will occur in two distinct segments incarceration/post incarceration. Clients will initially be assessed at San Francisco County Jail while they are pending transfer to state prison. Upon their transfer from SF County Jail and into state prison Case Management visits will continue to occur. During the clients time of incarceration services will consist of weekly Case Management visits. Upon the client entering San Francisco County and being post release from state prison the referral services will be implemented, a case conference will occur to formalize the Individual Personal Service Plan, weekly case management will continue to occur to ensure proper follow up on needs and referrals, and as appropriate reassessments will occur.

During the case management visits, both while incarcerated and post incarceration, the appropriateness of referrals will continually be assessed and Case Managers will work on building and maintaining client motivation for treatment.

Program Service Location: The 2nd Chances Program is located at 1735 Mission Street, 3rd floor, San Francisco, CA. This Program provides Case management wraparound services for clients.

Orientation: An initial orientation will occur in SF County Jail where potential clients will be informed of the services available. In the event that a client is identified after transfer from SF County Jail to state prison then this initial orientation will take place at the housing institution (CCWF). Upon release from the criminal justice system and placement into San Francisco County another orientation will occur within three days, each parolee will receive a face-to-face orientation to the program along with a copy of written policies and procedures.

Development of the Individual Personal Services Plan: Prior to release from state prison the Case Manager and client will have formed a preliminary Individual Personal Services Plan. This plan will be based on the client's objectives, Needs Assessment, and Clinical Assessments. Within seven days of release into San Francisco County, a case conference will take place and a goal oriented Individual Personal Services Plan will be developed. The plan will guide case management efforts and activities in key areas including establishing income, housing, medical and mental health treatment, social support, etc. The clients Needs/Clinical Assessments, the Preliminary Individual Personal Services Plan, Project Partners feedback and client objectives will inform the service plan process. Clients will be encouraged to make full use of available referral services.

Program Services The program is configured in such a way as to provide clients with intensive case management services.

Contractor: HealthRIGHT360
City Fiscal Year: FY 2015-16

Appendix A-22 Contract Term: 7/1/15-6/30/16

Upon release into San Francisco County the project partners will be the primary referral source; as needed (based on client need and suitability) other referral sources will also be used. A case conference will be conducted with all applicable partners and the client upon their release from prison to design the Individual Personal Services Plan.

During both the in custody and out custody portion of case management regular follow-up on the service referrals will be made in addition to periodic reassessment of the client and their needs.

The program is relationally oriented and case managers engage clients with respect and empathy and seek to develop a sense of connection with them. The program also works to shore up inadequate or poorly utilized networks of interpersonal support so that help is at hand for clients when they need it the most. One significant way this will be accomplished is by the community referrals. However, monthly, client family members will be provided transportation support to encourage family connection and reunification which will also be a significant part of the interpersonal support process.

D. Exit Criteria and Process: HR360 program staff will engage in exit planning during any transitions of care for any reason or at least 90 days prior to an anticipated discharge. The focus of the exit planning phase will be to ensure a smooth transition of services. Specifically exit planning will occur when clients are preparing to move from the criminal justice system and when a client is preparing to complete their case management services.

Successful completion of program consists of being discharged from parole or having successfully taken part in the 2nd Chance referral services for one year post release from CDCR. Those who complete the program have stabilized their lives and have moved on to safe housing within the community.

Unsuccessful completion includes those who fail to make use of any of the referral services, and those who engage in acts of violence or threats of violence towards staff or other clients. Those who abandoned treatment may return at which time counselors seek to engage back into case management services. Upon discharge, clients are offered referral information and a discharge summary is completed.

Admissions/Intakes are conducted at the SF County Jail and CDCR institutions prior to release and 1735 Mission Street, 3rd floor for post release. All sites are ADA compliant and comply with all health, safety, and fire codes.

E. Program Staffing: See salaries & benefits detail page in Appendix B.

8. Objectives and Measurements

A. Required Objectives

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Contractor: HealthRIGHT360 Appendix A-22
City Fiscal Year: FY 2015-16 Contract Term: 7/1/15-6/30/16

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Program Name: HR360 IPO Healthy Changes

Program Address: 1601 Donner #3

City, State, Zip Code: San Francisco, CA 94124

Telephone: (415) 762-3700 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: N/A

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3. Goal Statement

To increase participant employability.

4. Target Population

The target population served by this program are 18-24 (TAY) participating in the City's IPO program.

5. Modality(ies)/Interventions

SA-Sec Prev Outreach

6. Methodology

The delivery of comprehensive behavioral health services to participants in the City's Interrupt, predicts, and organize (IPO) program with the goal to increase participant employability. The behavioral health services will provide behavioral health assessments, group therapy/self-care sessions during both, the initial job readiness training and the social support services phase. This also includes individual & crisis intervention services as needed, in addition to transition to longer term treatment when needed, as well.

- A. Outreach & Recruitment: IPO participants are specific referrals from Probation, SFPD, SVIP, & HSA.
- B. Admissions and Intake: All IPO participants receive an ASI assessment to determine need for services.
- C. Program Service Delivery Model- Participants are required to attend a weekly 2-hour self-care group that supports their commitment to obtain & maintain employment. Their attendance is reported weekly to their IPO case manager.

Program Service Location: IPO Health Changes is located at 1601 Donner #3, San Francisco, CA.

- **D.** Program exit criteria- All participants must complete 12 months of self-care services to successfully complete program and be considered for long-term employment.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.
- 7. Objectives and Measurements- N/A
- 8. Continuous Quality Assurance and Improvement

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1. Identifiers:

Program Name: HR360 Adult MH Medi-cal Program Address: 1735 Mission Street

City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700 www.healthright360.org

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Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 38CC3

New	Renewal	\boxtimes	Modification
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3. Goal Statement

To assist participants to maintain or restore personal independence and/or functioning consistent with requirements for learning, development, and enhanced self-sufficiency through treatment of their mental health disorders in the settings of residential substance abuse treatment, substance abuse day treatment or outpatient office visits.

4. Target Population

This component serves individuals in the community whose psychiatric disorders are accompanied by co-morbid substance abuse or dependence. In many cases, individuals present with longstanding psychiatric histories, numerous psychiatric hospitalizations and crisis services. HR360 serves individuals from all racial and cultural backgrounds and from all economic classes. Participants in this program are either Medi-CAL eligible or qualify under the Short-Doyle law. The agency will provide these outpatient services for clients referred through ACCESS, San Francisco General Hospital, Swords to Plowshares, Baker Places, our treatment partners and from within other HR360 programs. These clients must meet medical and service necessity criteria as defined for Medi-CAL services.

- Adult psychiatric disorders
- Co-morbid substance abuse or dependence
- MediCal eligible or indigent

5. Modality(ies)/Interventions

- 1) MH Svcs
- 2) Medication Support
- 3) Case Mgt Brokerage

6. Methodology

HR360 is a comprehensive behavioral health program providing a wide range of high quality services to adult San Francisco residents. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for individuals with specific needs. The HR360 environment is multicultural, and actively promotes understanding and kinship between people of different backgrounds by

encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes. The philosophy of HR360 reflects an emphasis on self-reliance, shared community values, and the development of supportive peer relationships. Each individual learns to take responsibility for his/her own actions, and to share in the daily operations of each treatment site. Group and individual counseling helps individuals focus on issues related to their substance abuse and mental disorders. Coordinated efforts with ACCESS are designed to maintain appropriate service options for participants. The agency has had extensive experience with multiply-diagnosed adult clients.

All HR360 community-based programs are staffed with licensed, waived or registered mental health professionals who provide assessments, plan development, individual and group therapy, collateral, case management and crisis intervention services. Additionally these staffs have been trained in the use of **Dialectical Behavior Therapy** as a treatment modality. DBT skills training and cognitive behavioral therapy are currently being used as an agency standard and are available in all outpatient facilities. **Seeking Safety treatment** has also been adopted as a best practice for clients with PTSD diagnoses and issues with traumatic experiences, which are common with those who have histories of substance abuse. **Motivational Interviewing** is also in the process of being introduced as a best practice this year, bringing a client-centered, directive method for enhancing intrinsic motivation to change by exploring and resolving ambivalence.

As an agency, HR360 endeavors to broaden access to treatment in a welcoming way and to identify and eliminate barriers to seeking and remaining in treatment. Potential clients who take prescription medications for medical or psychological disorders and/or utilize methadone or other agonist therapies are welcome to receive services at HR360.

Harm reduction principles are applied in all of our programs, including our abstinence-based residential programs. HR360 teaches formal relapse prevention techniques to all of its clients, using the Bio-Psycho-Spiritual-Social model and ways of effectively self-analyzing and stopping pre-relapse behaviors. Classes are held regularly to help all of our residential and day treatment clients recognize and deal with the behavior that leads to relapse.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- **B.** Admissions and Intake: The Mental Health Medi-CAL component of HR360's Co-Occurring Disorders program provides mental health services to residents of San Francisco County who meet the County's criteria for medical and service necessity.

Assessments/ Diagnosis & Written Evaluation: The Multi-Service Center, located at 1735 Mission Street in San Francisco, is the central intake site for adult mental health services. After referral from ACCESS, the HR360 intake department, self-referral or any other appropriate referral source, individuals go through the intake assessment process. Intakes to Mental Health Medi-CAL services are scheduled five days a week.

HealthRIGHT 360 mental health clinicians providing services to clients funded through our MediCal/Short Doyle contract obtain and maintain ANSA certification. The ANSA is administered at the time of the

opening of the mental health episode and renewed annually or at the time of discharge if the client is available. Because the baseline ANSA is administered at the time of initial assessment at the beginning of mental health services, it is primarily used by our clinicians to help identify life domains that might be prioritized for clinical focus. The information provided by the baseline ANSA informs treatment planning. We have learned that the latest reports (while based on a small number of clients with at least two ANSAs to permit comparison) do indicate that our clients' strengths increase as a result of treatment. Depression, impulsivity, adjustment to trauma, and substance use is decreased.

C. Program Service Delivery Model: HR360 integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidence-based interventions.

The program includes:

- <u>Harm Reduction Interventions</u> that support engagement and build trust during the precontemplation and contemplation phases of treatment and at the same time promote individual and public safety. This is primarily accomplished via Motivational Enhancement Therapy interventions.
- Three Levels of Active Treatment
 - Level 1 -- Outpatient Treatment for clients who have maintained substantial stability in managing their behavioral health disorders.
 - Level II Intensive Outpatient Treatment is intended both to serve clients stepping down from more intensive levels or care and/or to provide more intensive supports to clients in a lower level of care.
 - Level III Day Treatment Day is provided for the highest need clients and again as a step down program and to prevent clients from needing higher levels of service.

This program leverages the limited funding available through this RFP with the treatment services and wraparound supports of HR360 to deliver multifaceted programming that incorporates numerous evidence-based practices so as to respond comprehensively to multiple needs of high-risk individuals.

Program Service Location: The MH OP program is located at 1735 Mission Street, San Francisco, CA.

D. Exit Criteria and Process: Mental Health Discharge Guidelines:

HR360 is committed to providing quality mental health services and substance abuse treatment to our clients with co-occurring disorders. However, if after a period of treatment, assessment, and clinical review by mental health and substance abuse treatment staff, a client is found to be inappropriate for the Adult Rehabilitation Program at HR360, Mental Health Discharge Guidelines will be implemented. Discharge from the program may occur under the following circumstances:

Completion of treatment: Completion of treatment is jointly determined by clinical staff, the client, and applicable, outside coordinating care managers. Decisions about the completion of treatment are informed by the status of goals on the treatment plan as well as behavioral and lifestyle markers. Ideally, a discharge plan should be developed at least two weeks before the completion of the program. The discharge plan will be coordinated with other mental health providers in the client's network of care and should address issues regarding continued mental health treatment, medication support, and linkage to other appropriate service providers for medical, vocational, educational, and housing needs.

Client elects to withdraw before the completion of treatment: In the event that the client chooses to withdraw from the program before the completion of significant treatment goals, a discharge plan should be developed. During a face-to-face session with the client, clinical staff will review the client's progress

or lack thereof and offer appropriate referrals dealing with the above-mentioned areas. If the client was receiving medication services through the program, special care will be taken to ensure that the client does not experience a gap in services. In the event that the client suddenly withdraws from treatment and is not available to develop a treatment plan, every effort will be made to contact the client and offer them a face-to-face discharge planning session and follow up with the HR360 psychiatrist.

Client discharged by HR360 before completion of treatment: Clients who engage in threatening or assaultive behavior, repeatedly violate rules, destroy or steal property, or refuse to cooperate with treatment will be discharged from the. Clients and outside case managers will be notified of the discharge and a plan will be created in order to ensure continued services. The specific nature of these plans will be determined by the situation and the nature of the client's existing care network.

Reasons For Discharge:

- 1. Client has engaged in assaultive or threatening behavior to HR360 staff or peers.
- 2. Client introduced or used drugs or alcohol on the adult residential facility premises.
- Client is a threat to self; e.g., intentionally causes physical injury to self threatens suicide, or engages in suicidal gestures.
- 4. Client destroys HR360 property.
- 5. Client repeatedly violates program rules and norms.
- 6. Client refuses to comply with psychotropic medication recommendation resulting in a worsening of symptoms.
- 7. Despite a reasonable time in treatment, client fails to demonstrate stabilization or improvement of symptoms, thereby indicating a need for a higher level of care.

Transfer of Care Policy and Procedure: In the interest of ensuring continuity of care and in accordance with San Francisco Community Behavioral Health guidelines, HR360 Adult Mental Health Services maintains that any San Francisco County Medi-Cal eligible client who meets service necessity guidelines will have ongoing access to mental health services upon exiting treatment. At the time of a client's transfer from HR360 treatment services, the client will continue to be followed by their HR360 care manager who, in most cases, is his or her psychotherapist. This HR360 care manager will coordinate with any primary care manager the client may have. The care manager will facilitate transfer of services to another appropriate provider. In the event that a client is involuntarily discharged or elects to leave treatment prematurely (AWOL) and does not wish to return to treatment with HR360, that client will be referred to community resources, if possible. All clients who were prescribed psychotropic medications and are continuing to take those medications at the time of transfer will leave with three days' supply of medication. If clients have been prescribed psychoactive medications, arrangements are made to ensure that the clients have continued access to their medications. A short - term transition plan and case management will establish medication services outside of HR360 SOC.

E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled BHS AOA Performance Objectives FY 14-15".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT

360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly. Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly. Training: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly. Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of subpopulations are addressed. Chaired by the Vice President of Programs, meets semi-monthly. Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

9. Required Language- N/A

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1. Identifiers:

Program Name: HR360 Acute Psychiatric Stabilization (WRAPS)

Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 www.healthright360.org

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Person completing this Narrative: Denise Williams, VP of Contracts & compliance

Telephone: (415) 762-3712

Email Address: dwilliams@healthright360.org

Program Code: 38IT3

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	New		Renewal	\boxtimes	Modification
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3. Goal Statement

To reduce the impact of substance abuse and mental health disorders on the target population by successfully implementing the described interventions

4. Target Population

The target populations served by WRAPS Program are adults, 18-59, chronically mentally ill, polysubstance abusers or dependant on drugs and/or alcohol; undergoing acute psychiatric episodes, considered legal residents of San Francisco who are homeless and/or indigent. A pattern of repeated involvement in both mental health and substance abuse treatment programs is characteristic of this population. These clients may have no medical insurance coverage (private or public) or be eligible for SSI/Medi-Cal/Short-Doyle benefits or in the process of applying for benefits; Potential clients do not need to be Medi-CAL or Short-Doyle eligible in order to participate in this program. Mental Health services provided to Medi-CAL or Short-Doyle eligible clients will be billed under the HR360 Mental Health Medi-CAL contract.

- Behavioral health disordered persons with persistent, serious or chronic mental illness who are San Francisco residents.
- Acute Psychiatric episodic persons
- Substance abusers or substance-dependent persons

5. Modality(ies)/Interventions

Residential Other

6. Methodology

The **HR360 WRAPS Program** is designed to provide recovery-oriented residential treatment services for adult individuals in the community undergoing acute psychiatric episodes, to enable them to receive support towards stabilization, and to engage in a partnership with the system towards recovery.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- B. Admissions and Intake: Admission to the WRAPS is open to all acute psychiatric, seriously and chronically mentally ill, adult poly-substance abusers who live in San Francisco, that have either no insurance, Medi-CAL/Short-Doyle coverage or are in the process of applying for benefits and meet the County's criteria for medical and service necessity.

Medical Necessity is defined as interference in level of functioning due to a mental illness that disrupts or interferes with community living to the extent that without service the individual would be unable to function in the family/guardian's residence, attend school, or engage in activities normal to developmental stage and age group.

Service Necessity refers to the requirement for evidence of a mental illness that satisfies ICD-9-CM/DSM-IV-TR criteria or a description of the individual's symptoms and history that suggests mental illness.

Process for Initiating Services: Residential treatment services offered to individuals undergoing acute psychiatric episode services fall under San Francisco County's category of planned services. When an individual applies for or is referred for planned mental health services, HR360 intake staff will first ascertain that person's status of treatment with other providers in the DPH safety net by locating the client's BIS client ID number and care management status on the MHS-140 report. Clients not yet registered into the BHBIS system will be registered at HR360. Care managers will be notified of their clients' intake within the first 7 days of treatment in the WRAPS program.

C. Program Service Delivery Model: WRAPS will participate in the CBHS Advance Access Initiative and will provide intake assessment within 24-48 hours of referral; provide medication evaluation (as needed) within 24-48 hours of request; ensure timely collection and reporting of data to CBHS as required; provide quarterly measurements of new client demand according to Advance Access methodology and more frequently if required by CBHS; and measure delay or access for both new and ongoing clients on at least a monthly basis according to Advance Access methodology and more frequently if required by CBHS. The vision, goals, principles, and purpose of SF MHSA Behavioral Health Innovations Task Force are integrated into the service structure.

Assessments/ Diagnosis & Written Evaluation: This process begins at the central intake site located at 1735 Mission Street. After referral from ACCESS, the HR360 intake department, self-referral or any other appropriate referral source, individuals go through the intake assessment process. Intakes to Mental Health Medi-CAL services are scheduled five days a week. Once referral is made, clients are interviewed and given an appointment for assessment usually on the spot and within 48 hours.

Prior to admission, all HR360 prospective participants are screened to determine type and severity of psychiatric and substance abuse disorders in order to determine appropriate level of care. HR360 will also assess clients already in HR360 substance abuse treatment who indicate a need for mental health services.

Individuals referred from ACCESS will be pre-screened; i.e., not be in need of medical detoxification services, appropriate for this sub-acute mental health setting, and also have a co-occurring substance abuse problem.

Program Service Locations: The WRAPS Program is located at one at 815 Buena Vista West, San Francisco, CA. This facility is licensed by the State to provide adult substance abuse residential treatment.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process & progress and plans for reentry into community.
- E. Program Staffing: See salaries & benefits detail page in Appendix B.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the BHS document entitled <u>BHS AOA Performance Objectives FY 14-15"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. This infrastructure supports the overall processes that guide timely completion of the ANSA & CANS for our MH Adult & Youth programs along with CalOMS for our SA Programs. These systems also identify areas in need of improvement and enable fast and effective responses.

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<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly. <u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of subpopulations are addressed. Chaired by the Vice President of Programs, meets semi-monthly. <u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. In addition, we also administer Satisfaction Surveys for most CBHS contracts as required by CBHS.

9. Required Language- N/A

Appendix B Calculation of Charges

1. Method of Payment

A. Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to the Contract Administrator and the CONTROLLER and must include the Contract Progress Payment Authorization number or Contract Purchase Number. All amounts paid by CITY to CONTRACTOR shall be subject to audit by CITY. The CITY shall make monthly payments as described below. Such payments shall not exceed those amounts stated in and shall be in accordance with the provisions of Section 5, COMPENSATION, of this Agreement.

Compensation for all SERVICES provided by CONTRACTOR shall be paid in the following manner. For the purposes of this Section, "General Fund" shall mean all those funds which are not Work Order or Grant funds. "General Fund Appendices" shall mean all those appendices which include General Fund monies.

(1) Fee For Service (Monthly Reimbursement by Certified Units at Budgeted Unit Rates): B-1, B-2, B-3, B-4, B-5, B-6, B-7, B-8, B-9, B-10, B-11, B-12, B-13, B-14, B-15, B-16, B-17, B-19, B-21, B-24 & B-25

CONTRACTOR shall submit monthly invoices in the format attached, Appendix F, and in a form acceptable to the Contract Administrator, by the fifteenth (15th) calendar day of each month, based upon the number of units of service that were delivered in the preceding month. All deliverables associated with the SERVICES defined in Appendix A times the unit rate as shown in the appendices cited in this paragraph shall be reported on the invoice(s) each month. All charges incurred under this Agreement shall be due and payable only after SERVICES have been rendered and in no case in advance of such SERVICES.

(2) <u>Cost Reimbursement (Monthly Reimbursement for Actual Expenditures within Budget):</u> B-18, B-20, B-22,& B-23

CONTRACTOR shall submit monthly invoices in the format attached, Appendix F, and in a form acceptable to the Contract Administrator, by the fifteenth (15th) calendar day of each month for reimbursement of the actual costs for SERVICES of the preceding month. All costs associated with the SERVICES shall be reported on the invoice each month. All costs incurred under this Agreement shall be due and payable only after SERVICES have been rendered and in no case in advance of such SERVICES.

B. Final Closing Invoice

(1) Fee For Service Reimbursement:

A final closing invoice, clearly marked "FINAL," shall be submitted no later than forty-five (45) calendar days following the closing date of each fiscal year of the Agreement, and shall include only those SERVICES rendered during the referenced period of performance. If SERVICES are not invoiced during this period, all unexpended funding set aside for this Agreement will revert to CITY. CITY'S final reimbursement to the CONTRACTOR at the close of the Agreement period shall be adjusted to conform to actual units certified multiplied by the unit rates identified in Appendix B attached hereto, and shall not exceed the total amount authorized and certified for this Agreement.

(2) Cost Reimbursement:

A final closing invoice, clearly marked "FINAL," shall be submitted no later than forty-five (45) calendar days following the closing date of each fiscal year of the Agreement, and shall include only those costs incurred during the referenced period of performance. If costs are not invoiced during this period, all unexpended funding set aside for this Agreement will revert to CITY.

C. Payment shall be made by the CITY to CONTRACTOR at the address specified in the section entitled "Notices to Parties."

D. Upon the effective date of this Agreement, contingent upon prior approval by the CITY'S Department of Public Health of an invoice or claim submitted by Contractor, and of each year's revised Appendix A (Description of Services) and each year's revised Appendix B (Program Budget and Cost Reporting Data Collection Form), and within each fiscal year, the CITY agrees to make an initial payment to CONTRACTOR not to exceed \$1,150,549 (25%) of the General Fund portion of the CONTRACTOR'S allocation for the applicable fiscal year.

CONTRACTOR agrees that within that fiscal year, this initial payment shall be recovered by the CITY through a reduction to monthly payments to CONTRACTOR during the period of October 1 through March 31 of the applicable fiscal year, unless and until CONTRACTOR chooses to return to the CITY all or part of the initial payment for that fiscal year. The amount of the initial payment recovered each month shall be calculated by dividing the total initial payment for the fiscal year by the total number of months for recovery. Any termination of this Agreement, whether for cause or for convenience, will result in the total outstanding amount of the initial payment for that fiscal year being due and payable to the CITY within thirty (30) calendar days following written notice of termination from the CITY.

2. Program Budgets and Final Invoice

A. Program Budgets are listed below and are attached hereto.

Budget Summary

Appendix B-1 - Adult Residential

Appendix B-2 - Bridges Residential

Appendix B-3 - AB109 Residential

Appendix B-4 - AB109 ONPD Residential

Appendix B-5 – CARE MDSP Residential

Appendix B-6 - CARE Detox Residential

Appendix B-7 - CARE Variable Length Residential

Appendix B-8 - CARE Lodestar Residential

Appendix B-9 - SFGH Residential

Appendix B-10 – Satellite ONPD Residential

Appendix B-11 - Social Detox Residential

Appendix B-12 - Transgender Residential

Appendix B-13 – WHITS Residential

Appendix B-14 - Women's Hope Residential

Appendix B-15 – Adult Outpatient

Appendix B-16 – African American Family Healing Outpatient

Appendix B-17 – Bridges Outpatient

Appendix B-18 - Buprenorphine Medical Monitoring Outpatient

Appendix B-19 - Family Strength Outpatient

Appendix B-20 - SHOP

Appendix B-21 - Representative Payee Program

Appendix B-22 - Second Chances

Appendix B-23 – IFO Healthy Changes

Appendix B-24 - Adult Medical Health Medi-Cal

Appendix B-25 - WRAPS

B. COMPENSATION

Compensation shall be made in monthly payments on or before the 30th day after the DIRECTOR, in his or her sole discretion, has approved the invoice submitted by CONTRACTOR. The breakdown of costs and sources of revenue associated with this Agreement appears in Appendix B, Cost Reporting/Data Collection (CR/DC) and Program Budget, attached hereto and incorporated by reference as though fully set forth herein. The maximum dollar obligation of the CITY under the terms of this Agreement shall not exceed Ninety One Million Five

Hundred Twenty Five Thousand Five Hundred Six Dollars (\$91,525,506) for the period of July 1, 2010 through December 31, 2017.

CONTRACTOR understands that, of this maximum dollar obligation \$3,126,806 is included as a contingency amount and is neither to be used in Appendix B, Budget, or available to CONTRACTOR without a modification to this Agreement executed in the same manner as this Agreement or a revision to Appendix B, Budget, which has been approved by the Director of Health. CONTRACTOR further understands that no payment of any portion of this contingency amount will be made unless and until such modification or budget revision has been fully approved and executed in accordance with applicable CITY and Department of Public Health laws, regulations and policies/procedures and certification as to the availability of funds by the Controller. CONTRACTOR agrees to fully comply with these laws, regulations, and policies/procedures.

- (1) For each fiscal year of the term of this Agreement, CONTRACTOR shall submit for approval of the CITY's Department of Public Health a revised Appendix A, Description of Services, and a revised Appendix B, Program Budget and Cost Reporting Data Collection form, based on the CITY's allocation of funding for SERVICES for the appropriate fiscal year. CONTRACTOR shall create these Appendices in compliance with the instructions of the Department of Public Health. These Appendices shall apply only to the fiscal year for which they were created. These Appendices shall become part of this Agreement only upon approval by the CITY.
- (2) CONTRACTOR understands that, of the maximum dollar obligation stated above, the total amount to be used in Appendix B, Budget and available to CONTRACTOR for the entire term of the contract is as follows, notwithstanding that for each fiscal year, the amount to be used in Appendix B, Budget and available to CONTRACTOR for that fiscal year shall conform with the Appendix A, Description of Services, and Appendix B, Program Budget and Cost Reporting Data Collection form, as approved by the CITY's Department of Public Health based on the CITY's allocation of funding for SERVICES for that fiscal year.

July 1, 2010 through June 30, 2011	\$ 1,020,358
July 1, 2011 through June 30, 2012	\$ 14,011,729
July 1, 2012 through June 30, 2013	\$ 14,057,526
July 1, 2013 through June 30, 2014	\$ 14,465,062
July 1, 2014 through June 30, 2015	\$ 12,524,873
July 1, 2015 through June 30, 2016	\$ 12,524,873
July 1, 2016 through June 30, 2017	\$ 13,280,100
July 1, 2017 through December 31, 2017	\$ 6,514,179
Total: July 1, 2010 through December 31, 2017	\$ 88,398,700
Contingency	\$3,126,806
G. Total:	\$ 92,525,506

- (3) CONTRACTOR understands that the CITY may need to adjust sources of revenue and agrees that these needed adjustments will become part of this Agreement by written modification to CONTRACTOR. In event that such reimbursement is terminated or reduced, this Agreement shall be terminated or proportionately reduced accordingly. In no event will CONTRACTOR be entitled to compensation in excess of these amounts for these periods without there first being a modification of the Agreement or a revision to Appendix B, Budget, as provided for in this section of this Agreement.
- C. CONTRACTOR agrees to comply with its Budget as shown in Appendix B in the provision of SERVICES. Changes to the budget that do not increase or reduce the maximum dollar obligation of the CITY are subject to the provisions of the Department of Public Health Policy/Procedure Regarding Contract Budget Changes. CONTRACTOR agrees to comply fully with that policy/procedure.
- D. No costs or charges shall be incurred under this Agreement nor shall any payments become due to CONTRACTOR until reports, SERVICES, or both, required under this Agreement are received from

CONTRACTOR and approved by the DIRECTOR as being in accordance with this Agreement. CITY may withhold payment to CONTRACTOR in any instance in which CONTRACTOR has failed or refused to satisfy any material obligation provided for under this Agreement.

- E. In no event shall the CITY be liable for interest or late charges for any late payments.
- F. CONTRACTOR understands and agrees that should the CITY'S maximum dollar obligation under this Agreement include State or Federal Medi-Cal revenues, CONTRACTOR shall expend such revenues in the provision of SERVICES to Medi-Cal eligible clients in accordance with CITY, State, and Federal Medi-Cal regulations. Should CONTRACTOR fail to expend budgeted Medi-Cal revenues herein, the CITY'S maximum dollar obligation to CONTRACTOR shall be proportionally reduced in the amount of such unexpended revenues. In no event shall State/Federal Medi-Cal revenues be used for clients who do not qualify for Medi-Cal reimbursement.

	DUCEL	egal Entity Number	UUSAS		epared By/Phone #:		E\ 012 1920	Fiscal Year:	15-16
	טחכי ב			-,	spared by/Filone #.	raul Noegel (41)	0) 912-1620		
•		Contractor Name	HealthRIGHT 3	60		·		Document Date:	7/1/15
								Appendix B	Page 5
		Appendix Number	B-1	. B-2	B-3	B-4	B-5	B-6	B-7
	Provi	, ider/Program Name	Adult Residential	Bridges Residential	AB109 Residential	AB109 ONPD Residential	CARE MDSP Residential	CARE Detox Residential	CARE Variable Length Residential
		-	383805, 383806,						
		Provider Number	383834 3805WR-RSD,	383806	383834	383807	383806	383806	383834
		Program Code	38062, 38342	3806BR-RES	87342	86077 7/1/15-6/30/16	3806CM-RES	3806CX-RSD	3834CV-RES
FUNDINGRES		FUNDING TERM	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	7/1/13-0/30/18	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16
		Employee Benefits	2,595,189	80,841	498,430	99,639	208,422	143,081	139,316
				25,151	279,242	150,518	127,717	60,874	67,910
		Operating Expenses Capital Expenses	1,087,916	20,101	- 213,242	100,016	121,111	- 00,074	- 01,910
	Subtr	tal Direct Expenses		105,992	777,672	250,157	336,139	203,955	207,226
		Indirect Expenses		12,719	93,320	30,018	40,338	24,474	24,867
<u> </u>		Indirect %				12.00%	12.00%	12,00%	12.00%
TOTAL FUNDING USES			4,125,076	118,711	870,992	280,175	376,477	228,429	232,093
ERSAMENIA ORBADA PARA RANDING SOURCE (CESTO)	PARTE SA					W-16-5-5-777-6-7			
MH FED - SDMC Regular FFP (50%)	_	HMHMCC730515	_		-	A Paragraph of the State Base 1 and 1			1
MH Realignment	-	HMHMCC730515	T	-			-		_
MH COUNTY - General Fund	 	HMHMCC730515		:	-	-	_	-	
MH PROJECT - MHSA		PHMS63-1505	-	-	-	÷	-	-	-
			-	-			-	-	-
TOTAL BHS MENTAL HEALTH FUNDING SOURCES				-	-		-	-	-
ELECTRICAL ELECTRICAL ELECTRICAL EL PROPERTIE EL PROPERTI	PSC PAR								
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	950,437		<u> </u>	-		-	
SA FED - Drug Medi-Cal	93.778	HMHSCCRES227		-		-		<u> </u>	
SA STATE - PSR Drug Medi-Cal	<u> </u>	HMHSCCRES227		ļ				<u> </u>	-
SA STATE - PSR Non Drug Medi-Cal	<u> </u>	HMHSCCRES227	-	<u> </u>	· .	-	-		
SA COUNTY - General Fund	<u> </u>	HMHSCCRES227			<u> </u>	-	366,477	218,429	224,093
SA COUNTY - General Fund - WO CODB	 	HMHSCCRES227	12,752		-	<u> </u>	<u> </u>		
SA GRANT - Fed SAMHSA SHOP	93.243	HCSA03-14		<u> </u>		<u> </u>	<u> </u>	<u> </u>	<u> </u>
SA GRANT - Fed DOJ Second Chance	16.812	HCSA02-14	<u> </u>	<u> </u>	<u> </u>		<u> </u>	<u> </u>	<u> </u>
SA WORK ORDER - HSA FSET	. 10.561	HMHSCCADM377		ļ	 	 	 	<u> </u>	ļ
SA WORK ORDER - APD CJ Realignment (AB109)	 	HMHS109CMGWC	-	-	830,992	280,175	 	 	
SA GRANT - State CDCR ISMIP	 	HMAD01-15	 	118,711	 	 	<u> </u>	<u> </u>	
SA WORK ORDER - OEWD		HMHSMYOEWDWO	·	 	 	 	 	 	<u> </u>
TOTAL BUS SUBSTANCE ABUSE SUBBNIC COURS	Ee	 	0.705.070	440 744	000.000	000 475	000 477	040,400	
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES			. 3,795,076			280,175	366,477	218,429	224,093
	 	 		 	 	 	 	 	
TOTAL OTHER DPH FUNDING SOURCES	 	† . 	 	†	 	 	 	 	
TOTAL DPH FUNDING SOURCES	 		3,795,076	118,711	830,992	280,175	366,477	218,429	224,093
NOMINE DEN FONDING SOURCES				110,/11	630,992	260,175	300,477	210,423	224,000
NON DPH - Patient/Client Fees	on/38484845555		330,000		40,000	to the descriptions between the sections of	10,000	10,000	8,000
INOIA DE 11 - F QUEHIVOREIR CEES	 		330,000		+0,000	 	10,000	10,300	3,300
TOTAL NON-DPH FUNDING SOURCES			330,000		40,000	 	10,000	10,000	
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	1		4,125,076						

	DHCS L	egal Entity Number		Pre	epared By/Phone #:		5) 912-1820	Fiscal Year:	14-15
•	_,,,,,,		HealthRIGHT 3					Document Date:	7/1/15
	·	Contractor Hame	riculativi Citi e				•	Appendix B	Page 6
		A a idia bila	B-8	B-9	B-10	D 44	·D 40		B-14
		Appendix Number	B-8	B-9	B-10	B-11	B-12	B-13	B-14
	. Prov	ider/Program Name	CARE Lodestar Residential	SFGH Residential	Satellite ONPD Residential	Social Detox Residential	Transgender Residential	WHITS Residential	Women's Hope Residential
•	•			383805, 383806,					
		Provider Number	383805	383834 3805SW-RES, 3806SG-RES,	383805, 383807	. 383806	383805, 383806 3805TG-RES,	383806	388910
		Program Code		3834G-RES	87067, 88077	88062	3806TD-RES	3806WT-RES	89102
		FUNDING TERM	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16
FUNDINGUSES TO THE PROPERTY OF									
•		Employee Benefits	120,392	272,946	174,153	453,652	228,088	191,328	443,447
		Operating Expenses	63,910	137,287	144,105	259,316	106,186	100,343	159,250
		Capital Expenses	-	-					-
	Subto	tal Direct Expenses	184,302	410,233	318,258	712,968	334,274	291,671	602,697
		Indirect Expenses Indirect %	22,117 12.00%	49,228 12.00%	38,190 12.00%	85,555 12.00%	40,112 12.00%	35,001 12.00%	72,323 12.00%
TOTAL SUNDING HOES		indirect %	206,419	459,461	356,448	798,523	374,386		
TOTAL FUNDING USES			200,419	409,401	330,446	190,323	3/4,300	326,672	675,020
Bashisaral Sealer at Monucosciuros		IN FIGURES	resident services and services are services and services and services and services and services and services are services are services are services and services are services						
MH FED - SDMC Regular FFP (50%)	-	HMHMCC730515	-	-		-	-	-	-
MH Realignment	-	HMHMCC730515	-		-	-	-	-	-
MH COUNTY - General Fund	-	HMHMCC730515		-	-		-	-	
MH PROJECT - MHSA		PHMS63-1505	· •	<u> </u>	_	.=	-	-	
				-	•	-		-	-
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			-	-	-	-	-		•
Bassueskanseanseedhumbederoes	200								
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	<u> </u>	-	-		· - ·	<u> </u>	633,519
SA FED - Drug Medi-Cal	93.778	HMHSCCRES227	<u> </u>	-	-	-			<u> </u>
SA STATE - PSR Drug Medi-Cal	 	HMHSCCRES227	<u> </u>	-	<u> </u>		-	-	-
SA STATE - PSR Non Drug Medi-Cal		HMHSCCRES227	400.040	440 404		700 500	050 700		
SA COUNTY - General Fund	 	HMHSCCRES227	196,919	440,461	313,448	798,523	359,702	323,672	32,201
SA COUNTY - General Fund - WO CODB SA GRANT - Fed SAMHSA SHOP	93.243	HMHSCCRES227 HCSA03-14	<u> </u>	 	<u> </u>				
SA GRANT - Fed SAMHSA SHOP SA GRANT - Fed DOJ Second Chance	16.812	HCSA03-14 HCSA02-14	 	 	·				
SA WORK ORDER - HSA FSET	10.561	HMHSCCADM377	<u> </u>	 	 		† <u>-</u>	 	
SA WORK ORDER - RISA FSET SA WORK ORDER - APD CJ Realignment (AB109)	10.001	HMHS109CMGWO		-	 	<u> </u>	 	<u> </u>	
SA GRANT - State CDCR ISMIP	 	HMAD01-15	<u> </u>	-	<u> </u>	<u> </u>			<u> </u>
SA WORK ORDER - OEWD	-	HMHSMYOEWDWO		-		-	-	-	-
	T		-	_	-	-	-		-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE	ES		196,919	440,461	313,448	798,523			665,720
CIRCROPH FUNDING SCURGES									
					-		-	-	-
TOTAL OTHER DPH FUNDING SOURCES	+		-	-	-	-	-	-	
TOTAL DPH FUNDING SOURCES	 		196,919	440,461	313,448	798,523	359,702	323,672	665,720
NONCOPERFUNDING SOURGESTON						THE REPORT OF THE PROPERTY OF			
NON DPH - Patient/Client Fees			9,500	19,000	SANTES COM CONTRACTOR CONTRACTOR OF THE PROPERTY OF THE	-	14,684	3,000	9,300
	ļ	 	-	-	-	•	-	-	
TOTAL NON-DPH FUNDING SOURCES	 	 	9,500				14,684		
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		<u></u>	206,419	459,461	356,448	798,523	374,386	326,672	675,020

	DUCSIA	gal Entity Number		nealth Contrat	pared By/Phone #:		5) 012 1820	Fiscal Year:	. 14-15
•	DHC3 Le				pareu by/Filone #.	raul Moegel (41	3) 912-1020		
_		Contractor Name	HealthRIGHT 3	360				Document Date:	7/1/15
·								Appendix B	Page 7
•		Appendix Number	· B-15	B-16	B-17	B-18	B-19	B-20	B-21
	Provid	ler/Program Name	Adult Outpatient	African American Family Healing Outpatient	Bridges Outpatient	Buprenorphine Medical Monitoring Outpatient	Family Strength Outpatient	SHOP	Representative Payee Program
-		Provider Number	383820	383873	383835	383820	383820	383873	383835
	•		38201,						
		Program Code	3820OP	87301	85351	88201	38731	85731	88359
	error secondario en al como en esta	FUNDING TERM	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16	9/30/14-9/29/15	7/1/15-6/30/16
FUNDING USES									
		Employee Benefits		209,929	324,830	46,271	181,921	243,377	104,114
	0	perating Expenses Capital Expenses		76,447	99,136	166	10,668	45,521	50,378
<u> </u>	Subtot	al Direct Expenses	 	286,376	423,966	46,437	192,589	288,898	154,492
		Indirect Expenses		34,368	50,876	5,571	23,110	34,667	18,538
		Indirect %				12.00%	12.00%	12.00%	12.00%
TOTAL FUNDING USES			1,278,838	320,744	474,842	52,008	215,699	323,565	173,030
							Acceptable of the control of the con		
ERSMENTAGREAGTHEUTING SOURCES ASSET	SME EDAM								
MH FED - SDMC Regular FFP (50%)	_	HMHMCC730515	the Owite transfer to make a trible of		Contractive Contractive States of Contractive Contract	V-M1 Was supplied to the Victoria	A THE STATE OF THE		
MH Realignment		HMHMCC730515	† <u>-</u>	 					
MH COUNTY - General Fund	-	HMHMCC730515		 	-		-		
MH PROJECT - MHSA		PHMS63-1505	<u> </u>				_		
11.101	 	1711000 1000			İ	 			
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			†	-			-	<u> </u>	
BHSSUBSUANCE ABUSISEUNDING SOURCES.	ANGEO A		1/4 No. 10 N						
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227			and alternatives of the processing state		- Park and Harris and State and State	· ·	C PROCESSES STOREMENT OF STREET
SA FED - Drug Medi-Cal	93.778	HMHSCCRES227			-	_	_	-	
SA STATE - PSR Drug Medi-Cai		HMHSCCRES227	15,000	-	_	_	-	_	
SA STATE - PSR Non Drug Medi-Cal		HMHSCCRES227	132,552			-		_	
SA COUNTY - General Fund	-	HMHSCCRES227	830,641	320,744	-	52,008	206,699	-	80,030
SA COUNTY - General Fund - WO CODB		HMHSCCRES227	<u> </u>	_	-	-	-	_	
SA GRANT - Fed SAMHSA SHOP	93.243	HCSA03-14	-	-	_	-	-	323,565	
SA GRANT - Fed DOJ Second Chance	16.812	HCSA02-14	-	-		-		-	
SA WORK ORDER - HSA FSET	10.561	HMHSCCADM377		-	-	_		-	
SA WORK ORDER - APD CJ Realignment (AB109)	-	HMHS109CMGWO		· -			-	-	
SA GRANT - State CDCR ISMIP		HMAD01-15	-	-	474,842		-	-	
SA WORK ORDER - OEWD	<u>.</u>	HMHSMYOEWDWO	-	-	-		-	-	
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE	ES .		1,278,838	320,744	474,842	52,008	206,699	323,565	80,030
OTHER DEHEUNDING SOURCES				320,744	Name and Published Street, and the Artist Address of the Artist Ad	52,008		323,065	80,030
					-	-		_	
			-	-	<u> </u>	-		-	
TOTAL OTHER DPH FUNDING SOURCES TOTAL DPH FUNDING SOURCES	 		4.070.000	-				-	
NON-DEFICUIDING SOURCES			1,278,838	320,744	474,842	52,008	206,699		80,03
NON DPH - Patient/Client Fees			or the summer of the state of t	yn soesigean early in in Establis			9,000		93,00
TOTAL TITE I GROUP ORGINET GGS	 	 	 		 	 	3,300	.†	- 00,000
TOTAL NON-DPH FUNDING SOURCES	 		 		 	 	9,000	 	93,00
		1		,			, 5,000		00,00

	DHUGI	egal Entity Number	00348	Dra	nared By/Phone #-	Paul Kroeger (41)	5) 912-1820	Fiscal Year:	14-15
	DITOGE								
·		Contractor Name	nealthRIGH I 3	<u> </u>		•		Document Date:	7/1/15
								Appendix B	Page 7
	*	Appendix Number	B-22	B-23	B-24	B-25	•		· .
·	Prov	der/Program Name	Second Chances	, IPO Healthy Changes	Adult Mental Health Medi-Cal	WRAPS			
·		Provider Number	383835	383873	38CC	38IT			TOTAL
·		Program Code	3835SC-ANS	N/A	38CC3	38IT3		·	
		FUNDING TERM	10/1/14-4/30/15	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16			7/1/14-9/30/15
FUNDNGUSES									
	Salaries &	Employee Benefits	145,376	115,280	274,314	54,803	4.		8,222,909
		perating Expenses	101,894	18,648	31,237	23,402			3,495,271
		Capital Expenses			-	-			-
	Subto	tal Direct Expenses	247,270	133,928	305,551	78,205			11,718,180
·		Indirect Expenses	29,671	16,072	36,668	9,384			1,406,177
		Indirect %	12.00%	12.00%	12.00%	12.00%			12.00%
TOTAL FUNDING USES			276,941	150,000	342,219	87,589		-	13,124,357
							Employee	Fringe Benefits %:	- 31.00%
ELEMENTARY FARMANDING SOURCES STORE						310032749203			
MH FED - SDMC Regular FFP (50%)	-	HMHMCC730515	-	-	74,773	<u> </u>			74,773
MH Realignment		HMHMCC730515			224,810	-			224,810
MH COUNTY - General Fund		HMHMCC730515	-	-	42,636	-			42,636
MH PROJECT - MHSA	-	PHMS63-1505		•		86,589			86,589
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			-	-	342,219	86,589			428,808
BISCOBSTANGEABUSEFUNDING SOURCES								_	
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227					Figure Albert Transfer (Abbille Co		1,869,601
SA FED - Drug Medi-Cal	93.778	HMHSCCRES227						ļ	15,000
SA STATE - PSR Drug Medi-Cal		HMHSCCRES227							15,000
SA STATE - PSR Non Drug Medi-Cal	_ (HMHSCCRES227			-		•		132,552
SA COUNTY - General Fund	_	HMHSCCRES227	·-	· -	_	-			6,745,828
SA COUNTY - General Fund - WO CODB	-	HMHSCCRES227	-	-	-	-			12,752
SA GRANT - Fed SAMHSA SHOP	93.243	HCSA03-14	-	-		-			323,565
SA GRANT - Fed DOJ Second Chance	16.812	HCSA02-14	276,941	-		_			276,941
SA WORK ORDER - HSA FSET	10.561	HMHSCCADM377	-	_	-				850,106
SA WORK ORDER - APD CJ Realignment (AB109)	-	HMHS109CMGWO		_		-			1,111,167
SA GRANT - State CDCR ISMIP	-	HMAD01-15	-			-			593,553
SA WORK ORDER - OEWD		HMHSMYOEWDWO	<u>-</u>	150,000	-	-			150,000
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE			276,941	150,000	-	-	-	-	12,096,065
OTHER DIFFEUNDING SOURCES			-	-		-			-
TOTAL OTHER DPH FUNDING SOURCES			<u> </u>	•	-	-			-
TOTAL OTHER DPH FUNDING SOURCES		 	276,941	150,000	342,219	86,589	<u> </u>	 	12,524,873
NON-DEHIEURDING SOURCES			2,0,041	.00,000	07=1210	00,000			
NON DPH - Patient/Client Fees				_		1,000			599,484
TOTA DE TE L'AUGUSTION L'ES	 		-	-	-	-			
TOTAL NON-DPH FUNDING SOURCES			-			1,000]	1	599,484
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			276,941	150,000	342,219	87,589		-	13,124,357

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

·	- DFT			n Cost Reportin	g/Data Conecti	on (CRDC)		· · · · · · · · · · · · · · · · · · ·	D 4 4
			HealthRIGHT 3		 			Appendix,#:	B-1 page 1
	Provid	der/Program Name:					·	Document Date:	7/1/15
		Provider Number:	383805, 383806	5, 383834				Fiscal Year:	15-16
·							.,	ļ.	
	Program Name	Adult Residential	Adult Residential		÷				
			3805WR-RSD.	3805WR-RSD.					
		Program Code		38062, 38342					
N	lode/SFC (M	H) or Modality (SA)		Res-51					
	<u>-</u>		SA-Res Recov	SA-Res Recov					
		Consider Documentian	Long Term (over 30 days)	Long Term (over 30 days)				-	. TOTAL
		Service Description FUNDING TERM		7/1/15-6/30/16					7/1/15-6/30/16
EUNDINGUSES	e e e e e e e e e e e e e e e e e e e								
COLUMN STATE TO SELECT STATE OF STATE O	self. Omei - e se efter Sife fuseremakertreif of P.	e Benefits Expense	The second light of the se	602,355	A STATE OF THE PARTY OF THE PAR	A STATE OF THE PARTY OF THE PAR	A CONTRACTOR OF THE PROPERTY O		2,595,189
		Operating Expense		235,046					1,087,916
		Capital Expense	•						-
	Subt	otal Direct Expense	2,845,704	837,401	_	•			3,683,105
		Indirect Expense		100,487					441,971
		AL FUNDING USES	3,187,188	937,888	-				4,125,076
BHS:MENTALLEADTHEUNDING SOURCES									
TOTAL BHS MENTAL HEALTH FUNDING SOURCES		 	 				<u> </u>		
BHS SUBSTANCE ABUSE FUNDING SOURCES								 	
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	950,437						
SA COUNTY - General Fund	83.838	HMHSCCRES227	1,981,781						950,437 1,981,781
SA COUNTY - General Fund - WO CODB		HMHSCCRES227	1,901,701	12,752					
SA WORK ORDER - HSA FSET	10.561	HMHSCCADM377	 	850,106			· · · · · · · · · · · · · · · · · · ·		12,752 850,106
OA WORK ORDER - HOAT OF	70.501	TIMI IOOOADMOTT		000,100				<u> </u>	330,100
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE	ES		2,932,218	862,858	-		-	-	3,795,076
OTHER DEHIEUNDING SOURCES William Services									
					,		·	,	-
TOTAL OTHER DPH FUNDING SOURCES			-	-	-	-	-	-	
TOTAL DPH FUNDING SOURCES	NAME OF TAXABLE PARTY.		2,932,218				-		3,795,076
NONADELE GUNDING SOURCES									
NON DPH - Patient/Client Fees		 	254,970	75,030			 	 	330,000
TOTAL NON-DPH FUNDING SOURCES	 	 	254,970	75,030				 	330,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		 	3,187,188			<u> </u>			4,125,076
BHS UNDSTOF SERVICE AND UNIT COSTS									4,120,070
		hased (if applicable)		29			The same of the sa		
SA Only - Non-Res 33 - OD									
SA Only - Licensed Capacity for Medi-Cal P									
Cost Reimbursemer	Cost Reimbursement (CR) or Fee-For-Service (FFS)			FFS					
		Units of Service			<u> </u>				
		Unit Type		Bed Days					
Cost Per Unit - DPH Rate (I						 	 		
				97.96		_	<u> </u>	}	T-A-L-150
Published		-Cal Providers Only		404	<u> </u>		1	<u> </u>	Total UDC:
	Unaupii	cated Clients (UDC	343	101		<u> </u>	<u> </u>	<u></u>	444

Contractor Name: HealthRIGHT 360

Provider/Program Name: Adult Residential

Appendix #: B-1 page 2

Document Date: 7/1/15

SAPT Fed Discretionary, HSA FSET Work Order, TOTAL General Fund Work Order CODB & Non-DPH Funding Sources & Non-DPH Funding Sources Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 7/1/15-6/30/16 Term: Term: Term: Term: **Position Title** FTE Salaries FTE Salaries FTE Salaries FTE FTE Salaries Salaries FTE **Salaries** 0.298 44,638 0.230 33,489 0.068 11,149 V.P. of Programs Program Director 1.750 105,000 1.352 80,127 0.398 24,873 Clinical Coordinator 0.500 20,000 0.386 14,453 0.114 5,547 Director of QA & Compliance 0.460 45,996 0.355 34,538 0.105 11,458 Manager of Licensing & Certification 0.570 28,671 0.440 22,152 0.130 6.519 14.000 444,780 10.817 Care Coordinators 341,654 3.183 103,126 2.318 69.537 0.682 Overnight Monitor 3,000 90,000 20,463 0.556 19,455 0.430 15,032 Weekend Coordinator 0.126 4,423 1,439 51,656 1.112 38,911 0.327 12,745 T.C. Admin. Assistant (Nexus) 0.268 0.207 17,081 0.061 5,027 Director Of Facility Operations 22,108 Maintenance Worker 0.853 32,209 0.659 23.886 0.194 8.323 0.472 30,320 0.365 23,426 0.107 Transportation & Facility Manager 6,894 0.564 25.009 0.436 19.323 0.128 5.686 Warehouse Coordinator 2.278 1.760 70,652 53,588 0.518 17,064 Driver 3.296 121,134 2.547 93.593 0.749 27,541 Cook/Food Service 0.358 28,678 0.277 22,158 0.081 6,520 Director of Food Services 0.416 20,815 0.539 26,940 0.123 6,125 Client Services Manager 1.585 44,380 1.225 34,290 0.360 10,090 Client Services Support 0.270 Family Services Coordinator 0.35 19,903 15,378 0.079 4,525 Medical Services Director 0.447 0.58 47,712 36,864 0.132 10,848 63,242 1.506 48,470 14,772 1.95 0.443 Medical Services Support 0.01 1,425 0.011 1,101 Physician 0.003 324 0.38 47,855 0.297 36.975 0.087 10,880 V.P. of Mental Health Services 0.43 28,141 0.335 21,743 0.098 6,398 Mental Health Training Director Administrative Assistant 0.41 13,070 0.315 10.098 0.093 2.972 3.48 166,368 2.685 128,542 0.790 Therapist 37,826 0.72 51.442 0.559 39.746 0.165 11,696 Mental Health Manager 0.54 46,836 0.415 36,187 0.122 10,649 Director of Workforce Development 0.40 16,131 0.311 12,463 0.092 3,668 Education Coordinator 0.48 15,076 0.367 11,648 0.108 3,428 Computer Lab Tech Housing & Community Service 0.60 21,122 0.467 16,320 0.137 4,802 1.53 47,483 1.183 36,687 0.348 Employment Counselor 10,796 IT Specialist - Data Control 0.51 20,235 0.396 15,634 0.116 4,601 0.87 99,421 0.668 76,816 0.197 22,605 **Psychiatrist** 0.37 23,972 0.286 18,522 0:084 5,450 Psychologist Totals: 46,398 1.981.060 35.850 1,521,247 10.55 459,813 31.00% 614,129 31.00% 31.00% 142,542 471,587 Employee Fringe Benefits: **TOTAL SALARIES & BENEFITS** 2,595,189 1,992,834 602.355

DPH 4: Operating Expenses Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: Adult Residential

Appendix #: B-1 page 3

Document Date: 7/1/15

Expenditure Category	TOTAL	SAPT Fed Discretionary, General Fund & Non-DPH Funding Sources	HSA FSET Work Order, Work Order CODB & Non-DPH Funding Sources			
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:
Occupancy	_		-			
Rent	252,000	196,665	55,335			
Utilities (Telephone, Electricity, Water, Gas)	232,426	169,350	63,076			
Building Repair/Maintenance	130,106	109,024	21,082			
Marials & Supplies	_		-			
ce Supplies	12,101	. 9,350	2,751	·		
Photocopying		·				·
Printing	2,663	2,058	605			
Program Supplies	229,111	185,346	43,765			
Computer Hardware/Software	4,000	3,000	1,000			·
General Operating			_			
Training/Staff Development	2,000	1,500	500	· <u>· ·</u>		
Insurance	41,156	33,388	7,768			
Professional License	15,270	11,798	3,472		<u> </u>	
Permits	· · · · · · · · · · · · · · · · · · ·		<u> </u>			·
Equipment Lease & Maintenance	29,000	24,000	5,000			· ·
Staff Travel	-		-	·		
Local Travel	2,668	2,311	357			
Out-of-Town Travel	-	_	١ -			<u> </u>
I Expenses	-	<u> </u>	· <u>-</u>		·	
Consultant/Subcontractor	<u>-</u>		_			
			-			
		-	-			
Other	_		-			
Client Transportation	80,000	62,080	17,920			
Taxes & Licenses	55,415	43,000	12,415			,

TOTAL OPERATING EXPENSE 1,087,916 852,870 235,046 - -

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

<u> </u>	DPH 2: Department	HealthRIGHT 36		g/Data Collecti	on (CREC)		A	D 0 4
	Provider/Program Name:				······		Appendix #: Document Date:	B-2 page 1 7/1/15
	Provider Number:		idai				Fiscal Year:	14-15
	Piovider Number.	303000	· · · · · · · · · · · · · · · · · · ·	,	<u> </u>		riscai fear:	14-10
1		Bridges					•	1
	Program Name	Residential 3806BR-RES						
Mo-	Mode/SFC (MH) or Modality (SA)							
		SA-Res Recov Long Term (over			1			
	Service Description	30 days)						TOTAL
	FUNDING TERM							7/1/15-6/30/16
FUNDING USES								
	& Employee Benefits Expense	80,841	**************************************					80,841
	Operating Expense	25,151						25,151
	Capital Expense	-						,
	Subtotal Direct Expense	105,992		-	-	· •	-	105,992
	Indirect Expense	12,719		•				12,719
	TOTAL FUNDING USES	118,711	-	-			•	118,711
BES MENTARREAGIA RUNDING SOURGES SEE					Mark Translation			
								-
TOTAL BHS MENTAL HEALTH FUNDING SOURCES		-	-	-	-	-	-	•
BHS SUBSTANCE ABUSE FUNDING SOURCES	SCIPLA SEE FAMS							
SA GRANT - State CDCR ISMIP	- HMAD01-15	118,711						118,711
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES		118,711		-	COLORS OF SCHOOL SHOOT STATE OF STATE O	-		118,711
OTHERSOPH FUNDING SOURCES								
TOTAL OTHER POH FUNDING SOURCES								
TOTAL OTHER DPH FUNDING SOURCES TOTAL DPH FUNDING SOURCES		118,711	<u> </u>	-	<u> </u>	-	-	440.744
NON-DPH-FUNDING SOURCES		110,711						118,711
Rental and and second second								
TOTAL NON-DPH FUNDING SOURCES				_	-		_	
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		118,711		_		-		118,711
BRSUNITS(SESERVICE AND UNIT COST								
	Beds Purchased (if applicable)	2						
SA Only - Non-Res 33 - ODF				l				
SA Only - Licensed Capacity for Medi-Cal Prov					† — — — — — — — — — — — — — — — — — — —			
Cost Reimbursement	(CR) or Fee-For-Service (FFS)	FFS 1,099		·				
	Units of Service							
	Unit Type							
Cost Per Unit - DPH Rate (DP		108.00		·			4	
Cost Per Unit - Contract Rate (DPH & No		108.00			<u> </u>			
Published R	Rate (Medi-Cal Providers Only)			ļ				Total UDC:
	Unduplicated Clients (UDC)	30	l		<u> </u>			30

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360
Provider/Program Name: Bridges Residential

Appendix #: B-2 page 2

Document Date: 7/1/15

		,										
		TOTAL	CDCF	R ISMIP Grant		•			1			
							1.					•
	Term:	7/1/15-6/30/16	Term;	7/1/15-6/30/16	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries .
P. of Programs	0.010	1,500	0.010	1,500								
rogram Director	0.040	2,640	0.040	2,640							<u> </u>	
P. of QA & Compliance	0.010	1,000	0.010	1,000								
lanager of Licensing & Certification	0.020	1,005	0.020	1,005								
lanaging Director of Clinical Services	0.010	1,100	0.010	1,100		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,						
upervising Care Coordinators	0.010	420	0.010	420		·						
Care Coordinators	0.300	10,800	0.300	10,800				·····				
IIV/AIDS Clinical Manager	0.200	7,800	0.200	7,800			<u> </u>					
Overnight Monitor	0.100	3,000	0.100	3,000				·		•		
Veekend Coordinator	0.100	3,500	0.100	3,500								
C. Admin. Assistant (Nexus)	0.031	. 1,086	0.031	1,086								
Director Of Facility Operations	0.003	228	0.003	228								
Maintenance Worker	0.013	417	0.013	417								
ransportation & Facility Manager	0.009	590	0.009	590								
Varehouse Coordinator	0.013	582	0.013	582		,	11			·		
Oriver	0.040	1,240	0.040	1,240								
Cook/Food Service	0.100	3,100	0.100	3,100						<u> </u>	<u> </u>	
Director of Food Services	0.012	926	0.012	926								
Client Services Manager	0.050	2,531	0.050	2,531				_				
Client Services Support	0.034	1,028	0.034	1,028								
Family Services Coordinator	0.003	194	0.003	194								
Medical Services Director	0.010	830	0.010	830								
Medical Services Support	0.150	6,809	0.150	6,809								
Physician	0.000	34	0.000	34				,				
V.P. of Mental Health Services	0.008	938	0.008	938								
Mental Health Training Director	0.005	379	0.005	379								-
Director of Mental Health Services	0.007	410	0.007	410			· .					
Mental Health Care Coordinators	0.006	. 193	0.006	193								
Therapist	0.090	4,500	. 0.090	4,500	·							
Mental Health Manager	0.018	1,077	0.018	1,077								
Director of Workforce Development	0.001	. 40	0.001	40								
lousing & Community Service	0.008	309	0.008	309								
T Specialist - Data Control	0.011	435	0.011	435							1.	
Psychologist	0.017	1,070	0.017	1,070		-						
	-	-		-				·				
Totals:	1,439	61,711	1.439	61,711	<u> </u>		.l <u> </u>				-]	
			Τ -		·					1	<u>.</u>	Γ
Employee Fringe Benefits:	31.00%	19,130	31.00%	19,130	I		-1			I	<u> </u>	L
TOTAL SALARIES & BENEFITS	ĺ	80,841	1	80,841	7		ו י		7		7	

DPH 4: Operating Expenses Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: Bridges Residential

Appendix #: B-2 page 3

Document Date: 7/1/15

		-				-
Expenditure Category	TOTAL	CDCR ISMIP Grant				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term: .	Term:	Term:	Term:
Occupancy	_					
Rent	2,686	2,686				
Utilities (Telephone, Electricity, Water, Gas)	4,469	4,469				
Building Repair/Maintenance	2,246	2,246			-	
als & Supplies	_					
Office Supplies	250	250				
Photocopying						
Printing	50	50				
Program Supplies	7,500	7,500				
Computer Hardware/Software	500	500			•	,
General Operating		_			·	
Training/Staff Development	-					
Insurance	1,050	1,050				
Professional License	650	650	·4			
Permits .						·
Equipment Lease & Maintenance	650	650				
Staff Travel	•					
Local Travel	150	150				·
^-rt_of-Town Travel						
Jd Expenses		_	•			
Consultant/Subcontractor	_			<u> </u>		
	-					
	-					
Other	-	-				
Client Transportation	2,000	2,000				·
Food	2,950	2,950				
		-				

TOTAL OPERATING EXPENSE 25,151 25,151 - - -

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

•	DPH 2: Department	of Public Heatl	n Cost Reportin	g/Data Collection	on (CRDC)			
``	Contractor Name:	HealthRIGHT 36	60				Appendix #:	B-3 page 1
	Provider/Program Name:	AB109 Residen	tial				Document Date:	7/1/15
	Provider Number:	383834		•			Fiscal Year:	15-16
	B. North	AB109	AB109 Reentry					
	Program Name	Residential 87342	Pod Counseling N/A					
NA.	Program Code		Anc-68					
. IVI	Mode/SFC (MH) or Modality (SA)							-,
		SA-Res Recov Long Term (over	SA-Ancillary Svcs				,	
	Service Description		Case Mgmt					TOTAL
	FUNDING TERM	7/1/15-6/30/16	7/1/15-6/30/16					7/1/15-6/30/16
FUNDING USES 10.								
Salaries	& Employee Benefits Expense	452,580	45,850		ļ			498,430
	Operating Expense	279,242	-					279,242
	Capital Expense		45.050					
	Subtotal Direct Expense Indirect Expense	731,822 87,818	45,850 5,502	-		-		777,672 93,320
	TOTAL FUNDING USES		51,352		_			870,992
BIGMENIACHEAGTHEUNDINGSOURGES								670,992
TOTAL BHS MENTAL HEALTH FUNDING SOURCES								
BRS SUBSTANCE ABUSE FUNDING SQURCES								
SA WORK ORDER - APD CJ Realignment (AB109)	- HMHS109CMGWO	779,640	51,352		A CONTRACTOR OF THE STATE OF TH	The Street of Healther II agreed course of the Source Court		830.992
								-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE	S	779,640	51,352	-	-	-		830,992
OTHER OF HEUNDING SOURCES								
·								-
TOTAL OTHER DPH FUNDING SOURCES		-			-		4	
TOTAL DPH FUNDING SOURCES		779,640	51,352	-	-	-	-	830,992
NON-OPERFUNDING STURGES								
NON DPH - Patient/Client Fees	<u> </u>	40,000			<u> </u>	ļ		40,000
TOTAL NON DRU FUNDING SOURCES		40,000				<u> </u>		- 40.555
TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH)		40,000 819,640	51,352	-	-	 	-	40,000 870,992
BY WITS OF SERVICE AND WITH COST		019,040			<u>-</u>	-	-	070,992
	f Beds Purchased (if applicable)	23	A Charles of the Automatical Control of the Control		S that will be to be to be a second of the second			
	F # of Group Sessions (classes)			 	1			
SA Only - Licensed Capacity for Medi-Cal Pr								
	Cost Reimbursement (CR) or Fee-For-Service (FFS)						· · · · · · · · · · · · · · · · · · ·	
	FFS 8,213	CR 920						
		Staff Hour						
	Unit Type Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only)							
Cost Per Unit - Contract Rate (DPH & N			55.82					
. Published	Rate (Medi-Cal Providers Only)		16					Total UDC:
	Unduplicated Clients (UDC)							46

Contractor Name: HealthRIGHT 360
Provider/Program Name: AB109 Residential

Appendix #: B-3 apge 2

Document Date: 7/1/15

APD CJ Realignment APD CJ Realignment TOTAL Work Order Work Order & Non-DPH Funding Sources Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: Term: Term: FTE FTE FTE Salaries Salaries FTE FTE FTE Position Title Salaries Salaries Salaries Salaries 0.060 7,500 0.060 7,500 V.P. of Programs 0.400 26,000 0.400 26,000 Program Director V.P. of QA & Compliance 0.050 5,000 0.050 5,000 5,026 0.120 5,026 0.120 Manager of Licensing & Certification Managing Director of Clinical Services 2,200 0.020 2,200 0.020 14,800 0.400 14,800 Supervising Care Coordinators 0.400 Care Coordinators 1.500 54,000 1.500 54,000 HIV/AIDS Clinical Manager 0.030 1,170 0.030 1,170 0.500 15,000 0.500 15,000 Overnight Monitor 0.200 6,800 0.200 6,800 Weekend Coordinator 0.250 T.C. Admin. Assistant (Nexus) 0.250 8,750 8,750 0.050 0.050 3,500 3,500 Director Of Facility Operations 0.200 0.200 7,000 7.000 Maintenance Worker Transportation & Facility Manager 0.020 3,209 0.020 3,209 4,429 0.100 4,429 Warehouse Coordinator 0.100 0.438 13,482 0.438 13,482 Driver 0.690 0.690 21.344 21,344 Cook/Food Service 0.090 6,893 0.090 6,893 Director of Food Services 0.110 5,374 0.110 5,374 Client Services Manager 0.300 0.300 9,099 9,099 Client Services Support 0.070 4,254 0.070 4,254 Family Services Coordinator 0.120 9,523 0.120 Medical Services Director 9,523 10,891 0.340 0.340 10,891 Medical Services Support 0.003 334 0.003 334 Physician 0.070 9,072 0.070 9,072 V.P. of Mental Health Services 0.060 4,426 0.060 4,426 Mental Health Training Director 0.050 2.962 0.050 2.962 Director of Mental Health Services 0.190 6,132 0.190 6,132 Mental Health Care Coordinators 0.320 15,823 0.320 15,823 Therapist 4,045 0.070 4,045 Mental Health Manager 0.070 8,118 0.160 8,118 0.160 Director of Workforce Development 3,143 0.079 3,143 0.079 **Education Coordinator** 0.140 4,575 0.140 4,575 Computer Lab Tech Housing & Community Service 0.120 4,689 0.120 4,689 0.370 11,606 0.370 11,606 Employment Counselor IT Specialist - Data Control 0.100 4,124 0.100 4,124 0.160 17,988 0.160 17,988 Psychiatrist 0.050 3,200 0.050 3,200 **Psychologist** 1.000 35,000 1.000 35,000 Reentry Pod Counselor Totals: 9.000 380,481 8.000 345,481 1.000 35,000 Employee Fringe Benefits: 31.00% 117,949 31.00% 107,099 31.00% 10,850 498,430 452,580 45,850 **TOTAL SALARIES & BENEFITS**

DPH 4: Operating Expenses Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: AB109 Residential

Appendix #: B-3 page 3

Document Date: 7/1/15

Expenditure Category	TOTAL	APD CJ Realignment Work Order & Non-DPH Funding Sources	APD CJ Realignment Work Order			
•	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:
Occupancy		-				·
Rent	58,324	58,324				
Utilities (Telephone, Electricity, Water, Gas)	50,562	50,562				
Building Repair/Maintenance	25,263	25,263				
Mr ∹ials & Supplies						
ce Supplies	3,234	3,234	•			
Photocopying		-			•	
Printing	673	673				
Program Supplies	67,998	67,998				
Computer Hardware/Software	, 1,986	1,986				
General Operating						
Training/Staff Development	837	837			•	
Insurance	10,292	10,292				
Professional License	3,166	3,166				
Permits		-				
Equipment Lease & Maintenance	7,137	7,137			:	
Staff Travel		_				
Local Travel	390	390				
Out-of-Town Travel	-	_	·			
J Expenses	· -					
Consultant/Subcontractor		-		·		
Other	_					
Client Transportation	16,381	16,381				
Food	32,999	32,999				
	_			·		

TOTAL OPERATING EXPENSE

279,242

279,242

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	DPH 2: Department			gibata Collecti	on (CKDC)			B-4 page 1
	Provider/Program Name:	HealthRIGHT 36					Appendix #: Document Date:	7/1/15
	Provider/Program Name: Provider Number:		esideriliai				Fiscal Year.	15-16
	· Provider Number.	303007			I		Piscai Teal.	10-10
	•	AB109 ONPD				٠.		
	Program Name	Residential						
	Program Code						`	
Mo	ode/SFC (MH) or Modality (SA)							•
	,	SA-Res Recov Long Term (over					ļ	
	Service Description	30 days)			:			TOTAL
	FUNDING TERM	7/1/15-6/30/16						7/1/15-6/30/16
EUNDING USES								
Salaries	& Employee Benefits Expense	99,639						99,639
	Operating Expense	150,518		,				150,518
	Capital Expense							•
	Subtotal Direct Expense				-		-	250,157
	Indirect Expense				,			30,018
	TOTAL FUNDING USES		-			-		280,175
BHS:MENFACHEAUTHFUNDING SOURCES					Section Section 2			
TOTAL BHS MENTAL HEALTH FUNDING SOURCES						·		
BHS SUBSTANCE ABUSE FUNDING SOURCES	A PANIS						-	
SA WORK ORDER - APD CJ Realignment (AB109)	- HMHS109CMGWO	280,175						280.175
SA WORK ORBERT ALD OF Realignment (Alb 1997)								
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE	S .	280,175	-			-	-	280,175
OTHER DESIGNATING SOURCES								
								-
TOTAL OTHER DPH FUNDING SOURCES		-	-	-		-	-	
TOTAL DPH FUNDING SOURCES		280,175	_		-	-	-	280,175
NON-BEH EUNDING SOURCES								
					<u> </u>			<u> </u>
TOTAL NON-DPH FUNDING SOURCES		280,175	-	<u> </u>	-	-	<u>-</u>	000 475
TOTAL FUNDING SOURCES (DPH AND NON-DPH) BHS UNITS OF SERVICE AND UNIT COST					-		-	280,175
	Beds Purchased (if applicable)							
	# of Group Sessions (classes)				<u> </u>			
SA Only - Licensed Capacity for Medi-Cal Pro								
	(CR) or Fee-For-Service (FFS)				1		 	
	Units of Service					,		
	6,805 Bed Days							
Cost Per Unit - DPH Rate (DI	· 41.17							
	Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES)			•	-			
Published	Rate (Medi-Cal Providers Only)							Total UDC:
	Unduplicated Clients (UDC)			<u> </u>	1	L	1	53

Contractor Name: HealthRIGHT 360
Provider/Program Name: AB109 ONPD Residential

Appendix #: B-4 page 2

Document Date: 7/1/15

APD CJ Realignment TOTAL Work Order Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: Term: Term: Term: **Position Title** FTE Salaries FTE Salaries FTE Salaries FTE FTE Salaries Salaries FTE Salaries V.P. of Programs 0.007 1.019 0.007 1.019 Program Director 0.050 3,250 0.050 3.250 V.P. of QA & Compliance 0.011 1,080 0.011 1.080 Manager of Licensing & Certification 0.012 601 0.012 601 Managing Director of Clinical Services 0.025 2,425 0.025 2,425 Supervising Care Coordinators 0.104 3,964 0.104 3,964 Care Coordinators 0.250 9.000 0.250 9.000 Overnight Monitor 0.100 3,000 0.100 3,000 T.C. Admin. Assistant (Nexus) 0.030 2,050 0.030 2,050 0.033 0.033 Director Of Facility Operations 2,751 2,751 0.236 0.236 7,313 Maintenance Worker 7,313 Transportation & Facility Manager 0.029 1,869 0.029 1,869 Warehouse Coordinator 0.011 499 0.011 499 0.165 Driver 0.165 5,102 5,102 2,480 Cook/Food Service 0.080 2,480 0.080 Director of Food Services 0.098 7.811 0.098 7.811 Client Services Manager 0.009 464 0.009 464 Client Services Support 0.031 927 0.031 927 0.017 0.017 Family Services Coordinator 989 989 0.017 1,370 0.017 1,370 Medical Services Director Medical Services Support 0.058 1,897 0.058 1,897 0.000 Physician 37 0.000 37 V.P. of Mental Health Services 0.010 1,250 0.010 1,250 0.004 0.004 Mental Health Training Director 310 310 Director of Mental Health Services 0.011 601 0.011 601 Mental Health Care Coordinators 0.060 0.060 1,945 1.945 Mental Health Manager 0.019 1,118 0.019 1,118 Director of Workforce Development 0.056 2,794 0.056 2.794 Education Coordinator 0.030 1,216 0.030 1,216 Computer Lab Tech 0.045 1,494 0.045 1,494 Housing & Community Service 0.066 2,520 0.066 2,520 Employment Counselor 0.046 1,428 0.046 1,428 Psychiatrist 0.009 1.013 0.009 • 1.013 0.007 473 0.007 473 Psychologist Totals: 1.736 76.060 1.736 76,060 Employee Fringe Benefits: 31.00% 23,579 31.00% 23,579 **TOTAL SALARIES & BENEFITS** 99.639 99,639

DPH 4: Operating Expenses Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: AB109 ONPD Residential

Appendix #: B-4 page 3

Document Date: 7/1/15

APD CJ Realignment TOTAL **Expenditure Category** Work Order Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: Term: Term: Term: Occupancy 17,848 17,848 Rent 53,345 53,345 Utilities (Telephone, Electricity, Water, Gas) 8,507 8,507 **Building Repair/Maintenance** als & Supplies 709 709 Office Supplies Photocopying 120 120 Printing 45,121 45,121 Program Supplies 444 444 Computer Hardware/Software General Operating Training/Staff Development 165 165 7,451 7,451 Insurance 2,845 Professional License 2,845 Permits 7,419 7,419 Equipment Lease & Maintenance Staff Travel 357 357 Local Travel · ^~it-of-Town Travel ld Expensesار Consultant/Subcontractor Other 2,231 2,231 Client Transportation 3,956 3,956 Food

TOTAL OPERATING EXPENSE 150,518 150,518 - - -

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	DPH 2: Department			ig/Data Collecti	on (CRDC)			
		: HealthRIGHT 36					Appendix #:	B-5 page 1
	Provider/Program Name:		esidential				Document Date:	7/1/15
•	Provider Number:	383806					Fiscal Year:	15-16
	,	CARE MECE					•	
	Program Name	CARE MDSP Residential					. [·
	Program Code			 	· · · · · · · · · · · · · · · · · · ·			
	Mode/SFC (MH) or Modality (SA)				1			
	Journal of Marie Control	Res-51 SA-Res Recov		<u> </u>				
·	· · · · · · · · · · · · · · · · · · ·	Long Term (over				1	'	1
	Service Description		ļ			<u> </u>	ļ	TOTAL
	FUNDING TERM	7/1/15-6/30/16			A ANGELOS COMPANION AND AND AND AND AND AND AND AND AND AN			7/1/15-6/30/16
EUNDING USES	2 Table Banefite Evene	200 422						
Salaries	es & Employee Benefits Expense Operating Expense			 	ļ ·	ļ		208,422 127,717
·	Capital Expense		 	 				121,111
	Subtotal Direct Expense		 		<u> </u>	 	<u> </u>	336,139
	Indirect Expense			 	 			40,338
	TOTAL FUNDING USES			-	-	-	-	376,477
BHS MENTAL HEALTH FUNDING SOURCES				Mark and Color		7. 194		
			The state of the s	TOTAL SANCES INCOME.	2 Topic and the second		The state of the s	-
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			·		-			-
BHS:SUBSTANGE/ABUSE/FUNDING/SOURCES	DE GENERAL SERVICE DE LA COMPANION DE LA COMPA		NATIONAL PROPERTY.					
SA COUNTY - General Fund	- HMHSCCRES227	7 366,477						366,477
								-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE		366,477		-		_	_	366,477
ONFIER DE MEUNDING SOURGES								
TOTAL OTHER DPH FUNDING SOURCES		<u> </u>	<u> </u>	ļ				-
TOTAL OTHER DPH FUNDING SOURCES TOTAL DPH FUNDING SOURCES	1	366,477	-	<u> </u>	-			366,477
NON-DPH FUNDING SOURCES		300,477		- P.S.			-	
NON DPH - Patient/Client Fees		10,000						10,000
NOTA DELL'A L'ARIETTO DIETTE L'ECS	 	10,000		 				10,000
TOTAL NON-DPH FUNDING SOURCES		10,000	_	 	: 	 	 	10,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		376,477		-		-	† <u> </u>	376,477
BY INTERDESERVICE AND UNITED STREET	A COMPANY OF THE PROPERTY OF T							
Control of the Contro	of Beds Purchased (if applicable)			S INCOME PROPERTY OF THE PARTY	AND PERSONAL PROPERTY OF THE P	A SAN THE PROPERTY OF THE PARTY	1 NOT CONTINUE PROGRAMMENT OF THE PROGRAMMENT OF TH	
SA Only - Non-Res 33 - OD	DF # of Group Sessions (classes)	5)						
SA Only - Licensed Capacity for Medi-Cal Pr	Provider with Narcotic Tx Program	n .						
, Cost Reimbursemer	, Cost Reimbursement (CR) or Fee-For-Service (FFS)							
	Units of Service				<u> </u>	ļ	<u> </u>	
On the Application	Unit Type		<u> </u>				ļ	
	(DPH FUNDING SOURCES Only)					ļ		
Cost Per Unit - Contract Rate (DPH & I				+		 		
Published	ed Rate (Medi-Cal Providers Only) Unduplicated Clients (UDC)			 		 		Total UDC:
	Unduplicated Clients (UDC) 49		<u> </u>		<u> </u>		49

Contractor Name: HealthRIGHT 360

Provider/Program Name: CARE MDSP Residential

Appendix #: <u>B-5 page 2</u>

Document Date: 7/1/15

		TOTAL		eneral Fund H Funding Sources								_
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:	<u>` </u>	Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
.P. of Programs	0.020	3,000	0.020	3,000				· · · · · · · · · · · · · · · · · · ·	ļ			
rogram Director	0.100	6,500	0.100	6,500			1		<u> </u>	· · · · · · · · · · · · · · · · · · ·	ļ	
P. of QA & Compliance	0.040	4,000	0.040	4,000			<u> </u>		ļ		·	· ·
lanager of Licensing & Certification	0.050	2,513	0.050	2,513							<u> </u>	
lanaging Director of Clinical Services	0.010	1,100	0.010	1,100								
Supervising Care Coordinators	0.030	1,110	0.030	1,110		<i></i>				•		
are Coordinators	1.050	37,800	1.050	37,800								
IIV/AIDS Clinical Manager	0.100	3,900	0.100	3,900								
vernight Monitor	0.150	4,500	0.150	4,500								
Veekend Coordinator	0.020	980	0.020	980	L					-		
C. Admin. Assistant (Nexus)	0.100	3,500	0.100	3,500								
Director Of Facility Operations	0.010	. 799	0.010	799								
Naintenance Worker	0.060	1,800	0.060	1,800						, ,		
ransportation & Facility Manager	0.030	1,925	0.030	1,925								
Varehouse Coordinator	0.050	. 2,220	0.050	2,220								
Oriver	0.150	4,654	0.150	4,654	[
Cook/Food Service	0.350	10,855	0.350	10,855								
Director of Food Services	0.030	2,383	0.030	2,383								
Client Services Manager	0.050	2,511	0.050	2,511								
Client Services Support	0.100	2,990	0.100	2,990								
Family Services Coordinator	0.011	632	0.011	632								
Medical Services Director	0.040	3,296	0.040	3,296								
Medical Services Support	0.100	3,247	0.100	3,247								
Physician	0.002	161	0.002	161						,		
/.P. of Mental Health Services	0.030	3,810	0.030	3,810								
Mental Health Training Director	0.020	1,506	0.020	1,506								
Director of Mental Health Services	0.030	1,643	0.030	1,643								
Mental Health Care Coordinators	0.028	907	0.028	907								
Therapist	0.380	19,003	0.380	19,003								
Mental Health Manager	0.082	4,855	0.082	4,855								
Director of Workforce Development	0.016	788	0.016	788								
Education Coordinator	0.001	42	0.001	42					1		1	
Computer Lab Tech	0.002	98	0.002	98					T			
Housing & Community Service	0.006	216	0.006	216			T		T		T	
Employment Counselor	0.017	519	0.017	519					1		1.	
T Specialist - Data Control	0.051	2,053	0.051	2,053		, , , , , , , , , , , , , , , , , , , ,						
Psychiatrist	0.106	12,220	0.106	12,220			1	l	<u> </u>	 	 	
Psychologist	0.079	5,065	0.079	5,065			1	<u> </u>	1		1	
Systematic	3.073	5,505		5,000	 		1	İ	1		1	
Totals:	3.501	159,101	3.501	159,101	-		-		.			
								•		•		
Employee Fringe Benefits:	31.00%	49,321	31.00%	49,321			-1]	.]		.T	T
Emblokes Limin Demants:	01.0076	73,321	01.0070	79,021	<u> </u>			L		L	- L	

DPH 4: Operating Expenses Detail

Contractor Name: HealthRIGHT 360

Appendix #: B-5 page 3

Provider/Program Name: CARE MDSP Residential

Document Date: 7/1/15

Expenditure Category	TOTAL	General Fund & Non-DPH Funding Sources				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy		·-		·		
Rent	. 11,893	11,893				
Utilities (Telephone, Electricity, Water, Gas)	27,226	27,226				
Building Repair/Maintenance	11,294	11,294			·	
Mr∵ dals & Supplies	_					
ce Supplies	710	710			•	
Photocopying	· -					·
Printing	210	210				
Program Supplies	42,228	42,228				
Computer Hardware/Software	474	474	,			
General Operating			·			
Training/Staff Development	72	. 72	· .		·	
Insurance	5,714	5,714			·	
Professional License	1,154	1,154				
Permits		-	·			
Equipment Lease & Maintenance	2,638	2,638				
Staff Travel	-					
Local Travel	116	116		÷	·	
Out-of-Town Travel	_	. ' _				,
J Expenses						
Consultant/Subcontractor	_	_				·
	-	-				
		<u>-</u>			<u>.</u>	
Other		-				
Client Transportation	7,198	7,198				
Food	16,790	16,790		·		
	-			·		

TOTAL OPERATING EXPENSE 127,717 127,717 - - -

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	ment of Public He		ng/Data Collect	ion (CRDC)			
	Name: HealthRIGHT					Appendix #:	B-6 page 1
	Name: CARE Detox	Residential				Document Date:	7/1/15
Provider No	mber: 383806					Fiscal Year:	15-16
	CARE Detox		·				
Program	1	′			1		
Program			 	 	-		
Mode/SFC (MH) or Modalit			 				
	SA-Res Free			<u> </u>			
	Standing Res						•
Service Desc			<u> </u>			,	TOTAL
FUNDING	TERM 7/1/15-6/30/16						7/1/15-6/30/16
FUNDING USES: Salaries & Employee Benefits Ex	pense 143.08						440.004
Salaries & Employee Benefits Es							143,081 60,874
Capital Ex		-	 	 	 		00,074
Subtotal Direct Ex		5 -	-	† <u> </u>			203,955
Indirect Ex			1	1			24,474
TOTAL FUNDING			-	· -	-	-	228,429
BHS MENTAL HEALTH FUNDING SOURCES							
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			-		-	-	
BHS SUBSTANCE ABUSE FUNDING SOURGES CEDA FAMIL							
SA COUNTY - General Fund - HMHSCCR	S227 218,42	9	<u> </u>	 			218,429
TOTAL PUR CURSTINATION ABUSE FUNDING COURSES	218,42			 			-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES OTHER OPHIFUNDING SOURCES	218,42				-		218,429
ON TROUBLE SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHOW OF SHO							
TOTAL OTHER DPH FUNDING SOURCES				 	_		
TOTAL DPH FUNDING SOURCES	218,42	9		-	-	-	218,429
NON-DPH FUNDING SOURCES							
NON DPH - Patient/Client Fees	10,00						10,000
	·						-
TOTAL NON-DPH FUNDING SOURCES	10,00			-	-	-	10,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	228,42		-				228,429
P INITIS OF SERVICE AND UNITICOST		4					
Number of Beds Purchased (if app		4	+	 	 		
SA Only - Non-Res 33 - ODF # of Group Sessions (c SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx P			+	-			
Cost Reimbursement (CR) or Fee-For-Service			 		· · · · · · · · · · · · · · · · · · ·		
Units of S		4	 		 		
	it Type Bed Days						
Cost Per Unit - DPH Rate (DPH FUNDING SOURCE:		8	1				
Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOU		34					Transfer to
Published Rate (Medi-Cal Provider	s Only)						Total UDC:
Unduplicated Clients	(UDC)	4	1				24

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Contractor Name: HealthRIGHT 360

Provider/Program Name: CARE Detox Residential

Appendix #: B-6 page 2

Document Date: 7/1/15

		TOTAL	Ge	neral Fund								
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.015	2,209	0.015	2,209			ļ	······································		·		
Program Director	0.090	5,854	0.090	5,854			<u> </u>			<u> </u>		
V.P. of QA & Compliance	0.025	2,474	0.025	2,474		•						<u> </u>
Manager of Licensing & Certification	0.050	2,480	0.050	2,480								
Managing Director of Clinical Services	0.010	963	0.010	963								
Supervising Care Coordinators	0.030	1,261	0.030	1,261							,	
Care Coordinators	0.600	21,600	0.600	21,600								
HIV/AIDS Clinical Manager	0.060	2,534	0.060	2,534								
Overnight Monitor	0.150	4,500	0.150	4,500								
Weekend Coordinator	0.023	816	0.023	816		•					1	
T.C. Admin, Assistant (Nexus)	0.074	2,565	0.074	2,565								
Director Of Facility Operations	0.010	839	0.010	839		·						
Maintenance Worker	0.041	1,271	0.041	1,271					-			
Transportation & Facility Manager	0.019	1,245	0.019	1,245								
Warehouse Coordinator	0.031	1,369	0.031	1,369				***************************************	 			
Driver ·	0.086	2,671	0.086	2,671						i		
Cook/Food Service	0.213	6,608	0.213	6,608								
Director of Food Services	0.022	1,736	0.022	1,736								
Client Services Manager	0.034	1,714	0.034	1,714							 	
Client Services Support	0.078	2,338	0.078	2,338					-			
Family Services Coordinator	0.009	513	0.009	513		· · · · · ·					 	
Medical Services Director	0.026	2,166	0.026	2,166			 				 	
Medical Services Support	0.020	2,670	0.028	2,670				<u> </u>	 			
Physician	0.001	2,070	0.002	2,670					 		<u> </u>	
V.P. of Mental Health Services	0.018	2,211	0.001	2,211			 		 	 	 	
	0.018	1,028	0.018			<u> </u>	 		+		 	
Mental Health Training Director				1,028		<u> </u>			 		 	
Director of Mental Health Services	0.016	893	0.016	893	<u> </u>		+		 	 	 	
Mental Health Care Coordinators	0.019	608	0.019	608	 	·	 			 	 	
Therapist	0.300	15,029	0.300	15,029			 		 	·	<u> </u>	
Mental Health Manager	0.052	3,080	0.052	3,080		<u> </u>	 				 	
Director of Workforce Development	0.008	389	0.008	389				ļ	<u> </u>	ļ	 	
Housing & Community Service	0.006	217	0.006	217		ļ			.	 	 	ļ
Employment Counselor	0.009	278	0.009	278						ļ	-	
IT Specialist - Data Control	0.025	1,003	0.025	1,003	<u> </u>							
Psychiatrist	0.060	6,901	0.060	6,901						<u> -</u>	J	
Psychologist	0.080	5,101	0.080	5,101	 	<u> </u>	 		 	ļ <u>. </u>		ļ
			-					L	 		<u> </u>	
Totals:	2.386	109,222	2.386	109,222	<u> </u>	<u> </u>	<u> </u>		·L			<u> </u>
		· · · · · · · · · · · · · · · · · · ·										
Employee Fringe Benefits:	31.00%	33,859	31.00%	33,859	<u> </u>					<u></u>		<u> </u>

TOTAL SALARIES & BENEFITS 143,081 143,081 - - - -

DPH 4: Operating Expenses Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: CARE Detox Residential

Appendix #: B-6 page 3

Document Date: 7/1/15

		General Fund	•	·	į .	
Expenditure Category	TOTAL	General Fund				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy						
Rent	5;868	5,868				
Utilities (Telephone, Electricity, Water, Gas)	12,004	12,004				
Building Repair/Maintenance	4,715	4,715				
als & Supplies	_	· <u>-</u>				
Office Supplies	334	. 334		•	,	
Photocopying	-	-		·-		
Printing	103	103				
Program Supplies	21,491	21,491				
Computer Hardware/Software	267	267				
General Operating	_	-				
Training/Staff Development	45	45				
Insurance . ,	2,624	2,624				·
Professional License	548	548				
Permits		-				
Equipment Lease & Maintenance	1,202	1,202	*			
Staff Travel						
Local Travel	67	67				
िग्-of-Town Travel		-				·
· .ald Expenses		-				
Consultant/Subcontractor		-				
	-		,			
		-				
Other						
Client Transportation	3,425	3,425				
Food	8,181	8,181				
	-					

TOTAL OPERATING EXPENSE 60,874 60,874 - - -

	DPH 2: Department	of Public Heati	1 Cost Reportin	g/Data Collec	tion (CRDC)			
		HealthRIGHT 36					Appendix #:	B-7 page 1
	Provider/Program Name:	CARE Variable	Length Resident	tial <u> </u>		Do	ocument Date:	7/1/15
	Provider Number:						Fiscal Year:	15-16
		CARE Variable						
·	B	Length						
	Program Name	Residential 3834CV-RES	*					
	Program Code lode/SFC (MH) or Modality (SA)	Res-51		· · · · · · · · · · · · · · · · · · ·				
IVI	ode/SFC (WFI) or Modality (SA)	SA-Res Recov				 		
	•	Long Term (over				1	. [•
	Service Description	30 days)				<u> </u>		TOTAL
	FUNDING TERM							7/1/15-6/30/16
EUNDING USES								
Salaries	s & Employee Benefits Expense	139,316			<u> </u>	 		139,316
	Operating Expense	67,910			- 			67,910
	Capital Expense			· · · · · ·		<u> </u>		- 007.000
	Subtotal Direct Expense Indirect Expense	207,226 24,867	-			-	-	207,226 24,867
				- 			232,093	
BHS:MENTAL:HEALTH FUNDING SOURCES	TOTAL FUNDING USES							232,093
GROWING AVAILANTIA FORDING SOURCES SEEDING			l					
TOTAL BHS MENTAL HEALTH FUNDING SOURCES								
BHS SUBSTANCE ABUSE FUNDING SOURCES	erná Fauls							ne and the second second
SA COUNTY - General Fund	- HMHSCCRES227.	224.093			ALTERNATION OF THE PROPERTY			224,093
O/COOKET CONSTATE AND	THAT IS ON IL OLL IN	LL 1,000		· · ·			,	
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE	S S	224,093	-		-	-	-	224,093
OTHER DEHIEUNDING SOURGES			200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 200 B 20					
150 CASA CASA CASA CASA CASA CASA CASA CAS						10 CONTRACTOR DESCRIPTION OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF T	TOPO S II NECOS COMO SE SE SE SE SE SE SE SE SE SE SE SE SE	
TOTAL OTHER DPH FUNDING SOURCES	·	-	-			-	-	-
TOTAL DPH FUNDING SOURCES	·	224,093	-		-	-	-	224,093
NONTOPHEUNDING SOURCES								
NON DPH - Patient/Client Fees		8,000						8,000
						ļ		
TOTAL NON-DPH FUNDING SOURCES		8,000	-	 	-	-		8,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		232,093					_	232,093
BP UNITSION SERVICE AND UNIT COST			728.73.865.869.00.00.70	Small college of the				
	of Beds Purchased (if applicable)			 	_	 		
	F # of Group Sessions (classes)			 		<u> </u>		
SA Only - Licensed Capacity for Medi-Cal Pr			 	 		 		
Cost Reimbursemer	nt (CR) or Fee-For-Service (FFS) Units of Service					 		
	Unit Type							
Cost Per Unit DDU Pate (F					 			
	Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES)							
	Rate (Medi-Cal Providers Only		 	 		 		Total UDC:
rubished	Unduplicated Clients (UDC			 		 		28
	STORPHOLIS ONOTIO (ODO	20						

Contractor Name: HealthRIGHT 360

Provider/Program Name: CARE Variable Length Residential

Appendix #: B-7 page 2

Document Date: 7/1/15

		TOTAL		eneral Fund H Funding Sources						•		
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term:	P	Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.015	2,250	0.015	2,250							·	
Program Director	0.100	6,500	0.100	6,500								
V.P. of QA & Compliance	0.025	2,500	0.025	2,500							 _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ 	
Manager of Licensing & Certification	0.029	1,480	0.029	1,480							<u> </u>	
Managing Director of Clinical Services	0.008	792	0.008	792					ļ		ļ	
Supervising Care Coordinators	0.056	2,140	0.056	2,140						·		<u> </u>
Care Coordinators	0.500	18,000	0.500	18,000			<u> </u>	· · · · · · · · · · · · · · · · · · ·	ļ			-
HIV/AIDS Clinical Manager	0,025	1,052	0.025	1,052								
Overnight Monitor	0.200	6,000	0.200	6,000								
Weekend Coordinator	0.052	1,834	0.052	1,834					<u> </u>			
T.C. Admin. Assistant (Nexus)	0.080	2,812	0.080	2,812		<u> </u>	<u> </u>				1	
Director Of Facility Operations	0.017	1,436	0.017	. 1,436								
Maintenance Worker	0.059	1,836	0.059	1,836					<u> </u>			
Transportation & Facility Manager	0.018	1,149	0.018	1,149								
Warehouse Coordinator	0.030	1,321	0.030	1,321								
Driver	0.100	3,100	0.100	3,100								
Cook/Food Service	0.200	6,200	0.200	6,200								
Director of Food Services	0.021	1,678	0.021	1,678								
Client Services Manager	0.030	1,506	0.030	1,506								
Client Services Support	0.078	2,325	0.078	2,325								
Family Services Coordinator	0.011	639	0.011	639								
Medical Services Director	0.026	2,174	0.026	2,174	·							
Medical Services Support	0.090	2,925	0.090	2,925								
Physician	0.001	83	0.001	83								
V.P. of Mental Health Services	0.017	2,129	0.017	2,129								
Mental Health Training Director	0.015	1,116	0.015	1,116								
Director of Mental Health Services	0.012	687	0.012	687								
Mental Health Care Coordinators	0.050	1,625	0.050	1,625								·
Therapist	0.150	7,500	0.150	7,500					Ţ			
Mental Health Manager	0.030	1,785	0.030	1,785								
Director of Workforce Development	0.074	3,675	0.074	3,675								
Education Coordinator	0.010	395	0.010	395								
Computer Lab Tech	0.043	1,410	0.043	1,410			·					
Housing & Community Service	0.026	993	0.026	993								
Employment Counselor	0.106	3,290	0.106	3,290								
IT Specialist - Data Control	0.027	1,061	0.027	1,061								
Psychiatrist	0.050	5,750	0.050	5,750	1							
Psychologist	0.050	3,200	0.050	3,200					1		7.	
	-			-			1			[1	
Totals:	2.431	106,348	2.431	106,348	-				-			-
Employee Fringe Benefits:	31.00%	32,968	31.00%	32,968				<u> </u>				
					_							
TOTAL SALARIES & BENEFITS		139,316]	139,316	1		1		_			

Contractor Name: HealthRIGHT 360

Provider/Program Name: CARE Variable Length Residential

Appendix #: B-7 page 3

Document Date: 7/1/15

Expenditure Category	TOTAL	General Fund & Non-DPH Funding Sources	·			
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	-	· · · · ·				
Rent	14,581	14,581		<u> </u>		
Utilities (Telephone, Electricity, Water, Gas)	13,100	13,100				
Building Repair/Maintenance	6,622	6,622				
Marials & Supplies	-					
ce Supplies	757	. 757		,		
Photocopying	<u>-</u>	_				
Printing	152	152_	,			
Program Supplies	15,291	15,291				
Computer Hardware/Software	660	660			•	
General Operating	•	•				
Training/Staff Development	102	102	•			
Insurance	2,488	2,488				
Professional License	577	577				
Permits	· -	-		7		
Equipment Lease & Maintenance	1,580	1,580				
Staff Travel		-				
Local Travel	. 88	88			•	
Out-of-Town Travel	•			·	·	
Expenses	-	-			·	
Consultant/Subcontractor						
	-	-	·			
Other	•					
Client Transportation	3,716	3,716		·		·
Food	8,196	8,196				
	_	-				

TOTAL OPERATING EXPENSE 67,910 - - -

	DPH 2: Department			ig/Data Collecti	on (CKDC)		
		HealthRIGHT 30				Appendix #:	
	Provider/Program Name:	CARE Lodestar	Residential		·	Document Date:	
	Provider Number:	383805	<u></u>			Fiscal Year:	15-16
		CARE Lodestar		1			
•	Program Name	Residential					
	Program Code						
	lode/SFC (MH) or Modality (SA)						
	, , , , , , , , , , , , , , , , , , , ,	SA-Res Recov					
		Long Term (over					
	Service Description	30 days)			<u> </u>		TOTAL
	FUNDING TERM				Notice (see the second that the second		7/1/15-6/30/16
FUNDINGUSES							
Salarie Salarie	s & Employee Benefits Expense	120,392			<u> </u>		120,392
	Operating Expense	63,910			 		63,910
	Capital Expense	184,302		<u> </u>	 		404.000
	Subtotal Direct Expens Indirect Expens				-		184,302 22,117
	TOTAL FUNDING USE:				 		206,419
BHS MENTALTHEALTHEUNDING SOURCES							200,713
TOTAL BHS MENTAL HEALTH FUNDING SOURCES		-				_	
BHS SUBSTANCE/ABUSE FUNDING SOURCES	REGEDATE PAMISER						
SA COUNTY - General Fund	- HMHSCCRES227	196,919				Lander and the control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control of the second control	.196,919
						·	-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE	ES	196,919	-	-	-		196,919
OTHER DEHIEUNDING SOURCES							
							-
TOTAL OTHER DPH FUNDING SOURCES				-	-		-
TOTAL DPH FUNDING SOURCES		196,919	6				196,919
NONEBRICAUNDING SOURCES							
NON DPH - Patient/Client Fees		9,500	 		<u> </u>		9,500
TOTAL NON-DPH FUNDING SOURCES		9,500		 	1		9,500
TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH)		206,419		<u> </u>	-		206,419
F VALUE OF SERVICE AND UNIT GOST		200,413					200,419
	of Beds Purchased (if applicable)	6					
	F # of Group Sessions (classes)				1		
SA Only - Licensed Capacity for Medi-Cal Pr							
	nt (CR) or Fee-For-Service (FFS)						
	1,863						
·	Bed Days						
	OPH FUNDING SOURCES Only)						
Cost Per Unit - Contract Rate (DPH & I							
Published	Rate (Medi-Cal Providers Only)		 				Total UDC:
	Unduplicated Clients (UDC)	24		<u> </u>		<u> </u>	24

Contractor Name: HealthRIGHT 360
Provider/Program Name: CARE Lodestar Residential

Appendix #: B-8 page 2

Document Date: 7/1/15

Position Title V.P. of Programs Program Director V.P. of QA & Compliance Manager of Licensing & Certification Managing Director of Clinical Services Supervising Care Coordinators Care Coordinators HIV/AIDS Clinical Manager Overnight Monitor T.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director Medical Services Support	Term:	7445 55545								,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
V.P. of Programs Program Director V.P. of QA & Compliance Manager of Licensing & Certification Managing Director of Clinical Services Supervising Care Coordinators Care Coordinators HIV/AIDS Clinical Manager Overnight Monitor T.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	FTE	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:	·	Term:		Term:		Term:	
Program Director V.P. of QA & Compliance Manager of Licensing & Certification Managing Director of Clinical Services Supervising Care Coordinators Care Coordinators HIV/AIDS Clinical Manager Dovemight Monitor T.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director		Salaries	FTE	Salaries	FTE	Salarles	FTE	Salaries	FTE	Salaries	FTE	Salaries
Anaager of Licensing & Certification Anaaging Director of Clinical Services Supervising Care Coordinators Care Coordinators HIV/AIDS Clinical Manager Divernight Monitor F.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Fransportation & Facility Manager Warehouse Coordinator Driver Cook/Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.020	2,986	0.020	2,986								
Manager of Licensing & Certification Managing Director of Clinical Services Supervising Care Coordinators Care Coordinators HIV/AIDS Clinical Manager Diverlight Monitor F.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Fransportation & Facility Manager Warehouse Coordinator Driver Cook/Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.062	6,173	0.062	6,173								
Managing Director of Clinical Services Supervising Care Coordinators Care Coordinators HIV/AIDS Clinical Manager Dvemight Monitor T.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.022	2,175	0.022	2,175								
Supervising Care Coordinators Care Coordinators HIV/AIDS Clinical Manager Divermight Monitor F.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.026	1,289	0.026	1,289								
Care Coordinators -ItV/AIDS Clinical Manager Divernight Monitor F.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.006	538	0.006	538								
AIV/AIDS Clinical Manager Dvernight Monitor T.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.121	4,615	0.121	4,615				<u>.</u>				
Overnight Monitor F.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.523	18,830	0.523	18,830								
F.C. Admin. Assistant (Nexus) Director Of Facility Operations Maintenance Worker Fransportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.031	1,309	0.031	1,309								
Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.137	4,096	0.137	4,096								
Maintenance Worker Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.064	2,232	0.064	2,232					·	•		
Transportation & Facility Manager Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.009	721	0.009	721								
Warehouse Coordinator Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.043	1,344	0.043	1,344								
Driver Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.028	1,796	0.028	1,796		•		-				
Cook/Food Service Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.026	1,152	0.026	1,152								
Director of Food Services Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.160	4,971	0.160	4,971					,			
Client Services Manager Client Services Support Family Services Coordinator Medical Services Director	0.153	4,742	0.153	4,742								
Client Services Support Family Services Coordinator Medical Services Director	0.020	1,576	0.020	1,576								
Family Services Coordinator Medical Services Director	0.027	1,342	0.027	1,342								L
Medical Services Director	0.070	2,114	0.070	2,114								
	0.024	1,348	0.024	1,348			T					
	0.029	2,381	0.029	2,381								
	0.105	3,404	0.105	3,404						· · · · · · · · · · · · · · · · · · ·		
Physician	0.001	76	0.001	76								
V.P. of Mental Health Services	0.019	2,374	0.019	2,374							 	
Mental Health Training Director	0.010	726	0.010	726			1				 	
Director of Mental Health Services	0.017	943	0.017	943			+-1		 	· · · · · · · · · · · · · · · · · ·	 	
Mental Health Care Coordinators	0.062	2,003	0.062	2,003			· · ·					
Therapist	0.111	5,524	0.111	5.524							 	
Mental Health Manager	0.032	1,875	0.032	1,875							—	
Director of Workforce Development	0.010	504	0.010	504			1.				1	
Education Coordinator	0.005	184	0.005	184						ļ	 	
Computer Lab Tech	0.007	234	0.007	234							1	
Housing & Community Service	0.010	372	0.010	372					T		1	
Employment Counselor	0.023	715	0.023	715						i .		
IT Specialist - Data Control	0.026	1,025	0.026	1,025					1		1	
Psychiatrist	0.020	2,318	0.020	2,318	 				 		 	
Psychologist	0.020	1,895	0.030	1,895	 		 		1	l	†	
- Joseph		- 1,393	3.050	- 1,095			1		1		 	
Totals:	2.089	91,902	2.089	91,902							<u> </u>	
Employee Fringe Benefits:	31.00%	28,490	31.00%	28,490	Τ	1	_	<u></u>	1.	Ţ	.T	1
								<u> </u>		<u> </u>		

TOTAL SALARIES & BENEFITS 120,392 120,392 - - -

Contractor Name: HealthRIGHT 360

Provider/Program Name: CARE Lodestar Residential

Appendix #: <u>B-8 pag 2</u>

Document Date: 7/1/15

	I				·	·····
Expenditure Category	TOTAL	General Fund & Non-DPH Funding Sources		·		
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	_	_				
Rent	7,322	7,322				
Utilities (Telephone, Electricity, Water, Gas)	15,332	15,332			-	
Building Repair/Maintenance	5,899	5,899		•		
N als & Supplies						
Office Supplies	602	602				
Photocopying	_	_				
Printing	145	145				
Program Supplies	14,080	14,080 ⁻				
Computer Hardware/Software	249	249				
General Operating		_				·
Training/Staff Development	185	185				
Insurance	3,238	3,238				
Professional License	1,435	1,435				
Permits	_					
Equipment Lease & Maintenance	1,460.	1,460		`		
Staff Travel				·		
Local Travel	108	108				
t-of-Town Travel				, , , , , , , , , , , , , , , , , , , ,		
. ield Expenses		-		·		
Consultant/Subcontractor	-	-				
		-				
·	_	-				
Other	-			·		
Client Transportation	4,569	4,569		· · · · · · · · · · · · · · · · · · ·		
Food	9,286	9,286				

TOTAL OPERATING EXPENSE

63,910

63,910

DPH 2: Departmer	: HealthRIGHT 36		grbata concon	on (ORDO)	· · · · · · · · · · · · · · · · · · ·	Appendix #:	B-9 page 1
Provider/Program Name						Document Date:	7/1/15
	383805, 383806					Fiscal Year:	15-16
Tiones items	1	,, 00000 ,					
	1	,					
Program Nam	SFGH Residential						
	3805SW-RES, 3806SG-RES.						
Program Cod							
Mode/SFC (MH) or Modality (SA		***************************************					
	SA-Res Recov				7		
,	Long Term (over						
Service Descriptio							TOTAL
FUNDING TERI							7/1/15-6/30/16
FUNDING USES Salaries & Employee Benefits Expens					West and Section 15 and		272,946
Salaries & Employee Benefits Expens Operating Expens							137,287
Capital Expens			<u> </u>	<u> </u>	<u> </u>		131,201
Subtotal Direct Expens		_	_	-			410,233
Indirect Expens							49,228
TOTAL FUNDING USE		· -	-	•	•	-	459,461
BHS MENTAL HEALTH FUNDING SOURCES							era de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition de la composition della co
							-
TOTAL BHS MENTAL HEALTH FUNDING SOURCES	-		-			**	-
SA COUNTY - General Fund - HMHSCCRES22	7 440,461	'					440,461
TOTAL BUS SUPSTANCE ABUSE FUNDING COURSES	440 404	<u></u>					-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES	440,461	2022-1024-102-102-102-102-102-102-102-102-102-102			-		440,461
OTHER DELIGUNDING SOURGES							
TOTAL OTHER DPH FUNDING SOURCES							-
TOTAL OTHER DEPT FONDING SOURCES TOTAL DPH FUNDING SOURCES	440,461	_	_		_	_	440,461
NOMOPHIFUNDING SOURGES							
NON DPH - Patient/Client Fees	19,000	a Poddinia si musuu meesta kada maasaa ka	A DECORPORAÇÃO DE TRANSPORTAÇÃO DE CARACTERISTICA DE	the programme of the programme of the positions	The second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second secon		19,000
	1.0,500						-
TOTAL NON-DPH FUNDING SOURCES	19,000	-	-	-	-		19,000
TU FUNDING SOURCES (DPH AND NON-DPH)	459,461		-	_	-		459,461
BHSUMUS OF SERVICE AND DIVERCES							30.00 (10.15) p. 2.1
Number of Beds Purchased (if applicable							
SA Only - Non-Res 33 - ODF # of Group Sessions (classe				•	<u> </u>	<u> </u>	
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Progra		<u>·</u>	ļ	<u> </u>		<u> </u>	
Cost Reimbursement (CR) or Fee-For-Service (FF			ļ	ļ		.	
Units of Servi		ļ	ļ				
Unit Ty						 	
Cost Per Unit - DPH Rate (DPH FUNDING SOURCES On			 	 	 	 	
Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCE Published Rate (Medi-Cal Providers On		 		-	 		Tatal LIDO
Published Rate (Medi-Cai Providers On Unduplicated Clients (UD	4./	<u> </u>	 		1	 	Total UDC:
	-/1 43	<u> </u>		. 	1	<u> </u>	40

Contractor Name: HealthRIGHT 360
Provider/Program Name: SFGH Residential

Appendix #: B-9 page 2

Document Date: 7/1/15

		TOTAL		neral Fund 1 Funding Sources								
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term:		Term:	·
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.029	4,418	0.029	4,418							ļ	
Program Director	0.192	12,456	0.192	12,456			 					
V.P. of QA & Compliance	0.044	4,399	0.044	4,399						<u> </u>	ļ	
Manager of Licensing & Certification	0.058	2,914	0.058	2,914	i						 	
Managing Director of Clinical Services	0.009	918	0.009	918								
Supervising Care Coordinators	0.221	8,392	0.221	8,392		· · · · · · · · · · · · · · · · · · ·	 				ļ	
Care Coordinators	1.110	39,952	1.110	39,952			 					<u>.</u>
HIV/AIDS Clinical Manager	0.039	1,644	0.039	1,644			 				ļ	
Overnight Monitor	0.295	8,861	0.295	8,861							<u> </u>	
Weekend Coordinator	0.067	2,332	0.067	2,332			 					· ·
T.C. Admin. Assistant (Nexus)	0.139	4,848	0.139	4,848					ļI		ļ	
Director Of Facility Operations	0.029	2,388	0.029	2,388								
Maintenance Worker	0.112	3,464	0.112	3,464			4				 _	
Transportation & Facility Manager	0.049	3,155	0.049	3,155		·	 			! 		
Warehouse Coordinator	0.058	2,580	0.058	2,580			<u> · </u>					
Driver '	0.274	8,506	0.274	8,506							ļ <u>.</u>	
Cook/Food Service	0.345	10,700	0.345	10,700		L					<u> </u>	
Director of Food Services	0.042	3,383	0.042	3,383			ļ				ļ	
Client Services Manager	0.055	2,775	0.055	2,775		·	<u> </u>	<u> </u>			<u> </u>	
Client Services Support	0.152	4,553	0.152	4,553							<u> </u>	
Family Services Coordinator	0.046	2,646	0.046	2,646			<u> </u>]	
Medical Services Director	0.059	4,864	0.059	4,864							· .	
Medical Services Support	0.193	6,288	0.193	6,288			İ					
Physician	0.002	171	0.002	171								
V.P. of Mental Health Services	0.038	4,812	0.038	4,812								
Mental Health Training Director	0.026	1,972	0.026	1,972			.]				I	
Director of Mental Health Services	0.030	1,624	0.030	1,624							·	
Mental Health Care Coordinators	0.106	3,448	0.106	3,448								
Therapist	0.341	17,068	0.341	17,068								
Mental Health Manager	0.059	3,524	0.059	3,524								
Director of Workforce Development	0.101	5,049	0.101	5,049]		T T		<u> </u>	I
Education Coordinator	0.037	1,477	0.037	1,477							1	
Computer Lab Tech	0.025	828	0.025	828			T			·	1.	
Housing & Community Service	0.086	3,253	0.086	3,253				-			T :	
Employment Counselor	0.143	4,445	0.143	4,445			1		ŀ			
IT Specialist - Data Control	0.052	2,064	0.052	2,064			1		1			
	0.086	9,880	0.086	9,880			1					
Psychologist Psychologist	0.036	2,305	0.036	2,305								
rsychologist	- 0.000		0.000							l		
Totals:	4.785	208,356	4.785	208,356	-			-			-	
							*·					
Employee Fringe Benefits:	31.00%	64,590	31.00%	64,590			-	-		ĺ -		
											_	
TOTAL SALARIES & BENEFITS		272,946]	272,946	l		.		1		.]	

 Contractor Name:
 HealthRIGHT 360
 Appendix #:
 B-9 page 3

 Provider/Program Name:
 SFGH Residential
 Document Date:
 7/1/15

	<u> </u>			<u> </u>		
Expenditure Category	TOTAL	General Fund & Non-DPH Funding Sources				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	-					·
Rent	22,010	22,010				
Utilities (Telephone, Electricity, Water, Gas)	27,630	27,630			·	
Building Repair/Maintenance	12,843	. 12,843		·		
Mr´ 'als & Supplies	•	_				
ece Supplies	1,335	1,335				,
Photocopying	_	_				
Printing	369	369		•		
Program Supplies	33,938	33,938				
Computer Hardware/Software	1,013	1,013	•			
General Operating	-					
Training/Staff Development	423	423				
Insurance	5,637	5,637				
Professional License	2,607	2,607				
Permits	_	•				
Equipment Lease & Maintenance	2,987	2,987		·		
Staff Travel	_	-				
Local Travel	263	263		•	,	
Out-of-Town Travel		-				
Expenses		<u>-</u>				
Consultant/Subcontractor	-					
	-	<u> </u>			•	
Other	-	_	·			
Client Transportation	8,668	8,668			, -	
Food	17,564	17,564				
	-	-				

	DPF	l 2: Department			g/Data Collecti	on (CRDC)			
			HealthRIGHT 36					Appendix #:	B-10 page 1
	Provid	ler/Program Name:						Document Date:	7/1/15
•		Provider Number:	383805, 383807	, ·	,	·		Fiscal Year:	15-16
			Satellite ONPD		,				
		Program Name	Residential					1	
		Program Code	87067, 88077						
M	lode/SFC (M	H) or Modality (SA)	Res-51						
	SA-Res Recov	,							
,	Service Descriptio						ľ		
	30 days) 7/1/15-6/30/16					<u> </u>	TOTAL		
							7/1/15-6/30/16		
EUNDINGWSES	o g Employe	e Benefits Expense	174,153						174,153
Salaties		Operating Expense	144,105					 	144,105
		Capital Expense	177,100		 	 		 	144,105
	Subt	otal Direct Expense	318,258						318,258
		Indirect Expense	38,190				· · · · · · · · · · · · · · · · · · ·		38,190
	ATOT	L FUNDING USES	356,448	-	L -	-	_	-	356,448
BHS:MENTALHEAUTHEUNDING/SOURCES								and the first of the	
									-
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			_		-	-	-	-	-
BHESUBSTANIGE ABUSERONDING SOURCES	CFDA								
SA COUNTY - General Fund	-	HMHSCCRES227	313,448			<u> </u>			313,448
			040 440					<u> </u>	
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE OTHER DEHT FUNDING SOURCES			313,448	-	-		•	-	313,448
ISTRICTURAL FUNDING SOURCES SEED SEED SEED SEED SEED SEED SEED S									
TOTAL OTHER DPH FUNDING SOURCES		 		-	 	· -		 	-
TOTAL DPH FUNDING SOURCES			313,448	-	-	-	_		313,448
NONEDRREUNDING SOURCES									
NON DPH - Patient/Client Fees			43,000						43,000
									•
TOTAL NON-DPH FUNDING SOURCES			43,000			-		-	43,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			356,448	· -	-	1		-	356,448
BY MUSICE SERVICE AND UNIT COST									
		nased (if applicable)	21		<u> </u>	<u> </u>	<u> </u>	ļ	
SA Only - Non-Res 33 - OD						<u> </u>		1	
SA Only - Licensed Capacity for Medi-Cal Pr Cost Reimbursemen			<u> </u>	 	 	 			
Cost Reimpursemen	7,113		 	 	-	 			
	Bed Days		 	 		 			
Cost Per Unit - DPH Rate (D				1	 	† -			
	Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES)				1	1			
	Rate (Medi-	Cal Providers Only)						1	Total UDC:
	Undupli	cated Clients (UDC)	. 84						. 84

Contractor Name: HealthRIGHT 360

Provider/Program Name: Satellite ONPD Residential

TOTAL SALARIES & BENEFITS

174,153

Appendix #: B-10 page 2

Document Date: 7/1/15

		TOTAL		eneral Fund H Funding Sources								
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salarles	FTE	Salaries	FTE	Salaries	FTE	Salaries
/.P. of Programs	0.005	688	0.005	688								•
Program Director	0.144	. 9,348	0.144	9,348			<u> </u>					
/.P. of QA & Compliance	0.071	7,120	0.071	⁻ 7,120			ļ					
Manager of Licensing & Certification	0.009	439	0.009	439			<u></u> .	i		·		
Managing Director of Clinical Services	0.007	653	0.007	653					ļ			
Supervising Care Coordinators	0.076	. 2,899	0.076	2,899			<u> </u>					
Care Coordinators	1.040	37,423	1.040	37,423					·			
Overnight Monitor	0.064	1,923	0.064	1,923								
Weekend Coordinator	0.001	41	0.001	. 41				·				
C.C. Admin. Assistant (Nexus)	0.021	726	0.021	. 726		·				<u>.</u>		
Director Of Facility Operations	0.028	2,281	0.028	2,281								
Maintenance Worker	0.182	5,645	0.182	5,645			·					
Fransportation & Facility Manager	0.021	1,343	0.021	1,343								
Warehouse Coordinator	0.009	381	0.009	381								
Driver	0,107	3,313	0.107	3,313								
Cook/Food Service	0.041	1,280	0.041	1,280		•						
Director of Food Services	0.064	5,086	0.064	5,086				_				
Client Services Manager	0.008	406	0.008	406								
Client Services Support	0.027	818	0,027	818								
Family Services Coordinator	0.013	763	0.013	763								
Medical Services Director	0.013	1,089	0.013	1,089								
Medical Services Support	0.044	1,416	0.044	1,416								
Physician	0.000	28	0.000	28								
V.P. of Mental Health Services	0,007	1,155	0.007	1,155					1	•	 	
Mental Health Training Director	0,004	265	0.004	265			1.		 	<u> </u>		
Director of Mental Health Services	0.006	325	0.006	325								
Mental Health Care Coordinators	0,036	1,163	0.036	1,163	<u> </u>							
Therapist	0.134	6,682	0.134	6,682	<u> </u>				1		 	
Mental Health Manager	0.010	593	0.010	593								
Director of Workforce Development	0.222	11,122	0.222	11,122								·
Education Coordinator	0.063	2,537	0.063	2,537								
Computer Lab Tech	0.134	. 4,437	0.134	4,437	T :-		1				Ţ	
Housing & Community Service	0.093	3,550	0.093	3,550	1		1		· ·			
Employment Counselor	0.270	8,383	0.270	8,383	T					-		<u> </u>
IT Specialist - Data Control	0.080	3,184	0.080	3,184	1					1		
Psychiatrist	0.037	4,223	0.037	4,223	T	İ		 	1	1	1	
Psychologist Psychologist	0.003	213	0.003	213		· · · · · ·	1 .	1 .	1	1	1 .	
		·	I -	-	T .					1.	† · · · ·	
Totals:	3.094	132,941	3.094	132,941	<u> </u>					<u> </u>		
T Option					<u> </u>							
Employee Fringe Benefits:	31.00%	41,212	31.00%	41,212	T	T .	_		1		.T	
Employee Fringe Benefits:	31.00%	41,212	31.00%	41,272	<u> </u>	1	- 1			<u> </u>	<u> </u>	

174,153

Contractor Name: HealthRIGHT 360

Provider/Program Name: Satellite ONPD Residential

Appendix #: B-10 page 3

Document Date: 7/1/15

Expenditure Category	TOTAL	General Fund & Non-DPH Funding Sources				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	-					
Rent	29,244	29,244				
Utilities (Telephone, Electricity, Water, Gas)	38,829	38,829				
Building Repair/Maintenance	8,532	8,532				
N als & Supplies	· -	, <u> </u>				
Office Supplies	2,000	2;000				•
Photocopying	-	-				
Printing	. 500	500				
Program Supplies	36,000	36,000				
Computer Hardware/Software	1,500	1,500		•		
General Operating	•					
Training/Staff Development	1,500	1,500				
Insurance	6,000	6,000	· · · · · · · · · · · · · · · · · · ·			
Professional License	2,000	2,000			<u>.</u>	
Permits	_	-				
Equipment Lease & Maintenance	8,000	8,000				
Staff Travel	-					
Local Travel	500	500				
^ःt-of-Town Travel		_				
d Expenses						
Consultant/Subcontractor	-	·				
·	-					
		_				
Other		-				·
Client Transportation	4,000	4,000			<u> </u>	
Food	5,500	5,500				
			<u>-</u>			

TOTAL OPERATING EXPENSE 144,105 - - -

		<u>- </u>	of Public Heati		gidala Collecti	on (CKDC)			D 44 ==== 4]
			HealthRIGHT 36				······································		B-11 page 1
			Social Detox Re	sidentiai				Document Date:	7/1/15
	Provid	er Number:	383806			, 		Fiscal Year:	15-16
			Social Detox						
i	Proc	ram Name	Residential						
		gram Code	88062						
	Mode/SFC (MH) or Mo								
		7 (:/	SA-Res Free						-
			Standing Res						
		Description							TOTAL
	FUND	ING TERM	7/1/15-6/30/16						7/1/15-6/30/16
FUNDINGUSES									
Salarie	s & Employee Benefi	ts Expense	453,652						453,652
		ng Expense							259,316
		al Expense							-
	Subtotal Dire	ct Expense ct Expense			-		-	-	712,968
							85,555		
	798,523	-	-	-	-	-	798,523		
BHS:MENTALLEAGE FUNDING SOURCES									
-									-
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			-		-	-	-	-	-
BRESERVATORASERRATIONESCONTESSA									
SA COUNTY - General Fund	- HMHS	CCRES227	798,523		`				798,523
									-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE		na Silverno de Maria de la como de la como de la como de la como de la como de la como de la como de la como d	798,523	STANTON DOMESTIC SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY SECURITY 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Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Carlos Car	798,523
OTHER DENEUNDING SOURCES									
						ļ		ļ	-
TOTAL OTHER DPH FUNDING SOURCES	ļ			<u> </u>		-	-	<u> </u>	-
TOTAL DPH FUNDING SOURCES	arkaman-makin amanah kana kana kanasan		798,523					Name and Administration of the American	798,523
NON-OPH FUNDING/SOURCES									
TOTAL NON BRILLIANDING COURSES	ļ			<u> </u>			<u> </u>		*
TOTAL NON-DPH FUNDING SOURCES	<u> </u>			-		-	<u> </u>	<u> </u>	700 500
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	EDMONTO CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTO DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DEL CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA CONTRACTOR DE LA	COMPONENT COMPONENT COMP	798,523			E CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTO			798,523
BHSIUNITS OF SERVICE AND UNITED ST	Design printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the printers and the	the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s	C Att. 104 Hb - Bill 14214 NTD B-142 Date 1						
	of Beds Purchased (i			1			<u> </u>	<u> </u>	
	SA Only - Non-Res 33 - ODF # of Group Sessions (classe					·			
SA Only - Licensed Capacity for Medi-Cal P									
Cost Reimburseme	ervice (FFS) s of Service								
		·		 	 				
0.48	Bed Days 67.35				 	 			
	Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only) Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES)				<u> </u>	-	 	-	
				-	 		ļ		Total LIDO
Publishe	Published Rate (Medi-Cal Providers Only Unduplicated Clients (UDC				 			<u> </u>	Total UDC:
t	ilents (UDC) 140	<u> </u>			L		140	

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360
Provider/Program Name: Social Detox Residential

Appendix #: B-11 page 2

Document Date: 7/1/15

		TOTAL	Ge	eneral Fund		·						
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term:	r	Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.061	9,169	0.061	9,169			<u> </u>		<u> </u>			
Program Director	0.245	15,903	0.245	15,903			 		 			
V.P. of QA & Compliance	0.083	8,292	0.083	8,292			 		ļ			
Manager of Licensing & Certification	0.100	5,043	0.100	5,043							·	
Managing Director of Clinical Services	0.013	1,259	0.013	1,259								
Coordinators	4.251	153,044	4.251	153,044					<u> </u>			
HIV/AIDS Clinical Manager	0.261	10,958	0.261	10,958								
Overnight Monitor	0.670	20,102	0.670	20,102					<u></u>		<u> </u>	
T.C. Admin. Assistant (Nexus)	0.243	8,458	0.243	8,458								
Director Of Facility Operations	0.022	1,778	0.022	1,778								
Maintenance Worker	0.103	3,195	0.103	3,195		· · · · · · · · · · · · · · · · · · ·						
Transportation & Facility Manager	0.067	4,269	0.067	4,269								
Warehouse Coordinator	0.106	4,689	0.106	4,689								
Driver	0.280	8,691	0.280	8,691								
Cook/Food Service	0.732	_22,707	0.732	22,707	·				,			
Director of Food Services	0.072	5,782	0.072	5,782			,					
Family Services Coordinator	0.020	1,135	0.020	1,135								
Medical Services Director	0.083	6,827	0.083	6,827								
Medical Services Support	0.289	9,383	0.289	9,383								
Physician	0.003	294	0.003	294								
V.P., of Mental Health Services	0.061	7,654	0.061	7,654								
N ;Health Training Director	0.040	3,014	0.040	3,014					<u> </u>			
Director of Mental Health Services	0.055	3,029	0.055	3,029	r.				<u> </u>	,	· · · · · · · · · · · · · · · · · · ·	
Mental Health Care Coordinators	0.021	677	0.021	677		,						
Therapist	0.001	60	0.001	60								
Mental Health Manager	0.141	8,401	0.141	8,401		-						
IT Specialist - Data Control	0.081	3,230	0.081	3,230								
Psychologist	0.029	1,861	0.029	1,861								
Admissions Counselor	0.544	17,395	0.544	17,395		· · · · · · · · · · · · · · · · · · ·	1					
ranjedicile dourigator	- 0.077						1		<u>† </u>		 	
Totals:	8.677	346,299	8.677	346,299		_	<u> </u>		 	_	 	
1 Totals.	0.077				1		اـــــــــــــــــــــــــــــــــــــ		<u> </u>	1	1	
Employee Fringe Benefits:	31.00%	107,353	31.00%	107,353					I	<u></u>		_
TOTAL SALARIES & BENEFITS	i	453,652		453,652]] []]	

Contractor Name: HealthRIGHT 360

Provider/Program Name: Social Detox Residential

Appendix #: B-11 page 3

Document Date: 7/1/15

	τ	· · · · · · · · · · · · · · · · · · ·				
	·			•		
Expenditure Category	TOTAL	General Fund				
	·			,		
-	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	. •	•			-	
Rent	21,000	21,000	•			
Utilities (Telephone, Electricity, Water, Gas)	51,000	51,000	•			
Building Repair/Maintenance	40,000	40,000	. 1			•
M als & Supplies	-	-			·	
Cuice Supplies	1,500	1,500		,		
Photocopying	-	-				
Printing	500	500				
Program Supplies	78,000	78,000				
Computer Hardware/Software	700.	700				
General Operating		•				
Training/Staff Development	200	200				
Insurance .	11,000	11,000				•
Professional License	2,200	2,200				
Permits	<u> </u>	-				
Equipment Lease & Maintenance	5,500	5,500				
Staff Travel	•	-				
Local Travel	216	. 216				
Cut-of-Town Travel		_				
/ Expenses					,	
Consultant/Subcontractor		`				
	-					
	-	-				
Other	_				·	
Client Transportation	13,500	13,500		•		
Food	34,000	34,000				
		_				

TOTAL OPERATING EXPENSE

259,316

259,316

	DPH 2: Department			g/Data Collecti	on (CRDC)			
		HealthRIGHT 3					Appendix #:	B-12 page 1
	Provider/Program Name:						Document Date:	7/1/15
	Provider Number:	383805, 383806	3				Fiscal Year:	15-16
	Program Name	Transgender Residential				·	·	
	Program Code							
	Mode/SFC (MH) or Modality (SA)							
` ,	Service Description		,		. , .		•	TOTAL
The second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second secon	FUNDING TERM							7/1/15-6/30/16
FUNDING USES	s & Employee Benefits Expense	228,088						
Salane	Operating Expense	106,186			 	ļ		228,088 106,186
	Capital Expense	- 100,100						100,100
	Subtotal Direct Expense	334,274		-	-	-	-	334,274
	Indirect Expense							40,112
	TOTAL FUNDING USES	374,386	-		<u> </u>	-		374,386
BAS MENTAL HEALTH FUNDING SOURGES								
TOTAL BHS MENTAL HEALTH FUNDING SOURCES		-	-	-	-		-	7
BHS SUBSTANGE ABUSE FUNDING SOURGES								
SA COUNTY - General Fund	- HMHSCCRES227	359,702						359,702
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURC	ES	359,702		-	<u> </u>			359,702
DIHER DRIVEUNDING SOURCES								
TOTAL OTHER DPH FUNDING SOURCES						 		
TOTAL OTHER DPH FUNDING SOURCES		359,702	-		_	-	-	359,702
NON-DPF FUNDING SOURCES								339,702
NON DPH - Patient/Client Fees	AND AND STORY AND AND AND AND AND AND AND AND AND AND	14,684	AND AND AND AND AND AND AND AND AND AND		高 2 - A and A C A C A B A B B A B A B A B A B A B A			14,684
					<u> </u>			-
TC-1L NON-DPH FUNDING SOURCES		14,684	-	-	-		-	14,684
T. L FUNDING SOURCES (DPH AND NON-DPH)		374,386		-	_	-	-	374,386
BESUNITS OF SERVICE AND UNIT COS								
	of Beds Purchased (if applicable)	8						
SA Only - Non-Res 33 - OL SA Only - Licensed Capacity for Medi-Cal P	F # of Group Sessions (classes)			 	<u> </u>		<u> </u>	
	nt (CR) or Fee-For-Service (FFS)	FFS	<u> </u>			 		
COST Neimbursemen	Units of Service				 		 	
	 							
Cost Per Unit - DPH Rate (I	Unit Type DPH FUNDING SOURCES Only)					Ţ		
Cost Per Unit - Contract Rate (DPH &								
Published	d Rate (Medi-Cal Providers Only)							Total UDC:
	Unduplicated Clients (UDC)	36				l .		. 36

Contractor Name: HealthRIGHT 360

Provider/Program Name: Transgender Residential

Appendix #: B-12 page 2

Document Date: 7/1/15

		TOTAL		eneral Fund H Funding Sources	,							
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term:	·	Term:	
. Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.022	3,277	0.022	3,277				· .				7
Program Director	0.131	8,483	0.131	8,483								
V.P. of QA & Compliance	0.035	3,469	0.035	3,469								·
Manager of Licensing & Certification	0.040	2,018	0.040	2,018								
Managing Director of Clinical Services	0.010	923	0.010	923			1					
Supervising Care Coordinators	0.270	10,277	0.270	10,277			-					
Care Coordinators	0.815	29,323	0.815	29,323		<u> </u>	ļ.,					
HIV/AIDS Clinical Manager	0.026	1,111	0.026	1,111.								
Overnight Monitor	0.256	7,669	0.256	7,669								
T.C. Admin. Assistant (Nexus)	0.121	4,248	0.121	4,248	ļ				ļ			
Director Of Facility Operations	0.014	1,165	0.014	1,165			\		<u> </u>			·····
Maintenance Worker	0.065	2,001	0,065	2,001			<u> </u>		<u> </u>			
Transportation & Facility Manager	0.050	3,194	0.050	3,194								
Warehouse Coordinator	0.040	1,759	0.040	1,759				•				
Driver	0.288	8,935	0.288	8,935								
Cook/Food Service	0.207	6,415	0.207	6,415					<u> </u>		1	
Director of Food Services	0.027	2,186	0.027	2,186								
Client Services Manager	0.035	1,738	0:035	1,738								
Client Services Support	0.099	2,981	0.099	2,981								
Family Services Coordinator	0.051	2,931	0.051	2,931	<u> </u>							
Medical Services Director	0.049	4,018	0.049	4,018								
Medical Services Support	0.186	6,060	0.186	6,060		•						
Physician	0.001	· 117	0.001	117								
V.P. of Mental Health Services	0.032	3,992	0.032	3,992								
Mental Health Training Director	0.015	1,100	0.015	1,100								
Director of Mental Health Services	0.022	1,208	0.022	1,208								
Mental Health Care Coordinators	0.134	4,360	0.134	4,360								
Therapist	0.474	23,696	0.474	23,696								
Mental Health Manager	0.059	3,509	0.059	3,509								
Director of Workforce Development	0.090	4,517	0.090	4,517								~ <u>~~</u>
Education Coordinator	0.038	1,534	0.038	1,534		·						
Computer Lab Tech	0.064	2,115	0.064	2,115						•		
Housing & Community Service	0.025	986	0.025	986		Ţ,			Τ .			
Employment Counselor	0.105	3,249	0.105	3,249		ŀ						
IT Specialist - Data Control	0.035	1,385	0.035	1,385					1			
Psychiatrist	0.063	7,203	0.063	7,203					1 .			
Psychologist	0.015	961	0.015	961			1		1			
Name of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control o	_								1			
Totals:	4.009	174,113	4.009	174,113	T -	.					T -	-
	4-1-4	74.	70-				•					
Employee Fringe Benefits:	31.00%	53,975	31.00%	53,975		,				l .		
TOTAL SALARIES & BENEFITS		228,088]	228,088			.]]	

Contractor Name: HealthRIGHT 360

Provider/Program Name: Transgender Residential

Appendix #: B-12 page 3

Document Date: 7/1/15

Expenditure Category	TOTAL	General Fund & Non-DPH Funding Sources				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	-	_				
Rent	19,348	19,348				
Utilities (Telephone, Electricity, Water, Gas)	25,759	25,759		·		
Building Repair/Maintenance	10,038	10,038				
N als & Supplies						
Office Supplies	1,363	1,363				
Photocopying						
Printing	314	314	<u> </u>			
Program Supplies	18,188	18,188				
Computer Hardware/Software	500	500				
General Operating	-		•	·		
Training/Staff Development	168	168				
Insurance	5,039	5,039				
Professional License	2,237	2,237		,		
Permits	•					
Equipment Lease & Maintenance	2,197	2,197				
Staff Travel						
Local Travel .	76	76				
↑ -of-Town Travel	_	_				·
aid Expenses	· .	-				
Consultant/Subcontractor	_	-				
	-	_				
		-				
Other		-				
Client Transportation	7,012	7,012			·	
Food	13,947	13,947				***
	_	-				·

TOTAL OPERATING EXPENSE

106,186

106,186

	DPH 2: Department	HealthRIGHT 36		gibala Collecti	on (CKDC)		Annondiv #	B-13 page 1
	Provider/Program Name:						Document Date:	7/1/15
	Provider Number:		·				Fiscal Year:	15-16
	Program Name	WHITS Residential					riscarical.	10 10
	D	3806WT-RES					· .]	
<u> </u>	Program Code Mode/SFC (MH) or Modality (SA)	Res-51						
,	iode/of o (init) of modelity (o/)	SA-Res Recov						
		Long Term (over						70711
	Service Description FUNDING TERM							TOTAL 7/1/15-6/30/16
EUNDING USES								
	s & Employee Benefits Expense	191,328	CONTROL DESCRIPTION DE L'ARGESTIAN MENTERS DE LA CO	HEROTOPO SELENES ESTA CONTRACTOR O PROPERTO				191,328
	Operating Expense	100,343	·					100,343
	Capital Expense	-						-
	Subtotal Direct Expense	291,671	-	-	-		-	291,671
	Indirect Expense TOTAL FUNDING USES	35,001 326.672		•	 			35,001 326,672
BRS MENTAL HEALTH FUNDING SOURCES						-		
TOTAL BHS MENTAL HEALTH FUNDING SOURCES		-			-		-	-
BHS SUBSTANCE ABUSE FUNDING SOURCES								
SA COUNTY - General Fund	- HMHSCCRES227	323,672						323,672
								-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE		323,672	-		-	-	-	323,672
OTHER DRIVEUNDING SOURCES								AND SERVICE
TOTAL OTHER DPH FUNDING SOURCES						<u> </u>		<u> </u>
TOTAL OTHER DPH FUNDING SOURCES		323,672	-	-		 		323.672
NONDERSEUNDING SOURGES				988.809453441055				
NON DPH - Patient/Client Fees		3,000		overage and residence and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design and design			and a series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of the series of	3,000
								· •
TOTAL NON-DPH FUNDING SOURCES		3,000	-	-	-	-	-	3,000
T(FUNDING SOURCES (DPH AND NON-DPH)		326,672				-		326,672
BHS UNITS OF SERVICE AND UNIT COST AND AND AND AND AND AND AND AND AND AND		CT-THE INC. IN COLUMN STREET						
	of Beds Purchased (if applicable OF # of Group Sessions (classes					-		
SA Only - Licensed Capacity for Medi-Cal P			<u> </u>			 		
	nt (CR) or Fee-For-Service (FFS		1					
	Units of Service	4				†	···	
	Bed Days							
	Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only							
Cost Per Unit - Contract Rate (DPH &								
Publishe	d Rate (Medi-Cal Providers Only					1		Total UDC:
	Unduplicated Clients (UDC	7 22	<u> </u>	<u> </u>	_L	1		22

Contractor Name: HealthRIGHT 360
Provider/Program Name: WHITS Residential

Appendix #: B-13 page 2

Document Date: 7/1/15

		TOTAL	Ge	eneral Fund	-							
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.022	3,309	0.022	3,309								
Program Director	0.099	6,459	0.099	6,459							<u> </u>	
V.P. of QA & Compliance	0.034	3,374	0.034	3,374						<u> </u>		
Manager of Licensing & Certification	. 0.041	2,048	0.041	2,048			 				<u> </u>	
Managing Director of Clinical Services	0.005	480	0.005	480			ļ				ļ	
Care Coordinators	0.091	32,742	0.091	32,742					L		<u> </u>	
HIV/AIDS Clinical Manager	0.106	4,457	0.106	4,457							<u> </u>	
Overnight Monitor	0.140	4,202	0.140	4,202								
T.C. Admin. Assistant (Nexus)	0.098	3,422	0.098	3,422						<u></u>		
Director Of Facility Operations	0.009	706	0.009	. 706		•	1				<u> </u>	
Maintenance Worker ,	0.045	1,395	0.045	1,395			<u> </u>				<u> </u>	
Transportation & Facility Manager	0.027	1,749	0.027	1,749								-
Warehouse Coordinator	0.044	1,937	. 0.044	1,937				-				
Driver	0.114	3,544	0.114	3,544				,				
Cook/Food Service	0.299	9,256	0.299	9,256								
Director of Food Services	0.029	2,296	0.029	2,296								
Client Services Manager	0.052	2,594	0.052	2,594			,					
Client Services Support	0.109	3,263	0.109	3,263								
Family Services Coordinator	0.025	1,438	0.025	1,438								
Medical Services Director	0.040	3,296	0.040	3,296								
Medical Services Support	0.120	3,900	0.120	3,900								
Physician	0.001	123	0.001	123							T	
V.P. of Mental Health Services	0.025	3,097	0.025	3,097								
Mental Health Training Director	0.020	1,500	0.020	1,500								
Director of Mental Health Services	0.030	1,650	0.030	1,650								
Mental Health Care Coordinators	0.010	325	0.010	325								
Mental Health Medi-Cal Admin Coord.	0.189	8,772	0.189	8,772		,						
Therapist	0.450	22,500	0.450	22,500								
Mental Health Manager	0.090	5,355	0.090	5,355			1					
Director of Workforce Development	0.001	62	0.001	62	7		Τ					
Housing & Community Service	0.006	246	0.006	246								
IT Specialist - Data Control	0.050	2,000	0.050	2,000								
Psychiatrist	0.004	437	0.004	437								
Psychologist	0.064	4,118	0.064	4,118			1					
- Sydnologist	-	_	-	-							T	
Totals:	2.489	146,052	2.489	146,052	-		· [_			1 -	
•								· · · · · · · · · · · · · · · · · · ·				
Employee Fringe Benefits:	31.00%	45,276	31.00%	45,276								1
TOTAL SALARIES & BENEFITS		191,328	ļ	191,328	}		.]		1		. [.	

Contractor Name: HealthRIGHT 360

Appendix #: B-13 page 3

Document Date: 7/1/15

Provider/Program Name: WHITS Residential

		•	,			
Expenditure Category	TOTAL	General Fund				•
			,			
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	16111. 77 17 10-07007 10	- Tellii. 171710-0/30/10	TOTAL.	TGIIII.	renn.	rem.
Rent	11,000	11,000				
Utilities (Telephone, Electricity, Water, Gas)	24,000	24,000				
Building Repair/Maintenance	10,000	10,000		·		
Ma⁴∽¹als & Supplies	-					
e Supplies	1,000	1,000				
Photocopying	· _	-				
Printing	193	193				
Program Supplies	32,000	32,000		,		
Computer Hardware/Software	500	500				
General Operating		-				
Training/Staff Development	100	100				
Insurance	1,000	1,000				
Professional License	1,000	1,000				
Permits	-	-	·			
Equipment Lease & Maintenance	2,400	2,400				·
Staff Travel	-	-	·			
Local Travel	150	150				
Out-of-Town Travel	-	-				
Expenses	-	-				
Consultant/Subcontractor	-	-				~
	-	_	·	·		
	_	_				·
Other		-				
Client Transportation	. 2,500	2,500	,			
Food	14,500	14,500				
	-	-				

	DPF	12: Department			g/Data Collection	on (CRDC)			
			HealthRIGHT 36		·			Appendix #:	B-14 page 1
	Provid	der/Program Name:		Residential				Document Date:	7/1/15
		Provider Number:	388910					Fiscal Year:	15-16
		Program Name	Women's Hope Residential						
		Program Code	89102				·		
	Mode/SFC (M	H) or Modality (SA)	Res-51						
	•	Service Description	SA-Res Recov Long Term (over 30 days)				-		TOTAL
		FUNDING TERM							7/1/15-6/30/16
FUNDING USES									
	s & Employe	e Benefits Expense	443,447					A CONTRACTOR OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY O	443,447
		Operating Expense	159,250						159,250
		Capital Expense	-				·		
,	Subt	otal Direct Expense	. 602,697	-	-	-	-	-	602,697
	Indirect Expense	72,323						72,323	
	675,020	-	-	-	-	-	675,020		
BASMENTAGHEALTH FUNDING SOURGES									
						•			
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			-	-	-	-		-	-
BHS SUBSTANCE ABUSE FUNDING SOURCES	GFDA	SECTION SECTION							
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	633,519						633,519
SA COUNTY - General Fund		HMHSCCRES227	32,201						32,201
									•
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE			665,720	•	-	-	-	-	665,720
OTHER DELICENTIAL SOURCES	<u> </u>								
TOTAL OTHER DPH FUNDING SOURCES	 								
TOTAL OTHER DPH FUNDING SOURCES	 		665,720	· · · · · · · · · · · · · · · · · · ·					665,720
NON-DEH FUNDING SOURCES								N. CONTROL OF STREET	
NON DPH - Patient/Client Fees	2 (53.2 % 420.250.25 (0.2)		9,300						9,300
NON DEFI - Fatient Client Tees			0,000				<u> </u>		0,000
TOTAL NON-DPH FUNDING SOURCES	 		9,300		-	_	· -	-	9,300
T L FUNDING SOURCES (DPH AND NON-DPH)			675,020	-	-	-	-	-	675,020
Bh. UNITS OF SERVICE AND UNIT COST									
		nased (if applicable)	16						
	SA Only - Non-Res 33 - ODF # of Group Sessions (class								ALCOHOL: S
SA Only - Licensed Capacity for Medi-Cal P	Varcotic Tx Program								
Cost Reimburseme									
	5,418								
	Units of Service Unit Type								
Cost Per Unit - DPH Rate (DPH FUNDIN	IG SOURCES Only)	122.87						
Cost Per Unit - Contract Rate (DPH &								<u> </u>	
Publishe		-Cal Providers Only) cated Clients (UDC)				ļ	<u> </u>	<u> </u>	Total UDC:
	35	<u> </u>	<u></u>	<u> </u>	<u> </u>	1	35		

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: Women's Hope Residential

Appendix #: <u>B-14 page 2</u>

Document Date: 7/1/15

		TOTAL	Ge	ed Discretionary, neral Fund I Funding Sources				,				
·	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term;		Term:	
. Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Program Director	0.359	23,322	0.359	23,322				·				
Managing Director of Clinical Services	0.064	6,210	0.064	6,210		•				·		
Supervising Care Coordinators	0.800	30,400	0.800	30,400		<u> </u>						
Care Coordinators	1.772	63,803	1.772	63,803			·					
Clinical Coordinator	0.171	6,320	0.171	6,320						·		
ים nht Monitor	0.347	10,409	0.347	10,409								
Wecand Coordinator	1.112	38,937	1.112	38,937						· ·		
r.C. Admin. Assistant (Nexus)	0.446	13,376	0.446	13,376								
Director Of Facility Operations .	0.001	47	0.001	47								
Maintenance Worker	0.095	2,934	0.095	2,934								
Fransportation & Facility Manager	0.004	284	0.004	284	·							
Oriver	0.030	940	0.030	940								
Cook/Food Service	0.400	12,401	0.400	12,401					· .	·		
Director of Food Services	0.031	2,504	0.031	2,504					<u> </u>			
Parenting Counselor	1.840	55,337	1.840	55,337	ļ <u>ļ</u> .			*******				
Medical Services Director	0.032	2,613	0.032	2,613								
Therapist	1.181	59,059	1.181	59,059								
Mental Health Manager	0.002	146	0.002	146								
Director of Workforce Development	0.029	1,430	0.029	1,430								·
Education Coordinator	0.009	349	_0.009	349								
Computer Lab Tech	0.014	455	0.014	455				•				
Hr 1 & Community Service	0.040	1,515	0.040	1,515								
Empoyment Counselor	0.060	1,865	0.060	1,865			-					
IT Specialist - Data Control	0.058	2,303	0.058	2,303								•
Psychiatrist	0.014	1,550	0.014	1,550					,	·		
	_	· · .	_	•							,	
Totals:	8.911	338,509	8.911	338,509			_		- -		- <u>-</u>	
		•										
Employee Fringe Benefits:	31.00%	104,938	31.00%	104,938			-1	l		<u> </u>		
												-
TOTAL SALARIES & BENEFITS		443,447] [443,447	1 [-1		- 1	·	- 1	

Contractor Name: HealthRIGHT 360

Provider/Program Name: Women's Hope Residential

Appendix #: <u>B-14 page 3</u>

Document Date: 7/1/15

Expenditure Category	TOTAL	SAPT Fed Discretionary, General Fund & Non-DPH Funding Sources				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy						
Rent	5,500	5,500				
Utilities (Telephone, Electricity, Water, Gas)	42,000	42,000				
Building Repair/Maintenance	17,500	17,500				
M als & Supplies	·	·				
Office Supplies	4,500	4,500				
Photocopying		_				
Printing	350	350				
Program Supplies	27,500	27,500				
Computer Hardware/Software	700	700				
General Operating		<u>-</u>				·
Training/Staff Development	500	500				
Insurance	4,500	4,500				
Professional License	2,000	2,000				
Permits						
Equipment Lease & Maintenance	12,000	12,000				
Staff Travel	`	<u>-</u>				
Local Travel	200	200				
C d-of-Town Travel	-	-				
d Expenses					·	
Consultant/Subcontractor	-	-				
	-			·		
	-	-				
Other	•	-			,	
Client Transportation	12,000	12,000			·	
Food	30,000	30,000				
·	-					

TOTAL OPERATING EXPENSE

159,250

159,250

		Contractor Name:	HealthRIGHT 36			J.: (J.K.D_J)		Appendix #:	B-15 page 1
	Provid	der/Program Name:						Document Date:	7/1/15
	1,101.1	Provider Number:					· · · · · · · · · · · · · · · · · · ·	Fiscal Year:	15÷16
	· · · · · · · · · · · · · · · · · · ·	Tiovide: Namber:	000020	·		,		1 15001 1001.	.00
	•						•		
		Drogram Name	Adult Outpatient	Adult Outpatient					
		Program Name	DMC: 38201	DMC: 38201				· · · · · · · · · · · · · · · · · · ·	
			Non-DMC:	Non-DMC:					
		Program Code	3820OP	3820OP					
	Mode/SFC (M	H) or Modality (SA)	Nonres-33	Nonres-34					
			CA Names and made	CA Namasaidad					
••		Service Description	SA-Nonresidntl ODF Grp	SA-Nonresidntl ODF Indv					TOTAL
		FUNDING TERM		7/1/15-6/30/16	· · · · · · · · · · · · · · · · · · ·				7/1/15-6/30/16
FUNDING USES:	receive en						Control of the Control		
The second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second secon	es & Employe	e Benefits Expense	771,206	102,564		The second state of the second second second second second second second second second second second second se	The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s		873,770
Galance		Operating Expense	236,585	31,464					268,049
		Capital Expense	-					· · · · · · · · · · · · · · · · · · ·	200,010
	Subt	otal Direct Expense	1,007,791	134,028	-	-	-	-	1,141,819
		Indirect Expense	120,936	16,083					137,019
·	TOTA	AL FUNDING USES	1,128,727	150,111	-				1,278,838
BHS MENTAL HEALTH FUNDING SOURCES		PER TO THE PROPERTY.						ALTO DESTRUME	
						,			
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			-	-	-	-	-	-	-
BHSSUESTANGEVABUSEFUNDINGSOURCES	GEDA								
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	252,116	33,529					285,645
SA FED - Drug Medi-Cal	93.778	HMHSCCRES227	13,239	1,761			`		15,000
SA STATE - PSR Drug Medi-Cal	-	HMHSCCRES227	13,239	1,761	d				15,000
SA STATE - PSR Non Drug Medi-Cal	-	HMHSCCRES227	116,993	15,559			-		132,552
SA COUNTY - General Fund	<u> </u>	HMHSCCRES227	733,140	97,501			·		830,641
			4 400 707	450 444					4 070 000
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE			1,128,727	150,111					1,278,838
OTHER DELICATION OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPER									
TOTAL OTHER DPH FUNDING SOURCES			<u> </u>		<u></u>			-	
TO DPH FUNDING SOURCES	 		1,128,727	150,111	 	<u> </u>	 		1,278,838
NO. AHEUNDING SOURCES			PARTICIPATION OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY	130,111					1,270,030
TOTAL NON-DPH FUNDING SOURCES	 		_	_	-			-	ļ
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			1,128,727	150,111.	-	-		-	1,278,838
BHS UNITS OF SERVICE AND UNIT GOST	rance and						5.7879.7699305		
		hased (if applicable)						110000000000000000000000000000000000000	
SA Only - Non-Res 33 - Ol									
SA Only - Licensed Capacity for Medi-Cal F		1		T					
Cost Reimburseme		FFS	<u> </u>		T				
	12,417		1						
		Staff Hour							
Cost Per Unit - DPH Rate (Unit Type Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only)			90.90					
Cost Per Unit - Contract Rate (DPH &									
		-Cal Providers Only							Total UDC:
-		icated Clients (UDC		43					. 40

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360
Provider/Program Name: Adult Outpatient

Appendix #: B-15 page 2

Document Date: 7/1/15

		TOTAL	Fed D	ed Discretionary, Drug Medi-Cal, te PSR DMC General Fund								
-	Term:	7/1/15-6/30/16	_Term:	7/1/15-6/30/16	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Program Director	1.157	63,641	1.157	63,641-		, , , , , , , , , , , , , , , , , , , ,]	
V.P. of QA & Compliance	0.071	7,106	0.071	7,106								
Managing Director of Clinical Services	0.088	8,562	0.088	8,562								-
Case Managers	9.298	334,745	9.298	334,745								
Clinical Coordinator	1.898	69,379	1.898	69,379								
A Assistant	0.859	30,369	0.859	30,369					<u> </u>			
Director Of Facility Operations	0.047	3,840	0.047	3,840								
Maintenance Worker	0.483	14,986	0.483	14,986								
Transportation & Facility Manager	0.155	9,947	0.155	9,947							_	
Driver	0.546	16,915	0,546	16,915								
Cook/Food Service	0.056	1,731	0.056	1,731								•
Family Services Coordinator	0.165	9,386	0.165	9,386								
V.P. of Mental Health Services	0.027	3,318	0.027	3,318								
Mental Health Training Director	0.188	14,084	0.188	14,084								
Director of Mental Health Services	0.019	1,036	0.019	1,036								•
Mental Health Manager	0.137	8,15 <u>6</u>	0.137	8,156			<u></u>					
IT Specialist - Data Control	0.115	4,580	0.115	4,580								
Psychologist	0.045	2,906	0.045	2,906								
LCSW	1.140	62,313	1.140	62,313								
	-		-	_								
Totals:	16,494	667,000	16.494	667,000	-				. [
· /												
Employee Fringe Benefits:	31.00%	206,770	31.00%	206,770					-			
												-
TOTAL SALARIES & BENEFITS		873,770		873,770	<u>'</u>				.]		.]	

Contractor Name: HealthRIGHT 360

Provider/Program Name: Adult Outpatient

Appendix #: B-15 page 3

Document Date: 7/1/15

Expenditure Category	TOTAL	SAPT Fed Discretionary, Fed Drug Medi-Cal, State PSR DMC & General Fund				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	· _					
Rent	152,000	152,000				
Utilities (Telephone, Electricity, Water, Gas)	35,000	35,000	•			
Building Repair/Maintenance	6,000	6,000				
Me/ `als & Supplies	_					•
სde Supplies	3,000	3,000				
Photocopying		-				
Printing `	2,055	2,055				
Program Supplies .	17,000	17,000		·	•	
Computer Hardware/Software	4,867	4,867				
General Operating		-				
Training/Staff Development	1,035	1,035	·	•		
Insurance	6,000	6,000				
Professional License	3,047	3,047				
Permits .	<u>-</u>					
Equipment Lease & Maintenance	10,000	10,000				
Staff Travel	<u> </u>	· -			•	
Local Travel	200	200			•	
Out-of-Town Travel		_				
Expenses	<u>-</u>	· <u>-</u>				
Consultant/Subcontractor	_	<u>-</u> .			·	-
			<u>'</u>			
	-	-				
Other	_	-				
Client Transportation	12,600	12,600				
Food	15,245	15,245	,			·
		_		•		

TOTAL OPERATING EXPENSE 268,049 - - -

•	DPH 2: Department	of Public Heati	1 Cost Reportin	ig/Data Collecti	on (CKDC)			
		HealthRIGHT 36		•			Appendix #:	B-16 page 3
	Provider/Program Name:	African America	n Family Healing	g Outpatient)	Document Date:	7/1/15
	Provider Number:	383873					Fiscal Year:	15-16
		African American	African American					
		Family Healing	Family Healing		•	·		
	Program Name		Outpatient 87301			ļ		
	Program Code	87301	87301 Nonres-34			<u> </u>		
Mod	e/SFC (MH) or Modality (SA)	Nonres-33	Nonres-34					
		SA-Nonresidntl	SA-Nonresidntl			Ì		
	Service Description	ODF Grp	ODF Indv	-				TOTAL
	FUNDING TERM	7/1/15-6/30/16	7/1/15-6/30/16					7/1/15-6/30/16
FUNDING USES								
Salaries &	Employee Benefits Expense	175,920	34,009					209,929
	Operating Expense	64,063	12,384					76,447
	Capital Expense	-						-
	Subtotal Direct Expense		46,393		-	_	-	286,376
	Indirect Expense	28,800	5,568				<u>'</u>	34,368
	TOTAL FUNDING USES	268,783	51,961	and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second s		_	-	320,744
BHS MENTAL HEALTH EUNDING SOURCES								
TOTAL DUO SERVENT UE AL TUE MIDING COUDCES					-			
TOTAL BHS MENTAL HEALTH FUNDING SOURCES	GEDA DI SON FAMISA E		-			-		
	- HMHSCCRES227	TOTAL CONTRACTOR OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY O	Contract military and management from					
SA COUNTY - General Fund	- HMHSCCRES221	268,783	51,961		<u> </u>		·	320,744
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES		268,783	51,961				 	320,744
OTHER DPH FUNDING SOURCES		200,703						320,744
				Back Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the C				
TOTAL OTHER DPH FUNDING SOURCES								
TOTAL DPH FUNDING SOURCES		268,783	51,961					320,744
			Control of the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second s					20,777
TOTAL NON-DPH FUNDING SOURCES		-	-	-	-	`•	-	-
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		268,783	51,961	-	-	-	· -	320,744
BHS@MHS/GESERVICE/AND/UNIT/GOSIC/401/5								
	eds Purchased (if applicable)							
SA Only - Non-Res 33 - ODF #								
SA Only - Licensed Capacity for Medi-Cal Provi								
	CR) or Fee-For-Service (FFS)	FFS	FFS					
	Units of Service	3,182	615					
	Staff Hour	Staff Hour						
Cost Per Unit - DPH Rate (DPF	84.47	84.47 84.47						
Cost Per Unit - Contract Rate (DPH & Nor	Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES)							
Published Ra	ate (Medi-Cal Providers Only)			<u> </u>				Total UDC:
	Unduplicated Clients (UDC)	66	. 35	1	1	<u>'</u>	L	101

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: African American Family Healing Outpatient

Appendix #: B-16 page 2 7/1/15 Document Date:

		TOTAL	Ge	eneral Fund	·							
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:	· · · · · · · · · · · · · · · · · · ·	Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
rogram Director	0.500	27,509	0.500	27,509								
ase Managers	3.606	129,648	3.606	129,648			<u> </u>					
rector Of Facility Operations	0.024	2,024	0.024	2,024								
aintenance Worker	0.034	1,070	0.034	1,070			<u> </u>					
						·						
·	-							·		·		
		<u> </u>	-	<u>-</u> _			ļ	·			ļ	
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	-	<u> </u>			· · · · · · · · · · · · · · · · · · ·	•			 	 	 	
			-	•	 		 			 		
7.4.1.	- 4464	400.054	- 4404	400.054					 	 	+	
Totals:	4.164	160,251	4.164	160,251		<u> </u>	<u> </u>		<u> </u>		<u>-1 -</u>	
Employee Fringe Benefits:	31.00%	49,678	31.00%	49,678	<u> </u>		-1		<u> </u>	1	_	Ţ:
1												
TOTAL SALARIES & BENEFITS		209,929		209,929			-		}		- [

Contractor Name: HealthRIGHT 360

Provider/Program Name: African American Family Healing Outpatient

Appendix #: B-16 page 3

Document Date: 7/1/15

Expenditure Category	TOTAL	General Fund				
	·					
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	•	•				
Rent	39,000	39,000				·
Utilities (Telephone, Electricity, Water, Gas)	13,000	13,000				
Building Repair/Maintenance	1,000	1,000				
M als & Supplies	_	_				
Office Supplies	700	700				•
Photocopying	<u>-</u>				·	
Printing	401	401				·
Program Supplies .	8,971	8,971				
Computer Hardware/Software	1,861	1,861				
General Operating	_					
Training/Staff Development	100	100			,	
Insurance	2,000	2,000				
Professional License						
Permits	1,714	1,714				
Equipment Lease & Maintenance	2,100	2,100				
Staff Travel		-				
Local Travel	200	. 200				
المالية والمالية والم	-	-				
d Expenses		_			•	
Consultant/Subcontractor	_	-				
		· .				
	_	·				
Other	_	-				
Client Transportation	4,100	4,100				·
Food	1,300	1,300				
				<u></u>		

TOTAL OPERATING EXPENSE 76,447 - - -

	DPH 2: Department			ig/Data Collection	on (CRDC)		
		HealthRIGHT 30				Appendix #	: B-17 page 1
	Provider/Program Name:		ent			Document Date	
•	Provider Number:	383835				Fiscal Year	: 15-16
		Dida	D-14	D.: 4		-	. •
	Program Name	Bridges Outpatient	Bridges Outpatient	Bridges Outpatient		·	
· · · · · · · · · · · · · · · · · · ·	Program Code		85351	85351			
N	lode/SFC (MH) or Modality (SA)		Nonres-34	Anc-68			
·		SA-Nonresidntl	SA-Nonresidntl	SA-Ancillary Svcs			
	Service Description		ODF Indv	Case Mgmt	•		TOTAL
	FUNDING TERM	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16			7/1/15-6/30/16
EUNDING/USES	- 8 FI Pa6t- F	464.096	45.946	447.000			204.000
Salarie	s & Employee Benefits Expense Operating Expense		15,816 4,827	147,928 45,147			324,830 99,136
	Capital Expense		4,021	43,147			99,130
	Subtotal Direct Expense		20,643	193,075			423,966
	Indirect Expense		2,478				50,876
	TOTAL FUNDING USES		23,121	216,244			474,842
BHS MENTAL HEALTH FUNDING SOURCES							
WIND TO THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE		·					-
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			-	-			-
Bijsisuberangeaabuseatindingsourges	GEDA						
SA GRANT - State CDCR ISMIP	- HMAD01-15	235,477	23,121	216,244			474,842
							-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE		235,477	23,121	216,244			474,842
OTHER DEMEUNDING SOURCES							
TOTAL OTHER DPH FUNDING SOURCES	 						
TOTAL OTHER DPH FUNDING SOURCES		235,477	23,121	216,244	-		474.842
NON-DPH EUNDING SOURCES			25,121				
TOTAL NON-DPH FUNDING SOURCES		_	_	,=	-		
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		235,477	23,121	216,244			474,842
BHS/UNITS/OF SERVICE/AND UNIT COSTA			THE PERSON NAMED IN		CONTRACTOR OF STREET		
Number o	of Beds Purchased (if applicable)					
SA Only - Non-Res 33 - OL	F # of Group Sessions (classes	331					
SA Only - Licensed Capacity for Medi-Cal P						·	
Cost Reimburseme	nt (CR) or Fee-For-Service (FFS		FFS	FFS			STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE
	e 1,866	183					
	e Staff Hour 126.22	Staff Hour 126.22	Staff Hour	<u> </u>			
	Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only)				-\		
	Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES)			126.22			T-4-IUDG
Publishe	d Rate (Medi-Cal Providers Only Unduplicated Clients (UDC		40	40	}		Total UDC: 40
	Origuplicated Clients (UDC	<u>ار،</u>	40	1 40		<u> </u>	40

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: Bridges Outpatient

Appendix #: B-17 page 2

Document Date:

7/1/15

										· · · · · · · · · · · · · · · · · · ·	•	
•		TOTAL	CDC	R ISMIP Grant			· ·					
,		·		·								
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Program Director	0.550	. 35,750	0.550	35,750				· · · · · · · · · · · · · · · · · · ·				
Case Managers	2.750	117,038	2.750	117,038								
Director Of Facility Operations	0.006	8,517	0.006	8,517								
Maintenance Worker	0,011	1,550	0.011	1,550								
Transportation & Facility Manager	0.003	2,817	0.003	2,817								•
D ,	0.010·	1,530	0.010	1,530	۶	L=						
Cook/Food Service	0.050	6,200	0.050	6,200·		·						
V.P. of Mental Health Services	0.047	6,299	0.047	6,299								
Mental Health Training Director	0.043	3,749	0.043	3,749								
Director of Mental Health Services	0.033	1,647	0.033	1,647								
Mental Health Medi-Cal Admin Coord.	0.066	4,609	0.066	4,609								
Therapist	0.762	49,996	0.762	49,996								
Mental Health Manager	0.033	2,962	0.033	2,962			· ·			· ,		
Employment Counselor	0.001	165	0.001	165								
IT Specialist - Data Control	0.030	1,988	0.030	1,988								•
Psychologist	0.020	-3,145	0.020	3,145								
	-		-							·		
	•		_	•								
Totals:	4.415	247,962	4.4150	247,962	-		-			_	-	
									•			
Employee Fringe Benefits:	31.00%	76,868	31.00%	76,868			-					
X /					•				-			
TOTAL SALARIES & BENEFITS		324,830		324,830	}		-			-]	

Contractor Name: HealthRIGHT 360	Appendix #:	B-17 page 3
Provider/Program Name: Bridges Outpatient	Document Date:	7/1/15

Expenditure Category	TOTAL	CDCR ISMIP Grant				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy		·	•			
Rent	50,000	50,000			,	• .
Utilities (Telephone, Electricity, Water, Gas)	1,500·	1,500				
Building Repair/Maintenance	7,000	7,000	•			
Ma' 'Is & Supplies	•					
Once Supplies	1,250	1,250				
Photocopying	-					
Printing	300	300				
Program Supplies	7,615	7,615				
Computer Hardware/Software	4,441	4,441				
General Operating	_					
Training/Staff Development	300	300				
Insurance	1,600	1,600				
Professional License	250	250	,			
Permits		-	•			
Equipment Lease & Maintenance	3,830	3,830				
Staff Travel	-	_•				
Local Travel	50	50		,		
Out-of-Town Travel	-	-				
Expenses		-				
Consultant/Subcontractor	_	-				
	_	-			•	
·	,	_				
Other	-	-				
Client Transportation	12,000	12,000				
Food .	9,000	9,000				
		_				

TOTAL OPERATING EXPENSE 99,136 99,136 - - -

Provider Number: 383820 Fiscal Year: 15-16		DPH 2: Departmen			ig/Data Collecti	on (CRDC)			
Provider Number: 383820								Appendix #:	
Program Name				Medical Monitori	ng Outpatient			Document Date:	7/1/15
Program Name		Provider Number:	383820					Fiscal Year:	15-16
Program Code	·	Program Name	Medical Monitoring						
Prog Rehab/Amb Detax (other than Methadone) ToTAL BURNING USES Salarise & Employee Benefits Expense 46,271									
Service Description FUNDING TERM FUNDING TERM FUNDING TERM 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/15-6/30/16 7/	N		NTP-44						
Methadone									
FUNDING ITERM 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/15-6/30/16 7/1/1	•	Camilas Danawistian			,		-		TOTAL
Salaries & Employee Benefits Expense 46,271 4 4 4 4 4 4 4 4 4									
Salaries & Employee Benefits Expense 46,271	EMPING ISES		171710-0/30/10						771713-0730/10
Operating Expense		s & Employee Benefits Expense	46 271						46,271
Capital Expense -	- Carano					<u> </u>			166
Subtotal Direct Expense				 	,				. 100
Indirect Expense 5,571				-	-	-	-		46,437
### BHS MENTAL HEALTH FUNDING SOURCES ### TOTAL BHS MENTAL HEALTH FUNDING SOURCES ### SUBSTANCE ABUSE FUNDING SOURCES ### SOUNTY - General Fund ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### SOURCES ### S									5,571
TOTAL BHS MENTAL HEALTH FUNDING SOURCES BHS SUBSTANCE ABUSE FUNDING SOURCES SA COUNTY - General Fund HMHSCCRES227 TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES TOTAL OTHER DPH FUNDING SOURCES TOTAL OTHER DPH FUNDING SOURCES TOTAL DPH FUNDING SOURCES TOTAL DPH FUNDING SOURCES TOTAL PH FUNDING SOURCES TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES TOTAL FUNDING SOURCES TOTAL FUNDING SOURCES SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcodic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service Unit Type Slot Days			52,008	-	-		_	-	52,008
### SUBSTANGE ABUSE FUNDING SOURCES	BHS:MENTAL:HEAUTHEUNDING:SQURCES								
### SUBSTANCE ABUSE FUNDING SOURCES SA COUNTY - General Fund - HMHSCCRES227 52,008 **TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES 52,008	TOTAL BHS MENTAL HEALTH FUNDING SOURCES		-	-	_				
SA COUNTY - General Fund	BHS/SUBSPANGE/ABUSE FUNDING/SGURGES ###	GFDA STAMIS							
OTHER DPH FUNDING SOURCES TOTAL OTHER DPH FUNDING SOURCES TOTAL DPH FUNDING SOURCES SOURCES TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES NUTS OF SERVICE AND UNIT (COST) Number of Beds Purchased (if applicable) SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service Unit Type Slot Days						· ·			52,008
OTHER DPH FUNDING SOURCES TOTAL OTHER DPH FUNDING SOURCES TOTAL DPH FUNDING SOURCES SOURCES TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES NUTS OF SERVICE AND UNIT (COST) Number of Beds Purchased (if applicable) SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service Unit Type Slot Days									
TOTAL OTHER DPH FUNDING SOURCES TOTAL DPH FUNDING SOURCES SOURCES TOTAL NON-DPH FUNDING SOURCES TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES NITS OF SERVICE AND UNIT COST Number of Beds Purchased (if applicable) SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-Forise (FFS) Units of Service 482 Unit Type Slot Days				-	-	-	-		52,008
TOTAL DPH FUNDING SOURCES	OTHER DEH FUNDING SOURCES								
NON-DPH-FUNDING SOURCES TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH) Sources (DPH AND NON-DPH) Number of Beds Purchased (if applicable) SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service 482 Unit Type Slot Days	TOTAL OTHER DPH FUNDING SOURCES		· -		_	-	-	-	
TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH) Sources (DPH AND NON-DPH) Sources (DPH AND NON-DPH) Number of Beds Purchased (if applicable) Number of Beds Purchased (if applicable) SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service 482 Unit Type Slot Days	TOTAL DPH FUNDING SOURCES		52,008	-	-	-	. •	-	52,008
TOTAL FUNDING SOURCES (DPH AND NON-DPH) 52,008 NITS OF SERVICE AND JUNIT COST Number of Beds Purchased (if applicable) SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service 482 Unit Type Slot Days	NGN-DPH FUNDING SOURCES								
TOTAL FUNDING SOURCES (DPH AND NON-DPH) 52,008 NITS OF SERVICE AND JUNIT COST Number of Beds Purchased (if applicable) SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service 482 Unit Type Slot Days	TOTAL NON-DPH FUNDING SOURCES		-	-	-	 	-	 	<u> </u>
Number of Beds Purchased (if applicable) SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service Unit Type Slot Days	TOTAL FUNDING SOURCES (DPH AND NON-DPH)		52,008	-		-		-	52,008
SA Only - Non-Res 33 - ODF # of Group Sessions (classes) SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service Unit Type Slot Days			Zw. Santa						
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS) CR Units of Service 482 Unit Type Slot Days									
Cost Reimbursement (CR) or Fee-For-Service (FFS) CR Units of Service 482 Unit Type Slot Days	SA Only - Non-Res 33 - OD	F # of Group Sessions (classes	<u>) </u>		<u> </u>				
Units of Service 482 Unit Type Slot Days						<u> </u>		<u> </u>	
Unit Type Slot Days .	Cost Reimbursemer			 				 	
Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only) 107.87									
	Cost Par I Init - DPH Rate (F					-	 		
Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES) 107.87	Cost Per Unit - Contract Rate (DPH & I	Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only)				 		 	
								T	Total UDC:
Unduplicated Clients (UDC) 60	, danores					<u> </u>			60

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360 Provider/Program Name: <u>Buprenorphine Medical Monitoring Outpatient</u>

Appendix #:___ B-18 page 2 7/1/15 Document Date:

		TOTAL	Ge	eneral Fund	i							;
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:	•	Term:	-	Tem:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Clinic Intake Receptionist	0.16	5,672	0.156	5,672								
Medical Assistant	0.22	8,080	0.216	8,080	·					د.		
Physician	0.12	21,569	0.120	21,569								
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·				-								
							+	 	-			
Totals:	0.49	35,321	0.49	35,321			:			_	-	
i outo.		00,021	<u> </u>	00,021				1	<u>. I </u>	<u></u>	<u> </u>	
Employee Fringe Benefits:	31.00%	10,950	31.00%	10,950				[-	_		
- (·					I	•	
TOTAL SALARIES & BENEFITS	ſ	46,271]	46,271]	•			-1		1 1	

Totals:	0.49	35,321	0.49	35,321	_		-		-	-	<u> </u>	 _
												_
Employee Fringe Benefits:	31.00%	10,950	31.00%	10,950		_		-		_		
							_					
TOTAL SALARIES & BENEFITS		46,271		46,271		•		-		_		_

Contractor Name: HealthRIGHT 360

Provider/Program Name: Buprenorphine Medical Monitoring Outpatient

Appendix #: B-18 page 3

Document Date: 7/1/15

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,			<u>.</u>			
Expenditure Category	TOTAL	General Fund	·			
					,	
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	_	-				
Rent	· <u>-</u>	_				
Utilities (Telephone, Electricity, Water, Gas)	_	-			·	
Building Repair/Maintenance	-					
M; Js & Supplies	-					•
Office Supplies	-					
Photocopying	-					
Printing	_	_				
Program Supplies	71	. 71			,	
Computer Hardware/Software	-	•				
General Operating	-	-				
Training/Staff Development		-	:			
Insurance	95	95				·
Professional License						
Permits						
Equipment Lease & Maintenance	-					
Staff Travel	-					
Local Travel				·		
€ of-Town Travel	_	-	·		-	
المرية Expenses	_		•			
Consultant/Subcontractor	-	-	,	•		
	_					
	-					
Other		_				
		-				
·	_	-				

TOTAL OPERATING EXPENSE 166 1- - -

	Contractor Name:	HealthRIGHT 36	30			· ·	Appendix #:	B-19 page 1
	Provider/Program Name:				<u> </u>		Document Date:	7/1/15
	Provider Number:	383820	<u> </u>				Fiscal Year:	14-15
		•					1	
		Family Strength	Family Strength	Family Strength				
	Program Name	Outpatient	Outpatient	Outpatient				
	Program Code	38731	38731 Nonres-34	38731 Anc-68				
IV	ode/SFC (MH) or Modality (SA)	Nonres-33 .	Nonres-34	Anc-bo			<u> </u>	
	•	SA-Nonresidntl	SA-Nonresidntl	SA-Ancillary Svcs				
	Service Description	ODF Grp	ODF Indv	Case Mgmt			·	TOTAL
	FUNDING TERM	7/1/15-6/30/16	7/1/15-6/30/16	7/1/15-6/30/16				7/1/15-6/30/16
FUNDING USES								
Salarie	s & Employee Benefits Expense	120,068	45,480	16,373			<u> </u>	181,921
	Operating Expense	7,041	2,667	960			 	10,668
	Capital Expense Subtotal Direct Expense	127,109	48,147	17,333			 	400 500
	Indirect Expense	127,109	5,778	2,079	-	<u> </u>	-	192,589 23,110
	TOTAL FUNDING USES	142,362	53,925	19,412	-		<u> </u>	215,699
BHS MENTAL HEALTH FUNDING SOURCES			05,020					
							A STANSON AND AND AND AND AND AND AND AND AND AN	A COLUMN CONTRACTOR OF THE COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COLUMN COL
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			-	-		-	-	-
BHS SUBSTANCE ABUSE FUNDING SOURCES	*CFDA FAMIS							
SA COUNTY - General Fund	- HMHSCCRES227	136,421	51,675	18,603				206,699
	<u> </u>							
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE		136,421	51,675		-	-	-	206,699
OTHER DRHIEUNDING SOURCES								
TOTAL OTHER DPH FUNDING SOURCES								-
TOTAL OTHER BPH FUNDING SOURCES		136,421	51,675	18,603	<u>-</u>	<u>-</u>	<u> </u>	206,699
NON-DEHI-FUNDING SOURCES			31,073	10,003				
NON DPH - Patient/Client Fees		5.941	2,250	809				9,000
NON DETITE AUGUSTICA GES		3,341	2,230	003	 	<u> </u>		9,000
TOTAL NON-DPH FUNDING SOURCES		5,941	2,250	809	-	_	-	9,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		142,362	53,925	19,412	-	<u> </u>		215,699
BEP VIESOFSERVICE AND AUTOCOST SERVICES					Carlo Paragoni			
	of Beds Purchased (if applicable)							
	F # of Group Sessions (classes)	. 200		<u> </u>				
SA Only - Licensed Capacity for Medi-Cal P		FFS	FFS	FFS			_	
Cost Reimbursemer	Cost Reimbursement (CR) or Fee-For-Service (FFS)				<u> </u>	ļ ·	<u></u>	
	Units of Service Unit Type						+	
One Dealles Division /		Staff Hour 62.68	Staff Hour 62.68			-		
	Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Onl Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES				 	 	 	
	Non-DPH FUNDING SOURCES) I Rate (Medi-Cal Providers Only)		65.41	65.41	 	}	 	Tatal UDO
Published	Unduplicated Clients (UDC)		29	10	 		 	Total UDC: 115
	Sildupiloated Offerits (UDC)	70		10	<u> </u>	1		110

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: Family Strength Outpatient

B-19 page 2

7/1/15 Document Date:

· · · · · · · · · · · · · · · · · · ·							-	·		·		
		TOTAL	Ge	eneral Fund					· ·			
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:	7	Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Family Services Manager	0.379	22,745	0.379	22,745								
Family Services Therapist	2.000	100,000	2.000	100,000								
Mental Health Training Director	0.131	9,462	0.131	9,462								
Mental Health Manager	0.105	6,664	0.105	6,664			<u> </u>					
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1		-		<u>-</u>			·					
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		_	-									<u> </u>
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	_	-	-									
Totals:	2.615	138,871	2.615	138,871	-		<u> </u>			<u> </u>		
				·	,						T	
Employee Fringe Benefits:	31.00%	43,050	31.00%	43,050							<u> </u>	<u> </u>
	ı		1	-	ı		-		1 .	· · · · · · · · · · · · · · · · · · ·		
TOTAL SALARIES & BENEFITS		181,921		181,921	ļ		[[- ·	-		

Contractor Name: HealthRIGHT 360	Appendix #:	B-19 page 3
Provider/Program Name: Family Strength Outpatient	Document Date:	7/1/15

	·				
		•	-		
TOTAL	General Fund				
Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
· <u>-</u>	· -				J
5,000	5,000				
2,000	2,000			·	
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168	168				
1,500	1,500	٠.			
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	- 5,000 2,000 500 - 168 1,500 500 1,000	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term:	Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: 7/1/15-6/30/16 Term: Term: 5,000 5,000 2,000 2,000	Term: 7/1/15-6/30/16

TOTAL OPERATING EXPENSE ______ 10,668 -_____ -____

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	DPF			Cost Reportin	g/Data Collecti	on (CRDC)		·	
			HealthRIGHT 36	30				Appendix #:	B-20 page 1
	Provid	der/Program Name:				·		Document Date:	7/1/15
		Provider Number:	383873			-		Fiscal Year.	15-16
			•						
•		Program Name	SHOP	SHOP		·		1	
		Program Code	85731	85731					
	Ande/SFC (M	H) or Modality (SA)	Nonres-33	Nonres-34	·				
	\								
			SA-Nonresidntl	SA-Nonresidntl		i			
		Service Description FUNDING TERM	ODF Grp 9/30/14-9/29/15	ODF Indv 9/30/14-9/29/15					TOTAL 9/30/14-9/29/15
FUNDINGUSES		TONDING TERM	3/30/14-3/23/10	0/30/14-3/20/10					9/30/14-9/29/13
	s & Employe	e Benefits Expense	190,078	53,299	TO A COLUMN TO THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF T				243,377
		Operating Expense	35,552	9,969					45,521
	Capital Expense							_	
	Subt	otal Direct Expense	225,630	63,268		-	-	-	288,898
		Indirect Expense	27,075	7,592		<u> </u>			34,667
		L FUNDING USES		70,860			_		323,565
BHS MENTAL HEALTH EUNDING SOURCES							156		
TOTAL DISCOURAGE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF THE PURPOSE OF T	ļ								
TOTAL BHS MENTAL HEALTH FUNDING SOURCES BHS SUBSTANCE ABUSE FUNDING SOURCES							-	-	
SA GRANT - Fed SAMHSA SHOP	93.243	HCSA03-14	252,705	70,860					323.565
SA GRANT - FEU SAMINOA SHOF	30.270	1100/100-14	202,100	10,000				<u> </u>	323,303
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE	ES		252,705	70,860			-	-	323,565
OTHER OPHICUNDING SOURCES						THE SHAPE SHAPE			
			•		_				
TOTAL OTHER DPH FUNDING SOURCES			-	-	-	-	-	-	
TOTAL DPH FUNDING SOURCES	- National Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confederation Confe		252,705	70,860	_	A AND COMPANY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF T	-	-	323,565
NONLOPH FUNDING SOURCES									
TOTAL NON-DPH FUNDING SOURCES	 	<u> </u>							· · · · · · · · · · · · · · · · · · ·
TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH)	<u> </u>		252,705	70,860		-	1		323,565
BHS UNITS OF SERVICE AND UNIT COST			232,703	70,000					323,303
	of Beds Purci	hased (if applicable)							
SA Only - Non-Res 33 - OL									
SA Only - Licensed Capacity for Medi-Cal P									
Cost Reimburseme	CR	CR							
	4,032	1,131							
	Staff Hour 62.68	Staff Hour 62.68		<u> </u>					
Cost Per Unit - DPH Rate (Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only)				ļ			ļ	
Cost Per Unit - Contract Rate (DPH &	62,68	62.68	ļ	 	 	 	TetaLUDO		
Published		-Cal Providers Only) cated Clients (UDC)				 		 	Total UDC: 70
	Oridupii	cered chelies (ODC)	70	<u> </u>	<u> </u>	<u> </u>	<u> </u>	_L	. /0

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360 Provider/Program Name: SHOP

Appendix #: B-20 page 2

Document Date: 7/1/15

		TOTAL .	SAMHS	SA SHOP Grant								
	Term:	9/30/14-9/29/15	Term:	9/30/14-9/29/15	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	.FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
/.P. of QA & Compliance	0.010	1,000	0.010	1,000								
Supervising Case Manager	1.000	50,000	1.000	50,000			<u> </u>	<u></u>	<u> </u>			
Subst. Abuse/HIV Case Manager	1.000	36,370	1.000	36,370								
IIV Testing Coordinator	1.000	45,760	1.000	45,760				ļ. <u></u>			<u> </u>	
Outreach Workers	1.000	33,000	1.000	33,000			ļ					
<u>n</u> '	0.500	15,024	0.500	15,024		-	ļ					
Epiuerńlologist	0.200	4,630	0.200	4,630					ļ			
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· · · · · · · · · · · · · · · · · · ·		-	<u> </u>								<u> </u>	
		-						ļ				
Totals:	4.710	185,784	4.710	185,784	<u> </u>		<u>- l</u>	<u> </u>	<u> </u>		<u>-]</u>	<u> </u>
					Т	· · · · · · · · · · · · · · · · · · ·		T		г		<u> </u>
Employee Fringe Benefits:	31.00%	57,593	31.00%	57,593	<u></u>	<u></u>	<u>- l</u>	<u> </u>	<u>- </u>	L	<u>-L</u>	<u> </u>
<i>t</i>					1		7		_	<u> </u>	7	
TOTAL SALARIES & BENEFITS		243,377		243,377	J		<u>-</u> J		<u>-</u> _		-∐	

Contractor Name: HealthRIGHT 360

Provider/Program Name: SHOP

Appendix #: <u>B-20 page 3</u>

Document Date: 7/1/15

				1		
Expenditure Category	TOTAL	SAMHSA SHOP Grant			1	
		·				
	Term: 9/30/14-9/29/15	Term: 9/30/14-9/29/15	Term:	Term:	Term:	Term:
Occupancy	<u>-</u>					
Rent	25,681	25,681				
Utilities (Telephone, Electricity, Water, Gas)	9,911	9,911				
Building Repair/Maintenance	546	546				•
M: Is & Supplies	_	_				
Office Supplies	755	755				
Photocopying	_	-				
Printing ·	195	195		·		
Program Supplies	1,500	1,500	·			
Computer Hardware/Software	-	-			<u> </u>	
General Operating						· · · · · · · · · · · · · · · · · · ·
Training/Staff Development	550	550				
Insurance	1,467	1,467				
Professional License	. 725	725				
Permits						-
Equipment Lease & Maintenance	-	-				
Staff Travel		· <u>-</u>				
Local Travel	980	980				
C → of-Town Travel		_				
Expenses	-	-				
Consultant/Subcontractor		_				
		·				
	-	·		<u> </u>		•
Other	-					
Client Transportation	1,900	1,900		<u> </u>	-	
Food	1,311	1,311	·			
]	<u> </u>		

TOTAL OPERATING EXPENSE 45,521 - - -

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

			HealthRIGHT 36		grbata Collecti	on (CRDC)		Appendix #:	B-21 page 1
			Representative			·		Document Date:	7/1/15
		Provider Number:		r dycc i rogiain				Fiscal Year:	15-16
		Trovidor Hamber.						ristar rear.	10 10
	ē		Representative						
		Program Name Program Code	Payee Program 88359						
	lode/SEC (ML	I) or Modality (SA)	Anc-68	<u> </u>					
	iodesor o (ivii	i) or initiality (erry							
i .	_		SA-Ancillary Svcs						
	s	Service Description FUNDING TERM	Case Mgmt 7/1/15-6/30/16						TOTAL 7/1/15-6/30/16
L Funding uses			771713-0/30/10						
THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY O	Company of the property of the party of the	Benefits Expense	104,114						104,114
Odlanic	Operating Expense								50,378
	Capital Expense								-
	Subtotal Direct Expense				_	· -	_	_	154,492
	Indirect Expense TOTAL FUNDING USES								18,538
		-	_	-	-	-	173,030		
BHSIMENTAVEHEAUTH JUNDING SOURCES									
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			-	-	-	· -	-	-	
BHS SUBSTANCE ABUSE FUNDING SOURCES	GEDASE	A FAMIS							
SA COUNTY - General Fund	-	HMHSCCRES227	80,030						80,030
			22.000			<u> </u>	· · · · · · · · · · · · · · · · · · ·		-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE OTHER DEHERUNDING SOURCES			80,030					-	80,030
TOTAL OTHER DPH FUNDING SOURCES		-	-	-	-	-	-		-
TOTAL DPH FUNDING SOURCES			80,030	-		-	-	-	80,030
Nonedpherinding sources									
NON DPH - Patient/Client Fees			93,000						93,000
TOTAL NON BRU FUNDING COURSES						 			-
TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH)			93,000 173,030	<u> </u>	-	-	<u> </u>	<u> </u>	93,000 173,030
BHS WITS OF SERVICE AND UNIT COST				-	-	_ -			
The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s		ased (if applicable)							
SA Only - Non-Res 33 - OD									
SA Only - Licensed Capacity for Medi-Cal P									
Cost Reimbursemer	nt (CR) or Fee								
	Units of Service								
O-4 D-11-4 DD1/D 1-4	Unit Type								
	Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES					<u> </u>	 		
		Cal Providers Only			 				Total UDC:
rubiisrie		cated Clients (UDC)		 	 		 		100al ODC:
Laure	- Cridapiio					<u> </u>	<u> </u>		

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360

Provider/Program Name: Representative Payee Program

Appendix #: B-21 page 2

Document Date: 7/1/15

			General Fund Non-DPH Funding Sources									
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
RPI Admin. Assistant	1.56	52,392	1.563	52,392								
Director Of Facility Operations	0.01	437	0.005	437								
Maintenance Worker	0.01	248	0.008	248								
Transportation & Facility Manager	0.00	130	0.002	130				•				
Driver	0.01	260	0.008	260								
C ervices Manager	0.51	25,305	0.506	25,305		•						
IT Specialist - Data Control	0.02	704	0.018	704			·					
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	-						 					
				<u> </u>								
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		-	-	_								<u></u>
			-				<u> </u>					
Totals:	2.11	79,476	2.11	79,476	-			_	<u> </u>	<u>-</u>		
							T			·	1	
Employee Fringe Benefits:	31.00%	24,638	31.00%	24,638	L	<u>-</u>	<u> </u>		<u></u>	<u> </u>	<u> </u>	L—
TOTAL SALARIES & BENEFITS		104,114	1 1	104,114	1	<u> </u>	ו ר		7	· · · · · · · · · · · · · · · · · · ·		

Contractor Name: HealthRIGHT 360

Provider/Program Name: Representative Payee Program

Appendix #: B-21 page 3

Document Date: 7/1/15

Expenditure Category	TOTAL	General Fund & Non-DPH Funding Sources	,			4
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy	-	-				
Rent	21,000	21,000				
Utilities (Telephone, Electricity, Water, Gas)	9,628	9,628				
Building Repair/Maintenance	6,000	6,000				
Mat Is & Supplies	-	-	,		•	
ರé Supplies	1,030	1,030				
Photocopying						
Printing	4,570	4,570			·	٠.
Program Supplies	3,311	3,311				
Computer Hardware/Software	1,453	1,453			·	
General Operating						
Training/Staff Development						
Insurance	574	574				
Professional License	103	103				
Permits		-				
Equipment Lease & Maintenance	2,338	2,338			,	
Staff Travel	-	•				
Local Travel	28	28				
Out-of-Town Travel	_					
f Expenses		-				•
Consultant/Subcontractor						• .
	•	-				
		_				
Other	-	-	·	·		
Client Transportation	343	343				
		-				
	-	_				

TOTAL OPERATING EXPENSE 50,378 - - -

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	DPH 2: Department	HealthRIGHT 36		g/Data Collecti	on (CRDC)	*.	Annandiy #	B-22 page 1
	Provider/Program Name:						Appendix #: Document Date:	7/1/15
	Provider Number:						Fiscal Year:	15-16
	Trovidor Herribor.	00000					riscai reai.	
·	·	,	,			•	,	
		Second Chances						
	Program Code							
<u> </u>	lode/SFC (MH) or Modality (SA)	Anc-68				· · · · · · · · · · · · · · · · · · ·		
	'	SA-Ancillary Svcs	1					
	Service Description	Case Mgmt						TOTAL
	FUNDING TERM	10/1/14-4/30/15						10/1/14-4/30/15
EUNDINGIUSES:								
Salarie	s & Employee Benefits Expense			·				145,376
	Operating Expense			<u> </u>			<u> </u>	101,894
	Capital Expense Subtotal Direct Expense		_	 			 	247,270
	Indirect Expense			<u> </u>	ļ <u>-</u>	<u> </u>	-	247,270
	TOTAL FUNDING USES		-	_	-	-	_	276,941
BHS MENTAL HEALTH FUNDING SOURGES								
TOTAL BHS MENTAL HEALTH FUNDING SOURCES		-	-	-	-	-	· · · · · · · · · · · · · · · · · · ·	-
BHS/SVBSHANGE/ABUSE/FUNDING/SIOURGES)								
SA GRANT - Fed DOJ Second Chance	16.812 HCSA02-14	276,941						276,941
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCE	= = = = = = = = = = = = = = = = = = = =	276,941						276,941
OTHER DEHI FUNDING SOURCES								
TOTAL OTHER DPH FUNDING SOURCES		-	-		-		-	-
TOTAL DPH FUNDING SOURCES		276,941	-	-		-	-	276,941
NONEOPP FUNDING SEURCES		2021210000		POST CONTRACTOR				
		•						-
TOTAL NON-DPH FUNDING SOURCES		-	-	-	·	-	-	
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	ameno Alpendo Cara and Ara Cara Cara and Ara Cara Cara and Ara Ara Ara Ara Ara Ara Ara Ara Ara Ara	276,941	_			-	-	276,941
BHS UNITS OF SERVICE AND UNIT COST								
	of Beds Purchased (if applicable)		·		 			
SA Only - Non-Res 33 - OD SA Only - Licensed Capacity for Medi-Cal Pr	F # of Group Sessions (classes)						 	
	nt (CR) or Fee-For-Service (FFS)			 		·	 	
Cost (Cimbulsemen	4,601					t		
-								
	Unit Type Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only							
Cost Per Unit - Contract Rate (DPH & 1	Non-DPH FUNDING SOURCES)	60.19						
Published	Rate (Medi-Cal Providers Only)						•	Total UDC:
·	Unduplicated Clients (UDC)	86						. 86

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360 Appendix #: B-22 page 2 Provider/Program Name: Second Chances 7/1/15 Document Date:

				•						•		
		TOTAL.	DOJ Sec	ond Chance Grant								
	Term:	10/1/14-4/30/15	Term:	10/1/14-4/30/15	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Director of Associate CJ Programs	0.100	5,467	0.100	5,467			1				ļi	<u> </u>
Program Director	1.000	35,534	1.000	35,534								<u> </u>
Case Managers	3.000	65,600	3.000	65,600								: L
Admin Assistant	0.250	4,373	0.250	4,373								
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<u> </u>	-					· · · · · · · · · · · · · · · · · · ·						
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·									<u> </u>			
		-	ļ							ļ	 	<u> </u>
' Totals:	4.350	110,974	4.350	110,974	<u> </u>	<u> </u>	<u>-1 </u>		<u> </u>	<u> </u>	<u> </u>	<u></u>
Employee Fringe Benefits:	31.00%	34,402	31.00%	34,402		1			<u> </u>	Τ .		
	01.00701		01.0076	0-1,402				<u> </u>	· · · ·	<u> </u>	<u> </u>	
TOTAL SALARIES & BENEFITS	1	145,376]	145.376	1				7]	

Contractor Name: HealthRIGHT 360

Provider/Program Name: Second Chances

Appendix #: B-22 page 3

Document Date: 7/1/15

Expenditure Category	TOTAL	DOJ Second Chance Grant		·	·	
	Term: 10/1/14-4/30/15	Term: 10/1/14-4/30/15	Term:	Term:	Term:	Term:
Occupancy						
Rent	3,553	3,553		· · · · · · · · · · · · · · · · · · ·		
Utilities (Telephone, Electricity, Water, Gas)	5,849	5,849				
Building Repair/Maintenance	1,913	1,913	· · · · · · · · · · · · · · · · · · ·			
Με ls & Supplies						
Office Supplies	273	273			****	
Photocopying	13 <u>7·</u>	137				
Printing	137	137				·
Program Supplies					-	
Computer Hardware/Software	-	-				
General Operating		•				
Training/Staff Development	407	407				
Insurance	875	875	-			
Professional License .	137	137				
Permits	137	137				
Equipment Lease & Maintenance	1,367	1,367		`		
Staff Travel	_	_			·	
Local Travel	10,518	10,518			·	4
∴ of-Town Travel	<u>-</u>	_		·		
i Expenses		_				
Consultant/Subcontractor	<u> </u>	-				
Homeless Prenatal Program	30,001	30,001				
Iris Center	30,001	30,001				
Other	-	_				
Client Expenses	4,346	4,346				
Evaluation Incentives	12,243	12,243			·	
		<i>-</i>				

TOTAL OPERATING EXPENSE 101,894 101;894 - - -

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	nt of Public Heat		g/Data Collecti	oli (CKDC)			· · · · · · · · · · · · · · · · · · ·
	e: HealthRIGHT 3			· · · · · · · · · · · · · · · · · · ·		Appendix #:	B-23 page 1
Provider/Program Nam		anges	-			Document Date:	7/1/15
Provider Numb	er: 383873			•			15-16
÷	IDO Haalibu						
Program Nai	IPO Healthy ne Changes			;		,	
Program Co							
Mode/SFC (MH) or Modality (S							
	,,,						
	SA-Sec Prev				*		
Service Descripti							TOTAL
FUNDING TER		A THE RESIDENCE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AND A SHARE AN	Produnctor connections and authorized	MORE A CONTROL OF LOWER AND A PROPERTY AND A CONTROL OF A	Month of the Control of the Manager College	Samuel Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the	7/1/15-6/30/16
FUNDING USES							State of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state
Salaries & Employee Benefits Exper		<u> </u>			·		115,280
Operating Exper		<u> </u>					18,648
Capital Exper Subtotal Direct Exper							122 000
Subtotal Direct Exper		-	-		-	<u> </u>	133,928 16,072
TOTAL FUNDING US		_				_	150,000
BHS MENTAL HEALTH FUNDING SOURCES							
TOTAL BHS MENTAL HEALTH FUNDING SOURCES	-	-	-		-	· -	_
BHS SUBSTANCE ABUSE FUNDING SOURCES CFDA FAMIS							76.2
SA WORK ORDER - OEWD - HMHSMYOEWDV						The second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second secon	150,000
							-
TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES	150,000	-	-		-		150,000
OTHER DPH FUNDING SOURCES							
				<u> </u>			-
TOTAL OTHER DPH FUNDING SOURCES	-	<u> </u>	<u> </u>	<u> </u>	-	<u> </u>	-
TOTAL DPH FUNDING SOURCES	150,000			A Technic Warder and District County Street Chicago County	- Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of	a reserving a serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serving the serv	150,000
NON-DPH-FUNDING SOURCES							
TOTAL NON-DPH FUNDING SOURCES				 		 	-
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	150,000	<u> </u>	 	 	 	 	150,000
BHS UNITS OF SERVICE AND UNIT COST							
Number of Beds Purchased (if applical							
SA Only - Non-Res 33 - ODF # of Group Sessions (class		 	 	 		 	
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Progr		 	 	 	 	<u> </u>	
Cost Reimbursement (CR) or Fee-For-Service (F				 	†	 	
Units of Sen			 			1	
Unit T							
Cost Per Unit - DPH Rate (DPH FUNDING SOURCES O							
Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURC							
Published Rate (Medi-Cal Providers O							Total UDC:
Unduplicated Clients (U	OC) 25		<u> </u>				25

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360
Provider/Program Name: IPO Healthy Changes

Appendix #: page 2

Document Date: 7/1/15

						-						
		TOTAL	OEW	D Work Order			·					
	Term:	7/1/15-6/30/16	Tem:	7/1/15-6/30/16	Term:		Term:	•	Term:	•	Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Managing Director of Clinical Services	0.050	5,000	0.050	5,000.00								
Supervising Case Manager	1.000	50,000	1.000	50,000.00								
Supportive Services Counselor	1.000	33,000	1.000	33,000.00								
	· -	_									1	
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	-						<u></u>				•	
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	-							•				
		_									,	
						·						
Totals:	2.050	88,000	2.050	88,000				_	,	-	-	· -
								-				
Employee Fringe Benefits:	31.00%	27,280	31.00%	27,280				-				
						r					_	
TOTAL SALARIES & BENEFITS		115,280		115,280								-

Contractor Name: HealthRIGHT 360	Appendix	#: B-23 page 3
Provider/Program Name: IPO Healthy Changes	Document Dat	e: 7/1/15

·					·	
Expenditure Category	TOTAL .	OEWD Work Order				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy						•
Rent	15,773	15,773			•	
Utilities (Telephone, Electricity, Water, Gas)	· 817	817				
Building Repair/Maintenance	547	· 547				
Ma* 'als & Supplies	` •				•	
درنا Supplies	500	500	,			
Photocopying		•			•	
Printing	-				•	
Program Supplies	547	547		-		
Computer Hardware/Software	_	•		·		
General Operating	_					
Training/Staff Development	٠.	· <u>-</u>				
Insurance	191	191	•			
Professional License	_					
Permits	_					
Equipment Lease & Maintenance	<u>.</u>					
Staff Travel	-	-				
Local Travel	• 273	273	·			
Out-of-Town Travel						
Expenses	-					
Consultant/Subcontractor						
	·				-	
Other		-				
Client Transportation	<u>-</u>	-				
Client Food	_	-				,
	-					

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	DPI	H 2: Department			g/Data Collecti	on (CRDC)			
			HealthRIGHT 36			·		Appendix #:	
	Provid	der/Program Name:		alth Medi-Cal				Document Date:	7/1/15
		Provider Number:	38CC					Fiscal Year:	15-16
			Adult Mental	Adult Mental	Adult Mental				
			Health Medi-Cal	Health Medi-Cal	Health Medi-Cal				
		Program Code		38CC3	38CC3				
	Mode/SFC (M	IH) or Modality (SA)	15/10-57	15/60-69	15/01-09				
		Service Description	MH Svcs	Medication Support	Case Mgt Brokerage		,		TOTAL
		FUNDING TERM		7/1/15-6/30/16	7/1/15-6/30/16				7/1/15-6/30/16
EUNDING USES								Market Control	
	es & Employe	e Benefits Expense	267,182	3,840	3,292	2.000	need to be a series of the second of the series of the		274,314
		Operating Expense		437	375				31,237
	·	Capital Expense							
	Subt	total Direct Expense		4,277	3,667	-	•	_	305,551
	Indirect Expe								36,668
	TOTAL FUNDING US				4,107	-	-	-	342,219
BHS:MBNFAIGHEADTHEUNDING SOURGES	FAMIS								
MH FED - SDMC Regular FFP (50%)		HMHMCC730515	72,829	1,047	897				74,773
MH Realignment		HMHMCC730515	218,965	3,147	2,698				224,810
MH COUNTY - General Fund	<u> </u>	HMHMCC730515	41,527	597	512				42,636
									-
TOTAL BHS MENTAL HEALTH FUNDING SOURCES			333,321	4,791	4,107	Discontinuo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di controlo di con			342,219
EHS SUBSTANCE/ABUSE/FUNDING/SOURCES									
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TOTAL BHS SUBSTANCE ABUSE FUNDING SOURCES					-		-		-
ON HEROUGH HUNDING SOURCE SOURCE STATE OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE									
TOTAL OTHER DPH FUNDING SOURCES					_		_		-
TOTAL OTHER BETT FORBING SOURCES			333,321	4,791	4,107				342,219
NON-DEHIEUNDING SOURGES									
					(-
TOTAL NON-DPH FUNDING SOURCES			-	-	-		-	-	-
T(FUNDING SOURCES (DPH AND NON-DPH)			333,321	4,791	4,107	-	-	-	342,219
BIAL UNITS OF SERVICE AND UNIT COST									
		hased (if applicable)						·	
SA Only - Non-Res 33 - O	Sessions (classes)								
SA Only - Licensed Capacity for Medi-Cal F									
Cost Reimburseme		FFS	FFS						
	127,709	992	2,085		·				
	Staff Minute	Staff Minute	Staff Minute			<u> </u>			
Cost Per Unit - DPH Rate				4.83	1.97			 	
Cost Per Unit - Contract Rate (DPH &				4.83	1.97				
Publishe		-Cal Providers Only)		5.30	2.20				Total UDC:
	Unaupli	cated Clients (UDC)	214	2	3	<u> </u>	<u> </u>	<u> </u>	219

DPH 3: Salaries & Benefits Detail

Contractor Name: HealthRIGHT 360 Provider/Program Name: Adult Mental Health Medi-Cal

274,314

TOTAL SALARIES & BENEFITS

Appendix #: B-24 page 2 7/1/15

Document Date:

		TOTAL	MH & G	C Regular FFP, Realignment ieneral Fund IMCC730515)				· .				
	Term:	7/1/15-6/30/16	Term:	7/1/15-6/30/16	Term;		Term:		Term:	·	Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Mental Health Services	0.300	37,500	0.300	37,500								
V.P. of QA & Compliance	0.100	10,000	0.100	10,000								
Case Managers	0.100	4,500	0.100	4,500								
Director Of Facility Operations	0.100	6,450	0.100	6,450								
Maintenance Worker	0.050	1,550	0.050	1,550								
Dr	0.030	900	0.030	900								
MH wédi-Cal Admin Coordinator	1.000	54,000	1.000	54,000								
Director of Mental Health Services	0.300	19,500	0.300	19,500		·					<u> </u>	
Therapist	1.000	56,000	1.000	56,000							<u> </u>	
LCSW	0.100	6,000	0.100	6,000								
Psychologist	0.200	13,000	0.200	13,000								
				<u> </u>			<u> </u>					
			•								<u></u>	
	-	_	-									·
			-	-		· · · · · · · · · · · · · · · · · · ·						
									<u> </u>			
		· · · · ·	-	· -					<u></u>		<u></u>	
Totals:	2.980	209,400	2.980	209,400				-			<u> </u>	
		•			_		-					
Employee Fringe Benefits:	31.00%	64,914	31.00%	64,914	<u>L</u>	<u> </u>				<u> </u>		
					,						_	

274,314

Contractor Name: HealthRIGHT 360

Provider/Program Name: Adult Mental Health Medi-Cal

Appendix #: B-24 page 3

Document Date: 7/1/15

Expenditure Category T Occupancy Rent Utilities (Telephone, Electricity, Water, Gas)	TOTAL. Ferm: 7/1/15-6/30/16 - 8,000 3,000	SDMC Regular FFP, MH Realignment & General Fund (HMHMCC730515) Term: 7/1/15-6/30/16	Term;	Term:	Term:	Term:
Occupancy Rent	- 8,000	-	Term:	Term:	Term:	Term:
Rent						101111.
Rent		9 000			*** ***********************************	
Utilities (Telephone, Electricity, Water, Gas)	3,000	0,000				
		3,000				
Building Repair/Maintenance	_2,000	2,000				
M: ils & Supplies	-	-				
Office Supplies	787	787				v
Photocopying	-	-				
Printing	350	350				,
Program Supplies	4,000	4,000				
Computer Hardware/Software	1,000	1,000`		·		
General Operating		_ ·				
Training/Staff Development	1,000	1,000				
Insurance	3,500	3,500				
Professional License	- 1,000	1,000				
Permits						
Equipment Lease & Maintenance	600	600				
Staff Travel	-	<u>-</u>	•			
Local Travel		-				
€ *of-Town Travel	-	•				
ı .d Expenses	-	-				
Consultant/Subcontractor		-		<u> </u>		
		-				
	•	_				
Other	-					
Client Transportation	3,000	3,000				
Food	3,000	3,000				1
	` -					

TOTAL OPERATING EXPENSE

31,237

31,237

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

			HealthRIGHT 36	Cost Reportin	gibata Collecti	on (order)		A	
	Duanda	er/Program Name:		50				Appendix #:	page 1 7/1/15
	Provid	Provider Number:			···			Document Date:	15-16
		Provider Number:	3011					Fiscal Year:	10-10
,									
		Program Name	WRAPS						
		Program Code	38IT3						
N. C. C. C. C. C. C. C. C. C. C. C. C. C.	fode/SFC (MI	H) or Modality (SA)	05/60-64						
· .				;					
·	Residential Other		,		i		TOTAL		
	7/1/15-6/30/16						7/1/15-6/30/16		
FUNDING USES									
		Benefits Expense			STATE OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE P	POWER STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET,	nestrement and the particular section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the sectio		54,803
		Operating Expense	23,402						23,402
	Capital Expense								
	Subto	otal Direct Expense	78,205	-	-	-			78,205
		Indirect Expense	9,384						9,384
		L FUNDING USES	87,589	_	-		-	-	87,589
BHSMENIZALHEALHILLEUNDING SOURCEST	CFDA								
MH PROJECT - MHSA CSS		PHMS63-1505	86,589						86,589
TOTAL DISCRIPTAL MEALTH PURDING COURSES	 		00 F00						00 500
TOTAL BHS MENTAL HEALTH FUNDING SOURCES BHS SUBSTANCE ABUSE FUNDING SOURCES			86,589	-					86,589
DESCRIPTION OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF									
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OTHER OPH FUNDING SOURCES									NT (CHIEF WELLS COLUMN
									-
TOTAL OTHER DPH FUNDING SOURCES			-	_	-		-	-	-
TOTAL DPH FUNDING SOURCES			86,589	-	-	-	-	· -	86,589
NON-OPAGUNDING SOURGES					100000000000000000000000000000000000000				A DAMAGE MARKET TO
NON DPH - Patient/Client Fees			1,000						1,000
TOTAL NON-DPH FUNDING SOURCES	<u> </u>		1,000	-		-	-	-	1,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	- Barris Barris colone d'Alle Li barris de promet l'avects		87,589	-	- Contract distance Character of Manager and Character and Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character of Character o				87,589
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		nased (if applicable)			 		 	<u> </u>	
SA Only - Non-Res 33 - OD						 	<u> </u>	· · · · · · · · · · · · · · · · · · ·	
	SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program					 			
Cost Reinibursemen	Cost Reimbursement (CR) or Fee-For-Service (FFS Units of Service					<u> </u>	 	 	
	Units of Servic					 	 		
Cost Per Unit - DPH Rate (I	OPH FUNDIN								100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Sept. 100 Se
Cost Per Unit - Contract Rate (DPH &						1	†	<u> </u>	
		Cal Providers Only)						 	Total UDC:
		cated Clients (UDC)							9

Contractor Name: HealthRIGHT 360

Provider/Program Name: WRAPS

Appendix #: B-25 page 2

Document Date: 7/1/15

Position Title V.P. of Programs Program Director V.P. of QA & Compliance Manager of Licensing & Certification Managing Director of Clinical Services Coordinator TC Admn Nexus Care Coordinators Subst. Abuse/HIV Case Manager Overnight Monitor Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager Warehouse Coordinator	Term: FTE 0.001 0.027 0.008	7/1/15-6/30/16 Salaries	Term:	714145 0100140								
V.P. of Programs Program Director V.P. of QA & Compliance Manager of Licensing & Certification Managing Director of Clinical Services Coordinator TC Admn Nexus Care Coordinators Subst. Abuse/HIV Case Manager Overnight Monitor Weekend Coordinator Director of Facility Operations Maintenance Worker Transportation & Facility Manager	0.001 0.027			7/1/15-6/30/16	Term:		Term:		Term:		Term:	
Program Director V.P. of QA & Compliance Manager of Licensing & Certification Managing Director of Clinical Services Coordinator TC Admn Nexus Care Coordinators Subst. Abuse/HIV Case Manager Overnight Monitor Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager	0.027	1	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of QA & Compliance Manager of Licensing & Certification Managing Director of Clinical Services Coordinator TC Admn Nexus Care Coordinators Subst. Abuse/HIV Case Manager Overnight Monitor Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager		. 170	0.001	170								
Manager of Licensing & Certification Managing Director of Clinical Services Coordinator TC Admn Nexus Care Coordinators Subst. Abuse/HIV Case Manager Overnight Monitor Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager	800.0	1,752	0.027	1,752								
Managing Director of Clinical Services Coordinator TC Admn Nexus Care Coordinators Subst. Abuse/HIV Case Manager Overnight Monitor Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager		777	0.008	777			<u> </u>					
Coordinator TC Admn Nexus Care Coordinators Subst. Abuse/HIV Case Manager Overnight Monitor Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager	0.010	499	0.010	499								
Care Coordinators Subst. Abuse/HIV Case Manager Overnight Monitor Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager	0.001	145	0.001	145		L						·
Subst. Abuse/HIV Case Manager Overnight Monitor Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager	0.025	866	0.025	866				·			<u> </u>	
Overnight Monitor Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager	0.250	9,000	0.250	9,000								
Weekend Coordinator Director Of Facility Operations Maintenance Worker Transportation & Facility Manager	0.021	892	0.021	892								
Director Of Facility Operations Maintenance Worker Transportation & Facility Manager	0.033	988	0,033	988		<u> </u>	<u> </u>					
Maintenance Worker Transportation & Facility Manager	0.005	174	0.005	. 174				·				
Transportation & Facility Manager	0.003	226	0.003	226	· · · · · · · · · · · · · · · · · · ·		ļ				ļ	
	0.013	398	0.013	398		<u></u>						
Warehouse Coordinator	0.007	424	0.007	424					ļ			
	0.010	455	0.010	455							<u> </u>	
Driver	0.031	951	0.031	951								
Cook/Food Service	0.067	2,070	0.067	2,070					<u> </u>			
Director of Food Services	0.006	490	0.006	490					ļ			
Client Services Manager	0.012	612	0.012	612					 			
Client Services Support	0.027	795	0.027	795								
Family Services Therapist	0.002	139	0.002	139			<u> </u>		<u> </u>			
Medical Services Director	0.009	732	0.009	732			ļ. ——				<u> </u>	
Medical Services Support	0.028	914	0.028	914						· · · · · · · · · · · · · · · · · · ·	ļ	
MH Medi-Cal Admin Coordinator	0.043	1,972	0.043	1,972	<u> </u>		ļ		ļ			
Physician	0.000	30	0.000	30							 	
V.P. of Mental Health Services	0.006	772	0.006	772	 	· · · · · · · · · · · · · · · · · · ·					ļ —	
Mental Health Training Director	0.005	372	0.005	372	 						ļ	
Director of Mental Health Services	0.005	258	0.005	258	<u> </u>		<u> </u>				 	
Mental Health Care Coordinators	0.020	663	0.020	663			ļ		<u> </u>		ļ	
Therapist	0.101	5,047	0.101	5,047			 		-		ļ	
Mental Health Manager	0.022	1,310	0.022	1,310			ļ					
Housing & Community Service	0.002	85	0.002	85			 		· · · ·		ļ	
Employment Counselor	0,001	. 32	0.001	32	 	 	 	·	 	 		
IT Specialist - Data Control	0.010	417	0.010	417	ļ		 	· · · · · · · · · · · · · · · · · · ·			ļ. · · · ·	
Psychiatrist	0.052	6,029	0.052	6,029			-				-	
Psychologist	0.022	1,378.	0.022	1,378			1			ļ	<u> </u>	
	-	-			ļ				ļ		ļ	
Totals:	0.885	41,834	0.885	41,834	<u> </u>	-	<u> </u>				<u> </u>	<u> </u>
		I	86 556		T	i 	T	I	T		1	I
Employee Fringe Benefits:	31.00%	12,969	31.00%	12,969	1							
TOTAL SALARIES & BENEFITS						<u> </u>			·,	<u> </u>	<u> </u>	·

Contractor Name: HealthRIGHT 360	Appendix #: B-25 apge 3
Provider/Program Name: WRAPS	Document Date: 7/1/15

Expenditure Category	TOTAL	MHSA CSS (PHMS63-1405) & Non-DPH Funding Sources				
	Term: 7/1/15-6/30/16	Term: 7/1/15-6/30/16	Term:	Term:	Term:	Term:
Occupancy						
Rent	1,978	1,978				
Utilities (Telephone, Electricity, Water, Gas)	4,753	4,753	·			
Building Repair/Maintenance	2,253	2,253				
Materials & Supplies	•	·	L		· · · · · · · · · · · · · · · · · · ·	
a Supplies	137	137				
Photocopying		-			, , , , , , , , , , , , , , , , , , ,	
Printing	40	40				
Program Supplies	7,668	7,668				
Computer Hardware/Software	69	69				
General Operating						·
Training/Staff Development	100	100				
Insurance	1,045	1,045		·		
Professional License	205	205				
Permits		-				
Equipment Lease & Maintenance	484	484.				
Staff Travel		_	·			
Local Travel	. 24	24				
Out-of-Town Travel		_				
F Expenses		<u>.</u>				
Consultant/Subcontractor		<u>-</u>				
		-				
		-		•		
Other	· •					
Client Transportation	1,520	1,520				
Food	3,126	3,126				
		-				

•							
TOTAL OPERATING EXPENSE	23,402	<u> </u>	23,402	-	·	 -	

DPH 6: Contract-Wide Indirect Detail

Contractor Name: HealthRIGHT 360

Appendix B page 9

Document Date: 7/1/15

1. SALARIES & BENEFITS

Position Title	FTE	Salaries
Chief Executive Officer	0.345	72,303
Chief Financial Officer	. 0.382	65,273
Chief Information Officer	0.382	51,883
Chief Operating Officer	0.191	13,055
/P of Quality and Compliance	0.363	19,082
/P of Development	0.254	16,736
Research and Evaluation Director	0.241	16,880
Vorkforce Development Director	0.031	2,337
Controller	0.382	37,940
Grants Director	0.382	26,109
Budget Manager	0.164	12,953
Fiscal Projects Director	0.382	20,084
Budget/Fiscal Analyst	0.355	19,183
Payroll Manager	0.382	24,703
Budget Coordinator	0.382	16,736
General Ledger Accountant	0.074	3,58
Accounts Payable	.0.756	33,410
Billing Specialist	0.382	20,08
Billing Assistant	0.382	13,51
luman Resources Director	0.187	11,50
luman Resources Analyst	0.382	16,73
Human Resources Coordinator	0.382	13,53
Electronic Medical Records Manager	0.378	16,570
EMR OPs Software Development Director	0.382	30,120
MR Training and Data Analyst	0.265	9,29
Client Programmer II	0.096	5,60
T Manager - Data Control	0.382	17,92
Senior IT Systems Analyst	0.211	10,71
T Analyst	0.382	16,23
PC Support Analyst	0.382	16,23
T Specialist - Data Specialist	0.418	12,16
T Specialist - Data Entry	0.382	11,06
T Specialist - Data Control	0.382	11,06
T Data Analyst	0.132	4,05
Donations Manager	. 0.382	18,40
Travel Coordinator	0.191	8,96
Administrative Assistant	0.312	8,57
Procurement Manager	0.382	16,73
Driver/Procurement Assistant	0.073	2,05
Facility Operations Director	0.022	1,61
Transportation and Facility Manager	0.018	1,01
Maintenance Staff	0.088	2,45
		. 222.02
EMPLOYEE FRINGE BENEFITS		232,03
TOTAL SALARIES & BENEFITS		980,54

2. OPERATING COSTS

Expenditure Category	Amount
Rent	.63,684
Utilities (Telephone, Electricity, Water, Gas)	22,890
Building Repair/Maintenance	. 1,934
Office Supplies	- 15,662
Insurance	29,812
Training/Staff Development	6,019
Staff Travel (Local & Out of Town)	24,546
Rental of Equipment	19,476
Professional Services	131,595
Payroll Service	6,051
IT Licenses	18,922
Program Licenses	44,663
Property Taxes	40,374
TOTAL OPERATING COSTS	425.628

TOTAL INDIRECT COSTS

(Salaries & Benefits + Operating Costs)

1,406,177

1. PROTECTED HEALTH INFORMATION AND BAA

The parties acknowledge that CITY is a Covered Entity as defined in the Healthcare Insurance Portability and Accountability Act of 1996 ("HIPAA") and is required to comply with the HIPAA Privacy Rule governing the access, transmission, and storage of health information.

The parties acknowledge that CONTRACTOR is one of the following:

- CONTRACTOR will render services under this contract that include possession or knowledge of identifiable Protected Health Information (PHI), such as health status, health care history, or payment for health care history obtained from CITY. Specifically, CONTRACTOR will:
 - Create PHI
 - Receive PHI
 - Maintain PHI
 - Transmit PHI and/or
 - Access PHI

The Business Associate Agreement (BAA) in Appendix E is required. Please note that BAA requires attachments to be completed.

CONTRACTOR will <u>not</u> have knowledge of, create, receive, maintain, transmit, or have access to any Protected Health Information (PHI), such as health status, health care history, or payment for health care history obtained from CITY.

The Business Associate Agreement is not required.

2. THIRD PARTY BENEFICIARIES

No third parties are intended by the parties hereto to be third party beneficiaries under this Agreement, and no action to enforce the terms of this Agreement may be brought against either party by any person who is not a party hereto.

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Appendix E San Francisco Department of Public Health



Business Associate Agreement

This Business Associate Agreement ("Agreement") supplements and is made a part of the contract or Memorandum of Understanding ("CONTRACT")] by and between the City and County of San Francisco, Covered Entity ("CE") and Contractor, Business Associate ("BA"). To the extent that the terms of the Contract are inconsistent with the terms of this Agreement, the terms of this Agreement shall control.

In order to access SFDPH Systems, BA must have their employees/agents sign and retain in their files the *User Agreement for Confidentiality, Data Security and Electronic Signature* form located at https://www.sfdph.org/dph/files/HIPAAdocs/2015Revisions/ConfSecElecSigAgr.pdf

During the term of this contract, the BA will be required to complete the SFDPH Privacy, Data Security and Compliance Attestations located at

https://www.sfdph.org/dph/files/HIPAAdocs/PDSCAttestations.pdf and the Data Trading

Partner Request [to Access SFDPH Systems] located at

https://www.sfdph.org/dph/files/HIPAAdocs/DTPAuthorization.pdf

RECITALS

- A. CE wishes to disclose certain information to BA pursuant to the terms of the Contract, some of which may constitute Protected Health Information ("PHI") (defined below).
- B. CE and BA intend to protect the privacy and provide for the security of PHI disclosed to BA pursuant to the CONTRACT in compliance with the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005 ("the HITECH Act"), and regulations promulgated there under by the U.S. Department of Health and Human Services (the "HIPAA Regulations") and other applicable laws, including, but not limited to, California Civil Code §§ 56, et seq., California Health and Safety Code § 1280.15, California Civil Code §§ 1798, et seq., California Welfare & Institutions Code §§5328, et seq., and the regulations promulgated there under (the "California Regulations").
- C. As part of the HIPAA Regulations, the Privacy Rule and the Security Rule (defined below) require CE to enter into a contract containing specific requirements with BA prior to the disclosure of PHI, as set forth in, but not limited to, Title 45, Sections 164.314(a), 164.502(a) and (e) and 164.504(e) of the Code of Federal Regulations ("C.F.R.") and contained in this Agreement.
- D. BA enters into agreements with CE that require the CE to disclose certain identifiable health information to BA. The parties desire to enter into this Agreement to permit BA to have access to such information and comply with the BA requirements of HIPAA, the HITECH Act, and the HIPAA Regulations.

In consideration of the mutual promises below and the exchange of information pursuant to this Agreement, the parties agree as follows:

1. Definitions.

a. Breach means the unauthorized acquisition, access, use, or disclosure of PHI that compromises the security or privacy of such information, except where an unauthorized person to whom such information is disclosed would not reasonably have been able to retain such information, and shall have the meaning given to such term under the HITECH Act and HIPAA Regulations [42 U.S.C. Section

Appendix E



San Francisco Department of Public Health Business Associate Agreement

17921 and 45 C.F.R. Section 164.402], as well as California Civil Code Sections 1798.29 and 1798.82.

- b. **Breach Notification Rule** shall mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164, Subparts A and D.
- c. Business Associate is a person or entity that performs certain functions or activities that involve the use or disclosure of protected health information received from a covered entity, and shall have the meaning given to such term under the Privacy Rule, the Security Rule, and the HITECH Act, including, but not limited to, 42 U.S.C. Section 17938 and 45 C.F.R. Section 160.103.
- d. Covered Entity means a health plan, a health care clearinghouse, or a health care provider who transmits any information in electronic form in connection with a transaction covered under HIPAA Regulations, and shall have the meaning given to such term under the Privacy Rule and the Security Rule, including, but not limited to, 45 C.F.R. Section 160.103.
- e. **Data Aggregation** means the combining of Protected Information by the BA with the Protected Information received by the BA in its capacity as a BA of another CE, to permit data analyses that relate to the health care operations of the respective covered entities, and shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.
- f. **Designated Record Set** means a group of records maintained by or for a CE, and shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.
- g. Electronic Protected Health Information means Protected Health Information that is maintained in or transmitted by electronic media and shall have the meaning given to such term under HIPAA and the HIPAA Regulations, including, but not limited to, 45 C.F.R. Section 160.103. For the purposes of this Agreement, Electronic PHI includes all computerized data, as defined in California Civil Code Sections 1798.29 and 1798.82.
- h. Electronic Health Record means an electronic record of health-related information on an individual that is created, gathered, managed, and consulted by authorized health care clinicians and staff, and shall have the meaning given to such term under the HITECT Act, including, but not limited to, 42 U.S.C. Section 17921
- i. Health Care Operations means any of the following activities: i) conducting quality assessment and improvement activities; ii) reviewing the competence or qualifications of health care professionals; iii) underwriting, enrollment, premium rating, and other activities related to the creation, renewal, or replacement of a contract of health insurance or health benefits; iv) conducting or arranging for medical review, legal services, and auditing functions; v) business planning development; vi) business management and general administrative activities of the entity. This shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.
- j. Privacy Rule shall mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164, Subparts A and E.
- k. Protected Health Information or PHI means any information, including electronic PHI, whether oral or recorded in any form or medium: (i) that relates to the past, present or future physical or mental condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual; and (ii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual, and shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Sections 160.103

Appendix E San Francisco Department of Public Health Business Associate Agreement



- and 164.501. For the purposes of this Agreement, PHI includes all medical information and health insurance information as defined in California Civil Code Sections 56.05 and 1798.82.
- 1. Protected Information shall mean PHI provided by CE to BA or created, maintained, received or transmitted by BA on CE's behalf.
- m. Security Incident means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system, and shall have the meaning given to such term under the Security Rule, including, but not limited to, 45 C.F.R. Section 164.304.
- n. Security Rule shall mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164, Subparts A and C.
- o. Unsecured PHI means PHI that is not secured by a technology standard that renders PHI unusable, unreadable, or indecipherable to unauthorized individuals and is developed or endorsed by a standards developing organization that is accredited by the American National Standards Institute, and shall have the meaning given to such term under the HITECH Act and any guidance issued pursuant to such Act including, but not limited to, 42 U.S.C. Section 17932(h) and 45 C.F.R. Section 164.402.

2. Obligations of Business Associate.

- a. Permitted Uses. BA may use, access, and/or disclose PHI only for the purpose of performing BA's obligations for or on behalf of the City and as permitted or required under the Contract [MOU] and Agreement, or as required by law. Further, BA shall not use PHI in any manner that would constitute a violation of the Privacy Rule or the HITECH Act if so used by CE. However, BA may use Protected Information as necessary (i) for the proper management and administration of BA; (ii) to carry out the legal responsibilities of BA; (iii) as required by law; or (iv) for Data Aggregation purposes relating to the Health Care Operations of CE [45 C.F.R. Sections 164.502, 164.504(e)(2). and 164.504(e)(4)(i)].
- b. Permitted Disclosures. BA shall disclose Protected Information only for the purpose of performing BA's obligations for or on behalf of the City and as permitted or required under the Contract [MOU] and Agreement, or as required by law. BA shall not disclose Protected Information in any manner that would constitute a violation of the Privacy Rule or the HITECH Act if so disclosed by CE. However, BA may disclose Protected Information as necessary (i) for the proper management and administration of BA; (ii) to carry out the legal responsibilities of BA; (iii) as required by law; or (iv) for Data Aggregation purposes relating to the Health Care Operations of CE. If BA discloses Protected Information to a third party, BA must obtain, prior to making any such disclosure, (i) reasonable written assurances from such third party that such Protected Information will be held confidential as provided pursuant to this Agreement and used or disclosed only as required by law or for the purposes for which it was disclosed to such third party, and (ii) a written agreement from such third party to immediately notify BA of any breaches, security incidents, or unauthorized uses or disclosures of the Protected Information in accordance with paragraph 2. k. of the Agreement, to the extent it has obtained knowledge of such occurrences [42] U.S.C. Section 17932; 45 C.F.R. Section 164.504(e)]. BA may disclose PHI to a BA that is a subcontractor and may allow the subcontractor to create, receive, maintain, or transmit Protected Information on its behalf, if the BA obtains

Appendix E San Francisco Department of Public Health



Business Associate Agreement

satisfactory assurances, in accordance with 45 C.F.R. Section 164.504(e)(1), that the subcontractor will appropriately safeguard the information [45 C.F.R. Section 164.502(e)(1)(ii)].

c. Prohibited Uses and Disclosures. BA shall not use or disclose PHI other than as permitted or required by the Contract and Agreement, or as required by law. BA shall not use or disclose Protected Information for fundraising or marketing purposes. BA shall not disclose Protected Information to a health plan for payment or health care operations purposes if the patient has requested this special restriction, and has paid out of pocket in full for the health care item or service to which the PHI solely relates [42 U.S.C. Section 17935(a) and 45 C.F.R. Section 164.522(a)(1)(vi)]. BA shall not directly or indirectly receive remuneration in exchange for Protected Information, except with the prior written consent of CE and as permitted by the HITECH Act, 42 U.S.C. Section 17935(d)(2), and the HIPAA regulations, 45 C.F.R. Section 164.502(a)(5)(ii); however, this prohibition shall not affect payment by CE to BA for services provided pursuant to the Contract.

d. Appropriate Safeguards. BA shall take the appropriate security measures to protect the confidentiality, integrity and availability of PHI that it creates, receives, maintains, or transmits on behalf of the CE, and shall prevent any use or disclosure of PHI other than as permitted by the Contract or this Agreement, including, but not limited to, administrative, physical and technical safeguards in accordance with the Security Rule, including, but not limited to, 45 C.F.R. Sections 164.306, 164.308, 164.310, 164.312, 164.314 164.316, and 164.504(e)(2)(ii)(B). BA shall comply with the policies and procedures and documentation requirements of the Security Rule, including, but not limited to, 45 C.F.R. Section 164.316, and 42 U.S.C. Section 17931. BA is responsible for any civil penalties assessed due to an audit or investigation of BA, in accordance with 42 U.S.C. Section 17934(c).

e. Business Associate's Subcontractors and Agents. BA shall ensure that any agents and subcontractors that create, receive, maintain or transmit Protected Information on behalf of BA, agree in writing to the same restrictions and conditions that apply to BA with respect to such PHI and implement the safeguards required by paragraph 2.d. above with respect to Electronic PHI [45 C.F.R. Section 164.504(e)(2) through (e)(5); 45 C.F.R. Section 164.308(b)]. BA shall mitigate the effects of any such violation.

Accounting of Disclosures. Within ten (10) calendar days of a request by CE for an accounting of disclosures of Protected Information or upon any disclosure of Protected Information for which CE is required to account to an individual, BA and its agents and subcontractors shall make available to CE the information required to provide an accounting of disclosures to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.528, and the HITECH Act, including but not limited to 42 U.S.C. Section 17935 (c), as determined by CE. BA agrees to implement a process that allows for an accounting to be collected and maintained by BA and its agents and subcontractors for at least six (6) years prior to the request. However, accounting of disclosures from an Electronic Health Record for treatment, payment or health care operations purposes are required to be collected and maintained for only three (3) years prior to the request, and only to the extent that BA maintains an Electronic Health Record. At a minimum, the information collected and maintained shall include: (i) the date of disclosure; (ii) the name of the entity or person who received Protected Information and, if known, the address of the entity or person; (iii) a brief description of Protected Information disclosed; and

Appendix E San Francisco Department of Public Health



Business Associate Agreement

(iv) a brief statement of purpose of the disclosure that reasonably informs the individual of the basis for the disclosure, or a copy of the individual's authorization, or a copy of the written request for disclosure [45 C.F.R. 164.528(b)(2)]. If an individual or an individual's representative submits a request for an accounting directly to BA or its agents or subcontractors, BA shall forward the request to CE in writing within five (5) calendar days.

g. Access to Protected Information. BA shall make Protected Information maintained by BA or its agents or subcontractors in Designated Record Sets available to CE for inspection and copying within (5) days of request by CE to enable CE to fulfill its obligations under state law [Health and Safety Code Section 123110] and the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.524 [45 C.F.R. Section 164.504(e)(2)(ii)(E)]. If BA maintains Protected Information in electronic format, BA shall provide such information in electronic format as necessary to enable CE to fulfill its obligations under the HITECH Act and HIPAA Regulations, including, but not limited to, 42 U.S.C. Section 17935(e) and 45 C.F.R. 164.524.

h. Amendment of Protected Information. Within ten (10) days of a request by CE for an amendment of Protected Information or a record about an individual contained in a Designated Record Set, BA and its agents and subcontractors shall make such Protected Information available to CE for amendment and incorporate any such amendment or other documentation to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R Section 164.526. If an individual requests an amendment of Protected Information directly from BA or its agents or subcontractors, BA must notify CE in writing within five (5) days of the request and of any approval or denial of amendment of Protected Information maintained by BA or its agents or subcontractors [45 C.F.R. Section 164.504(e)(2)(ii)(F)].

i. Governmental Access to Records. BA shall make its internal practices, books and records relating to the use and disclosure of Protected Information available to CE and to the Secretary of the U.S. Department of Health and Human Services (the "Secretary") for purposes of determining BA's compliance with HIPAA [45 C.F.R. Section 164.504(e)(2)(ii)(I)]. BA shall provide CE a copy of any Protected Information and other documents and records that BA provides to the Secretary concurrently with providing such Protected Information to the Secretary.

j. Minimum Necessary. BA, its agents and subcontractors shall request, use and disclose only the minimum amount of Protected Information necessary to accomplish the intended purpose of such use, disclosure, or request. [42 U.S.C. Section 17935(b); 45 C.F.R. Section 164.514(d)]. BA understands and agrees that the definition of "minimum necessary" is in flux and shall keep itself informed of guidance issued by the Secretary with respect to what constitutes "minimum necessary" to accomplish the intended purpose in accordance with HIPAA and HIPAA Regulations.

k. Data Ownership. BA acknowledges that BA has no ownership rights with respect to the Protected Information.

1. Notification of Breach. BA shall notify CE within 5 calendar days of any breach of Protected Information; any use or disclosure of Protected Information not permitted by the Agreement; any Security Incident (except as otherwise provided below) related to Protected Information, and any use or disclosure of data in violation of any applicable federal or state laws by BA or its agents or subcontractors. The notification shall include, to the extent possible, the identification of each individual whose unsecured Protected Information has been,

Appendix E



San Francisco Department of Public Health Business Associate Agreement

or is reasonably believed by the BA to have been, accessed, acquired, used, or disclosed, as well as any other available information that CE is required to include in notification to the individual, the media, the Secretary, and any other entity under the Breach Notification Rule and any other applicable state or federal laws, including, but not limited, to 45 C.F.R. Section 164.404 through 45 C.F.R. Section 164.408, at the time of the notification required by this paragraph or promptly thereafter as information becomes available. BA shall take (i) prompt corrective action to cure any deficiencies and (ii) any action pertaining to unauthorized uses or disclosures required by applicable federal and state laws. [42 U.S.C. Section 17921; 42 U.S.C. Section 17932; 45 C.F.R. 164.410; 45 C.F.R. Section 164.504(e)(2)(ii)(C); 45 C.F.R. Section 164.308(b)]

m. Breach Pattern or Practice by Business Associate's Subcontractors and Agents. Pursuant to 42 U.S.C. Section 17934(b) and 45 C.F.R. Section 164.504(e)(1)(iii), if the BA knows of a pattern of activity or practice of a subcontractor or agent that constitutes a material breach or violation of the subcontractor or agent's obligations under the Contract or this Agreement, the BA must take reasonable steps to cure the breach or end the violation. If the steps are unsuccessful, the BA must terminate the contractual arrangement with its subcontractor or agent, if feasible. BA shall provide written notice to CE of any pattern of activity or practice of a subcontractor or agent that BA believes constitutes a material breach or violation of the subcontractor or agent's obligations under the Contract or this Agreement within five (5) calendar days of discovery and shall meet with CE to discuss and attempt to resolve the problem as one of the reasonable steps to cure the breach or end the violation.

3. Termination.

- a. Material Breach. A breach by BA of any provision of this Agreement, as determined by CE, shall constitute a material breach of the CONTRACT and this Agreement and shall provide grounds for immediate termination of the CONTRACT and this Agreement, any provision in the CONTRACT to the contrary notwithstanding. [45 C.F.R. Section 164.504(e)(2)(iii)].
- b. Judicial or Administrative Proceedings. CE may terminate the CONTRACT and this Agreement, effective immediately, if (i) BA is named as defendant in a criminal proceeding for a violation of HIPAA, the HITECH Act, the HIPAA Regulations or other security or privacy laws or (ii) a finding or stipulation that the BA has violated any standard or requirement of HIPAA, the HITECH Act, the HIPAA Regulations or other security or privacy laws is made in any administrative or civil proceeding in which the party has been joined.
- c. Effect of Termination. Upon termination of the CONTRACT and this Agreement for any reason, BA shall, at the option of CE, return or destroy all Protected Information that BA and its agents and subcontractors still maintain in any form, and shall retain no copies of such Protected Information. If return or destruction is not feasible, as determined by CE, BA shall continue to extend the protections and satisfy the obligations of Section 2 of this Agreement to such information, and limit further use and disclosure of such PHI to those purposes that make the return or destruction of the information infeasible [45 C.F.R. Section 164.504(e)(2)(ii)(J)]. If CE elects destruction of the PHI, BA shall certify in writing to CE that such PHI has been destroyed in accordance with the Secretary's guidance regarding proper destruction of PHI.

Appendix E San Filmicisco Department of Public Health



Business Associate Agreement

- d. Civil and Criminal Penalties. BA understands and agrees that it is subject to civil or criminal penalties applicable to BA for unauthorized use, access or disclosure or Protected Information in accordance with the HIPAA Regulations and the HITECH Act including, but not limited to, 42 U.S.C. 17934 (c).
- e. Disclaimer. CE makes no warranty or representation that compliance by BA with this Agreement, HIPAA, the HITECH Act, or the HIPAA Regulations or corresponding California law provisions will be adequate or satisfactory for BA's own purposes. BA is solely responsible for all decisions made by BA regarding the safeguarding of PHI.

4. Amendment to Comply with Law.

The parties acknowledge that state and federal laws relating to data security and privacy are rapidly evolving and that amendment of the CONTRACT or this Agreement may be required to provide for procedures to ensure compliance with such developments. The parties specifically agree to take such action as is necessary to implement the standards and requirements of HIPAA, the HITECH Act, the HIPAA regulations and other applicable state or federal laws relating to the security or confidentiality of PHI. The parties understand and agree that CE must receive satisfactory written assurance from BA that BA will adequately safeguard all Protected Information. Upon the request of either party, the other party agrees to promptly enter into negotiations concerning the terms of an amendment to this Agreement embodying written assurances consistent with the standards and requirements of HIPAA, the HITECH Act, the HIPAA regulations or other applicable state or federal laws. CE may terminate the Contract upon thirty (30) days written notice in the event (i) BA does not promptly enter into negotiations to amend the CONTRACT or this Agreement when requested by CE pursuant to this section or (ii) BA does not enter into an amendment to the Contract or this Agreement providing assurances regarding the safeguarding of PHI that CE, in its sole discretion, deems sufficient to satisfy the standards and requirements of applicable laws.

5. Reimbursement for Fines or Penalties.

In the event that CE pays a fine to a state or federal regulatory agency, and/or is assessed civil penalties or damages through private rights of action, based on an impermissible use or disclosure of PHI by BA or its subcontractors or agents, then BA shall reimburse CE in the amount of such fine or penalties or damages within thirty (30) calendar days.

Attachments (links)

- Privacy, Data Security, and Compliance Attestations located at https://www.sfdph.org/dph/files/HIPAAdocs/PDSCAttestations.pdf
- Data Trading Partner Request to Access SFDPH Systems and Notice of Authorizer located at https://www.sfdph.org/dph/files/HIPAAdocs/DTPAuthorization.pdf
- User Agreement for Confidentiality, Data Security and Electronic Signature Form located at
 - https://www.sfdph.org/dph/files/HIPAAdocs/2015Revisions/ConfSecElecSigAgr.pdf





Office of Compliance and Privacy Affairs San Francisco Department of Public Health 101 Grove Street, Room 330, San Francisco, CA 94102 Office email: compliance.privacy@sfdph.org

Office telephone: 415-554-2787 Confidential Privacy Hotline (Toll-Free): 1-855-729-6040 Confidential Compliance Hotline: 415-642-5790

Appendix F

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DEPARTMENT OF PUBLIC HEALTH CONTRACTOR FEE FOR SERVICE STATEMENT OF DELIVERABLES AND INVOICE

Appendix F

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DEPARTMENT OF PUBLIC HEALTH CONTRACTOR FEE FOR SERVICE STATEMENT OF DELIVERABLES AND INVOICE

Control Number INVOICE NUMBER: M39 14 Contractor: HealthRIGHT360 Ct.Blanekt No.: BPHM TBD User Cd Address: 1735 Mission St., San Francisco, CA 94103 Ct. PO No.: POHM TBD **CBHS** Tel. No.: (415) 746-1916 SA Grant - State CDCR ISMIP Fund Source: Fax No.: (415) Invoice Period : July 2014 Funding Term: 07/01/2014 - 06/30/2015 Final Invoice: (Check if Yes) ACE Control Number: PHP Division: Community Behavioral Health Services Remaining Total Contracted Delivered THIS PERIOD Delivered to Date % of TOTAL Deliverables Exhibit UDC Exhibit UDC Exhibit UDC Exhibit UDC Exhibit UDC Unduplicated Clients for Exhibit: *Unduplicated Counts for AIDS Use Only.

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Appendix F PAGE A

PAGE A Control Number INVOICE NUMBER: M40 Contractor: HealthRIGHT360 Ct.Blanekt No.: BPHM TBD User Cd Address: 1735 Mission St., San Francisco, CA 94103 Ct. PO No.: POHM TBD **CBHS** Tel. No.: (415) 746-1916 Fund Source: SA Grant - State CDCR ISMIP Fax No.: (415) Invoice Period: July 2014 Funding Term: 07/01/2014 - 06/30/2015 Final Invoice: (Check if Yes) PHP Division: Community Behavioral Health Services ACE Control Number: Remaining Total Contracted Delivered THIS PERIOD Delivered to Date % of TOTAL Deliverables Exhibit UDC Exhibit UDC Exhibit UDC Exhibit UDC Exhibit UDC **Unduplicated Clients for Exhibit:** *Unduplicated Counts for AIDS Use Only.
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Authorized Signatory

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Appendix F PAGE A

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B-11 Social Detox Residential PC# - 88062	3,357		<b> </b>		9 130.04		0.000		0.00% 機能	)	387.000		440,445.48	•	440,445.48
Res-50 SA-Res Free Standing Res Detox	11,856			200	\$ 67,35	\$ -	0,000		0.00%	11,	856,000		798,501.60	\$	798,501.60
B-12 Transgender Residential PC# - 3805TG-RES, 3806TD-RE Res-51 SA-Res Recov Long Term (over 30 days)					• 400.70					Š				_	
B-21 Representative Payee Program PC# - 88359	2,709				\$ 132.78		0,000		0.00%	J	709.000	9	359,701.02	\$	359,701.02
Anc-68 Ancelleary Svcs Case Mgmt	977				\$ 81.88	s -	0.000		0.00%		977.000	3	79,998.76	\$	79,996.76
B-8 CARE Lodester Residential PC# - 3805LC-RES	4 000				<b>*</b> 405.70				2000	<b></b>					
Res-51 SA-Res Recov Long Term (over 30 days) B-10 Satellite ONPD Residential PC# - 87067, 88077	1,863				\$ 105,72	<u>-</u>	. 0,000		0.00%	J	863,000 10 815	4	196,956.36	\$	196,956,36
Res-51 SA-Res Recov Long Term (over 30 days)	7,113				\$ 44.07	s -	0.000	T	0.00%	7,	113.000	Ĭ	313,469.91	\$	313,469.91
B-14 Women's Hope Residential PC# - 89102															•
Res-51 SA-Res Recov Long Term (over 30 days) B-15 Adult Outpatient Non-DMC PC# - 3820OP, 3820 OP	5,418				\$ 122.87	<u>s</u>	0.000		0.00%	5,	418,000		665,709.66	\$	665,709.66
Nonres-33 SA-Nonresdntl ODF Grp PC# - 3820OP	12,417				\$ 90,90	s -	0.000		0.00%	12,4	417.000		1,128,705.30		
Nonres-34 SA-Nonresdnii ODF ind PC# - 3820OP	1,651		<u> </u>		\$ 90.90	\$ -	0.000		0.00%	1.0	351,000		150,075.90	\$ .	1,278,781.20
B-19 Family Strength Outpetient PC# - 38731 Nonres-33 SA-Nonresdnti ODF Grp	2,176				\$ 62.68	\$ -	0.000		0.00%		176.000	å	136,391.68		
Nonres-34 SA-Nonresdntl ODF ind	824	<b>E</b> 16.00			\$ 62.68	\$ -	0.000		0.00%	4	24.000	Ä	51,648.32		
Anc-68 SA-Ancillary Svcs Case Mgmt	297				\$ 62.68	<u> </u>	0.000		0.00%	2	97.000	1	18,615.96	\$	206,655.96
B-16 African American Family Healing Outpatient PC# 87301 Nonres-33 SA-Non Residnti ODF Grp	3,182				\$ 84.47	\$ .	0.000		0.00%		82.000	s	268,783.54		
Nonres-34 SA-Non Residnti ODF Individual	615				\$ 84.47	\$ -	0.000		0.00%		15,000	]	51,949.05	\$	320,732.59
													•		
									222	<b> </b>		1			
. TOTAL	88,715		0.000	·			0.000		0.00%	88,7	15.000	] \$	7,916,852.72		
				_			Expenses T	o Date	% of Budget		ining Budget	l			
	Budget A	mount		\$ 7,0	16,974.00		\$ NOTES;		0.00%	\$	7,916,974.00	ł			
					OUNT DUE	\$	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	-							
1			, (For DPH Use	) Other A	t Recovery djustments										
			N	ET REIMBL	IRSEMENT[	<u> </u>						į			
certify that the information provided above is, to the bein accordance with the contract approved for services provided to the contract approved for services provided to the contract approved for services provided to the contract approved for services provided to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the contract approved to the con	t of my kno	wledge, c	omplete and a	accurate;	the amoun	t requested for reim	bursement is								
in accordance with the contract approved for services pu claims are maintained in our office at the address indicat	ovided und	er the pro	vision of that	contract.	Full justific	ation and backup re	cords for thos	se							
	eu.					Dates									
Signature:			<del></del>			Date:					<del></del>				
Title:				,											
Send to:		· 1		DPH Author	ization for Pa	yment	<del></del>					ı			
											-	l			
Community Programs Budget/ Invoice Analyst 1380 Howard St., 4th Floor												l			
San Francisco, CA 94103			-		Auth	orized Signatory		-	Dal	e		ı			

PAGE A Control Number INVOICE NUMBER : [ S05 14 Contractor: HealthRIGHT 360 Ct. Blanket: BPHM TBD User Cd Address: 1735 Mission St., San Francisco, CA 94103 Ct PO No.: POHM TBD **CBHS** Tel. No.: (415) 746-1916 Fund Source: General Fund Fax No.: (415) Invoice Period: July 2014 Funding Term: 07/01/2014 - 06/30/2015 Final Invoice: (Check if Yes) ACE Control Number: PHP Division: Community Behavioral Health Services Remaining Total Contracted Delivered THIS PERIOD Delivered to Date % of TOTAL Deliverables Exhibit UDC Exhibit UDC Exhibit UDC Exhibit UDC Exhibit UDC Unduplicated Clients for Exhibit: **在開始的** 相談的特別的 *Unduplicated Counts for AIDS Use Onl DELIVERABLES Program Name/Reptg. Unit Modality/Mode # - Svc Func (мн олу) Total Contracted PERIOD % of TOTAL Deliverables CLIENTS CLIENTS AMOUNT DUE CHENTS UOS LIENT Rate UOS CUENTS B-7 CARE Variable Length Residential PC# - 3834CV-RES Res-51 SA-Res Recov Long Term (Over 30 days) 2,540 88.21 0.000 0.009 2,540.000 224,053.40 B-5 CARE-MDSP Residential PC# - 3806CM-RES 1,863.000 Res-51 SA-Res Recov Long Term (Over 30 days) 1,863 196.76 0.000 0.00% 366,563,88 B-6 CARE DETOX Residential PC# - 3806CS-RSD 143.28 0.000 0.00% 218,358.72 Res-51 SA-Res Recov Long Term (Over 30 days) 1.524.00 TOTAL 5.927 0.000 0.000 0.00% 5,927.000 808.976.00 % of Budget | Remaining Budget **Expenses To Date Budget Amount** 00.000,808 0.00% 808,999.00 SUBTOTAL AMOUNT DUE Less: Initial Payment Recovery (For DPH Use) Other Adjustments NET REIMBURSEMENT I certify that the information provided above is, to the best of my knowledge, complete and accurate; the amount requested for reimbursement is in accordance with the contract approved for services provided under the provision of that contract. Full justification and backup records for those claims are maintained in our office at the address indicated. Signature: Date: Title: Send to: DPH Authorization for Payment Community Programs Budget/ invoice Analyst 1380 Howard St., 4th Floor San Francisco, CA 94103 Authorized Signatory Date

## DEPARTMENT OF PUBLIC HEALTH CONTRACTOR COST REIMBURSEMENT INVOICE

			Contro	ol Number		<b>-</b> 7					PA	AGE A
		L				١.	INVOICE I	NUMBER:	S08	3 JL	14	
Contractor: HealthRIGHT 360							Ct. Blanke	t No.: BPHM	TBD			
Address: 1735 Mission St., San Fra	ncisco, CA	A 94103		•		• .	Ct. PO No.	.: РОНМ	TBD		Us	er Cd
Tel. No.: (415) 746-1916					7		Fund Sour	ce:	General	Fund		
Fax No.; (415)	٠		CE	BHS			Invoice Per	riod:	July 2	014		
Funding Term: 07/01/2014 - 06/30/201	5		<u> </u>		_		Final Invoid	ce:			Check if Y	'es)
PHP Division: Community Behavioral I	Health Servi	ices					ACE Contro	ol Number:				
		TAL		VERED	,	VERED	I.	% OF		AINING		OF
Program/Exhibit	UOS	ACTED	UOS	PERIOD UDC	UOS	DATE UDC	uos	UDC	UOS	RABLES UDC	UOS	TAL UDC
B-18 Buprenorphine Medical Monitor												
NTP-44 Prog Rehab/Amb Detox	482	60					0%	0%	482	60	100%	100%
(other than Methadone)												
Unduplicated Counts for AIDS Use Only	<u> </u>	<u> </u>			L		<u>l</u>					
Onduplicated Counts for AIDS Ose Only	/· 				TEVE		T = 200		T		·	
Description			DI II	OGET		NSES PERIOD		PENSES DATE		OF GET		AINING ANCE
Total Salaries				5,321.00		ERIOD	\$	DATE	BOL	0.00%		5,321.00
Fringe Benefits				0,950.00			\$		<del> </del>	0.00%		0,950.00
Total Personnel Expenses				6,271.00		<del></del>	\$		<del> </del>	0.00%		6,271.00
Operating Expenses:			T	0,27 1.00	<del>                                     </del>		<del>                                     </del>		<del>}</del>	0.0078	Ψ <u>.</u>	0,21 1.00
Occupancy			\$		\$		\$		┼──	0.00%	¢	
Materials and Supplies			\$	71.00	\$		\$		<del> </del>	0.00%		71.00
General Operating			\$	95.00			\$		<del> </del>	0.00%		95.00
Staff Travel			\$	- 50.00	\$		\$	-		0.00%		90.00
Consultant/Subcontractor			\$		\$		\$		1	0.00%		<del></del> -
Other: Client Related			\$	-	\$		\$		<del> </del>	0.00%		
			\$		\$	-	\$	-		0.00%		
Total Operating Expenses			\$	166.00	\$		\$			0.00%		166.00
Capital Expenditures			\$		\$	-	\$	-		0.00%		-
TOTAL DIRECT EXPENSES					\$		\$	<u>-</u>		0.00%		6,437.00
Indirect Expenses				<del></del>	\$		\$		<u> </u>	0.00%		5,571.00
TOTAL EXPENSES			\$ 52	2,008.00	\$		\$		<u></u>	0.00%	\$ 52	2,008.00
Less: Initial Payment Recovery							NOTES:					
Other Adjustments (DPH use only)												
PENDUROPHENT												1
REIMBURSEMENT					\$							
certify that the information provided abo accordance with the contract approved fi claims are maintained in our office at the Signature:	or services address in	provided of dicated.										
												<del></del>
Printed Name:												
Title:							Phone:					<u> </u>
Send to:	-						DPH Auth	norization for Pa	avment			
Community Programs Budget/ Invoice Ai 1380 Howard St., 4th Floor San Francisco, CA 94103	nalyst				Λ.	thorized '			ayinolit.		Data	·
			L		AL	anorized :	Signatory	.,			Date	

Appendix F PAGE A

		Contro	ol Number	7		,					
•		L		1	INVOICE NUM	IBER :	S10 .	JL 1	4		
Contractor: HealthRIGHT 360			,		Ct. Blanket: Bf	РНМ	TBD			$\supset$	
Address: 1735 Mission St., San Francisco, CA 94103			2110	7	Ct PO No.: PO	НМ	TBD		User Cd		
Tel. No.: (415) 746-1916 Fax No.: (415)		Ci	BHS	]	Fund Source:		HSA FSET	WO - H	IMHSCCADM377		
					Invoice Period	:	July 2014			]	
Funding Term: 07/01/2014 - 06/30/2015					Final Invoice:				(Check if Yes)		
PHP Division: Community Behavioral Health Services					ACE Control N	umber:					
		Total Contracted Exhibit UDC	Exi	THIS PERIOD	Delivered t Exhibit t	JDC	% of TOT Exhibit U		Remaining Deliverables Exhibit UDC		
Unduplicated Clients for Exhibit:		亚。1925年11日,1925年11日	JANE WAR					<b>建</b>		<b>3</b>	
*Unduplicated Counts for AIDS Use Only.  DELIVERABLES		Delivered THIS			Deliver	ed	<del></del>		Remaining	_	
Program Name/Reptg. Unit	Total Contracted	PERIOD	Unit	AMOUNT DUE	to Da	e	% of TOT		Deliverables		
Modality/Mode # - Svc Func (MH Only)  B-1 Adult Residential PC# - 3805WR-RSD, 38062, 38342	UOS CLIENTS	UOS CLIENTS	Rate	AMOUNT DUE	uos	CLIENTS	UOS L	LIENT	UOS CLIEN		
Res-51 SA-Res Recov Long Term (over 30 days)	9,575		\$ 90.12	\$ -	. 0.000		0.00%		9,575.000	s	862,899.00
				ļ							
		7/2/4	<b></b>								
										2	
			ļ								
		74.50			<b>†</b>						
							3 13	<b>100</b>			
TOTAL	9,575	0.000			0.000		0.00%		9,575.000	4	
	Budget Amount	s	862,858.00		Expenses 1	o Date	% of Budy 0.00%		Remaining Budget 862,858.0		
	Dauget Amount		***************************************		NOTES:		0.0070	<u>′</u>	, 002,000.0	<b>i</b>	•
		SUBTOTAL Al Less: Initial Payme		\$ -	HSA Work Order	HMHMCCA	DM377 - \$850.	.106.00			
		(For DPH Use) Other /		\$ .	GF - WO CODB -						
I certify that the information provided above is, to the in accordance with the contract approved for service claims are maintained in our office at the address income.	es provided under t									•	
Signature:				Date:							
· Title:	·			•						•	
Send to:		DPH Auth	orization for F	Payment							
Community Programs Budget/ Invoice Analyst		· ·								1	
1380 Howard St., 4th Floor San Francisco, CA 94103			Autho	rized Signator	v			Date			•
Suit Handiddy Off Office			,,,,,,,,		,						

## DEPARTMENT OF PUBLIC HEALTH CONTRACTOR COST REIMBURSEMENT INVOICE

			Cont	rol Number					·		P	AGE A
							INVOICE N	IUMBER:	S11	SE	14	
Contractor: HealthRIGHT 360							Ct Blanket	No.: BPHM	TBD			
		•					Ot. Diamor	710 D. 11	1100		U	ser Cd
Address: 1735 Mission St., San Francis	co, CA 9	4103					Ct. PO No.	: POHM	TBD			
T-1 N- (44 E) 740 4040				٠					10.0			
Tel. No.: (41 5) 746-1916 Fax No.: (41 5)						-	Funding So	urce:	SA Gra	nt - Fed S	SAMHSA	SHOP
Fax No (410)							Invoice Per	iod:	Sente	mber 201	<u> </u>	
							##VOICE 1 C1	iou.	Oepie	mber 201	7	
Funding Term: 09/30/2014 - 09/29/2015							Final Invoic	e:	·		(Check if	Yes)
PHP Division: Community Behavioral Health	n Services	S					Ace Contro	Number:				
		TAL	DEI	IVERED	( DELL	VERED		OF		AINING	The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s	
		RACTED	1	PERIOD.		DATE		OTAL ·		RABLES		6 OF OTAL
Program/Exhibit	UOS	UDC	UOS	UDC	UOS	UDC	UOS	UDC	UOS	UDC	uos	UDC
B-20 SHOP PC#-85731 - HCSA03-14												
Nonres-33 SA-Nonresidntl ODF Grp	4,032	70	<b> </b>		<u> </u>	<u> </u>	0%	0%		70	100%	100%
Nonres-34 SA-Nonresidntl ODF Indv	1,131		<del> </del>	<del> </del>	<del> </del>	<del> </del>	0%	#DIV/0!	1,131	<u> </u>	100%	#DIV/0!
Unduplicated Counts for AIDS Use Only.	<u></u>		<u> </u>	L		<u> </u>	<u> </u>	<del></del>	<u>.                                    </u>	<u> </u>	<u> </u>	<u> </u>
,			Ι		EXP	NSES	EXP	NSES	%	OF	REM	IAINING
Description			BU	JDGET	THIS	PERIOD	TO	DATE	BUD	GET		ANCE
Total Salaries				85,784.00	\$		\$	-		0.00%		85,784.00
Fringe Benefits				57,593.00	\$		\$	-		0.00%		57,593.00
Total Personnel Expenses			\$ 2	43,377.00	\$		\$			0.00%	\$ 2	43,377.00
Operating Expenses:												
Occupancy			\$	36,138.00	\$	-	\$			0.00%	\$	36,138.00
Material and Supplies			\$	2,450.00	\$	-	\$	-		0.00%	\$	2,450.00
General Operating			\$	2,742.00	\$		\$	_		0.00%		2,742.00
Staff Travel		<u></u>	\$	980.00	\$		\$					980.00
Consultant/ Subcontractor			\$		\$	-	\$		ļ	0.00%		
Other: Client Transportation, Food'			\$	3,211.00	\$		\$	-	<u> </u>	0.00%		3,211.00
			\$		\$		\$		<b> </b>			
			\$		\$	-	\$		<del> </del> -	0.00%		
			\$		<del>p</del>		\$			0.00%	<u> </u>	
Total Operating Expenses			\$	45,521.00	\$	-	\$			0.00%	\$	45,521.00
Capital Expenditures			\$	-	\$	-	\$	-		0.00%		-
TOTAL DIRECT EXPENSES				88,898.00		-	\$	-	-	0.00%		88,898.00
Indirect Expenses			\$	34,667.00		-	\$	-	i .	0.00%		34,667.00
TOTAL EXPENSES				23,565.00	\$	-	\$	_		0.00%		23,565.00
Less: Initial Payment Recovery					<del>-                                    </del>		NOTES:		<del></del>		<del></del>	
Other Adjustments (DPH use only)					<del></del>							•
												ŀ
REIMBURSEMENT					\$	-						
certify that the information provided above is accordance with the contract approved for se claims are maintained in our office at the add Signature:	rvices pro ress indic	vided und ated.	der the p	rovision of t								
•							_					
Title:							Phone: _		·			
Send to:				<del></del>			DPH Auth	orization for F	Payment			
		į								•		}
Community Programs Budget/ Invoice Ana	alyst		į									ŀ
1380 Howard St 4th Floor		ļ	Į									. }
San Francisco CA 94103		i			· A	hadead 6	Nenote = :		_		D-4-	
•					Au	HORIZEG S	Signatory				Date	

## DEPARTMENT OF PUBLIC HEALTH CONTRACTOR COST REIMBURSEMENT INVOICE

			Contr	rol Number					·		PA	NGE A
	ſ					]	INVOICE N	NUMBER:	S12	ОС	14	
Contractor: HealthRIGHT360							Ct. Blanket	No.: BPHM	TBD			
								•			Us	er Cd
Address: 1735 Mission St., San Francisco,	CA 9410	3 ·					Ct. PO No.	: POHM	TBD			
Tel. No.: (415) 746-1916 Fax No.: (415)							Funding So	ource:	Grant -	Fed DOJ	Second	Chance
1 ax 140 (+10)				٠			Invoice Per	iod:	Octob	er 2014		
Funding Term: 10/01/2014 - 04/30/2015	•						Final Invoice	e:		(1	Check if \	(es)
PHP Division: Community Behavioral Health Se	rvices						Ace Contro	l Number:				
	TOT			IVERED	DELIV		9	6 OF	REMA	INING	9/	oF
D 14.4	CONTRA			PERIOD	TOL			OTAL		RABLES		DTAL
Program/Exhibit	UOS	UDC	uos	UDC	UOS	UDC	UOS	UDC	uos	UDC	UOS	UDC
B-22 Second Chances PC# - 3835SC-ANS - I Anc-68 SA-Ancillary Svcs Case Mgmt	4,601	86		<del> </del>		<del> </del>	. 0%	0%	4,601	86	100%	100%
Allo do CATATORIAN OVOS GASE MIGHA	1,001		<u> </u>				1		1,001		10070	10070
Unduplicated Counts for AIDS Use Only.												·
Description			Ri	JDGET	EXPE THIS P		1	ENSES DATE		OF GET		AINING ANCE
Total Salaries				10,974.00	\$'	-	\$		1 000	0.00%		0,974.00
Fringe Benefits				34,402.00	\$		\$		<del> </del>	0.00%		34,402.00
Total Personnel Expenses		<del></del>		45,376.00			\$		<del> </del>	0.00%		5,376.00
Operating Expenses:			1	10,070.00	<u> </u>				<del>                                     </del>	0.0070	<u> </u>	0,0,0,00
Occupancy			\$	11,315.00	\$		\$.		<del> </del>	0.00%	\$ 1	1,315.00
Material and Supplies			\$		\$		\$		<del> </del>	0.00%		547.00
General Operating	<del></del> :		\$	2,923.00	\$		\$	-	<b> </b>	0.00%		2,923.00
Staff Travel					\$	-	\$	_		0.00%		0,518.00
Consultant/ Subcontractor				60,002.00	\$	-	\$			0.00%		0,002.00
Other: Client Expenses, Evaluation Incenti	ves			16,589.00	\$	-	\$	-		0.00%		6,589.00
		•	\$	-	\$	-	\$			0.00%	\$	-
			\$ .	-	\$	-	\$			0.00%		
			\$	-	\$	-	\$		-	0.00%	\$	
Total Operating Expenses			\$ 10	01,894.00	\$		\$	-		0.00%	\$ 10	1,894.00
Capital Expenditures			\$	-	\$		\$	-	T	0.00%		-
TOTAL DIRECT EXPENSES		-	\$ 2	47,270.00	\$	-	\$	-		0.00%		7,270.00
Indirect Expenses			\$		\$	-	\$	-		0.00%		9,671.00
TOTAL EXPENSES			\$ 2	76,941.00	\$	-	\$	-		0.00%	\$ 27	6,941.00
Less: Initial Payment Recovery							NOTES:					
Other Adjustments (DPH use only)												
					_				٠.			
REIMBURSEMENT	<del></del>				\$	•		<del></del>				
I certify that the information provided above is, to	the best o	f my kno	wledge,	complete an	d accurate	e; the an	nount reques	ted for reimbu	rsement is	in	•	
accordance with the contract approved for service	es provide	d under i	he provi	sion of that o	ontract. I	-ull justif	ication and I	ackup records	s for those			
claims are maintained in our office at the address	indicated.	•										
Signature:							Date:					
Printed Name:											•	
Title:							Phone:					
Send to:						-	DPH Auth	norization for F	ayment			
												- 1
Community Programs Budget/ Invoice Analy	⁄st	j										
1380 Howard St 4th Floor									•			
San Francisco CA 94103												
				L	Aut	norized S	Signatory				Date	· .

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•			Contro	ol Number	¬						
						INVOICE NU	MBER:	S28 JL	14	]	
Contractor: HealthRIGHT360						Ct.Blanket No	.: BPHM	TBD			
Address: 1735 Mission St., San Francisco, CA 94	103			_		Ct. PO No.: I	РОНМ	TBD	User Cd		
		СВ	HS			Fund Source:		APD CJ Realignm	nent (AB109) Work Order	7	
Tel. No.: (415) 746-1916 Fax No.: (415)		L		j		Invoice Period	i:	July 2014		_	
Funding Term : 07/01/2014 - 06/30/2015			,		i	Final Invoice:			(Check if Yes)	]	
PHP Division: Community Behavioral Health Serv	ices				,	ACE Control I	Number:			N _e	
HMHSCCADM367		Total Co	ntracted	Delivere	ed THIS PERIOD	Delivered	to Date	% of TOTAL	Remaining Deliverables	]	
Unduplicated Clients for Exhib	t:	Exhibi	UDC	E:	xhibit UDC	Exhibit	UDC	Exhibit UDC	Exhibit UDC	122	•
*Unduplicated Counts for AIDS Use Only.								•		-	
DELIVERABLES Program Name/Reptg, Unit	Total Contracted	Delivere PER		Unit		Delive to Da		% of TOTAL	Remaining Deliverables	1	
Modality/Mode # - Svc Func (мн Оліу)	UOS CLIENTS	uos	CLIENTS	Rate .	AMOUNT DUE		CLIENTS			1	
B-3 AB109 Residential PC# - 87342 - HMHS109CMG	6020a05050				ļ						
Res-51 SA-Res Recov Long Term (over 30 day)	8,213			\$ 94.93	<u> </u>	0.000		0.00%	8,213.000	\$	779,660.09
B-4 AB109 ONPD Residential PC# - 86077	6,805				ł					<b>.</b>	
Res-51 SA-Res Recov Long Term (over 30 day)	6,805	]		\$ 41.17	\$ <u> </u>	0.000		0.00%	6,805.000	\$	280,161.85
						<del> </del>		250		i	
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~			THE RESERVE			<del> </del>				d	
						f					
	200					1				1	
TOTAL	15,018	0.000				0.000		0.00%	15,018.000	1	
·		:				Expenses	To Date	% of Budget	Remaining Budget	 \$	1,059,821.94
	Budget Amount	l	\$ 1,	059,815.00		\$	-	0.00%	\$ 1,059,815.00	1	
		SUE	STOTAL AN	OUNT DUE	s -	NOTES:				l	
		Less: Ini	tial Paymer	nt Recovery		1				i	
•				djustments URSEMENT	\$ -		<u> </u>		<u> </u>		
I certify that the information provided above is, t in accordance with the contract approved for se claims are maintained in our office at the address	rvices provided und								٠.	,	
Signature:					Date:						
Title:											
Send to:	· ·		DPH Autho	rization for P	avment		<u> </u>			l	
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Community Program Budget/ Invoice Analyst										l	
1380 Howard St., 4th Floor				A - 44			٠.	D-4		i	
San Francisco, CA 94103			g _i	Author	rized Signatory	•		Date	8	i	

DEPARTMENT OF PUBLIC HEALTH CONTRACTOR COST REIMBURSEMENT INVOICE

Appendix F PAGE A

			Contr	ol Number		٦					•	NO,E N
		L				ل	INVOICE	NUMBER:	S30	JL	14	
Contractor: HealthRIGHT 360			•				Ct. Blank	et No.: BPHM	TBD			
Address: 1735 Mission St., San Francis	CA Q	<i>1</i> 103)	lo.: POHM	TBD		L	lser Cd
Address. 1700 Wission St., San Francis	, CA 3	4103		•			Ci. PO N	io.: POHIVI	IBD			
Tel. No.: (415 Tel. No.: (415) 746-1910 Fax No.: (415 Fax No.: (415)	3						Fund Sou	urce:	APD CJ	Realignm	ent (AB109) Work Order
,							Invoice P	Period:	July 20	013		
Funding Term: 07/01/2014 - 06/30/2015		. ••					Final Invo	oice:			(Check if	Yes)
PHP Division: Community Behavioral Health	Services						ACE Con	trol Number:				
	TO	TAL	DEL	IVERED	DELI	VERED		% OF	REM/	INING	I	% OF
	CONTR	RACTED		PERIOD		DATE		TOTAL		RABLES		OTAL
Program/Exhibit B-3 AB109 Reentry Pod Counseling - HMI	UOS		UOS	UDC	uos	UDC	UOS	UDC	uos	UDC	uos	UDC
Anc-68 SA-Ancillary Svcs Case Mgmt	920	16		 	 	┼	0%	0%	920	16	100%	100%
Allo-oc on Allomary Oves Case maint	<u> </u>			 	1	 	1 0,0	- 07	020	10	10078	10076
Unduplicated Counts for AIDS Use Only.			·				<u>'</u>		<u> </u>			
Description			Bu	DGET		NSES PERIOD		(PENSES O DATE		OF. GET		MAINING LANCE
Total Salaries				35,000.00	\$	-ERIOD	 s 	O DATE	BUL	0.00%		35,000.00
Fringe Benefits				10,850.00		 -	\$		 -	0.00%		10,850.00
Total Personnel Expenses				45,850.00			\$	·	 	0.00%	_	45,850.00
Operating Expenses:			 	10,000.00	 		 * 		 	0.0070		40,000.00
Occupancy			\$		\$	-	\$			0.00%	\$	· .
Materials and Supplies			\$		\$		\$	_		0.00%		
General Operating			\$		\$	_	\$		 	0.00%		-
Staff Travel		•	\$		\$		\$			0.00%		
Consultant/Subcontractor			\$	-	\$	-	\$	-		0.00%		_
Other: Client Food Supplies/ Incentives			\$		\$		\$			0.00%		
License			\$		\$		\$	-		0.00%		
			<u> </u>		<u> </u>		-			0.000/		
Total Operating Expenses			\$		\$		\$		 	0.00%		<u>-</u> -
Capital Expenditures				4E 0EÒ 00	7			-		0.00%		45.050.00
TOTAL DIRECT EXPENSES			\$ 4	45,850.00 5,502.00	\$		\$			0.00%		45,850.00
Indirect Expenses								-		0.00%		5,502.00
TOTAL EXPENSES			\$;	51,352.00	\$		\$	-	<u> </u>	0.00%	\$	51,352.00
Less: Initial Payment Recovery							NOTES:					
Other Adjustments (DPH use only)					ļ							
REIMBURSEMENT					\$		İ					
certify that the information provided above is accordance with the contract approved for ser claims are maintained in our office at the address Signature:	vices provess indica	vided unde ated.	er the pro	vision of tha								
Printed Name:	-			,	ı		-	· <u>" "</u>				
Title:					•		Phone:				•	
Pondito:							DDLI	Authorization fo	r Daymont			
Send to:					٠		UPA	AULIUIIZALIUII 10	rayment			1
Community Programs Budget/ Invoice Analyst												
380 Howard St., 4th Floor		l	ļ									1
San Francisco, CA 94103	-]		,								
					Au	horized S	ignatory				Date	
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DEPARTMENT OF PUBLIC HEALTH CONTRACTOR COST REIMBURSEMENT INVOICE

Appendix F PAGE A

•		г	Con	trol Number		7	INVOICE N	IIMPED.	S34		-14	
		L					INVOICE	UMBER:	534	‡ JL	14	
Contractor: HealthRIGHT360							Ct. Blanket	No.: BPHM	TBD			
Address: 1735 Mission St., San Franc	cisco, CA 94103	3					Ct. PO No.:	РОНМ	TBD		<u>U</u> !	ser Cd
Tel. No.: (41 5) 746-1916					7		Funding So	urce:	SA Work	Order - C	DEWD	
Fax No.: (415)	•		C	BHS]		Invoice Peri	od:	July 20	14		
Funding Term: 07/01/2014 - 06/30/2015							Final Invoice				Check if	Vos)
PHP Division: Community Behavioral Hea	Ith Services						Ace Control	Number:	ER CONTRACTOR OF STATE			
	TOTAL CONTRAC			LIVERED S PERIOD		VERED DATE		OF OTAL	REMA			6 OF
Program/Exhibit	UOS	UDC	UOS	UDC	uos	TUDC	uos	UDC	UOS	UDC	UOS	DTAL UDC
B-23 IPO healthy Changes - HMHSMY		<u> </u>	1	 	1	+			1	1-000	000	
SecPrev-19 SA-Sec Prev Outreach	2,829	25				1	0%	0%	2,829	25	100%	100%
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Unduplicated Counts for AIDS Use Only.				<u> </u>		<u></u>	L	<u></u>		<u> </u>		<u> </u>
Description			В	JDGET		NSES PERIOD		ENSES DATE	% (BUD			AIN!NG ANCE
Total Salaries			\$	88,000.00	\$		\$			0.00%	\$ 8	38,000.00
Fringe Benefits			\$	27,280.00	\$		\$	·		0.00%	\$ 2	27,280.00
Total Personnel Expenses			\$	15,280.00	\$	-	\$			0.00%	\$ 11	15,280.00
Operating Expenses:					T		1					
Occupancy			\$	17,137.00	\$	-	\$			0.00%	\$ 1	7,137.00
Materials and Supplies			\$.	1,047.00	\$		\$			0.00%		1,047.00
General Operating			\$	191.00	\$	-	\$			0.00%	\$	191.00
Staff Travel	•		\$	273.00	\$		\$	-		0.00%	\$	273.00
Consultant/Subcontractor			\$		\$		\$			0.00%	\$	-
Other:			\$		\$.	-	\$			0.00%	\$	•
			\$		\$		\$	<u>-</u>		0.00%	\$	-
			\$		\$		\$			0.00%	\$	
			\$	-	\$		\$		<u> </u>	0.00%	\$	
Total Operating Expenses			\$	18,648.00	\$		\$			0.00%		8,648.00
Capital Expenditures			\$	-	\$		\$		 	0.00%		
TOTAL DIRECT EXPENSES					\$		\$			0.00%		3,928.00
Indirect Expenses				16,072.00			\$		<u> </u>	0.00%		6,072.00
TOTAL EXPENSES		لــــــــــــــــــــــــــــــــــــــ	\$ 1	50,000.00	\$	-	\$		<u> </u>	0.00%	\$ 15	0,000.00
Less: Initial Payment Recovery		 -					NOTES:					ì
Other Adjustments (DPH use only)												1
REIMBURSEMENT					\$		•					
certify that the information provided above accordance with the contract approved for so- laims are maintained in our office at the ad Signature:	ervices provided											
Printed Name:												
- Title:				<u> </u>			Phone:					
end to: Community Program Budget/ Invoice Analys	·						DPH Aut	horization for F	ayment			
380 Howard St., 4th Floor an Francisco, CA 94103	••	}										Ì
					Αι	thorized	Signatory				Date	

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Appendix J

THE DECLARATION OF COMPLIANCE

Each Fiscal Year, CONTRACTOR attests with a Declaration of Compliance that each program site has an Administrative Binder that contains all of the forms, policies, statements, and documentation required by Community Behavioral Health Services (CBHS). The Declaration of Compliance also lists requirements for site postings of public and client information, and client chart compliance if client charts are maintained. CONTRACTOR understands that the Community Programs Business Office of Contract Compliance may visit a program site at any time to ensure compliance with all items of the Declaration of Compliance.

ACORD ™ CERT., ICATE OF LIABILITY INSURANCE

Date (MM/DD/YR) 6/29/15

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s) PRODUCER CONTACT **Shelaine Gonsalves** NAME Heffeman Insurance Brokers PHONE 925-934-8500 1350 Carlback Avenue 925-934-8278 (A/C.No.Ext) Walnut Creek, CA 94596 **EMAIL** ShelaineG@heffins.com ADDRESS: CA License #0564249 INSURERS AFFORDING COVERAGE NAIC# INSURED 11150 Arch Insurance Company INSURER B: HealthRIGHT360 Berkshire Hathaway Homestate Ins. Co. 10855 INSURER C: Travelers Casualty and Surety Co. of America 19038 1735 Mission Street INSURER D: Great American Assurance Company 39896 San Francisco, CA 94103 INSURER E: INSURER F: COVERAGES **CERTIFICATE NUMBER: REVISION NUMBER:** THIS IS TO CERTIFY THAT POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, 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 POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. TYPE OF INSURANCE POLICY NUMBER LIMITS LTR INSR WVD (MM/DD/YYYY) (MM/DD/YYYY) Α GENERAL L LIABILITY EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED COMMERCIAL GENERAL LIABILITY 07/01/15 NTPKG0068204 07/01/16 \$1,000,000 x PREMISES (Ea occurrence) CLAIMS-MADE X OCCUR MED EXP (Any one person) 10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 GEN'L. AGGREGATE LIMIT APPLIES PER \$3,000,000 PRODUCTS - COMP/OP AGG PROJECT X LOC POLICY COMBINED SINGLE LIMIT AUTOMOBILE LIABILITY \$1,000,000 (Ea accident) ANY AUTO 07/01/15 NTAUT0026004 07/01/16 BODILY INJURY (Per person) \$ SCHEDULED ALL OWNED AUTOS **BODILY INJURY (Per accident)** \$ AUTOS NON-OWNED PROPERTY DAMAGE HIRED AUTOS x \$ AUTOS (Per accident) \$ UMBRELLA LIAB х OCCUR NTUMB0032604 07/01/15 07/01/16 EACH OCCURRENCE \$3,000,000 EXCESS LIAB CLAIMS-MADE AGGREGATE \$3,000,000 Α DED RETENTION X WC STATU-TORY LIMITS OTHER AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE/ E.L. EACH ACCIDENT 1,000,000 HEWC601810 07/01/16 В N/A 07/01/15 OFFICER/MEMBER EXCLUDED? E.L. DISEASE - EA EMPLOYEE 1,000,000 (Mandatory in N.H.) If yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - POLICY LIMIT 1,000,000 NTPKG0068204 07/01/15 07/01/16 Each claim/aggregate Professional Liability \$1mm/\$3mm 07/01/15 NTUMB0032604 07/01/16 Each claim/aggregate Excess Professional Liability \$3mm/\$3mm \$10,000,000 Α C 105642284 07/01/15 07/01/16 Crime Limit SAA024161703 D **Excess Crime** 07/01/15 07/01/16 \$13,000,000 Limit Sexual Misconduct NTPKG0068204 07/01/15 07/01/16 \$2mm/\$2mm Each claim/aggregate DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Re: As Per Contract or Agreement on File with Insured. City & County of San Francisco and Community Behaviour Abuse Services are included as an additional insured (and primary) on General Liability policy per the attached endorsement, if CERTIFICATE HOLDER CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE City & County of San Francisco POLICY PROVISIONS Community Substance Abuse Services AUTHORIZED REPRESENTATIVE 1380 Howard Street, Rm. #400 San Francisco, CA 94103

Policy Number: NTPKG00682... Named Insured: HealthRIGHT360

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

ame of Additional Insured Person(s) or Organization(s)	<u> </u>
ity & County of San Francisco and Community Behaviour Abuse Services	
,	
	,
formation required to complete this Schedule, if not shown above, will be shown in the Declarations.	

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- **B.** In connection with your premises owned by or rented to you.

Policy Number: NTPKG006 4

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

SOCIAL SERVICES PREMIER GENERAL LIABILITY ENHANCEMENT ENDORSEMENT

It is understood and agreed that the following extensions only apply in the event that no other specific coverage for the indicated loss exposures are provided under this policy. If such specific coverage applies, the terms, conditions, and limits of that coverage are the sole and exclusive coverage applicable under this policy.

Throughout this endorsement the words "you" and "your" refer to the "Named Insured" shown in the Declarations. The words "we", "us", and "our" refer to the "Company" providing this insurance.

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

The following is a summary of the Limits of Insurance and Additional Coverage provided by this endorsement. For complete details on specific coverage's, consult the policy contract wording.

- A) Medical Payment Limit increased to \$20,000
- B) Supplementary Payments Bail bonds increased to \$3,000 / Loss of Earnings increased to \$1,000 each day
- C) Damage to Premises Rented to You Fire, Lightning, Explosion, Smoke and Leaks from Fire Protective Sprinklers limit increased to \$1,000,000
- D) Broadened definition of Who is an Insured
- E) Knowledge or Notice of Occurrence
- F) Broadened definition of Advertising Injury includes televised, videotaped, or internet-based publication
- G) Amended definition of Bodily Injury to include mental anguish
- H) Amended Unintentional Failure to Disclose Hazards
- Amended Liberalization Clause
- J) Property Damage Removal of exclusion for "Property Damage" resulting from the use of reasonable force to protect persons or property
- K) Premises Sold or Abandoned by You
- L) Added Blanket Additional Insured Funding sources
- M) Added Blanket Additional Insured Managers or lessors of premises
- N) Additional Insured By Contract, Agreement or Permit
- O) General Aggregate Limit Per Location
- P) Blanket Special Events and Fund Raising Events Coverage
- Q) Non-Owned Watercraft Coverage Length is increased to 65 feet
- R) Blanket Waiver of Subrogation
- S) Waiver of Immunity
- T) Violation of Rights of Residents Coverage (Patient's Rights)
- U) Liquor Liability Exception to Exclusion
- V) Employee Criminal Defense Coverage \$25,000 limit

A) MEDICAL PAYMENTS

If Medical Payments Coverage (Coverage C) is not otherwise excluded from this Coverage Part;

- The Medical Expense Limit is increased, subject to all the terms of Limits of Insurance (Section III) to \$20,000
- 2) The requirement in the Insuring Agreement of Coverage C, that expenses must be incurred and reported to us within "one year" of the accident date is changed to "three years."

B) SUPPLEMENTARY PAYMENTS

Coverage A. and B. provisions:

- 1) The limit for the cost of bail bonds is changed from \$250 to \$3,000.
- 2) The limit for loss of earnings is changed from \$250 per day to \$1,000 per day.

C) DAMAGE TO PREMISES RENTED TO YOU

If damage by fire to premises rented to you is not otherwise excluded from this Coverage Part, the word "fire" and the words "fire insurance" are changed to "fire, lightning, explosion, smoke, or leakage from fire protective sprinklers" where it appears in:

- 1) The last paragraph of Section I Coverages, Coverage A Bodily Injury And Property Damage Liability, subsection 2. Exclusions;
- 2) Section III Limits Of Insurance, paragraph 6.;
- 3) Section V Definitions, paragraph 9.a.
- Section IV Commercial General Liability Conditions, subsection 4. Other Insurance. paragraph b. Excess Insurance

The Damage to Premises Rented to You Limit section of the Declarations is amended to \$1,000,000.

This is the most we will pay for all damage proximately caused by the same event, whether such damage results from fire, lightning, explosion, smoke or leakage from fire protective sprinklers or any combination thereof.

D) WHO IS AN INSURED

Paragraph 2. of Section II - Who Is An Insured is deleted and replaced by the following:

Each of the following is also an insured: but only while working within the scope of their duties for the insured:

a.

- (i) "Employees";
- (ii) "Volunteer Workers":
- (iii) Independent Contractors

However, no "employees", "volunteer workers" or independent contractors are insureds for:

- (1) "Bodily injury" or "personal and advertising injury":
 - (a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are al limited liability company), to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business. or to your other "volunteer workers" while performing duties related to the conduct of your
 - (b) To the spouse, child, parent, brother or sister of that co-"employee" or "volunteer worker" as a consequence of Paragraph (1)(a) above;
 - (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraphs (1)(a) or (b) above; or
 - (d) Arising out of his or her providing or falling to provide professional health care services.
- (2) "Property damage" to property:
 - (a) Owned, occupied or used by,
 - (b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by you, any of your "employees", "volunteer workers", any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).
- Medical directors and administrators, including professional persons, are also insureds;
- c. If you are an organization other than a partnership or joint venture, your managers and supervisors are also insureds;
- d. If you are a limited liability company your members are insureds, but only with respect to their duties related to the conduct of your business;
- e. Any organization and subsidiary thereof which you control and actively manage on the effective date of this endorsement;

- f. Any person or organization that has financial control of you or owns, maintains or controls premises occupied by you and requires you to name them as an additional insured but only with respect to their liability arising out of:
 - (1) Their financial control of you; or
 - (2) Premises they own maintain or control while you lease or occupy these premises.

This insurance does not apply to structural alterations, new construction and demolition operations performed by or for that person or organization.

g. Any state or political subdivision subject to the following provision:

This insurance applies only with respect to the following hazards for which the state or political subdivision has issued a permit in connection with premises you own, rent, or control and to which this insurance applies:

- (1) The existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners, or decorations and similar exposures; or
- (2) The construction, erection, or removal of elevators; or
- (3) The ownership, maintenance, or use of any elevators covered by this insurance.

However, the insurance afforded for any organization and subsidiary thereof not named in the Declarations as a Named Insured, does not apply to injury or damage with respect to which an insured under this endorsement is also an insured under another policy, or would be an insured under such policy but for its termination or the exhaustion of its limits of insurance.

- h. Students in training, but not for "bodily injury" or "property damage" arising out of his or her rendering or failure to render professional services to patients;
- Your members but only with respect to their liability for your activities or activities they perform on your behalf;
- Your trustees or members of the board of governors while acting within the scope of their duties as such on your behalf;
- k. Any entity you are required in a written contract (hereinafter called Additional Insured) to name as an insured is an insured but only with respect to liability arising out of your premises, "your work" for the Additional Insured, or acts or omissions of the Additional Insured in connection with the general supervision of "your work" to the extent set forth below:

Insurance does not apply to "bodily injury," "property damage" or "personal and advertising injury" arising out of the rendering or failure to render any professional services by or for you, including but not limited to:

- (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, or drawings and specifications; and
- (2) Supervisors, inspection, or engineering services.

Any coverage provided under this provision shall be excess over any other valid and collectible insurance available to the Additional Insured(s) whether primary, excess, contingent or on any other basis unless a contract specifically requires that this insurance be primary or you request that it apply on a primary basis.

Paragraph 3a. of Section II - Who Is An Insured is deleted and replaced by the following:

- a. Coverage under this provision is, subject to (1) and (2) below:
 - (1) Effective on the acquisition or formation date; and
 - (2) Afforded only until the end of the policy period.

E) KNOWLEDGE OR NOTICE OF OCCURRENCE

1) As respects any loss reporting requirements under this policy, it is understood and agreed that knowledge of an "occurrence" by an agent, servant or employee of yours or any other person shall not in itself constitute knowledge by you, unless a corporate officer of yours shall have received notice from said agent, servant, employee or any other person.

2) Your failure to give first report of an "occurrence" to us shall not invalidate coverage under this policy if the loss was inadvertently reported to another insurer. However, you shall report any such "occurrence" to us within a reasonable time once you become aware of such error.

F) ADVERTISING INJURY - TELEVISED, VIDEOTAPED, OR INTERNET-BASED PUBLICATION

- The definition of "Personal and Advertising Injury" item 14. is changed to read: "Personal and Advertising Injury" means injury arising out of one or more of the following offenses:
 - Oral, written, televised, videotaped, or internet-based publication of material that slanders or libels a person or organization or disparages a person's or organization's goods, products, or services;
 - e) Oral, written, televised, videotaped, or internet-based publication of material that violates a person's right of privacy;
 - f) Misappropriation of advertising ideas or style of doing business; or
 - g) Infringement of copyright, title, or slogan.
- Exclusions b. and c. of Coverage B., Personal and Advertising Injury Liability, are changed to read:
 - a) (2) Arising out of oral, written, televised, videotaped, or internet-based publication of material, if done by or at the direction of the insured with knowledge of its falsity;
 - b) (3) Arising out of oral, written, televised, videotaped, or internet-based publication of material whose first publication took place before the beginning of the policy period.

G) BODILY INJURY - MENTAL ANGUISH

The definition of "bodity injury" is changed to read: "Bodity injury":

- a) Bodily injury, sickness, or disease sustained by a person, and includes mental anguish resulting from any of these; and
- Except for mental anguish, includes death resulting from the foregoing (item a. above) at any time.

H) UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS

It is agreed that, based on our reliance on your representations as to existing hazards, if you should unintentionally fail to disclose all such hazards prior to the beginning of the policy period of this Coverage Part, we shall not deny coverage under this Coverage Part because of such failure.

I) LIBERALIZATION

If we adopt a change in our forms or rules which would broaden your coverage without an additional premium charge, your policy will automatically provide the additional coverage(s) as of the date the revision is effective in your state.

J) EXTENDED 'PROPERTY DAMAGE"

SECTION I - COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE 2. Exclusions a. is deleted and replaced by the following:

1) Expected or Intended Injury;
"Bodily injury" or "property damage" expected or intended from the
standpoint of the insured. This exclusion does not apply to "bodily injury" or "property
damage" resulting from the use of reasonable force to protect persons or property.

K) PREMISES SOLD OR ABANDONED BY YOU

SECTION I -COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE 2. Exclusions, Exclusion j. is amended as follows:

Paragraph (2) is replaced by the following:

(2) Premises you sell, give away, or abandon, if the "property damage" arises out of any part of those premises and occurred from hazards that were known by you or should have reasonably been known by you, at the time the property was transferred or abandoned.

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L) ADDITIONAL INSURED - FUNDING SOURCE

Under SECTION II - WHO IS AN INSURED the following is added:

- 2) Any person or organization with respect to their liability arising out of:
 - Their financial control of you; or
 - Premises they own, maintain, or control while you lease or occupy these premises.

This insurance does not apply to structural alterations, new construction, and demolition operations performed by or for that person or organization.

M) ADDITIONAL INSURED - MANAGERS OR LESSORS OF PREMISES

Under SECTION II - WHO IS AN INSURED the following is added:

1.f. Any person or organization with respect to their liability arising out of the ownership, maintenance, or use of that part of the premises leased to you, subject to the following additional exclusions:

This insurance does not apply to:

- Any "occurrence" which takes place after you cease to be a tenant in that premises.
- b) Structural afferation, new construction, or demolition operations performed by or on behalf of that person or organization.

N) ADDITIONAL INSUREDS - BY CONTRACT, AGREEMENT OR PERMIT

- Any person or organization is an insured with whom you are required to add as an additional insured to this policy by a written contract or written agreement, or permit that is:
 - a) currently in effect or becoming effective during the term of this policy; and
 - b) executed prior to the "bodity injury," "property damage," "personal and advertising injury".
- 2) This insurance provided to the additional insured by this endorsement applies as follows:
 - a) That person or organization is only an additional insured with respect to liability caused by your negligent acts or omissions at or from:
 - (1) Premises you own, rent, lease, or occupy, or
 - (2) Your ongoing operations performed for the additional insured at the job indicated by written contract or written agreement.
 - b) The limits of insurance applicable to the additional insured are those specified in the written contract or written agreement or in the Declarations of this policy whichever is less. These limits of insurance are inclusive of and not in addition to the limits of insurance shown in the Declarations.
- With respect to the insurance afforded these additional insured's, the following additional exclusions apply:
 - This insurance does not apply to "Bodily injury" or "property damage" occurring after:
 - (1) all work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the site of the covered operations has been completed; or
 - (2) that portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations on or at the same project.
 - b) This insurance does not apply to "bodily injury," "property damage," "personal and advertising injury" caused by the rendering of or failure to render any professional services.
- 4) Regardless of whether other insurance is available to an additional insured on a primary basis, this insurance will be primary and noncontributory if a written contract between you and the additional insured specifically requires that this insurance be primary.

O) GENERAL AGGREGATE LIMIT PER LOCATION

SECTION III - LIMITS OF INSURANCE, is amended as follows:

- The General Aggregate Limit is the most we will pay for the sum of:
 - a. Medical expenses under Coverage C;
 - b. Damages under Coverage A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard, and
 - Damages under Coverage B.

A separate Location General Aggregate Limit applies to each "location" and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.

SECTION V - DEFINITIONS is amended by adding the following:

23. "Location" means premises involving the same or connecting lots, or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.

P) BLANKET SPECIAL EVENTS AND FUND RAISING EVENTS

- This insurance applies to your legal liability for "bodily injury," "property damage," and "personal and advertising injury" arising out of all your managed, operated or sponsored special events WITH THE FOLLOWING EXCEPTIONS:
 - a) Events involving aircraft
 - b) Events involving automobile or motorcycle races or rallies
 - c) Events involving fireworks
 - d) Events involving firearms
 - e) Events involving live animals, excluding domestic pets
 - f) Carnivals and fairs with mechanical rides
 - g) Any event lasting more than three (3) days (including otherwise acceptable events)
 - Any event with greater than 1,000 people in attendance (including otherwise acceptable events)

Coverage may be provided by endorsement issued by us and made part of this Coverage Part, and subject to an additional premium charge.

Q) NON-OWNED WATERCRAFT

C.

SECTION I — COVERAGE A BODILY INJURY AND PROPERTY DAMAGE 2. Exclusions, paragraph g.(2) is amended to read as follows:

- (2) A watercraft you do not own that is:
 - a) Less than 65 feet long, and
 - b) Not being used to carry persons or property for a charge;

This provision applies to any person, who with your consent, either uses or is responsible for the use of a watercraft.

This insurance is excess over any other valid and collectible insurance available to the insured whether primary, excess, or contingent.

R) WAIVER OF SUBROGATION

We will waive our right of subrogation in the event of a loss. We must be advised in writing, prior to the loss, of your intention to waive subrogation. We also must know whom subrogation will be waived against. If your request meets our underwriting criteria regarding such waivers, we will waive our right. However, we reserve the right to charge additional premium or to limit the terms and conditions of such waiver.

S) WAIVER OF IMMUNITY

We will waive, both in the adjustment of claims and in defense of "suits" against the insured, any charitable or governmental immunity of the insured, unless the insured requests, in writing, that we not do so.

Waiver of immunity, as a defense, will not subject us to liability for any portion of a claim or judgment, in excess, of the applicable limit of insurance.

T) VIOLATION OF RIGHTS OF RESIDENTS (PATIENT'S RIGHTS)

- The following is added to SECTION 1 COVERAGES COVERAGE A BODILY INJURY AND PROPERTY DAMAGE paragraph 1. Insuring Agreement: "Bodily Injury" damages arising out of the violation of "Rights of Residents," shall be deemed an "occurrence."
- 2) As respects the coverage provided in paragraph A.1. of this endorsement, the following exclusions are added to SECTION I COVERAGES COVERAGE A BODILY INJURY AND PROPERTY DAMAGE 2. Exclusions:

This insurance does not apply to:

- a) Liability arising out of the willful or intentional violation of "Rights of Residents."
- b) Fines or penalties assessed by a court or regulatory authority.
- Liability arising out of any act or omission in the furnishing, or failure to furnish, professional services in the medical treatment of residents.
- 3) As respects the violation of "Rights of Residents" Coverage, the following definition is added to SECTION V - DEFINITIONS:
 - 24. "Rights of Residents" means:
 - Any right granted to a resident under any state law regulating your business as a health care facility.
 - b. The "Rights of Residents" as included in the United States Department of Health and Welfare regulations governing participation of Intermediate Care Facilities and Skilled Nursing Facilities, regardless of whether your facility is subject to those regulations.

U. LIQUOR LIABILITY EXCLUSION – EXCEPTION FOR SPECIAL EVENTS OR FUNDRAISING EVENTS

SECTION 1. COVERAGES COVERAGE A BODILY INJURY AND PROPERTY DAMAGE 2. Exclusions c. is amended by adding the following subparagraph:

This exclusion does not apply to "bodily injury" or "property damage" arising out of the selling, serving or furnishing of alcoholic beverages at any special events or fundraising events related to the insured's business.

V. EMPLOYEE CRIMINAL DEFENSE COVERAGE

Under SUPPLEMENTARY PAYMENTS - COVERAGES A AND B, the following is added:

We will pay, on your behalf, defense costs incurred by an "employee" in a criminal proceeding.

The alleged criminal act must arise out of the "employee's" work performed on your behalf.

The most we will pay for any "employee" who is alleged to be directly involved in a criminal proceeding is \$25,000 regardless of the number of "employees", claims or "suits" brought or persons or organizations making claims or bringing "suits".

All other terms and conditions of this Policy remain unchanged.

Endorsement Number:

Policy Number: NTPKG0068204

Named insured: HealthRIGHT360

This endorsement is effective on the inception date of this Policy unless otherwise stated herein:

Endorsement Effective Date: 7/01/2015

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City and County of San Francisco Office of Contract Administration Purchasing Division

First Amendment

THIS AMENDMENT (this "Amendment") is made as of July 1, 2013, in San Francisco, California, by and between HealthRIGHT 360 ("Contractor"), and the City and County of San Francisco, a municipal corporation ("City"), acting by and through its Director of the Office of Contract Administration.

RECITALS

WHEREAS, City and Contractor have entered into the Agreement (as defined below); and

WHEREAS, City and Contractor desire to modify the Agreement on the terms and conditions set forth herein increase the contract amount and update standard contractual clauses;

NOW, THEREFORE, Contractor and the City agree as follows:

- 1. **Definitions.** The following definitions shall apply to this Amendment:
- a. Agreement. The term "Agreement" shall mean the Agreement dated July 1, 2010, Contract Number BPHM11000070 between Contractor and City, as amended by this amendment:
- **b.** Other Terms. Terms used and not defined in this Amendment shall have the meanings assigned to such terms in the Agreement.
- 2. Modifications to the Agreement. The Agreement is hereby modified as follows:
 - a. Section 2. Term of the Agreement is listed for reference only.
- 2. Term of the Agreement. Subject to Section 1, the term of this Agreement shall be from July 1, 2010 through December 31, 2015.
 - b. Section 5. Compensation of the Agreement currently reads as follows:
- 5. Compensation. Compensation shall be made in monthly payments on or before the 15th day of each month for work, as set forth in Section 4 of this Agreement, that the Director of the Department of Public Health, in his or her sole discretion, concludes has been performed as of the 30th day of the immediately preceding month. In no event shall the amount of this Agreement exceed Forty-Two Million Four Hundred Seventy Seven Thousand Seven Hundred Sixty Dollars (\$42,477,760). The breakdown of costs associated with this Agreement appears in Appendix B, "Calculation of Charges," attached hereto and incorporated by reference as though fully set forth herein. No charges shall be incurred under this Agreement nor shall any payments become due to Contractor until reports, services, or both, required

P-550 (7-11)	1 of 9	April 16, 2014
CMS #6990		

under this Agreement are received from Contractor and approved by **Department of Public Health** as being in accordance with this Agreement. City may withhold payment to Contractor in any instance in which Contractor has failed or refused to satisfy any material obligation provided for under this Agreement. In no event shall City be liable for interest or late charges for any late payments. Such section is hereby amended in its entirety to read as follows:

- 5. Compensation. Compensation shall be made in monthly payments on or before the 15th day of each month for work, as set forth in Section 4 of this Agreement, that the Director of the Department of Public Health, in his or her sole discretion, concludes has been performed as of the 30th day of the immediately preceding month. In no event shall the amount of this Agreement exceed Sixty Nine Million Four Hundred Fifty One Thousand Seven Hundred Eighty Seven Dollars (\$69,451,787). The breakdown of costs associated with this Agreement appears in Appendix B, "Calculation of Charges," attached hereto and incorporated by reference as though fully set forth herein. No charges shall be incurred under this Agreement nor shall any payments become due to Contractor until reports, services, or both, required under this Agreement are received from Contractor and approved by Department of Public Health as being in accordance with this Agreement. City may withhold payment to Contractor in any instance in which Contractor has failed or refused to satisfy any material obligation provided for under this Agreement. In no event shall City be liable for interest or late charges for any late payments.
 - c. Section 8. Submitting False Claims; Monetary Penalties of the Agreement currently reads:
- 8. Submitting False Claims; Monetary Penalties. Pursuant to San Francisco Administrative Code §21.35, any contractor, subcontractor or consultant who submits a false claim shall be liable to the City for the statutory penalties set forth in that section. The text of Section 21.35, along with the entire San Francisco Administrative Code is available on the web at http://www.municode.com/Library/clientCodePage.aspx?clientID=4201. A contractor, subcontractor or consultant will be deemed to have submitted a false claim to the City if the contractor, subcontractor or consultant: (a) knowingly presents or causes to be presented to an officer or employee of the City a false claim or request for payment or approval; (b) knowingly makes, uses, or causes to be made or used a false record or statement to get a false claim paid or approved by the City; (c) conspires to defraud the City by getting a false claim allowed or paid by the City; (d) knowingly makes, uses, or causes to be made or used a false record or statement to conceal, avoid, or decrease an obligation to pay or transmit money or property to the City; or (e) is a beneficiary of an inadvertent submission of a false claim to the City, subsequently discovers the falsity of the claim, and fails to disclose the false claim to the City within a reasonable time after discovery of the false claim.

Such section is hereby amended in its entirety to read as follows:

8. Submitting False Claims; Monetary Penalties. Pursuant to San Francisco Administrative Code §21.35, any contractor, subcontractor or consultant who submits a false claim shall be liable to the City for the statutory penalties set forth in that section. The text of Section 21.35, along with the entire San Francisco Administrative Code is available on the web at http://www.amlegal.com/nxt/gateway.dll/California/administrative/administrativecode?f=templates\$fn=d efault.htm\$3.0\$vid=amlegal:sanfrancisco_ca\$sync=1. A contractor, subcontractor or consultant will be deemed to have submitted a false claim to the City if the contractor, subcontractor or consultant: (a) knowingly presents or causes to be presented to an officer or employee of the City a false claim or request for payment or approval; (b) knowingly makes, uses, or causes to be made or used a false record or statement to get a false claim paid or approved by the City; (c) conspires to defraud the City by getting a false claim allowed or paid by the City; (d) knowingly makes, uses, or causes to be made or used a false record or statement to conceal, avoid, or decrease an obligation to pay or transmit money or property to the City; or (e) is a beneficiary of an inadvertent submission of a false claim to the City, subsequently

P-550 (7-11)	2 of 9	April 16, 2014
CMS #6990		•

discovers the falsity of the claim, and fails to disclose the false claim to the City within a reasonable time after discovery of the false claim.

d. Section 25. Notices to the Parties of the Agreement currently reads:

Notices to the Parties. Unless otherwise indicated elsewhere in this Agreement, all written communications sent by the parties may be by U.S. mail, e-mail or by fax, and shall be addressed as follows:

To CITY:

Office of Contract Management and Compliance

Department of Public Health

1380 Howard Street, Room 442

FAX:

(415) 255-3088

San Francisco, California 94103

e-mail:

Junko.Craft@sfdph.org

And:

Elizabeth Davis

1380 Howard Street, 2th Floor San Francisco, Ca 94103

FAX:

(415) 255-3634

e-mail: Elizabeth.Davis@sfdph.org

To

CONTRACTOR:

Paul Kroeger

Walden House Inc.

FAX:

(415) 554-1100

520 Townsend St.

e-mail:

pkroeger@waldenhouse.org

San Francisco, CA 94103

Any notice of default must be sent by registered mail.

Such section is hereby amended in its entirety to read as follows:

Notices to the Parties. Unless otherwise indicated elsewhere in this Agreement, all written communications sent by the parties may be by U.S. mail, e-mail or by fax, and shall be addressed as follows:

To CITY:

Office of Contract Management and Compliance

Department of Public Health

1380 Howard Street, Room 442 San Francisco, California 94102

FAX:

(415) 252-3088

And:

Elizabeth Davis

1380 Howard Street, 2nd Floor

FAX:

(415) 255-3634

San Francisco, California 94103

e-mail:

Elizabeth.davis@sfdph.org

To CONTRACTOR:

HealthRIGHT360

1735 Mission Street

FAX:

(415) 554-1100

San Francisco, CA 94103

e-mail:

veisen@healthright260.com

Any notice of default must be sent by registered mail.

Section 33. Local Business Enterprise Utilization; Liquidated Damages of the Agreement currently reads:

P-550 (7-11)	3 of 9	April 16, 2014
CMS #6990		-

33. Local Business Enterprise Utilization; Liquidated Damages

a. The LBE Ordinance. Contractor, shall comply with all the requirements of the Local Business Enterprise and Non-Discrimination in Contracting Ordinance set forth in Chapter 14B of the San Francisco Administrative Code as it now exists or as it may be amended in the future (collectively the "LBE Ordinance"), provided such amendments do not materially increase Contractor's obligations or liabilities, or materially diminish Contractor's rights, under this Agreement. Such provisions of the LBE Ordinance are incorporated by reference and made a part of this Agreement as though fully set forth in this section. Contractor's willful failure to comply with any applicable provisions of the LBE Ordinance is a material breach of Contractor's obligations under this Agreement and shall entitle City, subject to any applicable notice and cure provisions set forth in this Agreement, to exercise any of the remedies provided for under this Agreement, under the LBE Ordinance or otherwise available at law or in equity, which remedies shall be cumulative unless this Agreement expressly provides that any remedy is exclusive. In addition, Contractor shall comply fully with all other applicable local, state and federal laws prohibiting discrimination and requiring equal opportunity in contracting, including subcontracting.

b. Compliance and Enforcement

If Contractor willfully fails to comply with any of the provisions of the LBE Ordinance, the rules and regulations implementing the LBE Ordinance, or the provisions of this Agreement pertaining to LBE participation, Contractor shall be liable for liquidated damages in an amount equal to Contractor's net profit on this Agreement, or 10% of the total amount of this Agreement, or \$1,000, whichever is greatest. The Director of the City's Human Rights Commission or any other public official authorized to enforce the LBE Ordinance (separately and collectively, the "Director of HRC") may also impose other sanctions against Contractor authorized in the LBE Ordinance, including declaring the Contractor to be irresponsible and ineligible to contract with the City for a period of up to five years or revocation of the Contractor's LBE certification. The Director of HRC will determine the sanctions to be imposed, including the amount of liquidated damages, after investigation pursuant to Administrative Code §14B.17.

By entering into this Agreement, Contractor acknowledges and agrees that any liquidated damages assessed by the Director of the HRC shall be payable to City upon demand. Contractor further acknowledges and agrees that any liquidated damages assessed may be withheld from any monies due to Contractor on any contract with City.

Contractor agrees to maintain records necessary for monitoring its compliance with the LBE Ordinance for a period of three years following termination or expiration of this Agreement, and shall make such records available for audit and inspection by the Director of HRC or the Controller upon request.

Such section is hereby amended in its entirety to read as follows:

33. Local Business Enterprise Utilization; Liquidated Damages

a. The LBE Ordinance. Contractor, shall comply with all the requirements of the Local Business Enterprise and Non-Discrimination in Contracting Ordinance set forth in Chapter 14B of the San Francisco Administrative Code as it now exists or as it may be amended in the future (collectively the "LBE Ordinance"), provided such amendments do not materially increase Contractor's obligations or liabilities, or materially diminish Contractor's rights, under this Agreement. Such provisions of the LBE Ordinance are incorporated by reference and made a part of this Agreement as though fully set forth in

P-550 (7-11)	4 of 9	April 16, 2014	
CMS #6990			

this section. Contractor's willful failure to comply with any applicable provisions of the LBE Ordinance is a material breach of Contractor's obligations under this Agreement and shall entitle City, subject to any applicable notice and cure provisions set forth in this Agreement, to exercise any of the remedies provided for under this Agreement, under the LBE Ordinance or otherwise available at law or in equity, which remedies shall be cumulative unless this Agreement expressly provides that any remedy is exclusive. In addition, Contractor shall comply fully with all other applicable local, state and federal laws prohibiting discrimination and requiring equal opportunity in contracting, including subcontracting.

a. Compliance and Enforcement

1) Enforcement. If Contractor willfully fails to comply with any of the provisions of the LBE Ordinance, the rules and regulations implementing the LBE Ordinance, or the provisions of this Agreement pertaining to LBE participation, Contractor shall be liable for liquidated damages in an amount equal to Contractor's net profit on this Agreement, or 10% of the total amount of this Agreement. or \$1,000, whichever is greatest. The Director of the City's Contracts Monitoring Division or any other public official authorized to enforce the LBE Ordinance (separately and collectively, the "Director of CMD") may also impose other sanctions against Contractor authorized in the LBE Ordinance, including declaring the Contractor to be irresponsible and ineligible to contract with the City for a period of up to five years or revocation of the Contractor's LBE certification. The Director of CMD will determine the sanctions to be imposed, including the amount of liquidated damages, after investigation pursuant to Administrative Code §14B.17. By entering into this Agreement, Contractor acknowledges and agrees that any liquidated damages assessed by the Director of the CMD shall be payable to City upon demand. Contractor further acknowledges and agrees that any liquidated damages assessed may be withheld from any monies due to Contractor on any contract with City. Contractor agrees to maintain records necessary for monitoring its compliance with the LBE Ordinance for a period of three years following termination or expiration of this Agreement, and shall make such records available for audit and inspection by the Director of CMD or the Controller upon request.

f. Section 34. Nondiscrimination; Penalties of the Agreement currently reads:

34. Nondiscrimination; Penalties

- a. Contractor Shall Not Discriminate. In the performance of this Agreement, Contractor agrees not to discriminate against any employee, City and County employee working with such contractor or subcontractor, applicant for employment with such contractor or subcontractor, or against any person seeking accommodations, advantages, facilities, privileges, services, or membership in all business, social, or other establishments or organizations, on the basis of the fact or perception of a person's race, color, creed, religion, national origin, ancestry, age, height, weight, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or Acquired Immune Deficiency Syndrome or HIV status (AIDS/HIV status), or association with members of such protected classes, or in retaliation for opposition to discrimination against such classes.
- b. Subcontracts. Contractor shall incorporate by reference in all subcontracts the provisions of §§12B.2(a), 12B.2(c)-(k), and 12C.3 of the San Francisco Administrative Code (copies of which are available from Purchasing) and shall require all subcontractors to comply with such provisions. Contractor's failure to comply with the obligations in this subsection shall constitute a material breach of this Agreement.
- c. Nondiscrimination in Benefits. Contractor does not as of the date of this Agreement and will not during the term of this Agreement, in any of its operations in San Francisco, on real property

P-550 (7-11)	5 of 9	April 16, 2014
CMS #6990		_

owned by San Francisco, or where work is being performed for the City elsewhere in the United States, discriminate in the provision of bereavement leave, family medical leave, health benefits, membership or membership discounts, moving expenses, pension and retirement benefits or travel benefits, as well as any benefits other than the benefits specified above, between employees with domestic partners and employees with spouses, and/or between the domestic partners and spouses of such employees, where the domestic partnership has been registered with a governmental entity pursuant to state or local law authorizing such registration, subject to the conditions set forth in §12B.2(b) of the San Francisco Administrative Code.

- d. Condition to Contract. As a condition to this Agreement, Contractor shall execute the "Chapter 12B Declaration: Nondiscrimination in Contracts and Benefits" form (form HRC-12B-101) with supporting documentation and secure the approval of the form by the San Francisco Human Rights Commission.
- e. Incorporation of Administrative Code Provisions by Reference. The provisions of Chapters 12B and 12C of the San Francisco Administrative Code are incorporated in this Section by reference and made a part of this Agreement as though fully set forth herein. Contractor shall comply fully with and be bound by all of the provisions that apply to this Agreement under such Chapters, including but not limited to the remedies provided in such Chapters. Without limiting the foregoing, Contractor understands that pursuant to §§12B.2(h) and 12C.3(g) of the San Francisco Administrative Code, a penalty of \$50 for each person for each calendar day during which such person was discriminated against in violation of the provisions of this Agreement may be assessed against Contractor and/or deducted from any payments due Contractor.

Such section is hereby amended in its entirety to read as follows:

34. Nondiscrimination; Penalties

- a. Contractor Shall Not Discriminate. In the performance of this Agreement, Contractor agrees not to discriminate against any employee, City and County employee working with such contractor or subcontractor, applicant for employment with such contractor or subcontractor, or against any person seeking accommodations, advantages, facilities, privileges, services, or membership in all business, social, or other establishments or organizations, on the basis of the fact or perception of a person's race, color, creed, religion, national origin, ancestry, age, height, weight, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or Acquired Immune Deficiency Syndrome or HIV status (AIDS/HIV status), or association with members of such protected classes, or in retaliation for opposition to discrimination against such classes.
- b. Subcontracts. Contractor shall incorporate by reference in all subcontracts the provisions of §§12B.2(a), 12B.2(c)-(k), and 12C.3 of the San Francisco Administrative Code (copies of which are available from Purchasing) and shall require all subcontractors to comply with such provisions. Contractor's failure to comply with the obligations in this subsection shall constitute a material breach of this Agreement.
- c. Nondiscrimination in Benefits. Contractor does not as of the date of this Agreement and will not during the term of this Agreement, in any of its operations in San Francisco, on real property owned by San Francisco, or where work is being performed for the City elsewhere in the United States, discriminate in the provision of bereavement leave, family medical leave, health benefits, membership or membership discounts, moving expenses, pension and retirement benefits or travel benefits, as well as any benefits other than the benefits specified above, between employees with domestic partners and

P-550 (7-11)	6 of 9	April 16, 2014
CMS #6990		

employees with spouses, and/or between the domestic partners and spouses of such employees, where the domestic partnership has been registered with a governmental entity pursuant to state or local law authorizing such registration, subject to the conditions set forth in §12B.2(b) of the San Francisco Administrative Code.

- d. Condition to Contract. As a condition to this Agreement, Contractor shall execute the "Chapter 12B Declaration: Nondiscrimination in Contracts and Benefits" form (form CMD-12B-101) with supporting documentation and secure the approval of the form by the San Francisco Contracts Monitoring Division (formerly 'Human Rights Commission').
- e. Incorporation of Administrative Code Provisions by Reference. The provisions of Chapters 12B and 12C of the San Francisco Administrative Code are incorporated in this Section by reference and made a part of this Agreement as though fully set forth herein. Contractor shall comply fully with and be bound by all of the provisions that apply to this Agreement under such Chapters, including but not limited to the remedies provided in such Chapters. Without limiting the foregoing, Contractor understands that pursuant to §§12B.2(h) and 12C.3(g) of the San Francisco Administrative Code, a penalty of \$50 for each person for each calendar day during which such person was discriminated against in violation of the provisions of this Agreement may be assessed against Contractor and/or deducted from any payments due Contractor.

g. Section 48. Modification of Agreement of the Agreement currently reads:

48. Modification of Agreement. This Agreement may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved in the same manner as this Agreement.

Such section is hereby amended in its entirety to read as follows:

48. Modification of Agreement. This Agreement may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved in the same manner as this Agreement. Contractor shall cooperate with Department to submit to the Director of CMD any amendment, modification, supplement or change order that would result in a cumulative increase of the original amount of this Agreement by more than 20% (CMD Contract Modification Form).

h. Section 58. Graffiti Removal of the Agreement currently reads:

58. Graffiti Removal. Graffiti is detrimental to the health, safety and welfare of the community in that it promotes a perception in the community that the laws protecting public and private property can be disregarded with impunity. This perception fosters a sense of disrespect of the law that results in an increase in crime; degrades the community and leads to urban blight; is detrimental to property values, business opportunities and the enjoyment of life; is inconsistent with the City's property maintenance goals and aesthetic standards; and results in additional graffiti and in other properties becoming the target of graffiti unless it is quickly removed from public and private property. Graffiti results in visual pollution and is a public nuisance. Graffiti must be abated as quickly as possible to avoid detrimental impacts on the City and County and its residents, and to prevent the further spread of graffiti. Contractor shall remove all graffiti from any real property owned or leased by Contractor in the City and County of San Francisco within forty eight (48) hours of the earlier of Contractor's (a) discovery or notification of the graffiti or (b) receipt of notification of the graffiti from the Department of Public Works. This section is not intended to require a Contractor to breach any lease or other agreement that it may have concerning its use of the real property. The term "graffiti" means any inscription, word, figure, marking or design that is affixed, marked, etched, scratched, drawn or painted on any building, structure, fixture or other

P-550 (7-11)	7 of 9	April 16, 2014
CMS #6990		. 1

improvement, whether permanent or temporary, including by way of example only and without limitation, signs, banners, billboards and fencing surrounding construction sites, whether public or private, without the consent of the owner of the property or the owner's authorized agent, and which is visible from the public right-of-way. "Graffiti" shall not include: (1) any sign or banner that is authorized by, and in compliance with, the applicable requirements of the San Francisco Public Works Code, the San Francisco Planning Code or the San Francisco Building Code; or (2) any mural or other painting or marking on the property that is protected as a work of fine art under the California Art Preservation Act (California Civil Code Sections 987 et seq.) or as a work of visual art under the Federal Visual Artists Rights Act of 1990 (17 U.S.C. §§ 101 et seq.).

Any failure of Contractor to comply with this section of this Agreement shall constitute an Event of Default of this Agreement.

Such section is hereby amended in its entirety to read as follows:

- 58. Not Used.
- i. Appendices A and A-1 through A-29 dated 7/1/13 (i.e., July 1, 2013) are hereby added for FY 13/14.
 - j. Appendix B dated 4/15/14 (i.e., April 14, 2014) is hereby deleted and Appendix B dated 4/16/14 (i.e., April 16, 2014) is hereby added for FY 13/14.
- k. Appendix E dated 7/1/10 is deleted and Appendix E dated July 1, 2013 is hereby added and substituted and incorporated into the original agreement.
- 3. Effective Date. Each of the modifications set forth in Section 2 shall be effective on and after the date of this Amendment.
- 4. Legal Effect. Except as expressly modified by this Amendment, all of the terms and conditions of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, Contractor and City have executed this Amendment as of the date first referenced above. CONTRACTOR CITY HealthRIGHT 360 Recommended by: VITKA EISEN, MSW, EdD rector of Health Chief Executive Officer 1735 Mission Street San Francisco, CA 94103 City vendor number: 08817 Approved as to Form: Dennis J. Herrera City Attorney By: KATHY MURPHY Deputy City Attorney

Approved:

JACI FONG

Director of the Office of Contract Administration, and Purchaser

Appendix A Community Behavioral Health Services Services to be provided by Contractor Term: 7/1/13 - 6/30/14

1. Terms

A. Contract Administrator:

In performing the Services hereunder, Contractor shall report to Elizabeth Davis, Contract Administrator for the City, or his / her designee.

B. Reports:

Contractor shall submit written reports as requested by the City. The format for the content of such reports shall be determined by the City. The timely submission of all reports is a necessary and material term and condition of this Agreement. All reports, including any copies, shall be submitted on recycled paper and printed on double-sided pages to the maximum extent possible.

C. Evaluation:

Contractor shall participate as requested with the City, State and/or Federal government in evaluative studies designed to show the effectiveness of Contractor's Services. Contractor agrees to meet the requirements of and participate in the evaluation program and management information systems of the City. The City agrees that any final written reports generated through the evaluation program shall be made available to Contractor within thirty (30) working days. Contractor may submit a written response within thirty working days of receipt of any evaluation report and such response will become part of the official report.

D. Possession of Licenses/Permits:

Contractor warrants the possession of all licenses and/or permits required by the laws and regulations of the United States, the State of California, and the City to provide the Services. Failure to maintain these licenses and permits shall constitute a material breach of this Agreement.

E. Adequate Resources:

Contractor agrees that it has secured or shall secure at its own expense all persons, employees and equipment required to perform the Services required under this Agreement, and that all such Services shall be performed by Contractor, or under Contractor's supervision, by persons authorized by law to perform such Services.

F. Admission Policy:

Admission policies for the Services shall be in writing and available to the public. Except to the extent that the Services are to be rendered to a specific population as described in the programs listed in Section 2 of Appendix A, such policies must include a provision that clients are accepted for care without discrimination on the basis of race, color, creed, religion, sex, age, national origin, ancestry, sexual orientation, gender identification, disability, or AIDS/HIV status.

G. San Francisco Residents Only:

Only San Francisco residents shall be treated under the terms of this Agreement. Exceptions must have the written approval of the Contract Administrator.

H. Grievance Procedure:

Contractor agrees to establish and maintain a written Client Grievance Procedure which shall include the following elements as well as others that may be appropriate to the Services: (1) the name or title of the person or persons authorized to make a determination regarding the grievance; (2) the opportunity for the aggrieved party to discuss the grievance with those who will be making the determination; and (3) the right of a client dissatisfied with the decision to ask for a review and recommendation from the community advisory board or planning council that has purview over the aggrieved service. Contractor shall provide a copy of this procedure, and any amendments

thereto, to each client and to the Director of Public Health or his/her designated agent (hereinafter referred to as "DIRECTOR"). Those clients who do not receive direct Services will be provided a copy of this procedure upon request.

I. <u>Infection Control</u>, Health and Safety:

- (1) Contractor must have a Bloodborne Pathogen (BBP) Exposure Control plan as defined in the California Code of Regulations, Title 8, Section 5193, Bloodborne Pathogens (http://www.dir.ca.gov/title8/5193.html), and demonstrate compliance with all requirements including, but not limited to, exposure determination, training, immunization, use of personal protective equipment and safe needle devices, maintenance of a sharps injury log, post-exposure medical evaluations, and recordkeeping.
- (2) Contractor must demonstrate personnel policies/procedures for protection of staff and clients from other communicable diseases prevalent in the population served. Such policies and procedures shall include, but not be limited to, work practices, personal protective equipment, staff/client Tuberculosis (TB) surveillance, training, etc.
- (3) Contractor must demonstrate personnel policies/procedures for Tuberculosis (TB) exposure control consistent with the Centers for Disease Control and Prevention (CDC) recommendations for health care facilities and based on the Francis J. Curry National Tuberculosis Center: Template for Clinic Settings, as appropriate.
- (4) Contractor is responsible for site conditions, equipment, health and safety of their employees, and all other persons who work or visit the job site.
- (5) Contractor shall assume liability for any and all work-related injuries/illnesses including infectious exposures such as BBP and TB and demonstrate appropriate policies and procedures for reporting such events and providing appropriate post-exposure medical management as required by State workers' compensation laws and regulations.
- (6) Contractor shall comply with all applicable Cal-OSHA standards including maintenance of the OSHA 300 Log of Work-Related Injuries and Illnesses.
- (7) Contractor assumes responsibility for procuring all medical equipment and supplies for use by their staff, including safe needle devices, and provides and documents all appropriate training.
- (8) Contractor shall demonstrate compliance with all state and local regulations with regard to handling and disposing of medical waste.

J. Aerosol Transmissible Disease Program, Health and Safety:

- (1) Contractor must have an Aerosol Transmissible Disease (ATD) Program as defined in the California Code of Regulations, Title 8, Section 5199, Aerosol Transmissible Diseases (http://www.dir.ca.gov/Title8/5199.html), and demonstrate compliance with all requirements including, but not limited to, exposure determination, screening procedures, source control measures, use of personal protective equipment, referral procedures, training, immunization, post-exposure medical evaluations/follow-up, and recordkeeping.
- (2) Contractor shall assume liability for any and all work-related injuries/illnesses including infectious exposures such as Aerosol Transmissible Disease and demonstrate appropriate policies and procedures for reporting such events and providing appropriate post-exposure medical management as required by State workers' compensation laws and regulations.
- (3) Contractor shall comply with all applicable Cal-OSHA standards including maintenance of the OSHA 300 Log of Work-Related Injuries and Illnesses.
- (4) Contractor assumes responsibility for procuring all medical equipment and supplies for use by their staff, including Personnel Protective Equipment such as respirators, and provides and documents all appropriate training.

K. Acknowledgment of Funding:

Contractor agrees to acknowledge the San Francisco Department of Public Health in any printed material or public announcement describing the San Francisco Department of Public Health-funded Services. Such documents or announcements shall contain a credit substantially as follows: "This program/service/activity/research project was funded through the Department of Public Health, City and County of San Francisco."

L. Client Fees and Third Party Revenue:

- (1) Fees required by Federal, state or City laws or regulations to be billed to the client, client's family, Medicare or insurance company, shall be determined in accordance with the client's ability to pay and in conformance with all applicable laws. Such fees shall approximate actual cost. No additional fees may be charged to the client or the client's family for the Services. Inability to pay shall not be the basis for denial of any Services provided under this Agreement.
- (2) Contractor agrees that revenues or fees received by Contractor related to Services performed and materials developed or distributed with funding under this Agreement shall be used to increase the gross program funding such that a greater number of persons may receive Services. Accordingly, these revenues and fees shall not be deducted by Contractor from its billing to the City, but will be settled during the provider's settlement process.

M. CBHS Electronic Health Records System

Treatment Service Providers use the CBHS Electronic Health Records System and follow data reporting procedures set forth by SFDPH Information Technology (IT), CBHS Quality Management and CBHS Program Administration.

N. Patients Rights:

All applicable Patients Rights laws and procedures shall be implemented.

O. <u>Under-Utilization Reports</u>:

For any quarter that CONTRACTOR maintains less than ninety percent (90%) of the total agreed upon units of service for any mode of service hereunder, CONTRACTOR shall immediately notify the Contract Administrator in writing and shall specify the number of underutilized units of service.

P Quality Improvement:

CONTRACTOR agrees to develop and implement a Quality Improvement Plan based on internal standards established by CONTRACTOR applicable to the SERVICES as follows:

- (1) Staff evaluations completed on an annual basis.
- (2) Personnel policies and procedures in place, reviewed and updated annually.
- (3) Board Review of Quality Improvement Plan.

Q. Working Trial Balance with Year-End Cost Report

If CONTRACTOR is a Non-Hospital Provider as defined in the State of California Department of Mental Health Cost Reporting Data Collection Manual, it agrees to submit a working trial balance with the year-end cost report.

R. Harm Reduction

The program has a written internal Harm Reduction Policy that includes the guiding principles per Resolution # 10-00 810611 of the San Francisco Department of Public Health Commission.

S. Compliance with Community Behavioral Health Services Policies and Procedures

In the provision of SERVICES under CBHS contracts, CONTRACTOR shall follow all applicable policies and procedures established for contractors by CBHS, as applicable, and shall keep itself duly informed of such policies. Lack of knowledge of such policies and procedures shall not be an allowable reason for noncompliance.

T. Fire Clearance

Space owned, leased or operated by San Francisco Department of Public Health providers, including satellite sites, and used by CLIENTS or STAFF shall meet local fire codes. Providers shall undergo of fire safety inspections at least every three (3) years and documentation of fire safety, or corrections of any deficiencies, shall be made available to reviewers upon request."

U. Clinics to Remain Open

Outpatient clinics are part of the San Francisco Department of Public Health Community Behavioral Health Services (CBHS) Mental Health Services public safety net; as such, these clinics are to remain open to referrals from the CBHS Behavioral Health Access Center (BHAC), to individuals requesting services from the clinic directly, and to individuals being referred from institutional care. Clinics serving children, including comprehensive clinics, shall remain open to referrals from the 3632 unit and the Foster Care unit. Remaining open shall be in force for the duration of this Agreement. Payment for SERVICES provided under this Agreement may be withheld if an outpatient clinic does not remain open.

Remaining open shall include offering individuals being referred or requesting SERVICES appointments within 24-48 hours (1-2 working days) for the purpose of assessment and disposition/treatment planning, and for arranging appropriate dispositions.

In the event that the CONTRACTOR, following completion of an assessment, determines that it cannot provide treatment to a client meeting medical necessity criteria, CONTACTOR shall be responsible for the client until CONTRACTOR is able to secure appropriate services for the client.

CONTRACTOR acknowledges its understanding that failure to provide SERVICES in full as specified in Appendix A of this Agreement may result in immediate or future disallowance of payment for such SERVICES, in full or in part, and may also result in CONTRACTOR'S default or in termination of this Agreement.

V. Compliance With Grant Award Notices:

Contractor recognizes that funding for this Agreement is provided to the City through federal, state or private foundation awards. Contractor agrees to comply with the provisions of the City's agreements with said funding sources, which agreements are incorporated by reference as though fully set forth.

Contractor agrees that funds received by Contractor from a source other than the City to defray any portion of the reimbursable costs allowable under this Agreement shall be reported to the City and deducted by Contractor from its billings to the City to ensure that no portion of the City's reimbursement to Contractor is duplicated.

2. Description of Services

Detailed description of services are listed below and are attached hereto

Detailed description of services are listed below and are attached hereto:

Appendix A-1 - Adult Residential

Appendix A-2 - BASN Adult Residential

Appendix A-3 - BASN Satellite (ONPD)

Appendix A-4 – BASN Social Detox Residential

Appendix A-5 - Bridges Residential

Appendix A-6 – AB109 Adult Residential

Appendix A-7 - AB109 Transitional (ONPD)

Appendix A-8 - HIV MDSP Residential

Appendix A-9 - HIV Detox Residential

Appendix A-10 - HIV Variable Length Residential

Appendix A-11 – HIV Lodestar Residential

Appendix A-12 -Post SFGH Residential (Men, Women, Dual Recovery)

Appendix A-13 – Adult Residential Satellite

Appendix A-14 - Social Detox Center (Residential)

Appendix A-15- Transgender Recovery Program

Appendix A-16 – Intensive Treatment Services (WHITS)

Appendix A-17 - Women's Hope Residential

Appendix A-18 - Adult Outpatient Services

Appendix A-19 - African American Healing Center

Appendix A-20 - Bridges CM Outpatient

Appendix A-21 - Buprenorphine Medical Monitoring

Appendix A-22 - Family Strength Outpatient

Appendix A-23 – Southeast Health Opportunities Project (SHOP)

Appendix A-24 – Representative Payee

Appendix A-25 - Second Chances/With Open Arms (WOA)

Appendix A-26 - Adult Mental Health Medi-Cal

Appendix A-27 - Crisis Intervention (Fiscal Intermediary)

Appendix A-28 - Acute Psychiatric Stabilization (WRAPS)

Appendix A-29 - Fiscal Intermediary Contracts

Program: HR360 Adult Residential

CMS#:6990

Appendix A- 1 Contract Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

1. Identifiers:

Program Name: HR360 Men's Adult Residential

Program Address: 890 Hayes Street

City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 701-5100 Program Code: 38342

Program Name: HR360 Women's Adult Residential

Program Address: 214 Haight Street

City, State, Zip Code: San Francisco, CA 94102

Telephone: (415) 554-1480 Program Code: 3805WR-RSD

Program Name: HR360 Dual Recovery Adult Residential

Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 38062

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

	New	\boxtimes	Renewal		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by HR360 Adult Residential is adult poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent.

- Polysubstance abusers
- Intravenous route of administration
- Homeless

5. Modality(ies)/Interventions

Please see CRDC in Appendix B-1

6. Methodology

HR360's Gender Responsive Men's/ Women's/ Dual Recovery Residential Substance Abuse Treatment Programs are gender responsive residential substance abuse treatment. This program accepts San Francisco residents and offers integrated substance abuse and mental health treatment in a safe, recovery-oriented environment. Each participant's treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered.

Contractor: HealthRIGHT 360 Appendix A- 1

Program: HR360 Adult Residential City Fiscal Year: FY 2013-14

CMS#:6990

Contract Term: 7/1/13-6/30/14

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, the Addiction Severity Index Lite, and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The Adult residential program is a variable-length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- · introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);

Program: HR360 Adult Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Contract Term: 7/1/13-6/30/14

Appendix A-1

"ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;

Recovery Plan – self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility. When a client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the TC phase.

TC Phase: The TC phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. During this time the resident begins to receive an increasing number of privileges in accordance with a demonstration of responsibility. They participate in many groups counseling activities, as well as individual counseling and other supportive services. When it is deemed appropriate by the counselor and client, the client writes a proposal to become an "Elder" in the community and enter the Pre-Reentry phase.

Pre-Reentry/Reentry: The Pre-Reentry phase is a transition between TC and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident receives intensive vocational counseling and develops a reentry plan. When the resident has enrolled in vocational training, or has gotten a job or enrolled in school, they may move into one of several satellite apartments in the outside community. Satellites provide supported transitional housing to several clients living as roommates. The Reentry phase focuses on re-socialization, work and family-related issues. This phase lasts several months. Reentry clients pay subsidized rent, and engage in money management, family reunification, independent living and relapse prevention counseling activities. When the client has saved enough money to obtain an independent household, they may enter the Continuing Care/ Aftercare (outpatient) program.

Continuing Care (Aftercare): Continuing Care clients live on their own in the community, but return to HR360 for weekly groups and individual check-ins. They may also participate in Relapse Prevention sessions, recreational activities, and all HR360 family celebrations. After several months, these clients complete treatment with a completion ceremony. All clients who have completed during the past year are acknowledged at the large annual Celebration of Achievement ceremony held in September.

Program Service Locations: These Adult Residential Programs are located at three HR360 facilities, one at 815 Buena Vista West, San Francisco, CA, 214 Haight Street, and the other at 890 Hayes Street, San Francisco, CA. These facilities are licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to individual and Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who

Program: HR360 Adult Residential City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A- 1 Contract Term: 7/1/13-6/30/14

abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled CBHS Performance Objectives FY 13-14".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and

Program: HR360 Adult Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A- 1

Contract Term: 7/1/13-6/30/14

other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 BASN Adult Residential

City Fiscal Year: FY 2013-14

CMS#: 6990

1. Identifiers:

Program Name: HR360 BASN Adult Residential

Program Address: 890 Hayes Street

City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 701-5100 Program Code: 38342

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

	New	\boxtimes	Renewal		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for BASN/ PSN Residential consists of parolees referred through the Bay Area Services Network. Participants are non-violent offenders who abuse substances. The HR360 BASN Residential Program is part of the larger Bay Area Services Network. It is a variable length residential program (typically four to six months) designed to help paroled substance abusers maintain sobriety and abstinence from alcohol and other drugs, teach self-reliance and improve social functioning, and provide participants with an extensive support system. BASN clients are mainstreamed with other HR360 residential clients. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for various populations with specific needs. The program is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes.

- Criminal Justice (BASN/ PSN) referrals from TAP
- Non violent parolees
- Polysubstance abusers

5. Modality(ies)/Interventions

Please see CRDC in Appendix B-2

6. Methodology

The goal of BASN Residential Services program is to reduce substance abuse and related criminal behavior in individuals referred to HR360 from the TAP. To reach this goal, the program provides up to 6 months of structured residential substance abuse treatment services to this population within a licensed treatment facility. This program is integrated into the existing HR360 Residential Program

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to

Appendix A-2

Term: 7/1/13-6/30/14

Program: HR360 BASN Adult Residential

City Fiscal Year: FY 2013-14

CMS#: 6990

Appendix A-2 Term: 7/1/13-6/30/14

community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission to the BASN Residential Program is open to all adult San Francisco parolees referred through TAP with a substance abuse problem who desire treatment in a therapeutic community.

A direct referral or phone call from TAP secures an intake interview appointment at the 1735 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the HR360 continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues. An interview occurs thereafter with an intake staff member. This interview includes an overall screening of behavioral health history.

C. Program Service Delivery Model: The BASN residential program is a variable-length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The BASN Residential TC program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility. When a client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the TC phase.

TC Phase: The TC phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. During this time the resident begins to receive an increasing number of privileges in accordance with a demonstration of responsibility. They participate in many groups counseling activities, as well as individual counseling and other supportive services. When it is deemed appropriate by the counselor and client, the client writes a proposal to become an "Elder" in the community and enter the Pre-Reentry phase.

Program: HR360 BASN Adult Residential

City Fiscal Year: FY 2013-14

CMS#: 6990

Appendix A-2 Term: 7/1/13-6/30/14

Pre-Reentry/Reentry: The Pre-Reentry phase is a transition between TC and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident receives intensive vocational counseling and develops a reentry plan. When the resident has enrolled in vocational training, or has gotten a job or enrolled in school, they may move into one of several satellite apartments in the outside community. Satellites provide supported transitional housing to several clients living as roommates. The Reentry phase focuses on re-socialization, work and family-related issues. This phase lasts several months. Reentry clients pay subsidized rent, and engage in money management, family reunification, independent living and relapse prevention counseling activities. When the client has saved enough money to obtain an independent household, they may enter the Continuing Care/ Aftercare (outpatient) program.

Continuing Care (Aftercare): Continuing Care clients live on their own in the community, but return to HR360 for weekly groups and individual check-ins. They may also participate in Relapse Prevention sessions, recreational activities, and all HR360 family celebrations. After several months, these clients complete treatment with a completion ceremony. All clients who have completed during the past year are acknowledged at the large annual Celebration of Achievement ceremony held in September.

Program Service Locations: The BASN residential program is located at 890 Hayes Street, San Francisco, CA. Individual and Group Counseling, MH services, and other substance abuse treatment related activities and services will take place at these facilities, as well. These facilities are staffed 24 hours a day, 7 days a week. Intake will take place at the 1735 Mission Street.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- **E.** All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

Program: HR360 BASN Adult Residential

City Fiscal Year: FY 2013-14

CM\$#: 6990

Appendix A-2 Term: 7/1/13-6/30/14

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 BASN Satellite (ONPD)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-3 Contract Term: 7/1/13-6/30/14

1. Identifiers:

Program Name: HR360 BASN Satellite (ONPD)

Program Address: 1254 13th Street

City, State, Zip Code: San Francisco, CA 94130

Telephone: (415) 701-5100 Program Code: 38078T-CLV

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2. Nature of Document (check one)

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by HR360 Adult Residential is adult poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services are parolees referred by TAP.

- Polysubstance abusers
- Parolees
- Homeless

5. Modality(ies)/Interventions Please see CRDC in Appendix B-3

Methodology

HR360 BASN Satellite is a type of transitional housing, in which peers in recovery live together and support each other's recovery while continuing participation in treatment and related services has proven effective in sustaining treatment gains. The program serves San Francisco residents whose substance abuse and related problems no longer require the full intensity of services provided in a residential program setting, but continue to require substantial case management and treatment services to achieve treatment goals. Treatment services for satellite are administered at 1254 13th Street. Satellite referrals come from the Primary Residential programs.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org, Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission to Satellite residential services is open to all adult San Francisco residents with a substance abuse problem that have completed their primary residential program.

Program: HR360 Adult Residential Satellite (ONPD)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-3 Contract Term: 7/1/13-6/30/14

B. Program Service Delivery Model: The program has a variable length; participants are eligible for up to 6 months in Satellite, if needed, to achieve their treatment goals and link to community housing & resources for continuity of recovery.

Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Clients, who reside in Satellite, have enrolled in vocation training, found a job, or is enrolled in school. Satellites provide supported transitional housing to several clients living as roommates. When the client moves to a satellite apartment s/he begins to focus on re-socialization, work and family-related issues, as well as develops a transition plan to move toward independence. This transitional housing and supportive services may last up to 3 months, with extensions allowed on a case-by-case basis and availability of funding. Satellite clients do not pay rent, and receive supervision of money management, family issues, independent living skills and reentry issues.

Clients continue with their treatment plan, continue to receive case management services and reviews, and some of the same services as needed as the residential treatment clients. In addition, some satellite clients may require specialized treatment plan based on their specific needs.

Program Service Locations: These Satellite programs are located at two HR360 facilities, men are housed at 1254 13th Street & women at 214 Haight Street.

- C. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- D. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

Program: HR360 Adult Residential Satellite (ONPD)

City Fiscal Year: FY 2013--14

CMS#:6990

Appendix A-3 Contract Term: 7/1/13-6/30/14

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 BASN Social Detox Residential

City Fiscal Year: FY 2013-14

CMS#: 6990

Appendix A-4

Term: 7/1/13-6/30/14

1. Identifiers:

Program Name: HR360 BASN Social Detox Residential

Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 38062

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for BASN/ PSN Detox Residential consists of parolees referred from the Bay Area Services Network/ PSN through TAP. Participants are usually non-violent offenders who abuse alcohol and or other substances. HR360 BASN Detox offers detoxification services designed to help paroled substance abusers engage in a supportive program to gain sobriety and abstinence from alcohol and other drugs, teach improve social functioning, and provide participants with a positive support system. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for various populations with specific needs. The program is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes.

- Criminal Justice (BASN/ PSN) referrals from TAP
- Non violent parolees
- Polysubstance abusers

5. Modality(ies)/Interventions

Please see CRDC in Appendix B-4

6. Methodology

The goal of the BASN Detox Residential program is to reduce substance abuse and related criminal behavior in individuals referred to HR360 from the TAP. To reach this goal, the Detox program provides 3-7 days of social model detoxification residential services to this population within a licensed treatment facility. This program is specific to clients trying to stabilize from alcohol & drugs. Many participants will be referred to ongoing treatment services if interested.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360. Word of mouth and self-referrals also serves as sources for referrals.

Program: HR360 BASN Social Detox Residential

City Fiscal Year: FY 2013-14

CMS#: 6990

B. Admissions and Intake: Admission to the BASN Detox Residential Program is open to all adult San Francisco parolees referred through TAP needing detox services from alcohol and or other drugs.

Appendix A-4

Contract Term: 7/1/13-6/30/14

A direct referral or phone call from TAP secures a referral appointment at the 1735 Mission Street with an Intake staff. During the admission process each participant receives brief screenings for substance abuse, mental health, and physical problems. (The Simple Screening Instrument for Substance Abuse; Mental health Screening Form III, the Health Questionnaire, and the Clinical Institute Assessment of Alcohol Scale (CIWA) to monitor alcohol withdrawal symptoms). Participants also take part in a structured interview that yields other information related to risk behaviors, housing status, and treatment history. Upon review of the findings participants may be referred for further evaluation to ensure safety of placement in our social model detoxification program. During this period, if needed, a client presenting with alcohol withdrawal symptoms will have the CIWA test administered once daily until the patient's score remains lower than ten for an entire twenty-four hours. All participants will be closely supervised and monitored for additional assessments or screenings if necessary.

C. Program Service Delivery Model: The BASN Detox residential program is a 3-7 day detox program. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction and need for ongoing stabilization services. While in program clients may attend daily 12-Step meetings, participate in early recovery groups and receive some individual counseling and discharge planning.

Through early recovery group processes, we educate and help increase clients' self-awareness concerning substance dependence and abuse. Topics include: coping skills, high-risk situations and triggers, positive affirmations, self esteem, stress management, relapse prevention, and introduction to the Twelve Steps.

Program Service Location: This BASN Detox Program is located at 815 Buena Vista West, San Francisco, CA.

- D. Exit Criteria and Process: Discharge planning begins at intake, and each client participates in an exit planning counseling session where long-term recovery options are explored and discussed to provide an accurate referral conducive to a clean and sober lifestyle. All clients are referred based on their discharge plan. Many clients transfer into other HR360 programs while others are referred back TAP case managers when discharged if requested.
- E. Staffing: All program services and activities are documented in a client chart by on duty case managers in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

Program: HR360 BASN Social Detox Residential

City Fiscal Year: FY 2013-14

CMS#: 6990

Appendix A-4

Contract Term: 7/1/13-6/30/14

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 Bridges Residential

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Bridges Residential Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 3806BR-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations served by the HR360 BRIDGES program are adult parolees, mentally ill, poly-substance abusers or dependant on drugs and/or alcohol, considered legal residents of San Francisco.

- CDCR Parolees
- Poly-Substance Abusers
- Mentally III

5. Modality(ies)/Interventions

Please CRDC in Appendix B-5

6. Methodology

HR360 Bridges Residential Services offers a streamlined continuum of care providing substance abuse services that include individual and group counseling, relapse prevention, vocational and educational classes, social services, family reunification and legal counseling and urine surveillance as a tool when appropriate. Our mission is to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California. These services are designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. In addition, because this program's target population is CDCR parolees, the program staff have good referral relationships with the Parole agencies that serve parolees in San Francisco.
- B. Admissions and Intake: Admission is open to referred parolees with a substance abuse & mental health issues. The person served may access services through an appointment or walk-in at the Program Site at the Multi-Services building located at 1899 Mission Street. The program staff checks to ensure clients are eligible to receive

Appendix A-5

Term: 7/1/13-6/30/14

Program: HR360 Bridges Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-5 Term: 7/1/13-6/30/14

CDCR funded services; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the HR360 continuum of care, the client begins with self-administered questionnaires. An interview occurs thereafter with a program staff member. This interview includes the administration of the Addiction Severity Index (ASI) Lite assessment which creates both a Narrative Summary and Severity Profile of the person served surrounding different life domains (Alcohol/Drug Use; Employment; Family; Legal; Medical; and Psychiatric). The client is provided further services as based on need identified by the severity profile for legal or psychiatric life domains.

C. Program Service Delivery Model: HR360 integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidence-based interventions.

The program includes:

• <u>Harm Reduction interventions</u> that support engagement and build trust during the pre-contemplation and contemplation phases of treatment and at the same time promote individual and public safety. This is primarily accomplished via Motivational Enhancement Therapy interventions.

Program Service Location: The Bridges Residential Program is located at 815 Buena Vista West, San Francisco, CA.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled Performance Objectives FY 13-14".

Contractor: HealthRIGHT 360 Appendix A-5
Program: HR360 Bridges Residential Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 AB109 Adult Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-6 Term: 7/1/13-6/30/14

1. Identifiers:

Program Name: HR360 AB109 Adult Residential

Program Address: 890 Hayes Street

City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 701-5100 Program Code:87342

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2. Nature of Document (check one)

	New	\boxtimes	Renewal		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for AB109 participants referred through the TAP. Participants are non-violent offenders who abuse substances. The HR360 AB109 is part of the Criminal Justice Realignment funding. It is a variable length residential program (typically four to six months) designed to help paroled substance abusers maintain sobriety and abstinence from alcohol and other drugs, teach self-reliance and improve social functioning, and provide participants with an extensive support system. AB109 clients are mainstreamed with other HR360 residential clients. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for various populations with specific needs. The program is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes.

- Criminal Justice AB109 referrals from TAP
- Non violent parolees
- Polysubstance abusers

5. Modality(ies)/Interventions

Please CRDC in Appendix B-6

6. Methodology

The goal of AB109 Residential Services program is to reduce substance abuse and related criminal behavior in individuals referred to HR360 from the TAP. To reach this goal, the program provides up to 6 months of structured residential substance abuse treatment services to this population within a licensed treatment facility. This program is integrated into the existing HR360 Residential Program

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to

Contractor: HealthRIGHT 360 Appendix A-6

Program: HR360 AB109 Adult Residential

City Fiscal Year: FY 2013-14

CMS#:6990

community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission to the AB109 Residential Program is open to all adult San Francisco AB109 participants referred through TAP with a substance abuse problem who desire treatment in a therapeutic community.

A direct referral or phone call from TAP secures an intake interview appointment at the 1735 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the HR360 continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues. An interview occurs thereafter with an intake staff member. This interview includes an overall screening of behavioral health history.

C. Program Service Delivery Model: The residential program is a variable-length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Residential TC program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility. When a client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the TC phase.

TC Phase: The TC phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. During this time the resident begins to receive an increasing number of privileges in accordance with a demonstration of responsibility. They participate in many groups counseling activities, as well as individual counseling and other supportive services. When it is deemed appropriate by the counselor and client, the client writes a proposal to become an "Elder" in the community and enter the Pre-Reentry phase.

Term: 7/1/13-6/30/14

Program: HR360 AB109 Adult Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-6 Term: 7/1/13-6/30/14

Pre-Reentry/Reentry: The Pre-Reentry phase is a transition between TC and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident receives intensive vocational counseling and develops a reentry plan. When the resident has enrolled in vocational training, or has gotten a job or enrolled in school, they may move into one of several satellite apartments in the outside community. Satellites provide supported transitional housing to several clients living as roommates. The Reentry phase focuses on re-socialization, work and family-related issues. This phase lasts several months. Reentry clients pay subsidized rent, and engage in money management, family reunification, independent living and relapse prevention counseling activities. When the client has saved enough money to obtain an independent household, they may enter the Continuing Care/ Aftercare (outpatient) program.

Continuing Care (Aftercare): Continuing Care clients live on their own in the community, but return to HR360 for weekly groups and individual check-ins. They may also participate in Relapse Prevention sessions, recreational activities, and all HR360 family celebrations. After several months, these clients complete treatment with a completion ceremony. All clients who have completed during the past year are acknowledged at the large annual Celebration of Achievement ceremony held in September.

Program Service Locations: The residential program is located at 890 Hayes Street, San Francisco, CA. This program also provides Individual and Group Counseling, MH services, and other substance abuse treatment related activities and services will take place at these facilities, as well. These facilities are staffed 24 hours a day, 7 days a week.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- E. All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

Contractor: HealthRIGHT 360 Appendix A-6

Program: HR360 AB109 Adult Residential

City Fiscal Year: FY 2013-14

CMS#:6990

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Term: 7/1/13-6/30/14

Program: HR360 AB109 Transitional (ONPD)

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 AB109 Transitional.

Program Address: 1254 13th Street

City, State, Zip Code: San Francisco, CA 94130

Telephone: (415) 701-5100 Program Code: 86077

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

	New	\boxtimes	Renewal		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for AB109 participants referred through the TAP. Participants are non-violent offenders who abuse substances. The HR360 AB109 is part of the ADP CJ Realignment funding. It is a variable length transitional residential program designed to help paroled substance abusers maintain sobriety and abstinence from alcohol and other drugs, teach self-reliance and improve social functioning, and provide participants with an extensive support system. AB109 clients are mainstreamed with other HR360 clients. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for various populations with specific needs. The program is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes.

- Criminal Justice AB109 referrals from TAP
- Non violent parolees
- Polysubstance abusers

5. Modality(ies)/Interventions

Please CRDC in Appendix B-7

6. Methodology

The goal of AB109 Transitional Residential Services program is to reduce substance abuse and related criminal behavior in individuals referred to HR360 from the TAP. To reach this goal, the program provides transitional housing while participant also participates in substance abuse OP treatment services.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

Appendix A-7 Term: 7/1/13-6/30/14 Contractor: HealthRIGHT 360 Appendix A-7

Program: HR360 AB109 Transitional (ONPD)

City Fiscal Year: FY 2013-14

CMS#:6990

B. Admissions and Intake: Admission to the AB109 Transitional Program is open to all adult San Francisco AB109 participants referred through TAP that need housing and substance abuse treatment in a therapeutic community.

A direct referral or phone call from TAP secures an intake interview appointment at the 1735 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the HR360 continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues. An interview occurs thereafter with an intake staff member. This interview includes an overall screening of behavioral health history.

C. Program Service Delivery Model: The transitional program is a variable-length program that responds to need of the participant. Each client's length of stay is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility. When a client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the TC phase.

Continuing Care: AB109 clients living in transitional housing are required to participate in the OP program while living in HR360 housing. They should also participate in Relapse Prevention sessions, recreational activities, and all HR360 family celebrations.

Program Service Locations: The AB109 transitional housing facility is located at 1254 13th Street on Treasure Island.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- E. All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Term: 7/1/13-6/30/14

Program: HR360 AB109 Transitional (ONPD)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-7 Term: 7/1/13-6/30/14

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled Performance Objectives FY 13-14".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

Program: HR360 AB109 Transitional (ONPD)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-7 Term: 7/1/13-6/30/14

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 HIV MDSP Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-8 Term: 7/1/13-6/30/14

1. Identifiers:

Program Name: HR360 CARE MDSP Residential Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 3806CM-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

New	\boxtimes	Renewal	Modification

3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations are poly-substance abusing, persons living with HIV-infection or AIDS who are indigent. Included in these populations are men and women; gay, lesbian, bisexual and transgender; all ethnic/racial minorities; young adults 18 to 24 years old; veterans; criminal justice involved individuals; persons multiply diagnosed with concomitant mental health and behavioral issues; and homeless people. Enrollment priority will be given to residents of San Francisco who are low income and uninsured or underinsured.

HIV+/AIDS plus: Substance abusers Mentally III

5. Modality(les)/Interventions

Please CRDC in Appendix B-8

6. Methodology

HR360's Gender Responsive Residential Substance Abuse Treatment Program is a trauma-informed, gender responsive residential substance abuse treatment program. CARE Multiple Diagnosis Stabilization Program (MDSP) offers a streamlined continuum of care providing comprehensive residential substance abuse service to HIV+ participants in a short time.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- **B.** Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake

Program: HR360 HIV MDSP Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-8 Term: 7/1/13-6/30/14

Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, the Addiction Severity Index Lite, and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis. Appropriate consents and releases of information are collected from individuals who will enter this program. All CARE clients' data information is entered into ARIES instead of AVATAR.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The CARE MDSP program provides up to 3 months of detox / stabilization residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

During this component a client works on achieving their individual treatment plan goals, continues to attend various groups including: anger management meetings, art therapy group meetings, men's group, women's group meetings, DBT group meetings, HIV prevention & education meetings, HIV support group meetings, community meetings, Narcotics Anonymous/Alcoholics Anonymous meetings (in house and in the community), and works on finding a 12 step sponsor and an outside HIV support group with which they feel comfortable.

Clients continue with health care appointments, as well as any other outside appointments. At two weeks into the main phase, clients reassess their individual treatment plan goals. This treatment plan is reassessed at 30 days, 60 days and 90 days, at which time the client discusses their progress with the clinical review team and the counselor, to determine what goals will be pursued in the next phase, or upon completion. Client responsibilities are to follow program rules, participate fully in treatment activities, act as a role model for new clients, and do house chores, including making dinner once a week for the house. During this time the resident begins to receive an increasing number of privileges including, but limited to: sending and receiving monitored mail, personally use house electronic

Program: HR360 HIV MDSP Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-8 Term: 7/1/13-6/30/14

equipment, eligibility for community outings, and room privileges (which include posters on walls and the use of radio/tape players). These privileges are granted in accordance with demonstrated responsibility. When it is deemed appropriate by the counselor and client, the client writes a proposal to become a mentor in the community and enter the Pre-Reentry phase of the variable length program.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility. When a client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the TC phase.

TC Phase: The TC phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. During this time the resident begins to receive an increasing number of privileges in accordance with a demonstration of responsibility. They participate in many groups counseling activities, as well as individual counseling and other supportive services. When it is deemed appropriate by the counselor and client, the client writes a proposal to become an "Elder" in the community and enter the Pre-Reentry phase.

Pre-Reentry/Reentry: The Pre-Reentry phase is a transition between TC and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident receives intensive vocational counseling and develops a reentry plan. When the resident has enrolled in vocational training, or has gotten a job or enrolled in school, they may move into one of several satellite apartments in the outside community. Satellites provide supported transitional housing to several clients living as roommates. The Reentry phase focuses on re-socialization, work and family-related issues. This phase lasts several months. Reentry clients pay subsidized rent, and engage in money management, family reunification, independent living and relapse prevention counseling activities. When the client has saved enough money to obtain an independent household, they may enter the Continuing Care/ Aftercare (outpatient) program.

Continuing Care (Aftercare): Continuing Care clients live on their own in the community, but return to HR360 for weekly groups and individual check-ins. They may also participate in Relapse Prevention sessions, recreational activities, and all HR360 family celebrations. After several months, these clients complete treatment with a completion ceremony. All clients who have completed during the past year are acknowledged at the large annual Celebration of Achievement ceremony held in September.

Program Service Locations: This program is located at 815 Buena Vista West, San Francisco, CA. This facility is licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual & Group Counseling, MH services, and other substance abuse treatment related activities. These

Contractor: HealthRIGHT 360 Appendix A-8

Program: HR360 HIV MDSP Residential

City Fiscal Year: FY 2013-14

CMS#:6990

facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes.

Term: 7/1/13-6/30/14

Program: HR360 HIV MDSP Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-8 Term: 7/1/13-6/30/14

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 HIV Detox Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-9 Term: 7/1/13-6/30/14

1. Identifiers

Program Name: HR360 CARE Detox Residential Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 3806CX-RSD

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2.	Nature	of Document	(check one)
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations are poly-substance abusing, persons living with HIV-infection or AIDS who are indigent. Included in these populations are men and women; gay, lesbian, bisexual and transgendered; all ethnic/racial minorities; young adults 18 to 24 years old; veterans; criminal justice involved individuals; persons multiply diagnosed with concomitant mental health and behavioral issues; and homeless people. Enrollment priority will be given to residents of San Francisco who are low income and uninsured or underinsured.

- HIV+/AIDS plus:
 - Substance abusers
 - Homeless

5. Modality(ies)/Interventions

Please CRDC in Appendix B-9

6. Methodology

HR360's Gender Responsive Residential Substance Abuse Treatment Program is a trauma-informed, gender responsive residential substance abuse treatment program. CARE Detox offers a streamlined continuum of care providing comprehensive residential substance abuse service to HIV+ participants in a short time.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthrigtht360.org. Word of mouth and self-referrals also serves as sources for referrals.
- B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services

Contractor: HealthRIGHT 360
Program: HR360 HIV Detox Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-9 Term: 7/1/13-6/30/14

including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to darify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, the Addiction Severity Index Lite, and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis. All CARE clients' data information is entered into ARIES instead of AVATAR.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The CARE Detox program provides up to 3 months of detox / stabilization residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

During this component a client works on achieving their individual treatment plan goals, continues to attend various groups including: anger management meetings, art therapy group meetings, men's group, women's group meetings, DBT group meetings, HIV prevention & education meetings, HIV support group meetings, community meetings, Narcotics Anonymous/Alcoholics Anonymous meetings (in house and in the community), and works on finding a 12 step sponsor and an outside HIV support group with which they feel comfortable.

Clients continue with health care appointments, as well as any other outside appointments. At two weeks into the main phase, clients reassess their individual treatment plan goals. This treatment plan is reassessed at 30 days, 60 days and 90 days, at which time the client discusses their progress with the clinical review team and the counselor, to determine what goals will be pursued in the next phase, or upon completion. Client responsibilities are to follow program rules, participate fully in treatment activities, act as a role model for new clients, and do house chores, including making dinner once a week for the house. During this time the resident begins to receive an increasing number of privileges including, but limited to: sending and receiving monitored mail, personally use house electronic equipment, eligibility for community outings, and room privileges (which include posters on walls and the use of

Contractor: HealthRIGHT 360

Program: HR360 HIV Detox Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-9 Term: 7/1/13-6/30/14

radio/tape players). These privileges are granted in accordance with demonstrated responsibility. When it is deemed appropriate by the counselor and client, the client writes a proposal to become a mentor in the community and enter the Pre-Reentry phase of the variable length program.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation-phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility.

TC Phase: The TC phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. During this time the resident begins to receive an increasing number of privileges in accordance with a demonstration of responsibility. They participate in many groups counseling activities, as well as individual counseling and other supportive services. When it is deemed appropriate by the counselor and client, the client writes a proposal to become an "Elder" in the community and enter the Pre-Reentry phase.

Pre-Reentry/Reentry: The Pre-Reentry phase is a transition between TC and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident receives intensive vocational counseling and develops a reentry plan. When the resident has enrolled in vocational training, or has gotten a job or enrolled in school, they may move into one of several satellite apartments in the outside community. Satellites provide supported transitional housing to several clients living as roommates. The Reentry phase focuses on re-socialization, work and family-related issues. This phase lasts several months. Reentry clients pay subsidized rent, and engage in money management, family reunification, independent living and relapse prevention counseling activities. When the client has saved enough money to obtain an independent household, they may enter the Continuing Care/ Aftercare (outpatient) program.

Continuing Care (Aftercare): Continuing Care clients live on their own in the community, but return to HR360 for weekly groups and individual check-ins. They may also participate in Relapse Prevention sessions, recreational activities, and all HR360 family celebrations. After several months, these clients complete treatment with a completion ceremony. All clients who have completed during the past year are acknowledged at the large annual Celebration of Achievement ceremony held in September.

Program Service Locations: This Program is located at 815 Buena Vista West. This facility is licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to individual & Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central intake Department located at 1735 Mission Street.

Contractor: HealthRIGHT 360 Appendix A-9
Program: HR360 HIV Detox Residential Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement.

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms.

Program: HR360 HIV Detox Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-9 Term: 7/1/13-6/30/14

Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 HIV Variable Length Residential

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 CARE Variable Length Residential

Program Address: 890 Hayes Street

City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 701-5100 Program Code: 3834CV-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

	New	\boxtimes	Renewal		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations are poly-substance abusing, persons living with HIV-infection or AIDS who are indigent. Included in these populations are men and women; gay, lesbian, bisexual and transgendered; all ethnic/racial minorities; young adults 18 to 24 years old; veterans; criminal justice involved individuals; persons multiply diagnosed with concomitant mental health and behavioral issues; and homeless people. Enrollment priority will be given to residents of San Francisco who are low income and uninsured or underinsured.

- HIV+/AIDS plus:
 - Substance abusers
 - Homeless

5. Modality(ies)/Interventions

Please CRDC in Appendix B-10

6. Methodology

HR360's Gender Responsive Residential Substance Abuse Treatment Program is a trauma-informed, gender responsive residential substance abuse treatment program. CARE VL offers a streamlined continuum of care providing comprehensive residential substance abuse service to HIV+ participants.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical /

Appendix A-10

Program: HR360 HIV Variable Length Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-10 Term: 7/1/13-6/30/14

psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, the Addiction Severity Index, etc. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis. All CARE clients' data information is entered into AVATAR.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The CARE VL program provides up to 6 months of treatment of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

During this component a client works on achieving their individual treatment plan goals, continues to attend various groups including: anger management meetings, art therapy group meetings, men's group, women's group meetings, DBT group meetings, HIV prevention & education meetings, HIV support group meetings, community meetings, Narcotics Anonymous/Alcoholics Anonymous meetings (in house and in the community), and works on finding a 12 step sponsor and an outside HIV support group with which they feel comfortable.

Clients continue with health care appointments, as well as any other outside appointments. At two weeks into the main phase, clients reassess their individual treatment plan goals. This treatment plan is reassessed at 30 days, 60 days and 90 days, at which time the client discusses their progress with the clinical review team and the counselor, to determine what goals will be pursued in the next phase, or upon completion. Client responsibilities are to follow program rules, participate fully in treatment activities, act as a role model for new clients, and do house chores, including making dinner once a week for the house. During this time the resident begins to receive an increasing number of privileges including, but limited to: sending and receiving monitored mail, personally use house electronic equipment, eligibility for community outings, and room privileges (which include posters on walls and the use of radio/tape players). These privileges are granted in accordance with demonstrated responsibility. When it is deemed appropriate by the counselor and client, the client writes a proposal to become a mentor in the community and enter the Pre-Reentry phase of the variable length program.

Program: HR360 HIV Variable Length Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-10 Term: 7/1/13-6/30/14

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement,

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility. When a client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the TC phase.

TC Phase: The TC phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. During this time the resident begins to receive an increasing number of privileges in accordance with a demonstration of responsibility. They participate in many groups counseling activities, as well as individual counseling and other supportive services. When it is deemed appropriate by the counselor and client, the client writes a proposal to become an "Elder" in the community and enter the Pre-Reentry phase.

Pre-Reentry/Reentry: The Pre-Reentry phase is a transition between TC and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident receives intensive vocational counseling and develops a reentry plan. When the resident has enrolled in vocational training, or has gotten a job or enrolled in school, they may move into one of several satellite apartments in the outside community. Satellites provide supported transitional housing to several clients living as roommates. The Reentry phase focuses on re-socialization, work and family-related issues. This phase lasts several months. Reentry clients pay subsidized rent, and engage in money management, family reunification, independent living and relapse prevention counseling activities. When the client has saved enough money to obtain an independent household, they may enter the Continuing Care/ Aftercare (outpatient) program.

Continuing Care (Aftercare): Continuing Care clients live on their own in the community, but return to HR360 for weekly groups and individual check-ins. They may also participate in Relapse Prevention sessions, recreational activities, and all HR360 family celebrations. After several months, these clients complete treatment with a completion ceremony. All clients who have completed during the past year are acknowledged at the large annual Celebration of Achievement ceremony held in September.

Program Service Locations: This program is located at 890 Hayes Street, San Francisco, CA. This facility is licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual & Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community.

Contractor: HealthRIGHT 360 Appendix A-10 Term: 7/1/13-6/30/14

Program: HR360 HIV Variable Length Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent, Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled Performance Objectives FY 13-14".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

Clinical Data Integrity: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure

Program: HR360 HIV Variable Length Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-10 Term: 7/1/13-6/30/14

preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and Issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 Lodestar Residential

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Lodestar Residential Program Address: 214 Haight Street

City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1480 Program Code: 3805LC-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

☐ New	🛚 Renewal	☐ Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by HR360 Adult Residential is HIV+ adult women poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. Walden House serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services for HIV+ women 18 years and older who are:

- Polysubstance abusers
- Intravenous route of administration
- Homeless Polysubstance abusers

5. Modality(ies)/Interventions

Please see CRDC in Appendix B-11

6. Methodology

HR360 Gender Responsive Women's Residential Substance Abuse Treatment Program is a trauma-informed, gender responsive residential substance abuse treatment program for women. This program accepts HIV+ female San Francisco residents and offers HIV specific services, integrated substance abuse and mental health treatment in a safe, recovery-oriented environment that recognizes and responds to the prominent roles that trauma and abuse have played in many women's paths to addiction. Each woman's treatment experience is unique, as services are assessment-driven, strength-based, and woman-centered.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services

Appendix A -11

Contractor: HealthRIGHT 360 Program: HR360 Lodestar Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A -11 Term: 7/1/13-6/30/14

including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, the Addiction Severity Index, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Program Service Delivery Model: The Women's gender responsive residential program is a variable-length program that provides up to 6 months of residential services. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Adult Residential Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are

Contractor: HealthRIGHT 360 Appendix A -11
Program: HR360 Lodestar Residential Term: 7/1/13-6/30/14

Program: HR360 Lodestar Residen City Fiscal Year: FY 2013-14

CMS#:6990

developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility. When a client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the TC phase.

TC Phase: The TC phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. During this time the resident begins to receive an increasing number of privileges in accordance with a demonstration of responsibility. They participate in many groups counseling activities, as well as individual counseling and other supportive services. When it is deemed appropriate by the counselor and client, the client writes a proposal to become an "Elder" in the community and enter the Pre-Reentry phase.

Pre-Reentry/Reentry: The Pre-Reentry phase is a transition between TC and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident receives intensive vocational counseling and develops a reentry plan. When the resident has enrolled in vocational training, or has gotten a job or enrolled in school, they may move into one of several satellite apartments in the outside community. Satellites provide supported transitional housing to several clients living as roommates. The Reentry phase focuses on re-socialization, work and family-related issues. This phase lasts several months. Reentry clients pay subsidized rent, and engage in money management, family reunification, independent living and relapse prevention counseling activities. When the client has saved enough money to obtain an independent household, they may enter the Continuing Care/ Aftercare (outpatient) program.

Continuing Care (Aftercare): Continuing Care clients live on their own in the community, but return to HR360 for weekly groups and individual check-ins. They may also participate in Relapse Prevention sessions, recreational activities, and all HR360 family celebrations. After several months, these clients complete treatment with a completion ceremony. All clients who have completed during the past year are acknowledged at the large annual Celebration of Achievement ceremony held in September.

Program Service Locations: This programs is located at 214 Haight Street. This facility is licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual 7 Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- C. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- D. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Program: HR360 Lodestar Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A -11 Term: 7/1/13-6/30/14

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

Program: HR360 Lodestar Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A -11 Term: 7/1/13-6/30/14

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: HR360 Post SFGH Residential (Men, Women, Dual

Recovery)

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Men's Post SFGH Residential

Program Address: 890 Hayes Street

City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 701-5100 Program Code: 3834G-RES

Program Name: HR360 Women's Post SFGH Residential

Program Address: 214 Haight Street

City, State, Zip Code: San Francisco, CA 94102

Telephone: (415) 554-1480 Program Code: 3805SW-RES

Program Name: HR360 Dual Recovery Post SFGH Residential

Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 3806SG-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

☐ New	🛛 Renewal	
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by the HR360 Post SFGH Residential (Men, Women, Dual Recovery) is adult polysubstance abusers who live in San Francisco and referred from San Francisco General Hospital by the Treatment Access Program (TAP). Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include women; the mentally ill; HIV positive individuals; homeless people; young adults ages 18-24; gay, lesbian, bisexual and transgender people; veterans; parents; and individuals involved in the criminal justice system.

- Mental Health referrals
- Polysubstance abusers
- Intravenous route of administration

5. Modality(ies)/Interventions

Please CRDC in Appendix B-12

Appendix: A-12

Contractor: HealthRIGHT 360 Appendix: A-12
Program: HR360 Post SFGH Residential(Men, Women, Dual Term: 7/1/13-6/30/14

Recovery)

City Fiscal Year: FY 2013-14

CMS#:6990

6. Methodology

The goal of Post SFGH Residential Services program is to reduce substance abuse and related criminal behavior in individuals referred to HR360 from the TAP. To reach this goal, the program provides up to 6 months of structured residential substance abuse treatment services to this population within a licensed treatment facility. This program is integrated into the existing HR360 Residential Program

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. However, these beds are managed by CBHS and therefore all referrals must be authorized by TAP.
- B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, and the Addiction Severity Index. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Program: HR360 Post SFGH Residential(Men, Women, Dual

Recovery)

City Fiscal Year: FY 2013-14

CMS#:6990

C. Program Service Delivery Model: The program has a variable length; participants are eligible for up to 6 months of residential treatment to achieve their treatment goals and link to the next step-down level of care.

Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Clients, who reside in Satellite, have enrolled in vocation training, found a job, or is enrolled in school. Satellites provide supported transitional housing to several clients living as roommates. When the client moves to a satellite apartment s/he begins to focus on re-socialization, work and family-related issues, as well as develops a transition plan to move toward independence. This transitional housing and supportive services may last up to 3 months, with extensions allowed on a case-by-case basis and availability of funding. Reentry clients pay subsidized rent, and receive supervision of money management, family issues, independent living skills and reentry issues.

Clients continue with their treatment plan, continue to receive case management services and reviews, and some of the same services as needed as the residential treatment clients. In addition, some satellite clients may require specialized treatment plan based on their specific needs.

Program Service Locations: These Residential Programs are located at three HR360 facilities, one at 815 Buena Vista West, San Francisco, CA, 214 Haight Street, and the other at 890 Hayes Street, San Francisco, CA. These facilities are licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual 7 Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

Appendix: A-12

Contractor: HealthRIGHT 360 Appendix: A-12 Term: 7/1/13-6/30/14

Program: HR360 Post SFGH Residential (Men, Women, Dual

City Fiscal Year: FY 2013-14

CMS#:6990

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled Performance Objectives FY 13-14".

8. Continuous Quality Assurance and Improvement

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Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

Training: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

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Program: HR360 Post SFGH Residential (Men, Women, Dual

Recovery)

City Fiscal Year: FY 2013-14

CMS#:6990

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Appendix: A-12

Program: HR360 Adult Residential Satellite

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Men's Residential Satellite

Program Address: 1254 -13th Street

City, State, Zip Code: Treasure Island, CA 94130

Telephone: (415) 701-5100 Program Code: 88077

Program Name: HR360 Women's Residential Satellite

Program Address: 214 Haight Street

City, State, Zip Code: San Francisco, CA 94102

Telephone: (415) 554-1480 Program Code: 87067

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

☐ New ☐ Renewal ☐ Modificat

3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by HR360 Adult Residential Satellite is adult poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include men; the mentally III; HIV positive individuals; homeless people; young adults ages 18-24; gay, bisexual and transgender people; veterans; parents; and individuals involved in the criminal justice system.

- Polysubstance abusers
- Intravenous route of administration
- Homeless

5. Modality(ies)/Interventions

Please see CRDC in Appendix B-13

6. Methodology

HR360 Adult Residential Satellite is a type of transitional housing, in which peers in recovery live together and support each other's recovery while continuing participation in treatment and related services has proven effective in sustaining treatment gains. The program serves San Francisco residents whose substance abuse and related problems no longer require the full intensity of services provided in a residential program setting, but continue to require substantial case management and treatment services to achieve treatment goals. Treatment services for satellite are administered at 1254 -13th Street, Treasure Island, CA 94130. Satellite referrals come from the Primary Residential programs.

Appendix A-13

Program: HR360 Adult Residential Satellite

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-13 Term: 7/1/13-6/30/14

A. Outreach and Recruitment: HR360 is well-established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, the Addiction Severity Index Lite, and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

B. Program Service Delivery Model: The program has a variable length; participants are eligible for up to one year total of residential and/or adult overnight/partial day treatment to complete the balance of that year, if needed, to achieve their treatment goals and link to the next step-down level of care.

Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Clients, who reside in Satellite, have enrolled in vocation training, found a job, or is enrolled in school. Satellites provide supported transitional housing to several clients living as roommates. When the client moves to a satellite

Contractor: HealthRIGHT 360 Appendix A-13 Term: 7/1/13-6/30/14

Program: HR360 Adult Residential Satellite

City Fiscal Year: FY 2013-14

CMS#:6990

apartment s/he begins to focus on re-socialization, work and family-related issues, as well as develops a transition plan to move toward independence. This transitional housing and supportive services may last up to 3 months, with extensions allowed on a case-by-case basis and availability of funding. Satellite clients do not pay rent, and receive supervision of money management, family issues, independent living skills and reentry issues.

Clients continue with their treatment plan, continue to receive case management services and reviews, and some of the same services as needed as the residential treatment clients. In addition, some satellite clients may require specialized treatment plan based on their specific needs.

Program Service Locations: These Satellite programs are located at two HR360 facilities, women at 214 Haight Street, and men are housed at 890 Hayes Street, San Francisco, CA.

- C. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- D. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled Performance Objectives FY 13-14".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

Program: HR360 Adult Residential Satellite

City Fiscal Year: FY 2013-14

CMS#:6990

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Appendix A-13

Program: HR360 Social Detox Center (Residential)

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Social Detox Center (Residential)

Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 88062

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2. Nature of Document (check one)

☐ New		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for Social Detox Center consists of any SF residents referred through Treatment Access Program (TAP) needing detox services. Participants are usually persons who abuse alcohol and or other substances. HR360 Detox Center offers detoxification services designed to help substance abusers engage in a supportive program to gain sobriety and abstinence from alcohol and other drugs, teach improve social functioning, and provide participants with a positive support system. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for various populations with specific needs. The program is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes.

Polysubstance abusers

5. Modality(ies)/Interventions

Please CRDC in Appendix B-14

6. Methodology

The goal of the Social Detox Center Residential program is to reduce substance abuse and related criminal behavior in individuals referred to HR360 from the TAP. To reach this goal, the Detox program provides 3-7 days of social model detoxification residential services to this population within a licensed treatment facility. This program is specific to clients trying to stabilize from alcohol & drugs. Many participants will be referred to ongoing treatment services if interested.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

Appendix A-14

Program: HR360 Social Detox Center (Residential)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-14 Term: 7/1/13-6/30/14

B. Admissions and Intake: Admission to the Detox Residential Program is open to all adult San Francisco persons referred through TAP needing detox services from alcohol and or other drugs.

A direct referral or phone call from TAP secures a referral appointment at the 1735 Mission Street with an Intake staff. During the admission process each participant receives brief screenings for substance abuse, mental health, and physical problems. (The Simple Screening Instrument for Substance Abuse; Mental health Screening Form III, the Health Questionnaire, and the Clinical Institute Assessment of Alcohol Scale (CIWA) to monitor alcohol withdrawal symptoms). Participants also take part in a structured interview that yields other information related to risk behaviors, housing status, and treatment history. Upon review of the findings participants may be referred for further evaluation to ensure safety of placement in our social model detoxification program.

During this period, if needed, a client presenting with alcohol withdrawal symptoms will have the CIWA test administered once daily until the patient's score remains lower than ten for an entire twenty-four hours. All participants will be closely supervised and monitored for additional assessments or screenings if necessary.

C. Program Service Delivery Model: The Social Detox Center is a 3-7 day detoxification program. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction and need for ongoing stabilization services. While in program clients may attend daily 12-Step meetings, participate in early recovery groups and receive some individual counseling and discharge planning.

Through early recovery group processes, we educate and help increase clients' self-awareness concerning substance dependence and abuse. Topics include: coping skills, high-risk situations and triggers, positive affirmations, self esteem, stress management, relapse prevention, and introduction to the Twelve Steps.

Program Service Locations: This Program is located at 815 Buena Vista West. This facility is licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual & Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- D. Exit Criteria and Process: Discharge planning begins at intake, and each client participates in an exit planning counseling session where long-term recovery options are explored and discussed to provide an accurate referral conducive to a clean and sober lifestyle. All clients are referred based on their discharge plan. Many clients transfer into other HR360 programs while others are referred back TAP case managers when discharged if requested.
- E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

Program: HR360 Social Detox Center (Residential)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-14 Term: 7/1/13-6/30/14

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Program: HR360 Social Detox Center (Residential)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-14 Term: 7/1/13-6/30/14

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Contractor: HealthRIGHT 360 Appendix A-15 Term: 7/1/13-6/30/14

Program: HR360 Transgender Recovery Program

City Fiscal Year: FY 2013-14

CMS#: 6990

1. Identifiers:

Program Name: HR360 Transgender Recovery Program

Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 3806TD-RES

Program Name: HR360 Transgender Program

Program Address: 214 Haight Street

City, State, Zip Code: San Francisco, CA 94102

Telephone: (415) 554-1480 Program Code: 3805TG-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

	New		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations served by the HR360 Transgender Recovery Program (TRP) are transgender poly-substance abusers who live in San Francisco. Primary drugs of abuse are alcohol, amphetamines, crack cocaine and heroin. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent, primarily African-American, followed demographically by Caucasian, Hispanic, and Asian, All are at significant risk for HIV as some are positive. We also serve female --to-male (FTM), and gender-queer identified clients.

- male-to-female (MTF) transgender
- poly-substance abusers
- other transgender (Female to Male and gender-queer)

5. Modality(ies)/interventions

Please see CRDC in Appendix B-15

Methodology

Transgender Recovery Program - Gender Identity (Transgender) Responsive Residential Substance Abuse Treatment Program is a trauma-informed, gender identity sensitive residential substance abuse treatment program for transgendered (TG) individuals. This program accepts self-identifying TG San Francisco residents and offers integrated substance abuse and mental health treatment in a safe, recovery-oriented environment that recognizes and responds to the prominent roles that trauma and abuse have played in many TG individuals' paths to addiction. Each individual's treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered. The program is staffed by self-identifying TG clinicians, and all staff and residents in the facility are trained in TG sensitivity. TG-specific needs, including access to hormones, are thoroughly assessed and addressed.

Program: HR360 Transgender Recovery Program

City Fiscal Year: FY 2013-14

CMS#: 6990

Appendix A-15 Term: 7/1/13-6/30/14

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. However, these beds

are managed by CBHS and therefore all referrals must be authorized by TAP.

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, and the Addiction Severity Index.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The program has a variable length; participants are eligible for up to 6 months of residential treatment to achieve their treatment goals and link to the next step-down level of care.

Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Clients continue with their treatment plan, continue to receive case management services and reviews, and some of the same services as needed as the residential treatment clients. In addition, some satellite clients may require specialized treatment plan based on their specific needs.

Contractor: HealthRIGHT 360 Appendix A-15 Term: 7/1/13-6/30/14

Program: HR360 Transgender Recovery Program

City Fiscal Year: FY 2013-14

CMS#: 6990

Program Service Locations: Transgender services are provided at both our Dual Recovery at 815 Buena Vista and 214 Haight Women's facilities in San Francisco, CA. These facilities are licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual & Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

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Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled Performance Objectives FY 13-14".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

Clinical Data Integrity: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Program: HR360 Transgender Recovery Program

City Fiscal Year: FY 2013-14

CMS#: 6990

Appendix A-15 Term: 7/1/13-6/30/14

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Contractor: HealthRIGHT 360 Appendix: A-16

Program: HR360 Intensive Treatment Services (WHITS)

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Intensive Treatment Services (WHITS)

Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 3806WT-RES

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2. Nature of Document (check one)

	New	\boxtimes	Renewal		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served in WHITS Residential is chronically mentally ill, adult poly-substance abusers who live in San Francisco. A pattern of repeated involvement in both mental health and substance abuse treatment programs is characteristic of this population. HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include both women and men; HIV positive individuals; homeless people; young adults ages 18-24, and emancipated minors from 16 to 18; gays, lesbians, bisexuals and transgenders; veterans; and individuals involved in the criminal justice system. People with mental illness are a part of all HR360 programs; however, this program is designed specifically for the dual diagnosed population.

- Polysubstance abusers
- Chronically mentally ill individuals
- Homeless

5. Modality(ies)/Interventions

Please CRDC in Appendix B-16

6. Methodology

HR360 WHITS accepts San Francisco residents and offers integrated substance abuse and mental health treatment in a safe, recovery-oriented environment. Each participant's treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. However, these beds are managed by CBHS and therefore all referrals must be authorized by TAP.

Program: HR360 Intensive Treatment Services (WHITS)

City Fiscal Year: FY 2013-14

CMS#:6990

Term: 7/1/13-6/30/14

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, and the Addiction Severity Index.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The program has a variable length; participants are eligible for up to one year total of residential and/or adult overnight/partial day treatment to complete the balance of that year, if needed, to achieve their treatment goals and link to the next step-down level of care.

Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Clients, who reside in Satellite, have enrolled in vocation training, found a job, or is enrolled in school. Satellites provide supported transitional housing to several clients living as roommates. When the client moves to a satellite apartment s/he begins to focus on re-socialization, work and family-related issues, as well as develops a transition plan to move toward independence. This transitional housing and supportive services may last up to 3 months, with extensions allowed on a case-by-case basis and availability of funding. Reentry clients pay subsidized rent, and receive supervision of money management, family issues, Independent living skills and reentry issues.

Clients continue with their treatment plan, continue to receive case management services and reviews, and some of the same services as needed as the residential treatment clients. In addition, some satellite clients may require specialized treatment plan based on their specific needs.

Appendix: A-16

Contractor: HealthRIGHT 360 Appendix: A-16

Program: HR360 Intensive Treatment Services (WHITS)

City Fiscal Year: FY 2013-14

CMS#:6990

Program Service Locations: WHITS Program is located at 815 Buena Vista West, San Francisco, CA. This facility is licensed by the State to provide adult substance abuse residential treatment. This facility is staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent Including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Program: HR360 Intensive Treatment Services (WHITS)

City Fiscal Year: FY 2013-14

CM5#:6990

Appendix: A-16 Term: 7/1/13-6/30/14

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Contractor: HealthRIGHT 360 Appendix A- 17
Program: HR360 Women's HOPE Residential Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Women's HOPE (Healing Opportunities & Parenting Education) Program

Program Address: 2261 Bryant Street

City, State, Zip Code: San Francisco, CA 94110

Telephone: (415) 800-7534 Program Code: 89102

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

☐ New ☐ Renew	val Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population for Women's HOPE is pregnant and post-partnum women and their children. Target populations include individuals with polysubstance abusers, chronic mental illness, transition age youth (aged 18-25 years), the African American, Asian Pacific Islander, and Hispanic/Latino communities, the LBTQQ community including transgendered individuals, homeless individuals and families, polysubstance abusers, seniors, and individuals with HIV/AIDS.

- · Pregnant Women
- Post-partnum Women
- Polysubstance abusers

5. Modality(ies)/Interventions Please see CRDC in Appendix B-17

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6. Methodology Women's HOPE Pr

Women's HOPE Program is a multi-services residential substance abuse treatment program for pregnant and postpartum women. The facility houses up to 16 women, with additional capacity for up to 19 children. Services are trauma-informed and gender responsive, and include parenting and family services in an effort to break the intergenerational cycles of substance abuse and mental illness. The program has been designed to address all cofactors that support addictive behaviors in addition to providing services for children. Issues to be addressed include substance use, trauma, mental illness, health and wellness, spirituality, culture, relationships, family reunification, employability, homelessness, sober living skills, parenting education, and aftercare.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

Contractor: HealthRIGHT 360 Appendix A- 17
Program: HR360 Women's HOPE Residential Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department located at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument) and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment and an Addiction Severity Index (ASI). Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: The HR360 Women's HOPE Program is a variable-length program that accommodates up 6 to 12 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers;
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

Program Phases:

The Women's HOPE Program at HR360 is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Contractor: HealthRiGHT 360 Appendix A- 17
Program: HR360 Women's HOPE Residential Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility. When a client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the TC phase.

TC Phase: The TC phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. During this time the resident begins to receive an increasing number of privileges in accordance with a demonstration of responsibility. They participate in many groups counseling activities, as well as individual counseling and other supportive services. When it is deemed appropriate by the counselor and client, the client writes a proposal to become an "Elder" in the community and enter the Pre-Reentry phase.

Pre-Reentry/Reentry: The Pre-Reentry phase is a transition between TC and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident receives intensive vocational counseling and develops a reentry plan. When the resident has enrolled in vocational training, or has gotten a job or enrolled in school, they may move into one of several satellite apartments in the outside community. Satellites provide supported transitional housing to several clients living as roommates. The Reentry phase focuses on re-socialization, work and family-related issues. This phase lasts several months. Reentry clients pay subsidized rent, and engage in money management, family reunification, independent living and relapse prevention counseling activities. When the client has saved enough money to obtain an independent household, they may enter the Continuing Care/ Aftercare (outpatient) program.

Continuing Care (Aftercare): Continuing Care clients live on their own in the community, but return to HR360 for weekly groups and individual check-ins. They may also participate in Relapse Prevention sessions, recreational activities, and all HR360 family celebrations. After several months, these clients complete treatment with a completion ceremony. All clients who have completed during the past year are acknowledged at the large annual Celebration of Achievement ceremony held in September.

Program Service Locations: The Women's HOPE Program is located at 2261 Bryant Street, a licensed & certified substance abuse residential treatment program. This program also provides Individual and Group Counseling, MH services, and other substance abuse treatment related activities. This facility is staffed 24 hours a day, 7 days a week. Intakes take place at the 1735 Mission Street.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- E. All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Program: HR360 Women's HOPE Residential

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A- 17 Term: 7/1/13-6/30/14

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

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<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

Contractor: HealthRIGHT 360 Appendix A- 17 Term: 7/1/13-6/30/14

Program: HR360 Women's HOPE Residential

City Fiscal Year: FY 2013-14

CMS#:6990

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Program: HR360 Adult Outpatient Services

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-18 Term: 7/1/13-6/30/14

1. Identifiers:

Program Name: HR360 Adult OP Services Program Address: 1735 Mission Street City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700

Program Codes: DMC: 38201, Non-DMC: 38200P

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

	New	\boxtimes	Renewal		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

-4. Target Population

The target population served by this Outpatient Program is adults, 18 and above, who abuse and/or are dependant on drugs and/or alcohol with a focus on individuals residing in the Central City area of San Francisco and who are homeless and/or indigent. Primary drugs of abuse include: alcohol, barbiturates, amphetamines, cocaine, crack cocaine, and opiates (including prescription). HR360 serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include women; the mentally ill; HIV positive individuals; homeless addicts; young adults ages 18-24, gays, lesbians, bisexuals and transgender; veterans; and individuals involved in the criminal justice system.

- Behavioral health disordered persons that are San Francisco residents.
- Homeless and Indigent persons
- Substance dependent persons

5. Modality(ies)/Interventions Please see CRDC in Appendix B-18

i idase see ende iii Appendix b

6. Methodology

HR360 Outpatient Services offers a streamlined continuum of care providing substance abuse services that include individual and group counseling, relapse prevention, vocational and educational classes, social services, family reunification and legal counseling and urine surveillance as a tool when appropriate. Our mission is to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California. These services are designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to

Contractor: HealthRIGHT 360 Appendix A-18
Program: HR360 Adult Outpatient Services Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access HR360 services through a referral phone call, appointment, or walk-in at the Intake Department at 1735 Mission Street. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), and the Modified Mini Screen.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a HR360 psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment, and the Addiction Severity Index. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned HR360 continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

C. Program Service Delivery Model: HR360 integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidence-based interventions.

The program includes:

- Harm Reduction Interventions that support engagement and build trust during the pre-contemplation and contemplation phases of treatment and at the same time promote individual and public safety. This is primarily accomplished via Motivational Enhancement Therapy Interventions.
- Three Levels of Active Treatment
 - o <u>Level I -- Outpatient Treatment</u> for clients who have maintained substantial stability in managing their behavioral health disorders.
 - <u>Level II Intensive Outpatient Treatment</u> is intended both to serve clients stepping down from more intensive levels or care and/or to provide more intensive supports to clients in a lower level of care.

Program: HR360 Adult Outpatient Services

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-18 Term: 7/1/13-6/30/14

Level III - Day Treatment - Day is provided for the highest need clients and again as a step down
program and to prevent clients from needing higher levels of service.

This program leverages the limited funding available through this RFP with the treatment services and wraparound supports of HR360 to deliver multifaceted programming that incorporates numerous evidence-based practices so as to respond comprehensively to multiple needs of high-risk individuals.

- D. Program Service Location: The OP program is located at 1735 Mission Street, San Francisco, CA.
- E. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- F. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

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7. Objectives and Measurements

A. Required Objectives

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Contractor: HealthRiGHT 360
Program: HR360 Adult Outpatient Services

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-18 Term: 7/1/13-6/30/14

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Program: HR360 Adult Outpatient Services

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-18 Term: 7/1/13-6/30/14

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

<u>Standards and Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Contractor: HealthRIGHT 360 Appendix A-19
Program: HR360 African American Healing Center Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 African American Healing Center (AAHC)

Program Address: 1601 Donner #3

City, State, Zip Code: San Francisco, CA 94124

Telephone: (415) 762-3700 Program Code: 87301

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2. Nature of Document (check one)

New		Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population is substance abusing women and men demonstrating a need for outpatient substance abuse treatment.

- AA/ persons of color
- Polysubstance abusers

5. Modality(ies)/Interventions

Please CRDC in Appendix B-19

6. Methodology

The goal of the AAHC Program is to reduce substance abuse and related criminal behavior in individuals referred to HR360. To reach this goal, the project will provide variable length of treatment of OP services to this population within a certified treatment facility.

- A. Outreach & Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- **B.** Admissions and Intake: Admission to the AAHC Program is open to all adult persons of San Francisco who desire treatment. We target the BVHP community because that is where the program is located.

A direct referral or phone call secures an intake interview appointment at program with a program staff. Staff will verify for San Francisco residency; collect demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

Contractor: HealthRIGHT 360 Appendix A-19
Program: HR360 African American Healing Center Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

As a client enters the HR360 continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues. An interview occurs thereafter with an intake staff member. This interview includes an overall screening of behavioral health history.

C. Program Service Delivery Model: The HR360 AAHC Program is a variable-length program that accommodates up to 6 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Program Phases:

The program at HR360 is divided into phases: Orientation; Phase I, and Phase II. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups and have a job function. Once the client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the next phase.

Phase 1: This phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. The clients participate in many groups counseling activities, as well as individual counseling and other supportive services. When it is deemed appropriate by the counselor and client, the client writes a proposal to enter the Pre-Reentry phase.

Phase 2: The Pre-Reentry phase is a transition between Phase 2 and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident may receive vocational counseling and develops a reentry plan. This phase lasts several months. Reentry clients engage in money management, family reunification, independent living and relapse prevention counseling activities. Continuing Care clients have achieved their treatment plan goals and come to different groups to maintain sobriety. This phase is also variable length depending on the needs & schedule of the individual.

Program Service Locations: The AAHC is located at 1601 Donner #3, San Francisco, CA. It includes Individual, Group Counseling, and other substance abuse treatment related activities and services will take place at this facility, as well.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- E. All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked

Contractor: HealthRIGHT 360 Appendix A-19
Program: HR360 African American Healing Center Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

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<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

Program: HR360 African American Healing Center

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-19 Term: 7/1/13-6/30/14

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

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Contractor: HealthRIGHT 360 Appendix A-20
Program: HR360 Bridges CM OP Term: 7/1/13-6/30/14
City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Bridges CM Outpatient Services

Program Address: 1899 Mission Street City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700 Program Code: 85351

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2. Nature of Document (check one)

☐ New □	Renewal	Modification
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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target population served by the HR360 BRIDGES program are adults parolees, mentally ill, poly-substance abusers or dependant on drugs and/or alcohol, considered legal residents of San Francisco.

- CDCR Parolees
- Poly-Substance Abusers
- Mentally III

5. Modality(ies)/Interventions

Please CRDC in Appendix B-20

6. Methodology

HR360 Bridges Outpatient Services offers a streamlined continuum of care providing substance abuse services that include individual and group counseling, relapse prevention, vocational and educational classes, social services, family reunification and legal counseling and urine surveillance as a tool when appropriate. Our mission is to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California. These services are designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. In addition, because this program's target population are CDCR parolees, the program staff have good referral relationships with the Parole agencies that serve parolees in San Francisco.
- B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Program Site. A referral phone

Contractor: HealthRIGHT 360 Appendix A-20
Program: HR360 Bridges CM OP Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

call secures an intake interview appointment at 1899 Mission Street with a program staff. The program staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the HR360 continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues for the Prevention/Diversion Department. An interview occurs thereafter with an intake staff member. This interview includes the administration of the Addiction Severity Index (ASI) assessment which creates both a Narrative Summary and Severity Profile of the person served surrounding different life domains (Alcohol/Drug Use; Employment; Family; Legal; Medical; and Psychiatric). The client is provided further services as based on need identified by the severity profile for legal or psychiatric life domains.

If there is an identified need for legal assistance, the client is connected with the legal department to assist with interfacing with the legal system. If any psychiatric symptomology is identified during the assessment process, the client is further assessed by the licensed intake clinician to determine psychiatric status to determine the appropriateness for program placement.

C. **Program Service Delivery Model:** HR360 integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidence-based interventions.

The program includes:

- <u>Harm Reduction Interventions</u> that support engagement and build trust during the pre-contemplation and contemplation phases of treatment and at the same time promote individual and public safety. This is primarily accomplished via Motivational Enhancement Therapy interventions.
- Three Levels of Active Treatment
 - Level I Outpatient Treatment for clients who have maintained substantial stability in managing their behavioral health disorders.
 - Level II Intensive Outpatient Treatment is intended both to serve clients stepping down from more intensive levels or care and/or to provide more intensive supports to clients in a lower level of care.
 - o <u>Level III Day Treatment Day</u> is provided for the highest need clients and again as a step down program and to prevent clients from needing higher levels of service.

Program Service Location: The Bridges OP Program is located at 1899 Mission Street, San Francisco, CA. This Program Individual and Group Counseling, MH services, and other substance abuse treatment related activities and services will take place at this facility, as well.

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment

Contractor: HealthRIGHT 360 Appendix A-20
Program: HR360 Bridges CM OP Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

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Contractor: HealthRIGHT 360
Program: HR360 Bridges CM OP

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-20 Term: 7/1/13-6/30/14

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Contractor: HealthRIGHT 360 Appendix A-21
Program: HR360 Buprenorphine Medical Monitoring Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Buprenorphine Medical Monitoring

Program Address: 1735 Mission St

City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 226-1775 Program Code: 88201

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2. Nature of Document (check one)

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3. Goal Statement

The primary goal the program is to reduce opioid addiction among vulnerable San Franciscans through the use of medication-assisted outpatient buprenorphine detoxification maintenance therapy.

4. Target Population

The target population of the program is adults living in San Francisco with opioid addiction. To be eligible for admission to the program, clients must be diagnosed with opioid dependence, as defined in the DSM-IV-TR (American Psychiatric Association, 2005); not based solely on physical dependence to opioid but on opioid addiction with compulsive use despite harm (DSM-IV-TR Diagnostic Criteria, Appendix C, DSM-IV-TR Material). Target population criteria includes individuals who are interested in treatment for opioid addiction; have no contraindications to buprenorphine treatment; can be expected to be reasonably compliant with such treatment; understand the benefits and risks of buprenorphine treatment; are willing to follow safety precautions for buprenorphine treatment; and agree to buprenorphine treatment after a review of treatment options.

5. Modality(les)/Interventions-

Please CRDC in Appendix B-21

6. Methodology

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake:

Enrollment is led by HR360 alone, or working in partnership with the city's Office-based Buprenorphine Induction Clinic (OBIC), depending on the dient's point of entry. The first step involves individualized interviews with each client to discuss their addiction, lifestyle, and health status. Following the assessment, the client is provided with a summary of the treatment process; and is assessed for the presence of medical or psychiatric co-morbidities, and readiness to change. Clients are told about the psychosocial supports available to them, and are encouraged to participate in these as parallel services to their medication-assisted therapy. While complete assessment may require more than one office visit, initial treatment begins at the first visit and clients are given access to key services immediately, such as crisis intervention, psychiatric assessment, and other immediate needs for prescribed medications.

Contractor: HealthRIGHT 360 Appendix A-21
Program: HR360 Buprenorphine Medical Monitoring Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

C. Service Delivery Model Step 1 Assessment

Following enrollment, if the initial screening indicates the presence of an opioid use disorder, further assessment is conducted to thoroughly delineate the individual's problem, to identify co-morbid or complicating medical or behavioral conditions, and to determine the appropriate treatment setting if not OBOT-recommended (Office-based Buprenorphine Opiate Treatment) (such as residential, intensive outpatient, or non-medication assisted outpatient)), and level of treatment intensity for the client. Clients whose needs have been identified as appropriate through to the next phase; induction.

Step 2: Induction & Stabilization

Induction is managed at a centralized location, the city's OBIC clinic at 1380 Howard Street. Medication is introduced once the client is in a state of withdrawal; and OBIC medical staff meets with each client regularly for 1-2 weeks to ensure the medication is working, that side effects are not too uncomfortable, and that the individual is taking the medication as indicated. Dosage is adjusted up or down until the appropriate amount is reached, determined primary by the elimination of common physical withdrawal symptoms. Current best practice describes the beginning of the stabilization phase as the point at which a client experiences no withdrawal symptoms, has minimal or no side effects, and no longer has uncontrollable cravings for opioid agonists. During early stabilization, frequent contact with the client is often necessary to increase the likelihood of compliance and to adjust dosage as necessary. Clients are typically referred to HR360 during early stabilization and begin working with the agency's prescribing physician, Dr. Mark Sears, as they move into the maintenance phase of treatment. Once a stable buprenorphine dose is reached and toxicologic samples are free of illicit opioids, OBIC physicians determine the frequency of subsequent visits (biweekly or longer, up to 30 days), Regardless of the frequency of visits, toxicology tests for relevant illicit drugs are administered at least monthly through urinalysis.

Step 3: Maintenance

Maintenance is often the longest period that a client is on buprenorphine; and is often an indefinite phase of treatment. During this phase, attention is focused on the psychosocial and family issues that are identified during the course of treatment to have contributed to each individual's addition. During the maintenance stage, clients are seen as often as clinically indicated, but are required to see the prescribing physician on at least a quarterly basis. Drug tests can be administered through urinalysis to ensure clients have refrained from opioid use. New drugs that are detected through these tests are addressed through counseling sessions and during consultations with the physician.

Non-pharmacological services, such as the psychosocial supports provided by HR360's outpatient treatment program, address comprehensively the co-morbidities and other complex needs of clients related to opioid addiction, and maximize the chances of the best possible treatment outcomes. Program participants are strongly encouraged to seek psychosocial services either on-site at HR360's Integrated Care Center, or through referral to a provider within HR360's extensive network of partners. Clients are also encouraged to attend mutual-aid support groups outside of HR360, and the program provides assistance for identifying the most appropriate mutual aid group based on linguistic or other needs, preferences, etc.

Each dient's treatment depends on their personal treatment goals of long-term treatment depends in part on the patient's personal treatment goals and in part on objective signs of treatment success. Maintenance can be relatively short-term (e.g., <12 months) or a lifetime process. Treatment success depends on the achievement of specific goals that are agreed upon by the client and the physician/psychosocial providers. The program recognizes that many people in treatment relapse one or more times before getting better and remaining drug free. Relapse is viewed as a set back, but not as a fallure of treatment or of the individual. Persons who relapse are encouraged to continue with treatment to achieve full recovery. To prevent relapse, individuals are supported to identify ways of staying away from triggers and other risk behaviors.

Program Service Location: HR360 Integrated Care Center is located at 1735 Mission Street.

Contractor: HealthRIGHT 360 Appendix A-21
Program: HR360 Buprenorphine Medical Monitoring Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

Exit Criteria and Process: Successful Completion, Aftercare and Discharge Planning

Through ongoing communication with the OBOT counselor and outpatient care managers, the treatment team considers a number of factors when determining suitability for long-term medication-free status, including: stable housing and income, adequate psychosocial support, and the absence of legal problems. For clients who have not achieved these domains of stabilization, a longer period of maintenance, during which they work through any barriers that exist, is often recommended.

To prevent relapse and continue working on maintenance issues, clients are encouraged to attend weekly after-care groups. Clients receive continuing care with, an emphasis on providing support and skills for self-management of substance use illness as a chronic condition (for example, 12-step, and other mutual help programs). Aftercare addresses not only the maintenance of sobriety, but also the tangible needs and social isolation of clients. Some of the issues addressed include: getting along better with people, dealing with stress, anger, and conflict, maintaining a positive self-concept, improving family relationships, making plans and solving problems, dealing with cravings and triggers, taking credit for your successes, and getting involved in the recovering community.

D. Staffing:

The program's Medical Director has completed the required training and possesses a Drug and Enforcement Agency license allowing the prescription of buprenorphine. HR360's Director for Outpatient Behavioral Health supervises an MFT and an MFT intern in individual and group work with program dients and these clinicians provide psychosocial support to clients enrolled in the program.

7. Objectives and Measurements- N/A

8. Continuous Quality Assurance and Improvement

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<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

Program: HR360 Buprenorphine Medical Monitoring

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-21 Term: 7/1/13-6/30/14

<u>Clinical:</u> Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

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Contractor: HealthRIGHT 360Appendix A-22Program: HR360 Family Strength OutpatientTerm: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Family Strength OP Program Address: 1735 Mission Street City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700 Program Code: 38731

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

Target populations include females with children who are polysubstance abusers, chronic mental illness, transition age youth (aged 18-25 years), the African American, Asian Pacific Islander, and Hispanic/Latino communities, the LBTQQ community including transgendered individuals, homeless individuals and families, polysubstance abusers, seniors, and individuals with HIV/AIDS.

- Pregnant Women
- Post-partum Women
- Women with Children

5. Modality(ies)/Interventions

Please CRDC in Appendix B-22

6. Methodology

The HR360 Family Strength Program services are arrayed to address the needs of women with children who are in residential and/or outpatient services at HR360. These services focus on family strengthening activities and are designed to assist women in recovery from substance abuse and mental health problems to fulfill important family role obligations and for their children to thrive and grow. Addiction, mental illness, and involvement with the criminal justice system often weaken families and create fragmented social support networks for clients in recovery. The children of individuals suffering from addiction and mental health problems frequently demonstrate problems related to attachment wounding, trauma, and inconsistent nurturing. They often are delayed in reaching developmental milestones, experience emotional and behavioral deregulation, and exhibit risk behaviors for substance abuse and other problems. The HR360 Family Strength program provides assessment; individual, child, and family therapy; case management; and parenting support to women and their children. Additionally, the program offers referral and linkage to support reconnection to the greater family network as often, they have, themselves, been impacted by the forces of addiction, mental illness, and incarceration. The provision of family services not only increases long-term social support for recovery, it also helps to break the intergenerational cycle of addiction, mental illness, and criminal behavior.

Women with children who might benefit from receiving family services are identified through assessment during the orientation phase of treatment. They are then referred to the Family Services Manager who assigns a Family

Contractor: HealthRIGHT 360 Appendix A-22 Term: 7/1/13-6/30/14

Program: HR360 Family Strength Outpatient

CMS#:6990

City Fiscal Year: FY 2013-14

Strength Program Case Manager (Masters-level Case Manager III) to conduct further assessment and develop specific family related goals for their treatment plan. Adult clients will be assessed with the ANSA and children with the CANS. Treatment goals for adult clients can include establishing visitation with children, regaining custody when appropriate, fulfilling CPS mandates, improving parenting skills, and obtaining additional services for children and other family members. Treatment goals for children may include addressing behavioral problems, improving school attendance and performance, increasing emotional regulation or supporting acculturation. The Family Strength Program case manager assigned to the client will then directly provide or otherwise establish inhouse services and develop referral and linkage to appropriate outside services.

Specifically, program services will include adult assessment; child assessment; individual therapy focused on family goals; child therapy; family therapy; case management; and parenting skills training. Family Services at HR360 include support and advocacy to establish visitation and possible reunification with minor children by working with family members, Child Protective Services, and client advocates. Further, when appropriate, clients are linked to agencies and advocates who will assist them to fulfill child support obligations or other CPS mandates. Additionally, program staff organizes and supervise parent-child bonding activities such as holiday gatherings, summer outings, and structured weekend activities.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.
- B. Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department. A referral phone call secures an intake interview appointment at 1735 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the HR360 continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues for the Prevention/Diversion Department. An interview occurs thereafter with an intake staff member. This interview includes the administration of the Addiction Severity Index (ASI) assessment which creates both a Narrative Summary and Severity Profile of the person served surrounding different life domains (Alcohol/Drug Use; Employment; Family; Legal; Medical; and Psychiatric). The client is provided further services as based on need identified by the severity profile for legal or psychiatric life domains.

If there is an identified need for legal assistance, the client is connected with the legal department to assist with interfacing with the legal system. If any psychiatric symptomology is identified during the assessment process, the client is further assessed by the licensed intake clinician to determine psychiatric status to determine the appropriateness for program placement.

C. Program Service Delivery Model: HR360 integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidencebased interventions.

Contractor: HealthRIGHT 360 Appendix A-22
Program: HR360 Family Strength Outpatient Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

The program includes:

 Harm Reduction Interventions that support engagement and build trust during the pre-contemplation and contemplation phases of treatment and at the same time promote individual and public safety. This is primarily accomplished via Motivational Enhancement Therapy interventions.

Three Levels of Active Treatment

- o <u>Level I Outpatient Treatment</u> for clients who have maintained substantial stability in managing their behavioral health disorders.
- Level II Intensive Outpatient Treatment is intended both to serve clients stepping down from more intensive levels or care and/or to provide more intensive supports to clients in a lower level of care.
- o <u>Level III Day Treatment Day</u> is provided for the highest need clients and again as a step down program and to prevent clients from needing higher levels of service.

This program leverages the limited funding available through this RFP with the treatment services and wraparound supports of WH to deliver multifaceted programming that incorporates numerous evidence-based practices so as to respond comprehensively to multiple needs of high-risk individuals.

Program Service Location: The Family Strength OP Program is located at 1735 Mission Street, San Francisco, CA. Referrals to the Family Strength Program are made once a client has been admitted through one of our primary treatment programs (OP, Residential, etc.).

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- E. All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

Contractor: HealthRIGHT 360 Appendix A-22
Program: HR360 Family Strength Outpatient Term: 7/1/13-6/30/14

Program: HR360 Family Strength Outpatient **City Fiscal Year:** FY 2013-14

CMS#:6990

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

<u>Clinical Data Integrity</u>: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

<u>Health and Safety</u>: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Program: HR360 Southeast Health Opportunities Project

(SHOP)

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Southeast Health Opportunities Project (SHOP)

Program Address: 1601 Donner #3

City, State, Zip Code: San Francisco, CA 94124

Telephone: (415) 762-3700 Program Code: 85731

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

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3. Goal Statement

To reduce the impact HIV & Substance Abuse in surrounding Southeast Community includes BVHP, Potrero Hill, Huntersview, Sunnydale, etc).

4. Target Population

The target population served by are African Americans & persons of Color that are in these targeted communities that are impacted by an increase in HIV cases, Medical issues, & no access to PC.

- AA in SF Target communities
- AA/ people of Color with SA issues
- AA/ people of Color with medical issues

5. Modality(ies)/Interventions

Please CRDC in Appendix B-23

6. Methodology

The Southeast Health Opportunities Project (SHOP) is a service expansion and enhancement project that serves the predominately African American residents of San Francisco's Bayview Hunters Point (BVHP), Potrero Hill, and Sunnydale neighborhoods impacted by substance use and abuse and HIV/AIDS. The program focuses on individuals who use or abuse illegal substances, engage in high-risk sexual behaviors, are involved in the criminal justice system or/and are in need of comprehensive treatment services. Targeted settings for program interventions include substance abuse treatment agencies, primary care clinics, public housing community centers, recreation centers, and neighborhood churches. SHOP provides: (1) peer outreach staff to engage individuals who have not accessed substance abuse and HIV services due to numerous barriers in the targeted communities. (2) Pretreatment services that assist clients stop abusing substances, improve their health status, screen for and begin to address mental illnesses, help them deal with any legal problems, improve their employment and financial situation, and strengthen their family and community support systems. (3) clients who continue to use or abuse substances after receiving pre-treatment services with outpatient substance abuse treatment to help them to stop using or abusing substances, improve or maintain their medical and mental health, address their legal problems, improve their employment and financial situation through coaching and education, and further strengthen their family and community supports. (4) ongoing recovery support services that will help clients and other community members maintain their recovery. (5) HIV risk reduction counseling, rapid HIV testing and counseling, and referrals to HIV medical and support services to decrease the spread and progression of HIV in the Southeast communities.

Appendix A- 23

Term: 7/1/13-6/30/14

Contractor: HealthRIGHT 360 Appendix A- 23
Program: HR360 Southeast Health Opportunities Project Term: 7/1/13-6/30/14

(SHOP)

City Fiscal Year: FY 2013-14

CMS#:6990

A. Outreach & Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community based organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals. For this contract, we have street Outreach workers that walk to recruit for our program targeting those that are harder to reach.

B. Admissions and Intake: Admission to the SHOP Program is open to all adult African Americans/Persons of Color of the Southeast area who desire treatment. We target this area because this is the requirement of the grant.

A direct referral or phone call secures an intake interview appointment at program with a program staff. Staff will verify for San Francisco residency; collect demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the HR360 continuum of care, they will first interview with an intake staff member. This interview includes an overall screening of behavioral health history.

C. Program Service Delivery Model: HR360 SHOP is a variable-length program that accommodates up to 6 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Program Phases:

The program at HR360 is divided into phases: Orientation; Phase I, and Phase II. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at HR360 consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups and have a job function. Once the client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the next phase.

Phase 1: This phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. The clients participate in many groups counseling activities, as well as individual counseling and other supportive services. Part of our programming requirements is to complete the 4-weeks of Health Education classes (High Blood Pressure, Diabetes, Nutrition & HIV education), Drug Education, & African American History.

Phase 2: It lasts 90 days and is not required but encouraged for those that need longer term treatment. During this time the resident may receive vocational counseling and develops a reentry plan. This phase lasts several months. Reentry clients engage in money management, family reunification, independent living and relapse prevention counseling activities. Continuing Care clients have achieved their treatment plan goals and come to different groups to maintain sobriety.

Program Service Locations: SHOP is located at 1601 Donner #3, San Francisco, CA.

Contractor: HealthRIGHT 360 Appendix A- 23
Program: HR360 Southeast Health Opportunities Project Term: 7/1/13-6/30/14

(SHOP)

City Fiscal Year: FY 2013-14

CMS#:6990

D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

E. All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

B. Individualized Program Objectives

- During Fiscal Year 2013-14, 300 persons will be contacted through our outreach team as documented in HR360 records of which 100 of these persons will receive additional engagement, pre-treatment or other program related services.
- 2. During Fiscal Year 2013-14, HR360 will provide OP services to 70 UDC.
- 3. During Fiscal Year 2013-14, HR360 will provide HIV testing, education & counseling to 150 persons needing to know their HIV status.
- During Fiscal Year 2013-14, HR360 will provide PC referrals to at least 30 clients needing health care services.

8. Continuous Quality Assurance and Improvement

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Program: HR360 Southeast Health Opportunities Project

(SHOP)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A- 23 Term: 7/1/13-6/30/14

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Contractor: HealthRIGHT 360 Appendix A-24
Program: HR360 Representative Payee Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Representative Payee Program Address: 1899 Mission Street City, State, Zip Code: San Francisco, CA 94103

Telephone: 415-934-3407 Program Code: 88359

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2. Nature of Document (check one)

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3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The program serves recipients receiving financial benefits from Supplemental Security Income (SSI) or Social Security Administration (SSA). These recipients are in need of a representative payee case management services to manage their financial obligations because this target population includes those most difficult to serve due to serious disability or mental health impairments: they present with severe, often untreated mental illness, homelessness, substance abuse or addiction and other behavioral problems.

Key characteristics of the RPI target population:

- Disability/mental health impairments
- Homelessness/difficulty with social support
- Poly-substance abuse and addictions

5. Modality(les)/Interventions

Please CRDC in Appendix B-24

6. Methodology

The Representative Payee Program (RPI) serves recipients in need of financial case management assistance focused on stabilizing basic needs of housing, medical, mental health, and substance abuse care. Case management services will be provided on a monthly basis from monthly check-ins or more frequently if the recipient appears to be intoxicated or under the influence of drugs or alcohol.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

Contractor: HealthRIGHT 360 Appendix A-24
Program: HR360 Representative Payee Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

The RPI program makes presentations and maintains a working relationship with various community agencies as a way of promoting and increasing the community's knowledge of the services we provide to the recipients. The program services will be promoted through HR360's participation in service provider groups and public health meetings.

- B. Admissions and Intake: Upon intake, the recipient will be given a scheduled check day and a budget will be established utilizing the following formula: we will deduct the monthly rent, program service fee and stipulated bills from the monthly gross deposit. The remaining balance is divided by five (5), which represents living expenses for five weeks in the month. If the current month contains only 4 weeks, the 5th weeks' living expense can be requested as a special request (this does not apply to those recipients receiving the maximum weekly amount of \$250.00). If the client doesn't pick up their 5th week special, their ending balance is automatically given to them (up to the \$250.00 limit) at the end of the month. Once the budget is set for the month, the recipient is encouraged to remain within that budget. However, budget modification will be made whenever changes are made which reflect benefit amounts.
- C. **Program Service Delivery Model:** The Representative Payee Program is committed to being effective in maintaining the recipients' level of functioning. To accomplish this goal, the program ensures that staff has the capacity to function effectively as compassionate and caring individuals for recipients who are unable to care for themselves. The program consists of three services:
 - Financial management conducted in accordance with Social Security Administration rules and regulations
 - Connection of the recipient with the needed community services through case management in cooperation with the mental health system
 - Transition of the city's mentally ill homeless population into permanent housing.

Recipients will be referred primarily from the Social Security Offices here in San Francisco, senior programs, mental health providers and various hospitals. A phone call secures an intake interview appointment at the HR360's Multi-Services facility. If the recipient is unable to come into the office, an out-of-office visit can be made in order to complete the intake.

Program Service Location: The RPI Program is located at 1899 Mission Street, San Francisco, CA.

D. Exit Criteria and Process: The Representative Payee Program will provide services to the recipient as long as the Social Security Administration deems it necessary that the recipient is required to have a payee or until the recipient opts to terminate financial services. However, our current rate of stay per recipient is greater than one year. Our program will refer recipients interested in the Mental Health Services or Residential services provided here at HR360 to the appropriate intake staff. If accepted into either program, the recipient will become eligible for no-fee Representative Payee services. The monthly fee is based on the current rate approved by Social Security and is deducted from the recipients' benefits.

A majority of the recipients transfer to free payee services (subsidized by the city) within a year after their intake at the HR360 Representative Payee Program. Because city-subsidized Representative Payee services are available for free, only about 40% of HR360 Representative Program recipients have been enrolled for more than 12 months, although a significant number of our clients are long term recipients. Thus, the HR360 Representative Payee Program provides the initial intake to a very difficult population, and successfully links them with housing and other services essential to their remaining in permanent housing. Only a small percentage of the program's recipients remain homeless.

E. Staff members are on site 5 days/week, 8 hours/day, Monday through Friday. Checks will be distributed from 12:00 noon to 4:00 pm on Mondays, Tuesdays and Thursdays. The office will be closed on Wednesdays and Fridays for

Contractor: HealthRIGHT 360 Appendix A-24
Program: HR360 Representative Payee Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

intake and paperwork. If a holiday falls on a scheduled check day, prior notification will be given on the check day that falls a week before and check distribution will be the day before the holiday.

All program services and activities are documented in a client's chart by their service manager. Current client files are securely stored in program central file room in locked cabinets. Discharged client files are locked in secured room at a centralized location designated for program closed charts.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

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Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

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<u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

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Contractor: HealthRIGHT 360 Appendix A-24 Term: 7/1/13-6/30/14

Program: HR360 Representative Payee

City Fiscal Year: FY 2013-14

CMS#:6990

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Program: HR360 2nd Chances/ With Open Arms (WOA)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-25 Term: 7/1/13-6/30/14

1. Identifiers:

Program Name: HR360 2nd Chances (WOA) Program Address: 1899 Mission Street City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700 Program Code: 3835SC-ANS

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

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3. Goal Statement

To increase access to community resources and provide wrap around case management services in order to reduce recidivism and increase pro-social life skills/choices in the target population.

4. Target Population

The target population served by the 2nd Chance program is SF County women sentenced to State prison. Services will be provided in-custody and when inmates parole back to San Francisco County.

- CDCR Inmates and Parolees from San Francisco County
- Adult Females

5. Modality(ies)/Interventions

Please CRDC in Appendix B-25

6. Methodology

HR360 will serve as the primary point of contact and Case Manager for the women involved in the 2nd Chance Program. In conjunction with the programs partners client needs will be assessed and appropriate service referrals will be made.

- A. Outreach and Recruitment: HR360 is well established in the human service provider community and the criminal justice system. We make presentations and maintain working relationships with both community based service agencies and the criminal justice system. In addition, we make direct contact with incarcerated individuals in SF County jail and state prison to make individuals aware of available programs and services through HealthRIGHT 360. In the community as well as in the criminal justice institutions we distribute brochures and publications about our programs. Recruitment is also done through HR360's website at www.healthright360.org, word of mouth and self-referrals both in the community and in the criminal justice system. Specifically, because this program's target population is CDCR parolees, the program staff has good referral relationships with the Parole Agencies that serve parolees in San Francisco. In addition regular outreach visits to the institutions (SF County Jail, CCWF,) will occur in order to identify women that qualify for the program and then presentations will be conducted to educate them on services available.
- B. Admissions and Intake: Admission to the 2nd Chance Program occurs through an initial referral by the SF Adult Probation Department. A referral form will be faxed to secure an intake interview appointment at the SF County Jail by a Case Manager. The Case Management staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a needs

Contractor: HealthRIGHT 360

Appendix A-25

Program: HR360 2nd Chances/ With Open Arms (WOA)

Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CIVIS#:6990

assessment; completes clinical assessments (CAIS, ASI, PCL, URICA); Obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; a detailed explanation of services available in the program, and the grievance procedures.

Upon release from the criminal justice system (SF County Jail, CCWF) further intake paperwork will be done in the form of the CalOMS forms so that participants can be appropriately entered into San Francisco County substance abuse/mental health system. Additionally as clients enter the community and are referred to partner agencies those agencies may complete additional assessments.

C. Program Service Delivery Model: Second Chance is designed to provide intensive case management to incarcerated individuals and parolees managing significant reentry challenges including mental illness, addiction, homelessness, poverty, institutionalized patterns of behavior, and poor social support. The program services are arrayed in order to help clients avoid reincarceration, build family relationships, and increase overall quality of life.

Program services will occur in two distinct segments incarceration/post incarceration. Clients will initially be assessed at San Francisco County Jail while they are pending transfer to state prison. Upon their transfer from SF County Jail and into state prison Case Management visits will continue to occur. During the clients time of incarceration services will consist of weekly Case Management visits. During these visits all appropriate Assessments and forms will be completed, a preliminary Individual Personal Services Plan will be established, appropriate referrals will be identified, transportation support will be provided to family members monthly to encourage visits, and upon release the client will be provided transportation to their designated housing by one of the Case Management staff. Upon the client entering San Francisco County and being post release from state prison the referral services will be implemented, a case conference will occur to formalize the Individual Personal Service Plan, weekly case management will continue to occur to ensure proper follow up on needs and referrals, and as appropriate reassessments will occur.

During the case management visits, both while incarcerated and post incarceration, the appropriateness of referrals will continually be assessed and Case Managers will work on building and maintaining client motivation for treatment.

Program Service Location: The 2nd Chances Program is located at 1899 Mission Street, San Francisco, CA. This Program provides Case management wraparound services for clients.

Orientation: An initial orientation will occur in SF County Jail where potential clients will be informed of the services available. In the event that a client is identified after transfer from SF County Jail to state prison then this initial orientation will take place at the housing institution (CCWF). Upon release from the criminal justice system and placement into San Francisco County another orientation will occur within three days, each parolee will receive a face-to-face orientation to the program along with a copy of written policies and procedures.

Development of the Individual Personal Services Plan: Prior to release from state prison the Case Manager and client will have formed a preliminary Individual Personal Services Plan. This plan will be based on the client's objectives, Needs Assessment, and Clinical Assessments. Within seven days of release into San Francisco County, a case conference will take place and a goal oriented Individual Personal Services Plan will be developed. The plan will guide case management efforts and activities in key areas including establishing income, housing, medical and mental health treatment, social support, etc. The clients Needs/Clinical Assessments, the Preliminary Individual Personal Services Plan, Project Partners feedback and client objectives will inform the service plan process. Clients will be encouraged to make full use of available referral services.

Contractor: HealthRIGHT 360 Appendix A-25
Program: HR360 2nd Chances/ With Open Arms (WOA) Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

Program Services The program is configured in such a way as to provide clients with intensive case management services. Clients will be given Clinical Assessments in the form of the CAIS, ASI, PCL, and URICA in addition to a thorough Needs Assessment, while in the criminal justice system. Where possible the initial assessments will occur while the client is in SF County jail prior to transfer to state prison. Based on this information and the client's stated goals/objectives appropriate service referrals will be made. Services and referrals will be implemented while still incarcerated where it is appropriate to do so.

Upon release into San Francisco County the project partners will be the primary referral source; as needed (based on client need and suitability) other referral sources will also be used. A case conference will be conducted with all applicable partners and the client upon their release from prison to design the Individual Personal Services Plan.

During both the in custody and out custody portion of case management regular follow-up on the service referrals will be made in addition to periodic reassessment of the client and their needs.

The program is relationally oriented and case managers engage clients with respect and empathy and seek to develop a sense of connection with them. The program also works to shore up inadequate or poorly utilized networks of interpersonal support so that help is at hand for clients when they need it the most. One significant way this will be accomplished is by the community referrals. However, monthly, client family members will be provided transportation support to encourage family connection and reunification which will also be a significant part of the interpersonal support process.

Case Management & Case Conferencing: Throughout the entire case management episode services and referrals will be directed by the individual services plan and will include linkage to system of care services and follow-up to ensure that services have been established. When appropriate, case managers will refer clients to organizations that can provide advocacy for establishing benefits and will work to ensure that clinical information will be made available to support that process. Appropriate Releases of Information will be sought in order to facilitate case conferencing with outside agencies and regular case reviews will be scheduled with parole agents.

D. Exit Criteria and Process: HR360 program staff will engage in exit planning during any transitions of care for any reason or at least 90 days prior to an anticipated discharge. The focus of the exit planning phase will be to ensure a smooth transition of services. Specifically exit planning will occur when clients are preparing to move from the criminal justice system and when a client is preparing to complete their case management services.

Successful completion of program consists of being discharged from parole or having successfully taken part in the 2nd Chance referral services for one year post release from CDCR. Those who complete the program have stabilized their lives and have moved on to safe housing within the community.

Unsuccessful completion includes those who fail to make use of any of the referral services, and those who engage in acts of violence or threats of violence towards staff or other clients. Those who abandoned treatment may return at which time counselors seek to engage back into case management services. Upon discharge, clients are offered referral information and a discharge summary is completed.

Admissions/Intakes are conducted at the SF County Jail and CDCR institutions prior to release and 1899 Mission Street post release. All sites are ADA compliant and comply with all health, safety, and fire codes.

E. All program services and referrals are documented in a client chart. Charting is consistent with regulations set by the State, and the San Francisco Department of Public Health. Current client files are securely stored in centralized location in locked cabinets. Discharged client files are locked in secured room at a centralized location designated for agency closed charts.

Contractor: HealthRIGHT 360 Appendix A-25 Term: 7/1/13-6/30/14

Program: HR360 2nd Chances/ With Open Arms (WOA)

City Fiscal Year: FY 2013-14

CMS#:6990

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the clients' needs and issues, and track these along with referrals within the client chart notes.

F. All program services and activities are documented by the client's primary case manager in the client's electronic health record, All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled Performance Objectives FY 13-14".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

Clinical Data Integrity: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and

Program: HR360 2nd Chances/ With Open Arms (WOA)

City Fiscal Year: FY 2013-14

CMS#:6990

Appendix A-25 Term: 7/1/13-6/30/14

other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

<u>Training</u>: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

<u>Clinical</u>: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

<u>Steering Committee</u>: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Contractor: HealthRIGHT 360

Program: HR360 Adult Mental Health Medi-Cal

City Fiscal Year: FY 2013-14

CMS#:6990

1. Identifiers:

Program Name: HR360 Adult MH Medi-Cal Program Address: 1735 Mission Street City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3700 Program Code: 38CC3

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

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3. Goal Statement

To assist participants to maintain or restore personal independence and/or functioning consistent with requirements for learning, development, and enhanced self-sufficiency through treatment of their mental health disorders in the settings of residential substance abuse treatment, substance abuse day treatment or outpatient office visits.

4. Target Population

This component serves individuals in the community whose psychiatric disorders are accompanied by co-morbid substance abuse or dependence. In many cases, individuals present with longstanding psychiatric histories, numerous psychiatric hospitalizations and crisis services. HR360 serves individuals from all racial and cultural backgrounds and from all economic classes. Participants in this program are either Medi-CAL eligible or qualify under the Short-Doyle law. The agency will provide these outpatient services for clients referred through ACCESS, San Francisco General Hospital, Swords to Plowshares, Baker Places, our treatment partners and from within other HR360 programs. These clients must meet medical and service necessity criteria as defined for Medi-CAL services.

- Adult psychiatric disorders
- Co-mórbid substance abuse or dependence
- MediCal eligible or Short-Doyle

5. Modality(ies)/Interventions

Please CRDC in Appendix B-26

6. Methodology

HR360 is a comprehensive behavioral health program providing a wide range of high quality services to adult San Francisco residents. HR360 emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for individuals with specific needs. The HR360 environment is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes. The philosophy of HR360 reflects an emphasis on self-reliance, shared community values, and the development of supportive peer relationships. Each individual learns to take responsibility for his/her own actions, and to share in the daily operations of each treatment site. Group and individual counseling helps individuals focus on issues related to their substance abuse and mental disorders. Coordinated efforts with ACCESS are designed to maintain appropriate service options for participants. The agency has had extensive experience with multiply-diagnosed adult clients.

Appendix A-26

Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#:6990

In recognition of the complex needs of multiply diagnosed clients, HR360 provides integrated mental health and substance abuse treatment services. From the initial point of intake through continuing care and discharge, the agency recognizes the importance of treating addiction and other mental health disorders concurrently with a multidisciplinary staff.

The Admissions department at the HR360 Multi Services facility, located at 1735 Mission Street, is staffed with a registered psychologist who performs mental health screenings and assessments. The object of these screenings is to identify the mental health needs of clients entering residential and day treatment programs. Additional psychiatric screenings or medication evaluation appointments are also made available on an as-needed basis with our regular Psychiatrists and Doctors.

All HR360 community-based programs are staffed with licensed, waived or registered mental health professionals who provide assessments, plan development, individual and group therapy, collateral, case management and crisis intervention services. Additionally these staffs have been trained in the use of **Dialectical Behavior Therapy** as a treatment modality. DBT skills training and cognitive behavioral therapy are currently being used as an agency standard and are available in all outpatient facilities. **Seeking Safety treatment** has also been adopted as a best practice for clients with PTSD diagnoses and issues with traumatic experiences, which are common with those who have histories of substance abuse. **Motivational Interviewing** is also in the process of being introduced as a best practice this year, bringing a client-centered, directive method for enhancing intrinsic motivation to change by exploring and resolving ambivalence.

HR360 staffs in general, including some administrative staffs, receive numerous trainings on treating multiply diagnosed clients. This training begins with a four-week intensive Clinical Training conducted for all new staffs having contact with clients. This training includes an introduction to mental health assessment, an introduction to dual diagnosis services and an interactive exercise focused on when and how to refer a client to a HR360 therapist. Additionally, the staff attends monthly mental health trainings organized by the HR360 Human Resources and Staff Development department. These topics include: depression, trauma, dialectical behavior therapy, integrating mental health services and the therapeutic community, eating disorders, psychopharmacology, confidentiality, root cause analysis techniques and other risk management techniques, etc.

As an agency, HR360 endeavors to broaden access to treatment in a welcoming way and to identify and eliminate barriers to seeking and remaining in treatment. Potential clients who take prescription medications for medical or psychological disorders and/or utilize methadone or other agonist therapies are welcome to receive services at HR360.

Harm reduction principles are applied in all of our programs, including our abstinence-based residential programs. HR360 teaches formal relapse prevention techniques to all of its clients, using the Bio-Psycho-Spiritual-Social model and ways of effectively self-analyzing and stopping pre-relapse behaviors. Classes are held regularly to help all of our residential and day treatment clients recognize and deal with the behavior that leads to relapse.

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

City Fiscal Year: FY 2013-14

CMS#:6990

B. Admissions and Intake: The Mental Health Medi-CAL component of HR360's Co-Occurring Disorders program provides mental health services to residents of San Francisco County who meet the County's criteria for medical and service necessity.

Process for Initiating Services and Securing Authorization: Outpatient Mental Health services offered to individuals with dual disorders fall under San Francisco County's category, planned services. By definition, planned services require prior authorization within the San Francisco Behavioral Health Plan.

When an individual applies for or is referred for planned mental health services, the HR360 intake staff will first ascertain that person's eligibility for Mental Health Medi-Cal services by locating the client's BIS ID number and care management status on the MHS-140 report. Clients not yet registered into the Avatar system will be registered at HR360. In addition, the client must possess current Medi-CAL eligibility for the month in which he or she is requesting services. Current eligibility will be verified by referring to the Cal Meds printout, which can be obtained from the Avatar data operators in our IT or clinical departments.

The HR360 Intake Assessment Psychologist, a registered clinician, will complete the assessment form and complete the paperwork necessary to open the client's chart.

Prior to the client's acceptance into treatment, it is the responsibility of the Assessment Psychologist to establish whether the individual has an existing open episode with another provider in the County or has insurance through another source than Medi-CAL. If the individual has care management through another San Francisco County provider, the psychologist will contact that care manager to discuss the client's current treatment and necessity for specialized treatment at HR360.

In the event that an individual has other health care coverage from a private provider, in addition to Medi-CAL, HR360 staff must obtain a letter of denial of services, in order to be able to bill Medi-CAL.

Clients under HR360 care management are authorized by the HR360 PURQC committee.

Once authorization is received, the Intake Assessment Psychologist will notify the Coordinator of Adult Mental Health Services to arrange to present the individual's case at the weekly HR360 outpatient Medi-Cal staff meeting.

Assessments/ Diagnosis & Written Evaluation: The Multi-Service Center, located at 1735 Mission Street in San Francisco, is the central intake site for adult mental health services. After referral from ACCESS, the HR360 intake department, self-referral or any other appropriate referral source, individuals go through the intake assessment process. Intakes to Mental Health Medi-CAL services are scheduled five days a week. Once referral is made, clients are interviewed and given an appointment for assessment usually on the spot and within 48 hours.

HealthRIGHT 360 mental health clinicians providing services to clients funded through our MediCal/Short Doyle contract obtain and maintain ANSA certification. The ANSA is administered at the time of the opening of the mental health episode and renewed annually or at the time of discharge if the client is available. Because the baseline ANSA is administered at the time of initial assessment at the beginning of mental health services, it is primarily used by our clinicians to help identify life domains that might be prioritized for clinical focus. The information provided by the baseline ANSA informs treatment planning. We have learned that the latest reports (while based on a small number of clients with at least two ANSAs to permit comparison) do indicate that our clients' strengths increase as a result of treatment. Depression, impulsivity, adjustment to trauma, and substance use is decreased.

City Fiscal Year: FY 2013-14

CMS#:6990

C. Program Service Delivery Model: HR360 integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidence-based interventions.

The program includes:

- <u>Harm Reduction Interventions</u> that support engagement and build trust during the pre-contemplation and contemplation phases of treatment and at the same time promote individual and public safety. This is primarily accomplished via Motivational Enhancement Therapy interventions.
- Three Levels of Active Treatment
 - Level I Outpatient Treatment for clients who have maintained substantial stability in managing their behavioral health disorders.
 - Level II Intensive Outpatient Treatment is intended both to serve clients stepping down from more intensive levels or care and/or to provide more intensive supports to clients in a lower level of care.
 - o <u>Level III Day Treatment Day</u> is provided for the highest need clients and again as a step down program and to prevent clients from needing higher levels of service.

This program leverages the limited funding available through this RFP with the treatment services and wraparound supports of HR360 to deliver multifaceted programming that incorporates numerous evidence-based practices so as to respond comprehensively to multiple needs of high-risk individuals.

Program Service Location: The MH OP program is located at 1735 Mission Street, San Francisco, CA.

D. Exit Criteria and Process: Mental Health Discharge Guidelines:

HR360 is committed to providing quality mental health services and substance abuse treatment to our clients with co-occurring disorders. However, if after a period of treatment, assessment, and clinical review by mental health and substance abuse treatment staff, a client is found to be inappropriate for the Adult Rehabilitation Program at HR360, Mental Health Discharge Guidelines will be implemented. Discharge from the program may occur under the following circumstances:

Completion of treatment: Completion of treatment is jointly determined by clinical staff, the client, and applicable, outside coordinating care managers. Decisions about the completion of treatment are informed by the status of goals on the treatment plan as well as behavioral and lifestyle markers. Ideally, a discharge plan should be developed at least two weeks before the completion of the program. The discharge plan will be coordinated with other mental health providers in the client's network of care and should address issues regarding continued mental health treatment, medication support, and linkage to other appropriate service providers for medical, vocational, educational, and housing needs.

Client elects to withdraw before the completion of treatment: In the event that the client chooses to withdraw from the program before the completion of significant treatment goals, a discharge plan should be developed. During a face-to-face session with the client, clinical staff will review the client's progress or lack thereof and offer appropriate referrals dealing with the above-mentioned areas. If the client was receiving medication services through the program, special care will be taken to ensure that the client does not experience a gap in services. In the event that the client suddenly withdraws from treatment and is not available to develop a treatment plan, every effort will be made to contact the client and offer them a face-to-face discharge planning session and follow up with the HR360 psychiatrist.

Client discharged by HR360 before completion of treatment: Clients who engage in threatening or assaultive behavior, repeatedly violate rules, destroy or steal property, or refuse to cooperate with treatment will be

City Fiscal Year: FY 2013-14

CMS#:6990

discharged from the. Clients and outside case managers will be notified of the discharge and a plan will be created in order to ensure continued services. The specific nature of these plans will be determined by the situation and the nature of the client's existing care network.

Reasons For Discharge:

- 1. Client has engaged in assaultive or threatening behavior to HR360 staff or peers.
- 2. Client introduced or used drugs or alcohol on the adult residential facility premises.
- 3. Client is a threat to self; e.g., intentionally causes physical injury to self threatens suicide, or engages in suicidal gestures.
- Client destroys HR360 property.
- 5. Client repeatedly violates program rules and norms.
- 6. Client refuses to comply with psychotropic medication recommendation resulting in a worsening of symptoms.
- 7. Despite a reasonable time in treatment, client fails to demonstrate stabilization or improvement of symptoms, thereby indicating a need for a higher level of care.

Discharge Planning: All Mental Health Medi-CAL clients transferred from one of HR360's adult residential facilities will have a transfer of services plan in place that deals with the following issues:

- 1. Psychiatric medication
- Continuation of mental health treatment at our own outpatient clinic at Multi-Services or with another provide in the community, if the internal referral is impossible. Such referrals need to be cleared with ACCESS.
- 3. Referral to necessary and appropriate collateral services, e.g., medical.
- 4. Housing or shelter.

Transfer of Care Policy and Procedure: In the interest of ensuring continuity of care and in accordance with San Francisco Community Behavioral Health guidelines, HR360 Adult Mental Health Services maintains that any San Francisco County Medi-Cal eligible client who meets service necessity guidelines will have ongoing access to mental health services upon exiting treatment. At the time of a client's transfer from HR360 treatment services, the client will continue to be followed by their HR360 care manager who, in most cases, is his or her psychotherapist. This HR360 care manager will coordinate with any primary care manager the client may have. The care manager will facilitate transfer of services to another appropriate provider. In the event that a client is involuntarily discharged or elects to leave treatment prematurely (AWOL) and does not wish to return to treatment with HR360, that client will be referred to community resources, if possible. All clients who were prescribed psychotropic medications and are continuing to take those medications at the time of transfer will leave with three days' supply of medication. If clients have been prescribed psychoactive medications, arrangements are made to ensure that the clients have continued access to their medications. A short - term transition plan and case management will establish medication services outside of HR360 SOC.

Current client files are securely stored in program central file room in locked cabinets. Discharged client files are locked in secured room at a centralized location designated for agency closed charts.

7. Objectives and Measurements

A.Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled <u>Performance Objectives FY 13-14"</u>.

Contractor: HealthRIGHT 360 Appendix A-26 Term: 7/1/13-6/30/14

Program: HR360 Adult Mental Health Medi-Cal

City Fiscal Year: FY 2013-14

CM\$#:6990

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses. HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

Clinical Data Integrity: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

Training: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Contractor: HealthRight 360

Appendix A-27 Term: 7/1/13-6/30/14

Program: HR360 Crisis Intervention (Fiscal Intermediary)

City Fiscal Year: FY 2013-14

CMS#: 6990

1. Identifiers:

Program Name: HR360 Crisis Intervention (Fiscal Intermediary)

Program Address: 1735 Mission St

City, State, Zip Code: San Francisco, CA 94103

Telephone: (415) 762-3712 Program Code: N/A

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700

2. Nature of Document (check one)

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3. Goal Statement

To provide immediate on-call/ crisis care and follow-up case management services to family members and loved ones of victims of violence, in a professional, culturally-competent, dependable, through a sufficiently-staffed and well-organized program that is sustainable.

4. Target Population

The target population served by the Violence Response Team includes victims of violence, their families, and children. These clients are in need of crisis care and follow-up case management services to ensure victims of violence and their loved ones receive increased access to services.

- Victims of Violence
- Children
- Family members

5. Modality(ies)/Interventions-

Please CRDC in Appendix B-28

6. Methodology

The HR360 On-Call/ Crisis Intervention consists of a multidisciplinary team of experienced counselors who can provide immediate crisis care and follow-up case management when activated by SFPD/CBHS. This service provides timely urgent crisis care to support victims of violence, their children/family and loved ones. Contracted staff will be on-call to respond to violence incidents and serve as standby-counselors. Staff will use HR 360 cell phones and pagers when activated for a crisis. Responders on Duty (ROD) will meet at the Comprehensive Child Crisis when activated, or be onsite on scene, at the hospital, or other care facility as needed. ROD will report information on incidents and follow-ups needed to be made with families to the regular program staff for immediate case management services the very next day.

Training: Counselors will be required to attend mandatory orientations. Orientation content will consist of: history of the violence response work; overview of the overall initiative (including the CRN as well as relations with the Mayor's Office and other departments); policies and procedures for responding to incidents, and for doing follow-up case management work; what is required and expected of the responders; further training, and ongoing debriefing support, to be provided to/for responders; logistics for responding (scheduling, communications,

Contractor: HealthRight 360 Appendix A-27
Program: HR360 Crisis Intervention (Fiscal Intermediary) Term: 7/1/13-6/30/14

City Fiscal Year: FY 2013-14

CMS#: 6990

uniform, transportation, documentation, protocols, phoned-in and written reports, etc.) Ongoing and advanced training in crisis and trauma, and grief and loss, will be identified and provided to the responders.

7. Objectives and Measurements- N/A

8. Continuous Quality Assurance and Improvement - N/A

Contractor: HealthRIGHT 360

Program: HR360 Acute Psychiatric Stabilization (WRAPS)

Program (Residential)

City Fiscal Year: FY 2013-14

CM5#:6990

1. Identifiers:

Program Name: HR360 Acute Psychiatric Stabilization (WRAPS)

Program Address: 815 Buena Vista West City, State, Zip Code: San Francisco, CA 94117

Telephone: (415) 554-1450 Program Code: 38IT3

Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103

Telephone: 415-762-3700

2. Nature of Document (check one)

New	\boxtimes	Renewal	Modification

3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions

4. Target Population

The target populations served by WRAPS Program are adults, 18-59, chronically mentally ill, poly-substance abusers or dependant on drugs and/or alcohol; undergoing acute psychiatric episodes, considered legal residents of San Francisco who are homeless and/or indigent. A pattern of repeated involvement in both mental health and substance abuse treatment programs is characteristic of this population. HR360 serves clients from all racial and cultural back grounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include women; the mentally ill; HIV positive individuals; homeless addicts; young adults, LGBTQQ; veterans; and individuals involved in the criminal justice system. These clients may have no medical insurance coverage (private or public) or be eligible for SSI/Medi-Cal/Short-Doyle benefits or in the process of applying for benefits; Potential clients do not need to be Medi-CAL or Short-Doyle eligible in order to participate in this program. Mental Health services provided to Medi-CAL or Short-Doyle eligible clients will be billed under the HR360 Mental Health Medi-CAL contract.

- Behavioral health disordered persons with persistent, serious or chronic mental illness who are San Francisco residents.
- Acute Psychiatric episodic persons
- Substance abusers or substance-dependent persons

5. Modality(ies)/Interventions

Please CRDC in Appendix B-28

6. Methodology

The HR360 WRAPS Program is designed to provide recovery-oriented residential treatment services for adult individuals in the community undergoing acute psychiatric episodes, to enable them to receive support towards stabilization, and to engage in a partnership with the system towards recovery:

A. Outreach and Recruitment: HR360 is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community

Appendix A-28

Term: 7/1/13-6/30/14

Contractor: HealthRIGHT 360

Program: HR360 Acute Psychiatric Stabilization (WRAPS)

Program (Residential)

City Fiscal Year: FY 2013-14

CMS#:6990

meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through HR360's website at www.healthright360.org. Word of mouth and self-referrals also serves as sources for referrals.

B. Admissions and Intake: Admission to the WRAPS is open to all acute psychiatric, seriously and chronically mentally ill, adult poly-substance abusers who live in San Francisco, that have either no insurance, Medi-CAL/Short-Doyle coverage or are in the process of applying for benefits and meet the County's criteria for medical and service necessity.

Medical Necessity is defined as interference in level of functioning due to a mental illness that disrupts or interferes with community living to the extent that without service the individual would be unable to function in the family/guardian's residence, attend school, or engage in activities normal to developmental stage and age group.

Service Necessity refers to the requirement for evidence of a mental illness that satisfies ICD-9-CM/DSM-IV-TR criteria or a description of the individual's symptoms and history that suggests mental illness.

Process for Initiating Services: Residential treatment services offered to individuals undergoing acute psychiatric episode services fall under San Francisco County's category of planned services. When an individual applies for or is referred for planned mental health services, HR360 intake staff will first ascertain that person's status of treatment with other providers in the DPH safety net by locating the client's BIS client ID number and care management status on the MHS-140 report. Clients not yet registered into the BHBIS system will be registered at HR360. Care managers will be notified of their clients' intake within the first 7 days of treatment in the WRAPS program.

C. Program Service Delivery Model: WRAPS will participate in the CBHS Advance Access Initiative and will provide intake assessment within 24-48 hours of referral; provide medication evaluation (as needed) within 24-48 hours of request; ensure timely collection and reporting of data to CBHS as required; provide quarterly measurements of new client demand according to Advance Access methodology and more frequently if required by CBHS; and measure delay or access for both new and ongoing clients on at least a monthly basis according to Advance Access methodology and more frequently if required by CBHS. The vision, goals, principles, and purpose of SF MHSA Behavioral Health Innovations Task Force are integrated into the service structure.

Assessments/ Diagnosis & Written Evaluation: This process begins at the central Intake site located at 1735 Mission Street. After referral from ACCESS, the HR360 intake department, self-referral or any other appropriate referral source, individuals go through the intake assessment process. Intakes to Mental Health Medi-CAL services are scheduled five days a week. Once referral is made, clients are interviewed and given an appointment for assessment usually on the spot and within 48 hours.

Prior to admission, all HR360 prospective participants are screened to determine type and severity of psychiatric and substance abuse disorders in order to determine appropriate level of care. HR360 will also assess clients already in HR360 substance abuse treatment who indicate a need for mental health services. Individuals referred from ACCESS will be pre-screened; i.e., not be in need of medical detoxification services, appropriate for this sub-acute mental health setting, and also have a co-occurring substance abuse problem. Mental health staff will also be available to do

Appendix A-28

Term: 7/1/13-6/30/14

Contractor: HealthRIGHT 360 Appendix A-28
Program: HR360 Acute Psychiatric Stabilization (WRAPS) Term: 7/1/13-6/30/14

Program (Residential)

City Fiscal Year: FY 2013-14

CMS#:6990

intake assessments in the field, i.e., within a hospital or incarcerated setting, if the client has been pre-screened as appropriate for HR360 by ACCESS.

General intake includes the review of demographic information, a complete biomedical and psychosocial assessment and discussion of program norms and rules with the client. Primary medical services are referred, if needed, and staff support is provided. Information from other/previous service providers when it is available, or from a client's current Care Manager, will be incorporated into the intake assessment and evaluation to better coordinate the continuum of care available.

The mental health assessment and diagnosis process is usually conducted after the general intake/ admission form is filled out with an intake counselor. A psychologist or therapist who is trained and knowledgeable in co-occurring disorders and supervised by the program director, records the intake information into a new Mental Health Medi-CAL chart after establishing eligibility, and a provisional multi-axial diagnosis consistent with DSM-IV-TR/ICD-9-CM guidelines is determined through the clinical interview process. Clients are evaluated through a psychosocial and mental status exam assessment. During the assessments and the clinical interview process, the therapist incorporates an evaluation summarizing their findings and recommending services to be incorporated into the participant's treatment plan of care.

Program Service Locations: The WRAPS Program is located at one at 815 Buena Vista West, San Francisco, CA. This facility is licensed by the State to provide adult substance abuse residential treatment. That includes but not limited to Individual & Group Counseling, MH services, and other substance abuse treatment related activities. These facilities are staffed 24 hours a day, 7 days a week. All Intakes are administered at Central Intake Department located at 1735 Mission Street.

- D. Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.
- E. Staffing: All program services and activities are documented by the client's primary case manager in the client's electronic health record. All records are securely stored on the electronic health record system called Welligent. Any paper records or supporting documentation are securely stored in the program's central file room in locked cabinets. Paper records for discharged clients are locked in a secured room at a centralized location designated for agency closed charts.

Case Managers enter all client information into Welligent including admission and discharge information, assessments, treatment plans, contact logs, tracking forms and activity logs. In addition, each group has sign-in sheets which are passed around in the group for clients to sign, and are securely stored in a binder on site. Program staff meets weekly to evaluate the progress of clients, including needs and issues; relevant information is documented in the client record.

Contractor: HealthRIGHT 360 Appendix A-28 Term: 7/1/13-6/30/14

Program: HR360 Acute Psychiatric Stabilization (WRAPS)

Program (Residential) City Fiscal Year: FY 2013-14

CMS#:6990

7. Objectives and Measurements

A. Required Objectives

"All objectives, and descriptions of how objectives will be measured, are contained in the CBHS document entitled Performance Objectives FY 13-14".

8. Continuous Quality Assurance and Improvement

HealthRIGHT 360 is committed to maintaining careful quality control procedures and, under the direction of the Vice President of Corporate Compliance, maintains a robust Quality Control Plan in order to ensure that participants achieve positive outcomes. To measure and monitor our own performance, HealthRIGHT 360 has implemented a number of procedures and systems that work together to collect, store, report, analyze, and monitor data so that participant outcomes can be evaluated relative to internal and external performance goals. These systems also identify areas in need of improvement and enable fast and effective responses.

HealthRIGHT 360 executive staff preside over a network of committees that ensure agency-wide adherence to the Quality Control Plan. The committees are as follows:

Clinical Data Integrity: Monitors agency utilization data, allocation methodology, and billing issues. This committee responds to any data changes or processes that need review or modification in order to effectively capture data reflecting client's treatment process and proper billing for all of our contracts. Chaired by the Chief Information Officer, meets weekly.

Standards and Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and regulatory bodies; develops and implements new and updated policies and forms. Monitors standard processes and systems, policies and procedures, and evaluates for and implements changes. Chaired by the Vice President of Corporate Compliance, meets monthly.

Health and Safety: Ensures each facility is in compliance with fire and all other health and safety codes. This committee facilitates monthly health and safety trainings and drills (scheduled and unscheduled) across all programs to ensure preparedness in the event of fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard and other threats to health and safety. Activities include routine inspection and monitoring of facilities. Chaired by the Director of Workforce Development, meets monthly.

Training: Develops and facilitates trainings to enhance staff competencies in areas including client services, cultural competency and confidentiality. Chaired by the Director of Workforce Development, meets quarterly.

Clinical: Reviews program quality, client needs, clinical outcomes, and ensures that the needs of sub-populations are addressed. Chaired by the Vice President of Programs, meets semi-monthly.

Steering Committee: Responsible for strategic vision of the agency and provides oversight to all committees and operations. Sets and reviews agency goals and objectives, determines priorities and issues directives to be carried out by staff via regular management and staff meetings. Chaired by the Chief Executive Officer, meets monthly.

HealthRIGHT 360 is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Contractor: HealthRIGHT 360

Appendix A-28

Term: 7/1/13-6/30/14

Program: HR360 Acute Psychiatric Stabilization (WRAPS)

Program (Residential)
City Fiscal Year: FY 2013-14

CMS#:6990

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Cor	ntractor: HealthRIGHT 360	Appendix A-29
	gram: HR360 Fiscal Intermediary Contracts	Term: 7/1/13-6/30/14
-	y Fiscal Year: FY 2013-14	
CIM	S#:6990	
1.	Identifiers: Program Name: Fiscal Intermediary Contracts Program Address: 1735 Mission St City, State, Zip Code: San Francisco, CA 94103 Telephone: (415) 762-3700 Program Code: N/A	
	 HR360 CBHS Administration HR360 HIV Set Aside Coordinator Project Homeless Connect TA Cooperative Program Project Homeless Everyday Connect TA Cooperative Program HR360 SF Violence Intervention Program (SFVIP) formerly CRN Contractor Address: 1735 Mission Street City, State, Zip Code: SF, CA 94103 Telephone: 415-762-3700 	·
2.	Nature of Document (check one)	·
	☐ New ☐ Renewal ☐ Modification	
3.	Goal Statement- N/A	
4.	Target Population-N/A	
5.	Modality(ies)/Interventions- Please CRDC in Appendix B-29	
6.	Methodology- N/A	
7.	Objectives and Measurements- N/A	

8. Continuous Quality Assurance and Improvement- N/A

Appendix B Calculation of Charges Term: 7/1/12-6/30/13

1. Method of Payment

A. Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to the Contract Administrator and the CONTROLLER and must include the Contract Progress Payment Authorization number or Contract Purchase Number. All amounts paid by CITY to CONTRACTOR shall be subject to audit by CITY. The CITY shall make monthly payments as described below. Such payments shall not exceed those amounts stated in and shall be in accordance with the provisions of Section 5, COMPENSATION, of this Agreement.

Compensation for all SERVICES provided by CONTRACTOR shall be paid in the following manner. For the purposes of this Section, "General Fund" shall mean all those funds which are not Work Order or Grant funds. "General Fund Appendices" shall mean all those appendices which include General Fund monies.

- (1) Fee For Service (Monthly Reimbursement by Certified Units at Budgeted Unit Rates)
 CONTRACTOR shall submit monthly invoices in the format attached, Appendix F, and in a form acceptable to the Contract Administrator, by the fifteenth (15th) calendar day of each month, based upon the number of units of service that were delivered in the preceding month. All deliverables associated with the SERVICES defined in Appendix A times the unit rate as shown in the appendices cited in this paragraph shall be reported on the invoice(s) each month. All charges incurred under this Agreement shall be due and payable only after SERVICES have been rendered and in no case in advance of such SERVICES.
- (2) Cost Reimbursement (Monthly Reimbursement for Actual Expenditures within Budget):
 CONTRACTOR shall submit monthly invoices in the format attached, Appendix F, and in a form acceptable to the Contract Administrator, by the fifteenth (15th) calendar day of each month for reimbursement of the actual costs for SERVICES of the preceding month. All costs associated with the SERVICES shall be reported on the invoice each month. All costs incurred under this Agreement shall be due and payable only after SERVICES have been rendered and in no case in advance of such SERVICES,

B. Final Closing Invoice

(1) Fee For Service Reimbursement:

A final closing invoice, clearly marked "FINAL," shall be submitted no later than forty-five (45) calendar days following the closing date of each fiscal year of the Agreement, and shall include only those SERVICES rendered during the referenced period of performance. If SERVICES are not invoiced during this period, all unexpended funding set aside for this Agreement will revert to CITY. CITY'S final reimbursement to the CONTRACTOR at the close of the Agreement period shall be adjusted to conform to actual units certified multiplied by the unit rates identified in Appendix B attached hereto, and shall not exceed the total amount authorized and certified for this Agreement.

(2) Cost Reimbursement:

A final closing invoice, clearly marked "FINAL," shall be submitted no later than forty-five (45) calendar days following the closing date of each fiscal year of the Agreement, and shall include only those costs incurred during the referenced period of performance. If costs are not invoiced during this period, all unexpended funding set aside for this Agreement will revert to CITY.

- C. Payment shall be made by the CITY to CONTRACTOR at the address specified in the section entitled "Notices to Parties."
- D. Upon the effective date of this Agreement, contingent upon prior approval by the CITY'S Department of Public Health of an invoice or claim submitted by Contractor, and of each year's revised Appendix A (Description of Services) and each year's revised Appendix B (Program Budget and Cost Reporting Data Collection Form), and within each fiscal year, the CITY agrees to make an initial payment to CONTRACTOR not to exceed twenty-five per cent (25%) of the General Fund portion of the CONTRACTOR'S allocation for the applicable fiscal year.

CONTRACTOR agrees that within that fiscal year, this initial payment shall be recovered by the CITY through a reduction to monthly payments to CONTRACTOR during the period of October 1 through March 31 of the applicable fiscal year, unless and until CONTRACTOR chooses to return to the CITY all or part of the initial payment for that fiscal year. The amount of the initial payment recovered each month shall be calculated by dividing the total initial payment for the fiscal year by the total number of months for recovery. Any termination of this Agreement, whether for cause or for convenience, will result in the total outstanding amount of the initial payment for that fiscal year being due and payable to the CITY within thirty (30) calendar days following written notice of termination from the CITY.

2. Program Budgets and Final Invoice

A. Program Budgets are listed below and are attached hereto.

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Budget Summary
Appendix B-1 - Adult Residential
Appendix B-2 - BASN Adult Residential
Appendix B-3 – BASN Satellite (ONPD)
Appendix B-4 - BASN Social Detox Residential
Appendix B-5 - Bridges Residential
Appendix B-6 - AB109 Adult Residential
Appendix B-7 - AB109 Transitional (ONPD)
Appendix B-8 - HIV MDSP Residential
Appendix B-9 - HIV Detox Residential
Appendix B-10 - HIV Variable Length Residential
Appendix B-11 - HIV Lodestar Residential
Appendix B-12 -Post SFGH Residential (Men, Women, Dual Recovery)
Appendix B-13 - Adult Residential Satellite
Appendix B-14 - Social Detox Center (Residential)
Appendix B-15-. Transgender Recovery Program
Appendix B-16 - Intensive Treatment Services (WHITS)
Appendix B-17 - Women's Hope Residential
Appendix B-18 - Adult Outpatient Services
Appendix B-19 - African American Healing Center
Appendix B-20 - Bridges CM Outpatient
Appendix B-21 - Buprenorphine Medical Monitoring
Appendix B-22 - Family Strength Outpatient
Appendix B-23 - Southeast Health Opportunities Project (SHOP)
Appendix B-24 - Representative Payee
Appendix B-25 – Second Chances/With Open Arms (WOA)
Appendix B-26 - Adult Mental Health Medi-Cal
Appendix B-27 - Crisis Intervention (Fiscal Intermediary)
Appendix B-28 - Acute Psychiatric Stabilization (WRAPS)
Appendix B-29 - Fiscal Intermediary Contracts
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B. COMPENSATION

Compensation shall be made in monthly payments on or before the 30th day after the DIRECTOR, in his or her sole discretion, has approved the invoice submitted by CONTRACTOR. The breakdown of costs and sources of revenue associated with this Agreement appears in Appendix B, Cost Reporting/Data Collection (CR/DC) and Program Budget, attached hereto and incorporated by reference as though fully set forth herein. The maximum dollar obligation of the CITY under the terms of this Agreement shall not exceed Sixty Nine Million Four Hundred Fifty One Thousand, Seven Hundred Eighty Seven Dollars (\$69,451,787) for the period of July 1, 2010 through December 31, 2015.

CONTRACTOR understands that, of this maximum dollar obligation \$4,324,519 is included as a contingency amount and is neither to be used in Appendix B, Budget, or available to CONTRACTOR without a modification to this Agreement executed in the same manner as this Agreement or a revision to Appendix B, Budget, which has been approved by the Director of Health. CONTRACTOR further understands that no payment HealthRIGHT 360

FY13-14
CMS#6990

Amendment Number One

Amendment Number One July 1, 2013 of any portion of this contingency amount will be made unless and until such modification or budget revision has been fully approved and executed in accordance with applicable CITY and Department of Public Health laws, regulations and policies/procedures and certification as to the availability of funds by the Controller. CONTRACTOR agrees to fully comply with these laws, regulations, and policies/procedures.

- (1) For each fiscal year of the term of this Agreement, CONTRACTOR shall submit for approval of the CITY's Department of Public Health a revised Appendix A, Description of Services, and a revised Appendix B, Program Budget and Cost Reporting Data Collection form, based on the CITY's allocation of funding for SERVICES for the appropriate fiscal year. CONTRACTOR shall create these Appendices in compliance with the instructions of the Department of Public Health. These Appendices shall apply only to the fiscal year for which they were created. These Appendices shall become part of this Agreement only upon approval by the CITY.
- (2) CONTRACTOR understands that, of the maximum dollar obligation stated above, the total amount to be used in Appendix B, Budget and available to CONTRACTOR for the entire term of the contract is as follows, notwithstanding that for each fiscal year, the amount to be used in Appendix B, Budget and available to CONTRACTOR for that fiscal year shall conform with the Appendix A, Description of Services, and Appendix B, Program Budget and Cost Reporting Data Collection form, as approved by the CITY's Department of Public Health based on the CITY's allocation of funding for SERVICES for that fiscal year.

July 1, 2010 through June 30, 2011	\$ 1,020,358
July 1, 2011 through June 30, 2012	\$ 14,011,729
July 1, 2012 through June 30, 2013	\$ 14,057,526
July 1, 2013 through June 30, 2014	\$ 14,415,062
July 1, 2014 through June 30, 2015	\$ 14,415,062
July 1, 2015 through December 31, 2015	\$ 7,207,531
Total: July 1, 2010 through December 31, 2015	\$ 65,127,268

- (3) CONTRACTOR understands that the CITY may need to adjust sources of revenue and agrees that these needed adjustments will become part of this Agreement by written modification to CONTRACTOR. In event that such reimbursement is terminated or reduced, this Agreement shall be terminated or proportionately reduced accordingly. In no event will CONTRACTOR be entitled to compensation in excess of these amounts for these periods without there first being a modification of the Agreement or a revision to Appendix B, Budget, as provided for in this section of this Agreement.
- C. CONTRACTOR agrees to comply with its Budget as shown in Appendix B in the provision of SERVICES. Changes to the budget that do not increase or reduce the maximum dollar obligation of the CITY are subject to the provisions of the Department of Public Health Policy/Procedure Regarding Contract Budget Changes. CONTRACTOR agrees to comply fully with that policy/procedure.
- D. No costs or charges shall be incurred under this Agreement nor shall any payments become due to CONTRACTOR until reports, SERVICES, or both, required under this Agreement are received from CONTRACTOR and approved by the DIRECTOR as being in accordance with this Agreement. CITY may withhold payment to CONTRACTOR in any instance in which CONTRACTOR has failed or refused to satisfy any material obligation provided for under this Agreement.
 - E. In no event shall the CITY be liable for interest or late charges for any late payments.
- F. CONTRACTOR understands and agrees that should the CITY'S maximum dollar obligation under this Agreement include State or Federal Medi-Cal revenues, CONTRACTOR shall expend such revenues in the provision of SERVICES to Medi-Cal eligible clients in accordance with CITY, State, and Federal Medi-Cal regulations. Should CONTRACTOR fail to expend budgeted Medi-Cal revenues herein, the CITY'S maximum dollar obligation to CONTRACTOR shall be proportionally reduced in the amount of such unexpended revenues. In no event shall State/Federal Medi-Cal revenues be used for clients who do not qualify for Medi-Cal reimbursement.

DHCS Legal Entity Numbe			[neam Contra			E) 049 4930	Physillen	40.44
,	DUC9 F	-			pared by/Phone #:	Paul Kroeger (41	5) 910-1020	Fiscal Year:	13-14
		Contractor Name	HealthRIGHT 3	l	I	1		Document Date:	1/30/14
		Appendix Number	B-1	B-2	B-3	B-4	B-5	B-6	B-7
	Provi	der/Program Name	Adult Residential	BASN Residential	BASN ONPD Residential	BASN Social Detox Residential	Bridges Residential	AB109 Residential	AB109 ONPD Residential
		Provider Number	383805, 383806, 383834	383834	383807	383806	383806	383834	383807
			3805WR-RSD,					:	
		Program Code		88342	3807BT-CLV	84062	3806BR-RES	87342 .	86077
FUNDING USES	kvi siisigaara varanda	FUNDING TERM	7/1/13-6/30/14	7/1/13-6/30/14	7/1/13-6/30/14	7/1/13-6/30/14	8/1/13-6/30/14	7/1/13-6/30/14	7/1/13-8/30/14
TONDING OSEG		Employee Benefits	2,595,188	411,580	51,541	35,243	60,434	531,466	99,639
		perating Expenses		235,012	37,908	23,418	21,277	279,242	150,518
		Capital Expenses	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			-			
	Subto	tal Direct Expenses	3,633,027	646,592	89,449	58,661	81,711	810,708	250,157
		Indirect Expenses		77,591	10,734	7,039	9,805	97,284	30,018
, , , , , , , , , , , , , , , , , , , ,		Indirect %		·····	·	}	12,00%	12,00%	12,00%
TOTAL FUNDING USES			4,068,991	724,183	100,183	65,700	91,516	907,992	280,175
			SENSO-ASSOCIA		Marin white				
CBHS MENTAL HEALTH FUNDING SOURCES	CFDA	FAMIS					Salesty Color	- 60	
MH FED - SDMC Regular FFP (50%)	_	HMHMCC730515	-	-	-	-		-	-
MH Realignment		HMHMCC730515	-	-				-	-
MH COUNTY - General Fund		HMHMCC730515	-		-	_			
MH PROJECT - MHSA	 	PHMS63-1405		-		-		-	-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	<u> </u>				<u>.</u>				
CEHS SUBSTANCE ABUSE FUNDING SOURCES	GFDA	FAMIS			(M)				
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	950,437		_			-	Van 15 10 10 10 10 10 10 10 10 10 10 10 10 10
SA FED - SAPT HIV Set-Aside	93,959	HMHSCCRES227	-			_		-	
SA FED - Drug Medi-Cal	93.778	HMHSCCRES227				-	-		_
SA STATE - Parolee Services Network BASN		HMHSCCRES227	-	698,183	100,183	65,700		_	
SA STATE - PSR Drug Medi-Cal	-	HMHSCCRES227	-	-	_	-		-	-
SA STATE - PSR Drug Medi-Cal carryforward from 12-13	-	HMHSCCRES227	1,780,271		-	-	-	-	-
SA COUNTY - General Fund		HMHSCCRES227	158,177	_		-			-
SA COUNTY - General Fund - WO CODB	-	HMHSCCRES227	12,563	-	-	-		-	-
SA GRANT - Fed SAMHSA SHOP	93.243	HC\$A03-14	-	·	-	-	-	-	-
SA GRANT - Fed DOJ Second Chance	16.812	HCSA02-14	-	-	-	-	-	-	-
SA WORK ORDER - HSA FSET	10.561	HMHSCCADM377	837,543				•	-	
SA WORK ORDER - APD CJ Realignment (AB109)	 	HMHSCCADM367				-	-	830,992	280,175
SA GRANT - State CDCR ISMIP		HMAD01-14		<u>-</u>	-	-	91,516		-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR	CES		3,738,991	698,183	100,183	65,700	91,516	830,992	280,175
OTHER DPH FUNDING/SOURCES					† 	2000			
Community Health - DCYF CRN WO	-	HCHCCHCCRNWO		-	-	-		-	- And Annual Control
COPC - General Fund		HCHAPADMINGF	_	-		_			_
TOTAL OTHER DPH FUNDING SOURCES			-					-	-
TOTAL DPH FUNDING SOURCES	 		3,738,991	698,183	100,183	65,700	91,516	830,992	280,175
NON-DPH-FUNDING SOURCES		200 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2							
NON DPH - Patient/Client Fees			330,000	26,000	-		-	77,000	THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE P
TOTAL NON-DPH FUNDING SOURCES			330,000	26,000	-	-	-	77,000	-
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		1	4,068,991	724,183	100,183	65,700	91,516	907,992	280,175

Capital Expenses				000.40		1.00. 100.1	De UK	EV 040 4000		45.44
### Appardix Number B-8 B-8 B-10 B-11 B-12 B-13 B-16 ### Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name Provision/Program Name		DHUSL				epared by/Phone #:	Paul Kroeger (41	5) 918-1820	riscal Year:	
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Operating Expenses					131,270	136,359	120,473	267,135	172,380	452,271
Subtotal Direct Expenses 353,625 192,144 204,209 184,355 404,422 309,704 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435 702,435				127,717	60,874	67,910	63,910	137,287	136,384	250,160
Indirect Expenses	• •		Capital Expenses	-	-	_	-		1 _	-
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TOTAL CRIST FUNDING SOURCES FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMIS FAMI			indirect Expenses	42,436	23,057	24,512	22,126	48,530	37,052	84,291
GBHS MENTAL HEALTH FUNDING SOURCES GBHS MENTAL HEALTH FUNDING SOURCES MIR Realignment - MHAIMCC730915			Indirect %	12,00%	12.00%	12.00%	12.00%	12.00%	12,00%	12.00%
CERAS MENTAL PROJUNC SOURCES MRI FED - SONC Regular FFP (50%) - HMHMCC730515	TOTAL FUNDING USES			396,061	215,201		206,509	452,952	345,816	786,722
CBHS MENTAL HEALTH FUNDING SQURCES CFAN FAMIS							Share and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same			
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MH PROJECT - MHSA	MH Realignment	-	HMHMCC730515	-	-	-	-		-	_
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDING SOURCES GRESSUBSTANCE ABUSE FUNDI	MH COUNTY - General Fund	-	HMHMCC730515	_		_		-	_	
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SA FED - SAPT HIV Set-Aside 93.959 HMHSCCRES227	GBHS SUBSTANCE ABUSE FUNDING SOURCES	ALTERNATION AND ADDRESS OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE		100					30 S S S S S S S S S S S S S S S S S S S	
SA FED - Drug Medi-Cal 93.778 HMHSCCRES227		 		-	-	-	-		-	
SA STATE - Parolee Services Network BASN - HMHSCCRES227		93.959	HMHSCCRES227				-			
SA STATE - PSR Drug Medi-Cal - HMHSCCRES227	7	93.778		-	-		-	-	-	
SA STATE - PSR Drug Medi-Cal carryforward from 12-13	SA STATE - Parolee Services Network BASN				·-					-
SA COUNTY - General Fund - HMHSCCRES227 361,061 215,201 220,781 194,009 433,952 308,816 786,722 SA COUNTY - General Fund - WO CODB - HMHSCCRES227		<u> </u>						-		-
SA COUNTY - General Fund - WO CODB - HMHSCCRES227						-		-		
SA GRANT - Fed SAMHSA SHOP 93.243 HCSA03-14				361,061	215,201	220,781	194,009	433,952	308,816	786,722
SA GRANT - Fed DOJ Second Chance 16.812 HCSA02-14		 	 				<u> </u>	ļ	<u> </u>	
SA WORK ORDER - HSA FSET 10.561 HMHSCCADM377		 			<u> </u>	<u> </u>				
SA WORK ORDER - APD CJ Realignment (AB109) - HMHSCCADM367	SA GRANT - Fed DOJ Second Chance				· -	-			<u> </u>	
SA GRANT - State CDCR ISMIP - HMAD01-14	SA WORK ORDER - HSA FSET	10.561		-			-	-	<u> </u>	-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES 361,061 215,201 220,781 194,009 433,952 308,816 786,722 OTHER DPH FUNDING SOURCES Community Health - DCYF CRN WO - HCHCCHCRNWO		<u> </u>		<u>-</u>				-	<u> </u>	
Community Health - DCYF CRN WO	SA GRANT - State CDCR ISMIP		HMAD01-14				-		<u> </u>	
Community Health - DCYF CRN WO	TOTAL ODUC CUDCTANOT AND OF THE MORE COMME	OF6		-					-	
Community Health - DCYF CRN WO			THE SECURITION OF THE SECURITION OF			220,781				
COPC - General Fund - HCHAPADMINGF		1			1					
TOTAL OTHER DPH FUNDING SOURCES		 						 		
TOTAL DPH FUNDING SOURCES 351,061 215,201 220,781 194,009 433,852 308,816 786,722 NON-DPH FUNDING SOURCES 35,000 - 8,000 12,500 19,000 37,000 TOTAL NON-DPH FUNDING SOURCES 35,000 - 8,000 12,500 19,000 37,000	COPO - General Pultu	-	INCHAPADININGF		-	-		-	 	-
TOTAL DPH FUNDING SOURCES 351,061 215,201 220,781 194,009 433,852 308,816 786,722 NON-DPH FUNDING SOURCES 35,000 - 8,000 12,500 19,000 37,000 TOTAL NON-DPH FUNDING SOURCES 35,000 - 8,000 12,500 19,000 37,000	TOTAL OTHER DPH FUNDING SOURCES			-	-		 	 	 	
NON-DPH-FUNDING SOURCES 35,000 - 8,000 12,500 19,000 37,000 TOTAL NON-DPH FUNDING SOURCES 35,000 - 8,000 12,500 19,000 37,000			 	361 061	215 201	220 784	194 009	433 052	208 816	788 722
NON DPH - Patient/Client Fees 35,000 - 8,000 12,500 19,000 37,000 TOTAL NON-DPH FUNDING SOURCES 35,000 - 8,000 12,500 19,000 37,000		SEC. 2015/05	COLOR DE PROPERTOR		Tribute to the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second s					
TOTAL NON-DPH FUNDING SOURCES 35,000 - 8,000 12,500 19,000 37,000	NON DPH - Patient/Client Fees	nest and the second second			_	1000			The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s	-
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	TOTAL FUNDING SOURCES (DPH AND NON-DPH)			396,061	215,201		206,509	452,952		786,722

		00348 Prepared By/Phone #: Paul Kroeger (415) 918-1820 Fiscal Year: 13-14						45.44	
	DHCS L	egal Entity Number			epared By/Phone #	Paul Kroeger (41	5) 918-1820	Fiscal Year.	13-14
		Contractor Name	HealthRIGHT 3	60		- -		Document Date:	1/30/14
		Appendix Number	B-15	B-16	B-17	Ð-18	B-19	B-20	B-21
	Provi	der/Program Name	Transgender Residential	WHITS Residential	Women's Hope Residential	Adult Outpatient	African American Family Healing Outpatient	Bridges Outpatient	Buprenorphine Medical Monitoring Outpatient
		Provider Number	383805, 383806	383806	388910	383820	383873	383835	383820
	Provider number					38201,			
		Program Code		3806WT-RES	89102	3820OP	87301	85351	88201
man 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1	a description	FUNDING TERM		7/1/13-6/30/14	7/1/13-6/30/14	7/1/13-6/30/14	7/1/13-6/30/14	7/1/13-6/30/14	7/1/13-6/30/14
FUNDING: USES									
	·	Employee Benefits	228,088	190,183	441,847	873,773	208,910 73,237	243,521 83,322	45,584 166
		Operating Expenses	106,186	94,539	146,441	251,173	15,231	03,322	100
		Capital Expenses			500.000	4 404 0 25	202447	200 040	
	Subto	tal Direct Expenses	334,274	284,722	588,288	1,124,946	282,147	326,843	45,750
		Indirect Expenses	40,112	34,167	70,594	134,993 12.00%	33,857 12.00%	39,221 12,00%	5,489 12.00%
TOTAL EGGIDNO HOPO	***************************************	Indirect %		· · · · · · · · · · · · · · · · · · ·	12.00% 658,882	1,259,939	316,004	366,064	51,239
TOTAL FUNDING USES	ele de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la constitución de la con	enemenen sammen landen in der	374,386	318,889			316,004		31,230
			Jesus de la companyation						
GBHS MENTAL HEALTH FUNDING SOURCES	OFIDA	FAMIS				1 5.			
MH FED - SDMC Regular FFP (50%)		HMHMCC730515	<u> </u>	-			<u> </u>	 	-
MH Realignment		HMHMCC730515	<u> </u>	<u> </u>		<u> </u>		-	
MH COUNTY - General Fund	<u> </u>	HMHMCC730515	-			-		<u> </u>	
MH PROJECT - MHSA		PHMS63-1405	-	<u> </u>			ļ <u>-</u>		<u>-</u>
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	<u> </u>		<u> </u>	-			 	 	-
CBHS SUBSTANCE ABUSE FUNDING SOURCES	CFDA	FAMIS							35 70 377 477 577 577 577 577 577 577 577 577 5
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	-	- San Carlot Manual Carlot Manual Carlot	633,519	285,645	-	-	-
SA FED - SAPT HIV Set-Aside	93,959	HMHSCCRES227		İ				-	-
SA FED - Drug Medi-Cal	93,778	HMHSCCRES227				15,000			
SA STATE - Parolee Services Network BASN		HMHSCCRES227	_	· .		19,000		_	
SA STATE - PSR Drug Medi-Cal		HMHSCCRES227				15,000	1		
SA STATE - PSR Drug Medi-Cal carryforward from 12-13		HMHSCCRES227				15,000			
SA COUNTY - General Fund	-	HMHSCCRES227	354,386	318,889	22,363	944,294	316,004		51,239
SA COUNTY - General Fund - WO CODB	_	HMHSCCRES227		-	==1444	3.7,23.	2,3,55,		-
SA GRANT - Fed SAMHSA SHOP	93.243	HCSA03-14	_				1		
SA GRANT - Fed DOJ Second Chance	16.812	HCSA02-14	-		_	_			
SA WORK ORDER - HSA FSET	10,561	HMHSCCADM377		-					-
SA WORK ORDER - APD CJ Realignment (AB109)	<u> </u>	HMHSCCADM367		-		_			
SA GRANT - State CDCR ISMIP	 	HMAD01-14	-	-	_	_	-	366,064	-
				-	_			-	-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			354,386	318,889	655,882	1,259,939	316,004	366,064	51,239
OTHER DPHICUNDING SOURCES									
Community Health - DCYF CRN WO	-	HCHCCHCCRNWO		_		-		-	-
COPC - General Fund	-	HCHAPADMINGF	-	_	-	-			
		<u> </u>			-	-			
TOTAL OTHER DPH FUNDING SOURCES		<u> </u>	~	<u> </u>	-		<u> </u>		
TOTAL DPH FUNDING SOURCES	Secretaria de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición de la composición dela composición de la composición de la composición de la composición de la composición de la composición dela composición de la composición dela composición dela composición de la composición de la composición de la composición dela composición de la composición dela composición dela composición dela composición dela composición dela composición dela compos	BANAMENINA WERSHINA DIONAMIA	354,386	318,889	655,882	1,259,939	316,004	365,064	51,239
NON DPH FUNDING SOURCES									
NON DPH - Patient/Client Fees	1		20,000	ļ <u>.</u>	3,000	-	 		
TOTAL NON-DPH FUNDING SOURCES			20,000		3,000	-	-	• •	-
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		<u> </u>	374,386	318,889	658,882	1,259,939	316,004	366,064	51,239

	DHCS	egal Entity Number	· · · · · · · · · · · · · · · · · · ·	, Health Contra		Paul Kroeger (41	5) 018-1820	Fiscal Year.	13-14
	D(100 L	_	HealthRIGHT 3		spared by 1 notice.	1 Bull Roages (+)	37 3 10-1020		1/30/14
ĺ			***.******************************	i	T	I	I	Document Date:	
		Appendix Number	B-22	B-23	B-24	B-25	B-26	B-27	B-28
	Provi	der/Program Name	Family Strength Outpatient	SHOP	Representative Payee Program	Second Chances	Adult Mental Health Medi-Cal	Crisis Intervention	WRAPS
		Provider Number	383820	383873	383835	383835	38CC	383800	38IT
·									
		Program Code	38731	85731	88359	3835SC-ANS	38CC3	N/A	38IT3
		FUNDING TERM		9/30/13-9/29/14	7/1/13-6/30/14	10/1/13-9/30/14	7/1/13-6/30/14	7/1/13-6/30/14	7/1/13-6/30/14
EUNDINGIUSES							-P		
		Employee Benefits	180,620	248,617	104,114	265,930	285,473	15,192	54,803
		Operating Expenses	1,205	45,824	60,928	186,390	15,565	-	23,151
	····	Capital Expenses		-				4.7.1.	
	Subto	tal Direct Expenses	181,825	294,441	165,042	452,320	301,038	15,192	77,954
		Indirect Expenses	21,819	35,332	19,805	54,278	36,124	1,823	9,355
TOTAL FINIDING HEED	· · · · · · · · · · · · · · · · · · ·	Indirect %	12,00%	12.00%	12.00% 184,847	12.00% 506,598	12.00% 337,162	12.00% 17,015	12.00% 87;309
TOTAL FUNDING USES	MANAGES CONTRACTORS N	inger e Nettendensike	203,644	329,773		506,586	337,162	11,015	07,309
CBHS MENTAL REALTH FUNDING SOURCES									
	T. C. T. U.S.	HMHMCC730515			0.512/5/5/6/2012/5/5/2012/5/5/5/5/5/5/5/5/5/5/5/5/5/5/5/5/5/5/5		74,773		
MH FED - SDMC Regular FFP (50%)							224,810	 	<u> </u>
MH Realignment	<u> </u>	HMHMCC730515				<u> </u>		17,015	
MH COUNTY - General Fund	 	HMHMCC730515		<u> </u>	<u>-</u>		37,579	17,015	85,309
MH PROJECT - MHSA	 	PHMS63-1405			 	 			00,009
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	, B			-	-		337,162	17,015	85,309
CBHS SUBSTANCE ABUSE FUNDING SOURCES		FAMIS	1778			William Control		AND SECTION OF SECTION	
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	-	_	-	-	-	-	-
SA FED - SAPT HIV Set-Aside	93,959	HMHSCCRES227	-	-	-	-	_	-	-
SA FED - Drug Medi-Cal	93.778	HMHSCCRES227	-	-	_	-	_	-	-
SA STATE - Parolee Services Network BASN	-	HMHSCCRES227	-	-	_	_	_	-	
SA STATE - PSR Drug Medi-Cal	-	HMHSCCRES227	-	-	-	-		-	-
SA STATE - PSR Drug Medi-Cal carryforward from 12-13	-	HMHSCCRES227	-	-	-	-	_	_	-
SA COUNTY - General Fund		HMHSCCRES227	203,644	-	78,847		-		-
SA COUNTY - General Fund - WO CODB	-	HMHSCCRES227	-	_	-		-		-
SA GRANT - Fed SAMHSA SHOP	93.243	HCSA03-14	-	329,773		-	_		-
SA GRANT - Fed DOJ Second Chance	16.812	HCSA02-14	-		-	506,598			_
SA WORK ORDER - HSA FSET	10,561	HMHSCCADM377	-	-	-		_		-
SA WORK ORDER - APD CJ Realignment (AB109)	-	HMHSCCADM367			-		-		_
SA GRANT - State CDCR ISMIP		HMAD01-14		<u>-</u>		<u> </u>	-		-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR	L		203,644	329,773	78,847	506,598	-	 	<u> </u>
OTHER DEH FUNDING SOURCES		Stantage of the State						2016/03/03/03/03/03	
Community Health - DCYF CRN WO	area contracting	HCHCCHCCRNWO				- TO THE PROPERTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY	-		
COPC - General Fund		HCHAPADMINGF		-			<u> </u>		
O O - General I dila	 	HOLIVI ADMINGE	-			<u> </u>	-	 	<u>-</u>
TOTAL OTHER DPH FUNDING SOURCES			-	-		-	-	-	-
TOTAL DPH FUNDING SOURCES			203,644	329,773	78,847		337,162		85,309
NON-DEHTEUNDING SOURCES	70 () () () () () () ()								
NON DPH - Patient/Client Fees			-		106,000	J.,	-		2,000
TOTAL NON-DPH FUNDING SOURCES			-	-	106,000		-	-	2,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			203,644	329,773	184,847	506,598	337,162	17,015	87,309

	egal Entity Number	***************************************	·	enared By/Phone #:	Paul Kroeger (41	5) 018_1820	Fiscal Year.	13-14	
	DUCOF	- 1			spareu byrenone #.	Faul Ribegel (4)	3) 910-1020		
 -		Contractor Name	HealthRIGHT 3	บบ	1			Document Date:	1/30/14
		Appendix Number	B-29						
	Provid	der/Program Name	HR360 FI Services						
		Provider Number	See CRDC						TOTAL
Program Code			N/A					·	
FUNDING TERM			7/1/13-12/31/13					<u>. </u>	7/1/13-9/30/14
FUNDING USES			100000000000000000000000000000000000000			violet eller in the			
	Salaries &	Employee Benefits	940,225						9,617,767
	0	perating Expenses	138,368						3,855,951
		Capital Expenses							
	Subtot	al Direct Expenses	1,078,593		-		-		13,473,718
		Indirect Expenses	129,436				ļ		1,616,844
		Indirect %	12.00%						12.00%
TOTAL FUNDING USES			1,208,029	-		-			15,090,562
		1776						Fringe Benefits %:	30.87%
CBHS MENTAL HEALTH FUNDING SOURCES		FAMIS							والمرابع المستحيد والمستحيد والمرابع المرابع
MH FED - SDMC Regular FFP (50%)		HMHMCC730515							74,773
MH Realignment		HMHMCC730515				<u> </u>			224,810
MH COUNTY - General Fund		HMHMCC730515					ļ,		54,594
MH PROJECT - MHSA		PHMS63-1405	-		-				85,309
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE		·	<u> </u>						439,486
GHS SUBSTANCE ABUSE FUNDING SOURCES		FAMIS	STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE		25448345454555		IK AND TO A HOUSE SECOND	15001012	
		HMHSCCRES227			70100757094705555	100000000000000000000000000000000000000			1,869,601
SA FED - SAPT Fed Discretionary SA FED - SAPT HIV Set-Aside	93.959 93.959	HMHSCCRES227	67,500			ļ	 		67,500
SA FED - Drug Medi-Cal		HMHSCCRES227	67,300			 	***************************************		
SA STATE - Parolee Services Network BASN	93.778	HMHSCCRES227	<u> </u>			-	 		15,000
SA STATE - PSR Drug Medi-Cal		HMHSCCRES227				ļ	ļ		864,066 15,000
SA STATE - PSR Drug Medi-Cal carryforward from 12-13		HMHSCCRES227					 		1,780,271
SA COUNTY - General Fund		HMHSCCRES227	541,325				 		1,780,271 5,509,710
SA COUNTY - General Fund - WO CODB		HMHSCCRES227	041,323			 	-		5,509,710 12,563
SA GRANT - Fed SAMHSA SHOP	93.243	HCSA03-14				1			329,773
SA GRANT - Fed DOJ Second Chance	16.812	HCSA02-14				-			506,598
SA WORK ORDER - HSA FSET	10.561	HMHSCCADM377		<u> </u>		 	 	-	837,543
SA WORK ORDER - APD CJ Realignment (AB109)		HMHSCCADM367					 		1,111,167
SA GRANT - State CDCR ISMIP	-	HMAD01-14	-						457,580
			-						
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			608,825	-		-		-	13,376,372
OTHER OPH FUNDING SOURCES									
Community Health - DCYF CRN WO	-	HCHCCHCCRNWO	499,204		1				499,204
COPC - General Fund	-	HCHAPADMINGF	100,000						100,000
									-
TOTAL OTHER DPH FUNDING SOURCES			599,204	-	-			-	599,204
TOTAL DPH FUNDING SOURCES			1,208,029		-		-	_	14,415,062
NON-DPH-FUNDING SOURCES	375.94				PERSONAL PROPERTY.				
NON DPH - Patient/Client Fees			-						675,500
TOTAL NON-DPH FUNDING SOURCES				-				-	675,500
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	1		1,208,029	•			-	-	15,090,562

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

		Contractor Name	HealthRIGHT 3		,g, 24,4 00,1002			Appendix #:	B-1
	Provi	der/Program Name:	····					Document Date:	
	1 1043		383805, 38380						13-14
		Provider Number;	303003, 303001	1	I	T		Fiscal Year:	13-14
		Program Name	Adult Residential	Adult Residential	*				
	3805WR-RSD.	3805WR-RSD.			1				
	38062, 38342	38062, 38342							
	Res-51	Res-51							
			SA-Res Recov	SA-Res Recov					
			Long Term (over						TOTA:
		Service Description		30 days)					TOTAL 7/1/13-6/30/14
FUNDING USES	is charailleastas	FUNDING TERM	7/1/13-6/30/14	7/1/13-6/30/14			remails siddalainn		771713-0/30/14
HONDING USES			2,005,138	590,050			150000000000000000000000000000000000000		2,595,188
		Employee Benefits Operating Expenses		235,965					1,037,83
Cita		greater than \$5,000)		200,800					1,007,00
Сарка		otal Direct Expenses	2,807,012	826,015	_				3,633,027
	Just	Indirect Expenses		99,121					435,964
	TOTA	AL FUNDING USES		925,136				-	4,068,991
COHS MENTAL HEACTH FUNDING SOURCES		leties in the second							
			0.5353	Secretaria de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya del companya del companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya					
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	S			-	-	-	-		-
CEHS SUBSTANCE ABUSE FUNDING SOURCES		FAMIS							
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	950,437				(Control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the cont		950,437
SA STATE - PSR Drug Medi-Cal carryforward from 12-		HMHSCCRES227	1,780,271						1,780,271
SA COUNTY - General Fund	-	HMHSCCRES227	158,177						158,177
SA COUNTY - General Fund - WO CODB	-	HMHSCCRES227		12,563					12,563
SA WORK ORDER - HSA FSET	10.561	HMHSCCADM377		837,543	<u> </u>				837,543
	<u> </u>			<u> </u>					
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			2,888,885	850,106	-	_	-	-	3,738,991
OTHER DPH FUNDING SOURCES						0.000			
TOTAL OTHER DPH FUNDING SOURCES	<u> </u>		*		-		<u>:</u>	-	
TOTAL DPH FUNDING SOURCES			2,888,885		-	-	-	-	3,738,99
NON-DPH FUNDING SOURCES									
NON DPH - Patient/Client Fees			254,970	75,030					330,000
TOTAL NON-DPH FUNDING SOURCES	ļ		254,970	75,030	-	-	-		330,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	STATE OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF 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		hased (if applicable)		29				ļ	
Substance Abuse Only - Non-Res 33 - ODF # of Group Sessions (classes)									IC Costantina
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reimbursement (CR) or Fee-For-Service (FFS)				P.P. C.			·	 	
Cost Reimburseme	nt (CK) of Fe			FFS	-			 	
		Units of Service		9,433				 	
Cost Per Unit - DPH Rate (I	DOLI ELIMBIA	Unit Type		Bed Days 90.12				-	
Cost Per Unit - DPH Rate (I Cost Per Unit - Contract Rate (DPH &				98.07				 	11000
		-Cal Providers Only)		10.00	<u> </u>			<u> </u>	Total UDC:
Publishe		cated Clients (UDC)		101					10tal 0DC;
	Ondupii	COCO Chotha (ODC)	1 043	L	L	<u> </u>	L.,		444

DPH 3: Salaries & Benefits Detail

Program Code: 3805WR-RSD, 38062, 38342
Provider/Program Name: Adult Residential
Document Date: 1/30/14

ADDEDOX 6: D-1	Appendix #;	B-1
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	TOTAL		SAPT Fed Discretionary, State PSR DMC CF, & General Fund (HMHSCCRES227) & Non-DPH Funding Sources		HSA FSET Work Order (HMHSCCADM377) General Fund WO CODB (HMHSCCRES227) & Non-DPH Funding Sources							
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term;		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0,298	44,638	0.230	34,489	880.0	10,149				,,,,,,,,		
Program Director	1.750	105,000	1.352	81,127	0.398	23,873					ļ	
Clinical Coordinator	0,500	20,000	0.386	15,453	0.114	4,547					ļ	
Director of QA & Compliance	0,460	45,996	0.355	35,538	0.105	10,458					<u> </u>	
Manager of Licensing & Certification	0.570	28,671	0,440	22,152	0.130	6,519						
Care Coordinators	14.000	444,780	10,817	343,654	3.183	101,126						
Overnight Monitor	3,000	90,000	2.318	69,537	0.682	20,463						
Weekend Coordinator	0,556	19,455	0.430	15,032	0.126	4,423						· · · · · · · · · · · · · · · · · · ·
T.C. Admin. Assistant (Nexus)	1,439	51,656	1.112	39,911	0.327	11,745						
Director Of Facility Operations	0,268	22,108	0.207	17,081	0.061	5,027						
Maintenance Worker	0,853	32,209	0,659	24,886	0,194	7,323						
Transportation & Facility Manager	0.472	30,320	0.365	23,426	0,107	6,894						
Warehouse Coordinator	0.564	25,009	0.436	19,323	0.128	5,685				·		·
Driver	2,278	70,652	1.760	54,588	0.518	16,064						
Cook/Food Service	3,296	121,134	2.547	93,593	0.749	27,541						
Director of Food Services	0,358	28,678	. 0.277	22,158	0.081	6,520						
Client Services Manager	0,539	26,940	0.416	20,815	0,123	6,125						
Client Services Support	1,585	44,380	1.225	34,290	0.360	10,090						
Family Services Coordinator	0.35	19,903	0.270	15,378	0,079	4,525						
Medical Services Director	0.58	47,712	0.447	36,864	0,132	10,848						
Medical Services Support	1,95	63,242	1.506	48,863	0.443	14,379					1	
Physician	0.01	1,425	0.011	1,101	0.003	324				······································	1	
V.P. of Mental Health Services	0.38	47,855	0.297	36,975	0.087	10,880		***************************************				
Mental Health Training Director	0.43	28,141	0.335	21,743	860'0	6,398						
Administrative Assistant	0.41	13,070	0.315	10,098	0.093	2,972					 	
Therapist	3.48	166,368	2,685	128,542	0.790	37,826		*****************************				· · · · · · · · · · · · · · · · · · ·
Mental Health Manager	0.72	51,442	0.559	39,746	0.165	11,696					 	
Director of Workforce Development	0.54	46,836	0.415	36,187	0.122	10,649					 	
Education Coordinator	0.40	16,131	0.311	12,463	0.092	3,668					·	
	0.48	15,076	0,317								 	
Computer Lab Tech				11,648	0,108	3,428					 	
Housing & Community Service	0.60	21,122	0.467	16,320	0.137	4,802					 	
Employment Counselor IT Specialist - Data Control	1.53 0.51	47,483	1.183	36,687	0.348	10,796						
		20,235	0.396	16,634	0.116	4,801					 	
Psychiatrist Prychologist	0.87	99,421	0,668	76,816	0.197	22,605					 	
Psychologist	0.37	23,972	0.286	18,522	0.084	5,450						
Totals:	46,398	1,981,060	35.050	4 500 640	40.55	6ED 400					 	
10(3)5:	40,388	1,901,060	35,850	1,530,640	10,55	450,420		-				-
Employee Fringe Benefits;	31,00%	614,128	31,00%	. 474,498	31,00%	139,630						
Employee range benants;	31,0078	014,128	31,00%	4/4,498	31.00%	139,630	L			L	I	<u> </u>
TOTAL SALARIES & BENEFITS		2.595,188		2,005,138		590,050					1	

TOTAL SALARIES & BENEFITS

2,595,188

2,005,138

590,050

DPH 4: Operating Expenses Detail

 Program Code:
 3805WR-RSD, 38062, 38342

 Provider/Program Name:
 Adult Residential

 Document Date:
 1/30/14

Appendix #:	B-1	
MUDOINIX #.	D-1	

Expenditure Category	TOTAL.	SAPT Fed Discretionary, State PSR DMC CF, & General Fund (HMHSCCRES227) & Non-DPH Funding Sources	HSA FSET Work Order (HMHSCCADM377) General Fund WO CODB (HMHSCCRES227) & Non-DPH Funding Sources			
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term; 7/1/13-6/30/14	Term:	Term:	Term:
Occupancy		•	-			
Rent	243,377	188,042	55,335			``
Utilities (Telephone, Electricity, Water, Gas)	277,426	214,350	63,076	! 		."
Building Repair/Maintenance	141,106	109,024	32,082]
Materials & Supplies						
Office Supplies	12,101	9,350	2,751			
Photocopying			-			
Printing	2,663	2,058	605			
Program Supplies	248,877	192,292	56,585.			
Computer Hardware/Software	9,601	7,418	2,183			
General Operating		_	•			
Training/Staff Development	3,000	2,318	682			
Insurance	56,156	43,388	12,768	***************************************		
Professional License	15,270	11,798	3,472			
Permits		_	_			2
Equipment Lease & Maintenance	26,694	20,625	6,069			
Staff Travel			-			
Local Travel	1,568	1,211	357			
Out-of-Town Travel		_				
Field Expenses	_	_				
Consultant/Subcontractor		_				
,			_			,
	<u>.</u>	_				
Other			-			
	_	_				
			-			

TOTAL OPERATING EXPENSE 1,037,839 801,874 235,965 - -

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	DP1	1 2: Department			ig/Data Collecti	on (CKDC)	 	·	
			HealthRIGHT 30	· · · · · · · · · · · · · · · · · · ·				Appendix #:	B-2
	Provid	der/Program Name:		ial				Document Date:	1/30/14
		Provider Number:	383834	·				Fiscal Year:	13-14
				,	<u></u>]		
·		Program Name	BASN Residential			1			
		Program Code	88342	40 ²²		***************************************			
	Mode/SFC (M	H) or Modality (SA)							,
	<u> </u>		SA-Res Recov						in), A - 34 / A
			Long Term (over						
		Service Description	30 days)				-		TOTAL
ne ne sassiale berentus suomas sellota anniona automos de la companiona de la companiona de la companiona de l	ensusure in Second Second	FUNDING TERM	7/1/13-6/30/14	san ayun dayan san san Salasan	SSAIIRIN AAA DSIIISINSA	West sections and the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the	. 2029/2008/97/2008	SANIO SERVICIO SE OS OBEROS DE SANO	7/1/13-6/30/14
FUNDING USES									
		Employee Benefits	411,580 235,012				<u> </u>		411,580 235,012
Canita	···	Operating Expenses reater than \$5,000)	230,012			<u> </u>	 		200,012
Capita	646,592						646,592		
	77,591						77,591		
	724,183	-	-			-	724,183		
CBHS MENTAL HEAUTH FUNDING SOURCES									
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE			•	-			-	-	
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OTHER DRH FUNDING SOURCES									
TOTAL OTHER DPH FUNDING SOURCES		<u> </u>							
TOTAL OTHER DER FONDING SOURCES	 -		698,183						698,183
NON-DPH FUNDING SOURCES	100000			5/100 (015/03/4/6/8/	Service Control				
NON DPH - Patient/Client Fees		Processing and the second	26,000			and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second 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Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Compan	26,000
TOTAL NON-DPH FUNDING SOURCES		İ	26,000	-	-		-		26,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			724,183	-	-	1.	-	*	724,183
CBHS UNITS OF SERVICE AND UNIT COST						000000000000000000000000000000000000000			
		nased (If applicable)	20						
Substance Abuse Only - Non-Res 33 - OI									
SA Only - Licensed Capacity for Medi-Cal P		······································							
Cost Reimburseme	****				1	,			
		Units of Service	7,424	<u> </u>	<u> </u>		 		
P P 1 . P	Danie (FT th In	Unit Type							200
Cost Per Unit - DPH Rate (94.05						
Cost Per Unit - Contract Rate (DPH &		NDING SOURCES) Cal Providers Only)		<u> </u>		 	-		100000000000000000000000000000000000000
Publishe		cated Clients (UDC)							Total UDC: 47
	Ondopik	ration ouettra (ODO)	1	<u> </u>		<u> </u>		<u></u>	41

	DPH	3.	Salaries	æ	Ranafite	: Data
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Program Code: 88342
Provider/Program Name: BASN Residential
Document Date: 1/30/14

Appendix #:	B-2
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			& Non-DP	H Funding Sources									
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:	m: Term:		· Term:		Te		rm:	
Position Title	FTE	Salaries	FTE	Salaries	FTE		FTE	Salaries	FTE	Salaries	FTE	Salaries	
V.P. of Programs	0,050	6,910	0.050	6,910						• •			
Program Director	0,360	23,400	0.360	23,400									
Director of QA & Compliance	0,070	7,000	0.070	7,000							<u> </u>		
Manager of Licensing & Certification	0.100	4,902	0.100	4,902									
Managing Director of Clinical Services	0.050	4,850	0.050	4,850			11				ļ		
Supervising Care Coordinators	0.250	9,623	0,250	9,623									
Care Coordinators	1.500	57,000	1,500	57,000								. 	
HIVIAIDS Clinical Manager	0,050	2,190	0.050	2,190	•								
Overnight Monitor	0.500	15,000	0.500	15,000							ļ <u>.</u>		
Weekend Coordinator	0.200	7,000	0.200	7,000									
T.C. Admin. Assistant (Nexus)	0.260	9,161	0.260	9,161									
Director Of Facility Operations	0.060	4,866	0.060	4,866							L		
Maintenance Worker	0.220	6,820	0.220	6,820									
Transportation & Facility Manager	0,060	4,007	0,060	4,007									
Warehouse Coordinator	0.100	4,376	0.100	4,376									
Driver	0.340	10,426	0,340	10,426									
Cook/Food Service	0.690	21,390	0.690	21,390									
Director of Food Services	0.071	5,703	0.071	5,703									
Client Services Manager	0.090	4,742	0.090	4,742									
Client Services Support	0.280	8,400	0,280	8,400									
Family Services Coordinator	0.040	. 2,467	0,040	2,467									
Medical Services Director	0.090	7,679	0.090	7,579							İ		
Medical Services Support	0.270	8,663	0.270	8,663									
Physician	0,005	520	0,005	520					·	,			
V.P. of Mental Health Services	0.060	7,347	0,060	7,347	_						1		
Mental Health Training Director	0.050	3,750	0,050	3,750									
Director of Mental Health Services	0.050	2,968	0.050	2,968						****			
Mental Health Care Coordinators	0.130	4,121	0.130	4,121			1	······································		***************************************			
Therapist	0.390	19,705	0,390	19,705			1			····			
Mental Health Manager	0.070	4,144	0,070	4,144			1	· · · · · · · · · · · · · · · · · · ·			 		
Director of Workforce Development	0.090	4,707	0.090	4,707		· · · · · · · · · · · · · · · · · · ·	 				1		
Education Coordinator	. 0.020	870	0,020	870			1				1		
Computer Lab Tech	0.060	1,936	0.060	1,936		(a, a transport of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of th	1 1						
Housing & Community Service	0.050	1,942	0.050	1,942		***************************************					T		
Employment Counselor	0.150	4,507	0.150	4,507		***************************************	1				1		
IT Specialist - Data Control	0.080	3,395	0.080	3,395							T		
Psychiatrist	0.130	14,496	0,130	14,496			7			——————————————————————————————————————	1		
Psychologist	0.050	3,200	0.050	3,200		······································					1		
			<u> </u>								T		
Totals:	7.086	314,183	7,086	314,183							<u> </u>		
							1 1						
Employee Fringe Benefits:	31.00%	97,397	31.00%	97,397			لـــــِــــــــــــــــــــــــــــــــ				J		
TOTAL SALARIES & BENEFITS	1	411,580	i	411,580			7 .		1 1		7		

DPH 4: Operating Expenses Detail

Program Code: 88342
Provider/Program Name: BASN Residential

Appendix #:	B-2	

rovider/Program Name: BASN Residential
Document Date: 1/30/14

Expenditure Category	TOTAL	BASN (HMHSCCRES227) & Non-DPH Funding Sources		And a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second order in a second		
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Tem:
Оссирансу						
Rent	35,833	35,833				
Utilities (Telephone, Electricity, Water, Gas)	40,335	40,335				· · '
Building Repair/Maintenance	21,557	21,557				
Materials & Supplies	-					
Office Supplies	2,500	2,500			,	
Photocopying	2,737	2,737				
Printing	500	500				· .
Program Supplies	68,564	68,564				
Computer Hardware/Software	1,750	1,750				
General Operating	-	_				
Training/Staff Development	1,500	1,500				
Insurance	8,266	8,266				
Professional License	2,326	2,326				
Permits						
Equipment Lease & Maintenance	2,268	2,268		·	•	
Staff Travel	-				•	
Local Travel	500	500				
Out-of-Town Travel						
Field Expenses	_					
Consultant/Subcontractor	_					
·				`		
Other		· /				
Client Transportation	13,800	13,800	•			
Food	32,576	32,576				
	<u> </u>			<u> </u>		

TOTAL OPERATING EXPENSE 235,012 - - .

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	- 14-1				ng/Data Collecti	(***************************************	
			HealthRIGHT 3					Appendix #:	B-3
	Provid	ler/Program Name:		esidential				Document Date:	1/30/14
		Provider Number:	383807		1	1		Fiscal Year:	13-14
		Program Name	BASN ONPD Residential		-	·			
		Program Code	3807BT-CLV						
	Res-51								
	SA-Res Recov	7				· · · · · · · · · · · · · · · · · · ·	 		
	Long Term (over		1						
	30 days)						TOTAL		
TO THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF TH	estalisation Statement	FUNDING TERM	7/1/13-6/30/14	986800000		and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second s	:::::::::::::::::::::::::::::::::::::::	Intersonalingasitis :	7/1/13-6/30/14
Funding uses			a samuel as a second second						
		Employee Benefits perating Expenses	51,541 37,908		****,			<u> </u>	51,54 37,90
Capital	31,806						31,90		
Capital	89,449	-	 				89,44		
	10,734						10,73		
	100,183			-	-	-	100,18		
CBHS MENTAL HEALTH FUNDING SOURCES									
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	s s				-		·	_	
CBHS SUBSTANCE ABUSE FUNDING SOURCES		FAMIS					7777777777777		
SA STATE - Parolee Services Network BASN		HMHSCCRES227	100,183						100,18
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			100,183	- Wonderstein		-	a casoling reger your and a suppression	attenus/sal/Ohmin.	100,18
otheridelieunding sources									
TOTAL OTHER DPH FUNDING SOURCES			-		-	-	-	-	
TOTAL DPH FUNDING SOURCES			100,183	-	-	-	-	-	100,18
NON-DRH FUNDING SOURCES	Property and								
NON DPH - Patient/Client Fees									
TOTAL NON-DPH FUNDING SOURCES			-	_	-	-	-	-	
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			100,183	-	-	-	~	-	100,18
GBHS UNITS OF SERVICE AND UNIT COST									
		nased (if applicable)	8		ļ				
Substance Abuse Only - Non-Res 33 - OD									
SA Only - Licensed Capacity for Medi-Cat Po			Err.						
Cost Reimbursemen	III (UK) OF FEE	Units of Service	FFS 2,847					 	
		Unit Type	Bed Days						
Cost Per Unit - DPH Rate (I	DPH FUNDIN	···	35.19					 	
Cost Per Unit - Contract Rate (DPH &			35.19		·		<u> </u>		
		Cal Providers Only)							Total UDC:
		ated Clients (UDC)					1		3:

DPH 3: Salaries & Benefits Detail

Program Code: 3807BT-CLV

Provider/Program Name: BASN ONPD Residential

Document Date: 1/30/14

Appendix#: B-3

		TOTAL	(HMH	BASN ISCCRES227)			Tem:		***************************************	· · · · · · · · · · · · · · · · · · ·		
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:	Term:		Term:			Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0,003	500	0.003	500		***************************************						
V.P of QA & Compliance	0.003	300	0.003	300								
Program Director	0.025	1,706	0,025	1,706								
Managing Director of Clinical Services	0,003	291	0.003	291				***************************************				
Overnight Monitor	1.000	31,000	1.000	31,000				***************************************				
Case Managers	0,050	1,800	0.050	1,800								
Director Of Facility Operations	800.0	659	0.008	659								
Coordinator Warehouse	0.002	110	0.002	110								
Maintenance Worker	0.053	1,632	0.053	1,632								
Transportation & Facility Manager	0.008	388	0.006	388				•		.,		
Driver	0.031	958	0.031	958								
	_											
	_	-										
		_								:		
		-	ŀ									
		-										
			1							,		
		_						***************************************				***************************************
		_										
	-	_										
Totals:	1.184	39,344	1,184	39,344	-	•	-		_			
							*************************************		<u> </u>			
Employee Fringe Benefits:	31.00%	12,197	31.00%	12,197							· :	
			-				, -					
TOTAL SALARIES & BENEFITS	Į	51,541	Į.	51,541				_				

DPH 4: Operating Expenses Detail

Program Code: 3807BT-CLV

Provider/Program Name: BASN ONPD Residential

Document Date: 1/30/14

Appendix #:	•	B-3

Expenditure Category	TOTAL	BASN (HMHSCCRES227)				
·	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy						
Rent	8,453	8,453				·
Utilities (Telephone, Electricity, Water, Gas)	11,224	11,224				
Building Repair/Maintenance	2,177	2,177				
Materials & Supplies		-				
Office Supplies	345	345				
Photocopying		-				
Printing	56	56	_			
Program Supplies	8,880	8,880				
Computer Hardware/Software	322	322	7			
General Operating	_	-	•			
Training/Staff Development		-				
Insurance	1,671	1,671				
Professional License	567	567				
Permits						
Equipment Lease & Maintenance	2,239	2,239				
Staff Travel						·
Local Travel	37	37				
Out-of-Town Travel		_				
Field Expenses						
Consultant/Subcontractor		-				
		-				
Other		_				
Client Transportation	1,049	1,049				
Food	888	888				
		•				

TOTAL OPERATING EXPENSE	37,908	37,908	-	-	

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

Provider/Program Name: BASN Social Detox Residential Provider Number: 383806	Appendix #: Document Date:	
		1/30/14
	Fiscal Year:	13-14
BASN Social Program Name Detox Residential		
Program Code 84062		
Mode/SFC (MH) or Modality (SA) Res-50		
SA-Res Free Standing Res Service Description Detox		TOTAL
FUNDING TERM 7/1/13-6/30/14		7/1/13-6/30/14
Salaries & Employee Benefits 35,243		35,243
Operating Expenses 23,418		23,418
Capital Expenses (greater than \$5,000)		
Subtotal Direct Expenses 58,661		58,661
Indirect Expenses 7,039		7,039
TOTAL FUNDING USES 65,700	- Constitute Objects and the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of t	65,700
GBHS MENTAL HEALTH FUNDING SOURCES		_
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES		-
GBHS SUBSTANCE ABUSE FUNDING SOURCES CFDA FAMIS		
SA STATE - Parolee Services Network BASN - HMHSCCRES227 65,700		65,700
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES 65,700		65,700
OTHER DEH FUNDING SOURCES		
TOTAL OTHER DPH FUNDING SOURCES		
TOTAL DPH FUNDING SOURCES 65,700		65,700
to the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the		
NON DPH - Patient/Client Fees		-
TOTAL NON-DPH FUNDING SOURCES		-
TOTAL FUNDING SOURCES (DPH AND NON-DPH) 65,700		65,700
CBAS UNITS OF SERVICE AND UNIT COST		
Number of Beds Purchased (if applicable) 3		
Substance Abuse Only - Non-Res 33 - ODF # of Group Sessions (classes)		
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program		
Cost Reimbursement (CR) or Fee-For-Service (FFS) FFS	Her	
Units of Service 985	<u> </u>	
Unit Type Bed Days Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only) 66.70		
Cost Per Unit - Contract Rate (DPH FUNDING SOURCES Only) 66.70 Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES) 66.70		
Published Rate (Medi-Cal Providers Only)		Total UDC:
Unduplicated Clients (UDC) 12		10(a) 0,000.

DPH 3: Salaries & Benefits Detail

Program Code: 84062

Provider/Program Name: BASN Social Detox Residential

Document Date: 1/30/14

Appendix #:	B-4

·		TOTAL	(НМН)	BASN SCCRES227)	•							
	Term:	7/1/13-6/30/14	Term;	7/1/13-6/30/14	Term:		Term;		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.005	824	0,005	824								
Program Director	0.025	1,644	0.025	1,644]				ļ	
V.P. of QA & Compliance	0.009	900	0.009	900								
Manager of Licensing & Certification	0.010	518	0.010	518								
Managing Director of Clinical Services	0,001	144	0.001	144			 					
Care Coordinators	0.250	9,000	0.250	9,000,								
HIV/AIDS Clinical Manager	0.030	1,260	0.030	1,260				·			ļ	
Overnight Monitor	0.030	900	0,030	900							ļ	
T.C. Admin. Assistant (Nexus)	0.025	874	0.025	. 874							ļ	
Director Of Facility Operations	0.004	330	0.004	330								
Maintenance Worker	0,010	314	0.010	314								
Transportation & Facility Manager	0,010	642	0.010	642				·····	1			
Warehouse Coordinator	0.011	478	0.011	478								
Driver	0.030	930	0.030	930		***************************************						
Cook/Food Service	0.090	2,790	0.090	2,790								•
Director of Food Services	0,009	720	0.009	720]							
Client Services Manager	0,001	29	0.001	29								
Client Services Support	0.001	34	0.001	34								
Family Services Coordinator	0,002	109	0.002	109								, ""
Medical Services Director	0.009	718	0.009	718								
Medical Services Support	0.030	977	0.030	977								
Physician	0.000	31	0.000	31								
V.P. of Mental Health Services	0.006	799	0.006	799								
Mental Health Training Director	0.003	258	0.003	258								
Director of Mental Health Services	0.014	745	0.014	745								
Mental Health Care Coordinators	0.001	43	0.001	43								•
Mental Health Manager	0,005	325	0,005	. 325	•							
IT Specialist - Data Control	0.010	400	0,010	400								
Psychologist	0.003	167	0.003	167							<u> </u>	
	٠					*1*						
Totals:	0.634	26,903	0.634	26,903		-	<u> </u>	_	_	_	,	_
Employee Fringe Benefits:	31.00%	8,340	31.00%	8,340		****						
	ı		Г		Г	***************************************	1 -		1	<u> </u>	7 1	
TOTAL SALARIES & BENEFITS		35,243	L	35,243	Į.	-	j L	*			.	

DPH 4: Operating Expenses Detail

Program Code:	84062
Provider/Program Name:	BASN Social Detox Residential
Document Date:	1/30/14

Appendix #	B-4

Expenditure Category	TOTAL	BASN (HMHSCCRES227)				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Tem:	Term:	Term:
Occupancy	-					
Rent	1,795	1,795				
Utilities (Telephone, Electricity, Water, Gas)	5,498	5,498				<u> </u>
Building Repair/Maintenance	2,110	2,110				Ì
Materials & Supplies		_				
Office Supplies	114	114				
Photocopying		*				
Printing	35	. 35				
Program Supplies	7,684	7,684			WHAT PAR	
Computer Hardware/Software	75	75				
General Operating		*				
Training/Staff Development		-				
Insurance	1,026	1,026				
Professional License	220	220				
Permits						
Equipment Lease & Maintenance	494	494				
Staff Travel	*	_				1
Local Travel	21	21				
Out-of-Town Travel	•					
Field Expenses	_					
Consultant/Subcontractor	*	_				
		_				
Other					·	
Client Transportation	1,331	1,331				~
Food	3,015	3,015				
	-					

TOTAL OPERATING EXPENSE 23,418 23,418 .

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	DPH 2: Department			gibala oollegti	011 (0110:0)	······································		
		HealthRIGHT 3					Appendix #:	B-5
	Provider/Program Name: Bridges Residential D Provider Number: 383806						Document Date:	1/30/14
	383806		r			Fiscal Year.	13-14	
	Program Name Program Code	Bridges Residential 3806BR-RES		<u>, , , , , , , , , , , , , , , , , , , </u>				
Mod	e/SFC (MH) or Modality (SA)							
Wilde	Service Description FUNDING TERM	SA-Res Recov Long Term (over 30 days)		***************************************				TOTAL 8/1/13-6/30/14
FUNDING USES		8/1/13-0/30/14						0/1/13-0/30/14
	Salaries & Employee Benefits	60,434				08,000,000,000		60,434
S	Operating Expenses	21,277					-	21,277
Capital Ex	penses (greater than \$5,000)	2,,2,,						- 1 1 Cap 2
	Subtotal Direct Expenses	81,711	-	-			-	81,711
	Indirect Expenses	9,805		X.18-01-1-1-1				9,805
	TOTAL FUNDING USES						-	. 91,516
GBHS MENTAL HEALTH FUNDING SOURCES								
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	n ac a Landar a Sacrata a resignamentos (IAD companio Langue (Albaria) (IAD			Zituutasississeriedokiisississi		KONTONIORIO SOCIAL.		Navionamento in inchis
The control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the co	CFDA FAMIS	The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s						
SA GRANT - State CDCR ISMIP	- HMAD01-14	91,516						91,516
L TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES		91,516					_	91,516
OTHER DPH FUNDING SOURCES						(1022/2024)		
						anning is some edition.		
TOTAL OTHER DPH FUNDING SOURCES		-		-	-			
TOTAL DPH FUNDING SOURCES		91,516		-			-	91,516
NONTOPH FUNDING SOURCES					: : : : : : : : : : : : : : : : : : : :	791232		
								-
TOTAL NON-DPH FUNDING SOURCES		-	-	-	-			
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		91,516	-	-	-			91,516
GBHS UNITE OF SERVICE AND UNITEGOST								
	eds Purchased (if applicable)	2						
Substance Abuse Only - Non-Res 33 - ODF #								
SA Only - Licensed Capacity for Medi-Cal Provi								
Cost Reimbursement (C	R) or Fee-For-Service (FFS)	FFS						300
	Units of Service Unit Type							
Cost Per Unit - DPH Rate (DPH					<u> </u>			
Cost Per Unit - DPH Rate (DPH & Non		108.00						
	te (Medi-Cal Providers Only)							Total UDC:

DPH 3: Salaries & Benefits Detail

Program Code: 3806BR-RES
Provider/Program Name: Bridges Residential
Document Date: 1/30/14

Appendix #.	B-5	
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	TOTAL		CDCR ISMIP (HMAD01-14)									
	Term: 8/1/13-6/30/14		Term: 8/1/13-6/30/14		Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0,007	1,038	0,007	1,038								
Program Director	0.032	2,099	0.032	2,099							<u> </u>	
V.P. of QA & Compliance	0,010	985	0.010	985			ļ		<u></u>		<u> </u>	
Manager of Licensing & Certification	0.013	650	0.013	650							<u> </u>	
Managing Director of Clinical Services	0.003	292	0.003	292								
Supervising Care Coordinators	0.002	78	0.002	78				LANGUANIA TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TAMBAN TA			ļ	
Care Coordinators	- 0.300	10,800	0.300	10,800					<u> </u>			
HIV/AIDS Clinical Manager	0.310	1,301	0.310	1,301							<u> </u>	
Overnight Monitor	0,050	1,500	0,050	1,500					<u> </u>			
Weekend Coordinator	0.005	175	0.005	175								
T.C. Admin. Assistant (Nexus)	0,031	1,086	0.031	1,086		<u> </u>	1				ļ <u>.</u>	
Director Of Facility Operations	0,003	228	0.003	228								
Maintenance Worker	0,013	417	0.013	417		`					<u> </u>	
Transportation & Facility Manager	0.009	590	0.009	590								
Warehouse Coordinator	0.013	582	0.013	582								
Driver	0.040	1,240	0.040	1,240								
Cook/Food Service	0,100	3,100	0.100	3,100								
Director of Food Services	0.012	926	0,012	926								
Client Services Manager	0,016	810	0.016	810								
Client Services Support	0.034	1,028	0.034	1,028								
Family Services Coordinator	0.003	194	0,003	194								
Medical Services Director	0.010	830	0.010	830								
Medical Services Support	0.150	6,809	0.150	6,809				,			1	
Physician	0.000	34	0.000	34								
V.P. of Mental Health Services	0,008	938	0.008	938								
Mental Health Training Director	0.005	379	0.005	379								
Director of Mental Health Services	0,007	410	0.007	410								
Mental Health Care Coordinators	0,006	193	0,006	193							1	
Therapist	0.090	4,500	0,090	4,500								- I I I I I I I I I I I I I I I I I I I
Mental Health Manager	0.018	1,077	0.018	1,077								
Director of Workforce Development	0,001	30	0.001	30								
Housing & Community Service	800.0	309	0.008	309							1	
IT Specialist - Data Control	0.011	435	0.011	435							1	
Psychologist	0.017	1,070	0.017	1,070	i				<u> </u>			
-				*			<u> </u>				 	
Totals:	1,337	46,133	1.337	46,133	_		_	-	_			
									4000			
Employee Fringe Benefits:	31.00%	14,301	31.00%	14,301		_					T :	
					***************************************				·	······································		
TOTAL SALARIES & BENEFITS	1	60,434		60,434] !		1			

Program Code: 3806BR-RES

Provider/Program Name: Bridges Residential

Document Date: 1/30/14

Appendix # B	-5
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Expenditure Category	TOTAL	CDCR ISMIP (HMAD01-14)	-			
	Term: 8/1/13-6/30/14	Term: 8/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy		-				
Rent	1,686	1,686				
Utilities (Telephone, Electricity, Water, Gas)	4,469	4,469				
Building Repair/Maintenance	2,246	2,246				
Materials & Supplies						
Office Supplies	141	141				
Photocopying						
Printing	42	42				
Program Supplies	6,949	6,949				
Computer Hardware/Software	123	123			-	
General Operating	_	_				
Training/Staff Development	_	_				
Insurance	958	958	***************************************			
Professional License	194	194				
Permits	_					
Equipment Lease & Maintenance	511	511				
Staff Travel		***************************************			***************************************	
Local Travel	21	21				
Out-of-Town Travel						
Field Expenses						
Consultant/Subcontractor	_	_				
	_					
Other		_				
Client Transportation	1,170	. 1,170				
Food	2,767	2,767				
		-				

TOTAL OPERATING EXPENSE

21,277

21,277

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)		
Contractor Name: HealthRIGHT 360	Appendix #:	B-6
Provider/Program Name: AB109 Residential	Document Date:	1/30/14
Provider Number: 383834	Fiscal Year:	13-14
AB109 AB109 Reentry Program Name Residential Pod Counseling	-	
Program Code 87342 N/A		
Mode/SFC (MH) or Modality (SA) Res-51 Anc-68		
SA-Res Recov Long Term (over SA-Ancillary Svcs Service Description 30 days) Case Mgmt		TOTAL
FUNDING TERM 7/1/13-6/30/14 7/1/13-6/30/14		7/1/13-6/30/14
FUNDING USES		
Salaries & Employee Benefits 485,616 45,850		531,466
Operating Expenses 279,242 -		279,242
Capital Expenses (greater than \$5,000)		748 700
Subtotal Direct Expenses 764,858 45,850		810,708 97,284
Indirect Expenses 91,782 5,502		907,992
CEHS MENTAL HEALTH FUNDING SOURCES		
GENDALICH ALTERICATION (UID CERTON)		B
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES		-
		##::::::::::::::::::::::::::::::::::
SA WORK ORDER - APD CJ Realignment (AB109) - HMHSCCADM367 779,640 51,352	Section of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the control of the contro	830,992
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES 779,640 51,352		830,992
OTHER OPH FUNDING SOURCES		
		~
TOTAL OTHER DPH FUNDING SOURCES		-
TOTAL DPH FUNDING SOURCES 779,640 51,352 - -	+	830,992
NON-DPH-HUNDING SOURCES		
NON DPH - Patient/Client Fees 77,000		77,000
TOTAL NON-DPH FUNDING SOURCES 77,000		. 77,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH) 856,640 51,352		907,992
CBHS UNITS OF SERVICE AND UNIT COST		
Number of Beds Purchased (if applicable) 23		
Substance Abuse Only - Non-Res 33 - ODF # of Group Sessions (classes)		
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program Cost Reinburg and (CR) on Fee Fee Service (CR)		
Cost Reimbursement (CR) or Fee-For-Service (FFS) FFS CR Units of Service 8,213 920		
Units of Service 8,213 920 Unit Type Bed Days Staff Hour		
Cost Per Unit - DPH Rate (DPH FUNDING SOURCES Only) 94.93 55.82		
Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES) 104.31 55.82		
Published Rate (Medi-Cal Providers Only)		Total UDC:
Unduplicated Clients (UDC) 30 16		46

Program Code: Residential: 87342. Reentry Pod Counseling: N/A

Providen/Program Name: AB109 Residential

•			 	
Docum	ent Date	1/30/14		

Appendly#	B-6	

		TOTAL	APD (V (HMI	09 Residential CJ Realignment Vork Order HSCCADM367) PH Funding Sources	APD 0	ntry Pod Counseling CJ Reslignment Vork Order ISCCADM367)						
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term;		Term:		Term:	
Positian Title	FTE	Salaries	FTE ·	Salarles	FTE	Salaries .	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.060	8,306	0.060	8,306		-						
Program Oirector	0.410	26,648	0.410	26,548								
V.P. of QA & Compliance	0.080	5,127	0,080	8,127								
Manager of Licensing & Certification	0.120	5,837	0.120	5,837		-					·	
Managing Director of Clinical Services	0.020	2,174	0,020	2,174		-						
Supervising Care Coordinators	9,400	15,187	0.400	15,187		_						
Care Coordinators	1.680	60,510	1,680	60,510	_	_				-		
HIV/AIDS Clinical Manager	0,030	1,245	0,030	1,245		-						
Overnight Monitor	0.590	17,630	0.590	17,630		-						
Weekend Coordinator	0.230	7,895	0.230	7,895	-							
T.C. Admin. Assistant (Nexus)	0,290	10,062	0.290	10,082								
Director Of Facility Operations	0.070	6,100	0,070	8,100								
Maintenance Worker	0,260	8,112	0,260	8,112		-						
Transportation & Facility Manager	0.080	5,351	0,080	5,351								•
Warehouse Coordinator	0.120	5,115	0.120	5,116	_	_				12.00	1	
Driver	0.480	14,784	0.480	14,784							†	
Cook/Food Service	0.690	21,344	0.890	21,344								~
Director of Food Services	0.090	6,893	0,090	6,893								
Client Services Manager	0.110	5,374	0,110	5,374								
Client Services Support	0.300	9,099	0.300	9,099								
Family Services Coordinator	0.070	4,254	0.070	4,254								
Medical Services Director	0,120	9,523	0,120	9,523			***************************************	121.0				*****
Medical Services Support	0.340	10,891	0,340	10,891								
Physician	0.003	334	0,003	334							1	
V.P. of Mental Health Services	0.070	9,072	0.070	9,072			<u> </u>					
	0.060	4,426	0.050	4,426			<u> </u>				-	
Mantal Health Training Director Director of Mental Health Services	0.050	2,962	0.050	2,962	<u> </u>					·····	 	
Mental Health Care Coordinators	0.190	6,132	0.190	6,132								
Therapist	0.320	15,823	0,320	15,823	 						1	
	0.070		0.070	4,045							1	
Mental Health Manager Director of Workforce Development	0,150	4,045 8,118	0.070	8,118							1	
Education Coordinator	0.079	3,143	0.079	3,143							1	**************************************
Computer Lab Tech Housing & Community Service	0.120	4,575 4,689	0.120	4,575 4,689							1	
	0.120		0.120	11,606							-	
Employment Counselor	0.100	11,605		11,805 4,124		<u> </u>					-	
IT Specialist - Data Control		4,124	0,100		 -							
Psychiatrist Psychiatrist	0.160	17,988	0.150	17,988 3,200	<u> </u>			-				
Psychologist Reentry Pod Counselor	1.000	3,200 35,000	0.050	3,200	1,000	35,000					1	· · · · · · · · · · · · · · · · · · ·
Loguri Low Contigues.	1,000	\$3,000	<u>-</u>		1.000	30,000					 	
Totals:	9.582	405,699	8,582	370,699	1,000	35,000					1	
Totas.	0.002	1 100,099	0,302	5,0,0	, ,,,,,,,,,	35,000			·			The second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second secon
Employee Fringe Benefits:	31.00%	125,787	31.00%	114,917	31,00%	10,850					1	
Employee I migd Benefits.	01.0075	120,101	31.00%	114,817	31.00%	1000,01	L	<u> </u>	i1			
TOTAL SALARIES & BENEFITS	1	531,466	1	485,616	1 1	45,850	1		1. 1		٦ :	

Program Code: Residential: 87342. Reentry Pod Counseling: N/A

Provider/Program Name: AB109 Residential

Document Date: 1/30/14

Appendix #:	B-6

Expenditure Category	TOTAL	AB109 Residential APD CJ Realignment Work Order (HMHSCCADM367) & Non-DPH Funding Sources	AB109 Reentry Pod Cosing APD CJ Realignment Work Order (HMHSCCADM367)			·
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term: 7/3/13-6/30/14	Term:	Term:	Term:
Occupancy						
Rent	58,324	58,324				
Utilities (Telephone, Electricity, Water, Gas)	50,562	50,562				
Building Repair/Maintenance	25,263	25,263				<u> </u>
Materials & Supplies	_	_				
Office Supplies	3,234	3,234				
Photocopying	_	-				
Printing	673	673				
Program Supplies	67,998	67,998				
Computer Hardware/Software	1,986	1,986				
General Operating					-	
Training/Staff Development	837	837				
Insurance	10,292	10,292				
Professional License	3,166	3,166				
Permits	_	_				
Equipment Lease & Maintenance	7,137	7,137				·
Staff Travel		-].
Local Travel	390	390		·		,,,
Out-of-Town Travel	-	-		·		
Field Expenses		-				
Consultant/Subcontractor	_					
	-	_	·			
	-	*				
Other		+				
Client Transportation	16,381	16,381				
Food	32,999	32,999				
	-	+				

TOTAL OPERATING EXPENSE 279,242 279,242

			HealthRIGHT 3	n Cost Reportir	·9· - a · a · a · a · a · a · a · a · a ·	on (one)			
	Appendix #:	B-7							
	Provi	der/Program Name: Provider Number:		(esidentia)		w		Document Date:	1/30/14
		Provider Number:	303001		1	I		Fiscal Year:	13-14
			AB109 ONPD			ļ			
		Program Name	Residential						
		Program Code	86077						
	Mode/SFC (N	1H) or Modality (SA)	Res-51						
			SA-Res Recov						
			Long Term (over			į		i	
		Service Description FUNDING TERM		<u> </u>	<u> </u>				TOTAL
FUNDING USES	5-8-00-00-00-00-00-00-00-00-00-00-00-00-0							2.314.77 (2.16)	7/1/13-6/30/14
CONDING USES		Employee Benefits							A STATE OF THE SAME SAME
		Derating Expenses	99,639 150,518	<u> </u>					99,639 150,518
Canita		preater than \$5,000)	100,010		 				, 100,010
- Oapita		otal Direct Expenses	250,157		_			_	250,157
		Indirect Expenses							30,018
	TOTA	AL FUNDING USES		-	-		-	-	280,175
CBHS MENTAL HEALTH EUNDING SOURCES	la servicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio de la composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della composicio della compo								
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE			-	-	-		-		
CBHS SUBSTANCE ABUSE FUNDING SOURCES	CFDA	FAMIS	10/14/20/20			KPAMPS.			
SA WORK ORDER - APD CJ Realignment (AB109)	-	HMHSCCADM367	280,175						280,175
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			280,175		-				280,175
OTHER DRH FUNDING SOURCES									
	1								
TOTAL OTHER DPH FUNDING SOURCES	 	<u> </u>	-	-			- "		
TOTAL DPH FUNDING SOURCES	O THE WATER WHO THE SAME	a average view	280,175			Second March March 1995	-	-	280,175
NON-DPH FUNDING SOURCES									
TOTAL NON PREFUNDING COURSES	-								· · · · · · · · · · · · · · · · · · ·
TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH)	 	ļ	280,175	-	-			-	
CBHS UNITS OF SERVICE AND UNIT COST			280,175	-	-	was of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of		-	280,175
		hased (if applicable)	21						
Substance Abuse Only - Non-Res 33 - Of									100
SA Only - Licensed Capacity for Medi-Cal P									
Cost Reimburseme			FFS		<u> </u>				100000000000000000000000000000000000000
Obst Membursenje	1019 01 1 6	Units of Service	6,805						
		Unit Type							
Cost Per Unit - DPH Rate (DPH FUNDIN								
Cost Per Unit - Contract Rate (DPH &			41.17						100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 100 TO 10
		Cal Providers Only)							Total UDC:
	11.1.0	cated Clients (UDC)	53						53

Program	Code:	383807

Provider/Program Name: AB109 ONPD Residential

Document Date: 1/30/14

Appendix #:	B-7	

		TOTAL	١	CJ Reelignment (AB109) Work Order (HMHSCCADM367)						·			
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:		Term:		Term:		
Position Title	FTE	Salaries	FTE	Salaries	FTE	Satarles	FTE	Salaries	FTE	Salaries	FTE	Salaries	
V.P. of Programs	0.007	1,019	0.007	1,019									
Program Director	0.050	3,250	0,050	3,250									
V.P. of QA & Compliance	0.011	1,080	0.011	1,080									
Manager of Licensing & Certification	0.012	601	0.012	601									
Managing Director of Clinical Services	0.025	2,425	0.025	2,425									
Supervising Care Coordinators	0.104	3,964	0.104	3,964	ļ ,								
Care Coordinators	0.250	9,000	0.250	9,000								***************************************	
Overnight Monitor	0,100	3,000	0,100	3,000									
T.C. Admin. Assistant (Nexus)	0.030	2,050	0.030	2,050									
Director Of Facility Operations	0.033	2,751	0.033	2,751									
Maintenance Worker	0.236	7,313	0.236	7,313									
Transportation & Facility Manager	0.029	1,869	0.029	1,869									
Warehouse Coordinator	0.011	499	0.011	499									
Driver	0,165	5,102	0.165	5,102		-							
Cook/Food Service	0.080	2,480	0.080	2,480									
Director of Food Services	0.098	7,811	0,098	7,811									
Client Services Manager	0.009	464	0.009	464									
Client Services Support	0.031	927	0.031	927							-		
Family Services Coordinator	0,017	989	0.017	989									
Medical Services Director	0,017	1,370	0.017	1,370			<u> </u>						
Medical Services Support	0,058	1,897	0,058	1,897									
Physician	0.000	37	0,000	37									
V.P. of Mental Health Services	0.010	1,250	0.010	1,250									
Mental Health Training Director	0.004	310	0.004	310									
Director of Mental Health Services	0.011	601	0,011	601									
Mental Health Care Coordinators	0.060	1,945	0.060	1,945									
Mental Health Manager	0.019	1,118	0.019	. 1,118								***************************************	
Director of Workforce Development	0.056	2,794	0.056	2,794								· · · · · · · · · · · · · · · · · · ·	
Education Coordinator	0,030	1,216	0.030	1,216									
Computer Lab Tech	0,045	1,494	0.045	1,494									
Housing & Community Service	0,066	2,520	0.066	2,520									
Employment Counselor	0.046	1,428	0.046	1,428		•							
Psychiatrist	0,009	1,013	0.009	1,013									
Psychologist	0.007	473	0,007	473									
	-		•										
Totals:	1.736	76,060	1.736	76,060	-	-	_	_	-		_		
									<u> </u>				
Employee Fringe Benefits:	31.00%	23,579	31.00%	23,579						-		-	
TOTAL SALARIES & BENEFITS	Ĺ	99,639		99,639		_		-				-	

Program Code: 383807

Provider/Program Name: AB109 ONPD Residential

Document Date: 1/30/14

Expenditure Category	TOTAL	APD CJ Realignment (AB109) Work Order (HMHSCCADM367)				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term;	Term:	Term:	Term:
Occupancy						
Rent	17,848	17,848				
Utilities (Telephone, Electricity, Water, Gas)	53,345	53,345				
Building Repair/Maintenance	8,507	8,507				
Materials & Supplies	_					
Office Supplies	709	709				
Photocopying		_				
Printing	120	120				
Program Supplies	45,121	45,121				
Computer Hardware/Software	444	444				
General Operating						
Training/Staff Development	165	165				
Insurance	7,451	7,451				
Professional License	2,845	2,845				
Permits	_					
Equipment Lease & Maintenance	7,419	7,419				
Staff Travel	-	-				
Local Travel	357	357				
Out-of-Town Travel						
Field Expenses						
Consultant/Subcontractor						
			,			
		-				
Other		-			•	
Client Transportation	2,231	2,231				
Food	3,956	3,956				
	_	_				

TOTAL OPERATING EXPENSE	150,518	150,518	<u> </u>	 •	

			HealthRIGHT 3	n Cost Reportir ≘0	grade concor	011,0100)		Appendix #:	B-8
	Document Date:	1/30/14							
		Provider Number:	CARE MDSP R 383806					Fiscal Year:	13-14
			[1	1,000,700,7			
		Program Name	CARE MDSP						
	A Jamos and	Program Code							·
A	viode/SFC (IVIH	or Modality (SA)	SA-Res Recov						
			Long Term (over					·	
		ervice Description	30 days)						TOTAL
A CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR OF THE CONTRACTOR	***********	FUNDING TERM							7/1/13-6/30/14
EUNDING USES			1101 - 101 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 - 111 -						
		mployee Benefits	225,908				ļ		225,908
,		erating Expenses	127,717						127,717
Gapital		eater than \$5,000) I Direct Expenses	353,625	-	ļ	ļ	-		353,625
		Indirect Expenses	42,436		<u> </u>				42,436
		FUNDING USES		_		_	-	_	396,061
CBHS MENTAL HEALTH FUNDING SOURCES					634000000000000000000000000000000000000				SECTION OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE
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TOTAL CBHS MENTAL HEALTH FUNDING SOURCES			-	-	٠	-		-	-
CEHS SUBSTANCE ABUSE FUNDING SQURCES	CFDA	FAMIS				Vicit Assessment			
SA COUNTY - General Fund	<u> </u>	MHSCCRES227	361,061			1			361,061
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR OTHER DRH FUNDING SOURCES			361,061		- Juniceal consequences (2) (1987)		- Pages and State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State		361,061
DIHERORE BUNDING SOURGES									
TOTAL OTHER DPH FUNDING SOURCES				_			_		-
TOTAL DPH FUNDING SOURCES			361,061		<u> </u>	 	<u> </u>		361,061
NON-DEFIEUNDING SOURCES						200000000			007,001
NON DPH - Patient/Client Fees		and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second s	35,000		Contracting the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of th		Constitution and applications.		35,000
TOTAL NON-DPH FUNDING SOURCES			35,000	-	-	-	-	-	35,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	1		396,061		-	-			396,061
CBHS UNITS OF SERVICE AND UNIT COST	STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET			77.6	CVICANICS OF A STREET				
		sed (if applicable)							
Substance Abuse Only - Non-Res 33 - OD									
SA Only - Licensed Capacity for Medi-Cal Pr							-		
Cost Reimbursement (CR) or Fee-For-Service (FFS)			FFS						
		Units of Service Unit Type	1,835 Bed Days	***************************************		 			
Cost Per Unit - DPH Rate (D	JOH EI MUING		196.76			<u> </u>			
Cost Per Unit - Contract Rate (DPH & I			215.83			 			
		al Providers Only)							Total UDC:
, donotion		ted Clients (UDC)	49			 	1		49

Program Code: 3806CM-RES

Provider/Program Name: CARE MDSP Residential

Document Date: 1/30/14

Appendix#: B-8

		TOTAL	(HMH	eneral Fund ISCCRES227) H Funding Sources								
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:	P	Term:		Term:	·····	Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.026	3,843	0.026	3,843							<u> </u>	
Program Director	0.140	9,103	0.140	9,103								
V.P. of QA & Compliance	0.041	4,105	0.041	4,105								
Manager of Licensing & Certification	0.052	2,608	0,052	2,608								
Managing Director of Clinical Services	0.007	722	0,007	722				40°-	ļ	·		
Supervising Care Coordinators	0.033	1,237	0,033	1,237			<u> </u>					
Care Coordinators	1.056	38,023	1,056	38,023								
HIV/AIDS Clinical Menager	0.108	4,526	0.108	4,526	<u> </u>							
Overnight Monitor	0.168	5,046	0.168	5,046						4.00.00		
Weekend Coordinator	0,026	893	0.025	893			ļ		<u> </u>			
T.C. Admin, Assistant (Nexus)	0.128	4,465	0.12B	4,465								
Director Of Facility Operations	0.014	1,119	0,014	1,119								
Maintenance Worker	0.065	2,026	0.065	. 2,026			ļ					
Transportation & Facility Manager	0.034	2,182	0.034	2,182								
Warehouse Coordinator	0.054	2,398	0.054	2,398								
Driver	0,156	4,840	0.156	4,840								
Cook/Food Service	0.368	11,413	0.368	11,413					<u></u>			
Director of Food Services	0.037	2,939	0.037	2,939								
Client Services Manager	0.061	3,063	0.061	3,063			<u> </u>		<u> </u>			
Client Services Support	0.136	4,066	0,136	4,066							<u> </u>	
Family Services Coordinator	0.011	632	0.011	632								
Medical Services Director	0.045	3,708	0.045	3,708							<u> </u>	
Medical Services Support	0.146	4,741	0.146	4,741								
Physician	0.002	161	0,002	161		l						
V.P. of Mental Health Services	0.031	3,937	0.031	3,937								
Mental Health Training Director	0.021	1,581	0.021	1,581								
Director of Mental Health Services	0.032	1,753	0.032	1,753								
Mental Health Care Coordinators	0.028	907	0.028	907			<u> </u>					
Therapist	0.412	20,603	0.412	20,603		·						
Mental Health Manager	0.082	4,855	0.082	4,855	<u> </u>							
Director of Workforcs Development	0.016	788	0.016	788								
Education Coordinator	0.001	42	0.001	42								
Computer Lab Tech	0.002	51	0.002	51								
Housing & Community Service	0,006	216	0.006	216								
Employment Counselor	0.017	519	0.017	519	<u> </u>							
IT Specialist - Data Control	0.051	2,053	0.051	2,053					1	ha		
Psychiatrist	0.106	12,220	0.105	12,220	<u> </u>							
Psychologist	0.079	5,065	0.079	5,065								
Totals:	3.798	172,449	3,798	172,449		_	<u>l - l</u>					•
									· · · · · · · · · · · · · · · · · · ·			
Employee Fringe Benefits:	31.00%	53,459	31.00%	53,459	L		<u> </u>		1			
TOTAL CALABIEO P DERICEITO	1	225 500	1	225 000	1		1]]	

Program Code: 3806CM-RES

Provider/Program Name: CARE MDSP Residential

Document Date: 1/30/14

Appendix #:	B-8
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Expenditure Category	TOTAL	General Fund (HMHSCCRES227) & Non-DPH Funding Sources			·	
·	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy		-				
Rent	11,893	11,893				`
Utilities (Telephone, Electricity, Water, Gas)	27,226	27,226				
Building Repair/Maintenance	11,294	11,294				
Materials & Supplies						
Office Supplies	710	710				·
Photocopying	•	_				
Printing	210	210				
Program Supplies	42,228	42,228				
Computer Hardware/Software	474	474				
General Operating		-				
Training/Staff Development	72	. 72				
Insurance	5,714	5,714				
Professional License	1,154	1,154				
Permits		_	-			
Equipment Lease & Maintenance	2,638	2,638				
Staff Travel	_					
Local Travel	116	116				
Out-of-Town Travel						
Field Expenses		-				
Consultant/Subcontractor	-	-				
		_				
	-	_				
Other		-				
Client Transportation	7,198	7,198				
Food	16,790	16,790				
	_	-				

TOTAL OPERATING EXPENSE

127,717

127,717

	UP	H 2: Department			ig/Data Collect	ion (CKDC)		Appendix #:	B-9
	Contractor Name: HealthRIGHT 360 Provider/Program Name: CARE Detox Residential								
	Provi			esidentiai				Document Date:	1/30/14
		Provider Number:	383806		1		ı	Fiscal Year,	13-14
			CARE Detox						
		Program Name	Residential						
	3806CX-RSD								
	Program Code Mode/SFC (MH) or Modality (SA)								
			SA-Res Recov Long Term (over						
	Service Description								
	30 days) 7/1/13-6/30/14						TOTAL 7/1/13-6/30/14		
FUNDING USES	Websie de de centra	FUNDING TERM	7/1/13-0/30/14			·			////13-0/30/14
Caco emuno		Employee Benefits	131,270		Ports SELECTION DESCRIPTION				131,270
		Operating Expenses	60,874			 			60,874
Canita		greater than \$5,000)	50,074						00,014
Сарна		otal Direct Expenses	192,144			-	-	_	192,144
		Indirect Expenses					1		23,057
	TOT	AL FUNDING USES	215,201	-	-		_	_	215,201
CBAS MENTAL HEALTH FUNDING SOURCES	经特别领额					1 66			
									-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE			-	-	-	-	-		-
CBHS SUPSIVANCE ABUSE FUNDING SOURCES	CFDA	FAMIS							
SA COUNTY - General Fund		HMHSCCRES227	215,201		ļ	ļ			215,201
		ļ			<u> </u>				-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			215,201	Provincial Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Communication Commu	antities are annul.	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OTHER OPH FUNDING SOURCES									
TOTAL OTHER DPH FUNDING SOURCES			245 204		-				215,201
TOTAL DPH FUNDING SOURCES NON-DPH FUNDING SOURCES	E		215,201		resusacionesi.		interessors and all of the		
NON DPH - Patient/Client Fees	8 /								
TOTAL NON-DPH FUNDING SOURCES	 - `			_	_				
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	 		215,201	_				-	215,201
CBHS UNITS OF SERVICE AND UNIT COST	Normal State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of the State of th	Sacrata de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Companya de la Company	210,201						
		hased (if applicable)	4	Made and the second of the second of					
Substance Abuse Only - Non-Res 33 - OL			<u> </u>						XXXXXXXXXX
SA Only - Licensed Capacity for Medi-Cal P									
		e-For-Service (FFS)	FFS						
		Units of Service							
		Unit Type	Bed Days						
Cost Per Unit - DPH Rate (I			143.28						
Cost Per Unit - Contract Rate (DPH &			143.28						
Published		-Cal Providers Only)							Total UDC:
	Undupli	cated Clients (UDC)	24						24

Program Code: 3806CX-RSD

Providen/Program Name: CARE Detox Residential

Document Date: 1/30/14

Appendix #.	B-9

		TOTAL		neral Fund ISCCRES227)								
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:	·····	Term:		Term	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.015	2,209	0.015	2,209								
Program Director	0.084	5,464	0.084	5,464							ļ	
V.P. of QA & Compliance	0.023	2,276	0.023	2,276								
Manager of Licensing & Certification	0.030	1,488	0.030	1,488							<u> </u>	
Managing Director of Clinical Services	0.003	289	0.003	289								
Supervising Care Coordinators	0,026	976	0.026	976							<u> </u>	
Care Coordinators	0,579	20,835	0.579	20,835								
HV/AIDS Clinical Manager	0.054	2,281	0.054	2,281								
Overnight Monitor	0.103	3,087	0.103	3,087					1			
Weekend Coordinator	0.023	816	0.023	816							<u> </u>	
T.C. Admin, Assistant (Nexus)	0.074	2,600	0.074	2,600								
Director Of Facility Operations	0.010	839	0.010	839								
Maintenance Worker	9.941	1,271	0.041	1,271					<u> </u>			
Transportation & Facility Manager	0.019	1,245	0.019	1,245								
Warehouse Coordinator	0.031	1,369	0.031	1,369								
Oriver	880,0	2,671	0.086	2,671								
Cook/Food Service	0.213	6,608	0.213	6,608								
Director of Food Services	0.022	1,736	0.022	1,736_								
Client Services Manager	0.034	1,714	0.034	1.714								
Client Services Support	0,078	2,338	0.078	2,338								
amily Services Coordinator	0.009	513	0.009	513								
Medical Services Director	0.026	2,166	0,026	2,166								
Medical Services Support	0.082	2,670	0.082	2,670								
Physician	0.001		0.001	88								
V.P. of Mental Health Services	0.018	. 2,211	0.018	2,211								
Mental Health Training Director	0.014	1,028	0.014	1,028								
Director of Mental Health Services	0.016	893	0.016	893							1	
Mental Health Cere Coordinators	0.019	- 608	0.019	608								
Therapist	0.229	11,472	0.229	11,472		THE PERSON NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAMED IN COLUMN NAM						
Mental Health Manager	0.052	3,080	0,052	3,080								
Director of Workforce Development	0.008	389	0.008	389				The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s				
fousing & Community Service	0.006	217	0.006	217								
Employment Counselor	0,009	278	0.009	278								
T Specialist - Data Control	0.025	1,003	0.025	1,003								
sychiatrist	0.056	6,441	0,056	5,441				AH-1			·	
Psychologist	0.079	5,037	0,079	5,037		***************************************					†	
		-1001								1	†	
Totals:	2,197	100,206	2.197	100,206	_	-		-				
			- F					THE OWNER OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE	les comments	AND AND AND AND AND AND AND AND AND AND	-	
Employee Fringe Benefits:	31,00%	31,064	31.00%	31,064							.]	
	,						<u>ــــــــــــــــــــــــــــــــــــ</u>					
TOTAL SALARIES & BENEFITS		131,270		131,270		-			}		.]	

Program Code: 3806CX-RSD

Provider/Program Name: CARE Detox Residential

Document Date: 1/30/14

Appendix#:	B-9
ADDOMINIX #.	D-9

Expenditure Category	TOTAL	General Fund (HMHSCCRES227)				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy		-				
Rent	5,868	5,868				
Utilities (Telephone, Electricity, Water, Gas)	12,004	12,004				
Building Repair/Maintenance	4,715	4,715				
Materials & Supplies						
Office Supplies	334	334				
Photocopying						
Printing	103	103				
Program Supplies	21,491	21,491				
Computer Hardware/Software	267	267			<u> </u>	
General Operating		_				
Training/Staff Development	. 45	45				
Insurance	2,624	. 2,624				
Professional License	548	548				
Permits						
Equipment Lease & Maintenance	1,202	1,202				
Staff Travel		*				
Local Travet	67	67				
Out-of-Town Travel						
Field Expenses						
Consultant/Subcontractor						
		_				
Other	_			***		
Client Transportation	3,425	3,425				
Food	8,181	8,181				·
		-				

TOTAL OPERATING EXPENSE	60,874	60,874		-		
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4	DPI	1 2: Department	of Public Heat	n Cost Reportin	ig/Data Collecti	on (CRDC)			
		Contractor Name:				.,,		Appendix #:	B-10
	Provid	der/Program Name:		Length Residen	tial			Document Date:	1/30/14
		Provider Number:						Fiscal Year:	13-14
			CARE Variable			7			I
		Program Name	Length Residential				1		;
	······································	Program Code	3834CV-RES				<u> </u>		
	Mode/SEC (M	H) or Modality (SA)	Res-51						<u> </u>
	NOGO CI O (IV	in it of modelity (exty	SA-Res Recov						
			Long Term (over						l
		Service Description	30 days)						TOTAL
		FUNDING TERM	7/1/13-6/30/14						7/1/13-6/30/14
FUNDING USES							*************************************		
		Employee Benefits	136,359						136,359
0		Operating Expenses	67,910				 		67,910
Capita		reater than \$5,000)					W		204,269
	Subto	tal Direct Expenses Indirect Expenses	204,269 24,512	•					24,512
	TOTA	L FUNDING USES	228,781	_					228,781
OBHS MENTAL HEALTH FUNDING SOURCES							All the second		
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CBHS SUBSTANCE ABUSE FUNDING SOURCES		FAMIS		NO.14 (1)		1071 24501230005 37531230345	B. 1983		
SA COUNTY - General Fund	- Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of 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									_
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			220,781	-	-	7			220,781
OTHER DPH FUNDING SQURCES	22.00								
				-					
TOTAL OTHER DPH FUNDING SOURCES			_	-	-	-			
TOTAL DPH FUNDING SOURCES			220,781	-	-	-			220,781
NOVED PREUNDING SOURCES		Section 1							
NON DPH - Patient/Client Fees			8,000						8,000
TOTAL NON-DPH FUNDING SOURCES			8,000	-	-	-			8,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	ON OUT THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PRO		228,781	Single Company of Company of Company	SWANDSANTEN	POSCOZNOWANIA POZITENIO SECURIO	desa.		228,781
CBHS UNITS OF SERVICE AND UNIT COST									
		nased (if applicable)	7						
Substance Abuse Only - Non-Res 33 - OD							 		100
SA Only - Licensed Capacity for Medi-Cal P			FFC		<u> </u>			_	
Cost Reimbursemer	in (CR) of Per	Units of Service	FFS 2,503						
	· · · · · · · · · · · · · · · · · · ·	Unit Type	2,503 Bed Days				 		
Cost Per Unit - DPH Rate (I	DPH FUNDIN		88.21			<u> </u>	 		7 (27)
Cost Per Unit - Contract Rate (DPH &			91.41		 		 		100
		Cal Providers Only)			 		 		Total UDC:
i ubisite		cated Clients (UDC)					_	-	28
	V			<u> </u>				ل	20

Program Code: 3834CV-RES

Provider/Program Name: CARE Variable Length Residential

Document Date: 1/30/14

Appendix #: B-10

		TOTAL	(HMI)	eneral Fund ISCCRES227) H Funding Sources							٠	
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:		Term		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.014	2,090	0,014	2,090		***************************************						
Program Director	0.100	6,500	0.100	6,500			ļ	***************************************	<u> </u>		ļ	
V.P. of QA & Compliance	0.021	2,115	0,021	2,115					ļ			
Manager of Licensing & Certification	0.029	1,480	0,029	1,480					ļ			
Managing Director of Clinical Services	0.008	792	0.008	792					ļ	ļ	<u> </u>	
Supervising Care Coordinators	0.056	2,140	0,058	2,140							ļ	
Care Coordinators	0,500	18,000	0,500	18,000							ļ <u>.</u>	
HIV/AIDS Clinical Manager	0,024	1,010	0,024	1,010							<u> </u>	
Overnight Monitor	0,150	4,500	0,150	4,500					<u></u>			
Weekend Coordinator	0,052	1,834	0.052	1,834			·			<u> </u>		
T.C. Admin, Assistant (Nexus)	0.075	2,642	0.075	2,642		****			<u> </u>		<u> </u>	
Director Of Facility Operations	0.017	1,436	0.017	1,436								
Maintenance Worker	0.059	1,836	0.059	1,836					ļ			
Transportation & Facility Manager	0.018	1,149	0.018	1,149					1			
Warehouse Coordinator	0,030	1,321	0.030	1,321					1		<u> </u>	
Driver	0.100	3,100	0.100	3,100]			
Cook/Food Service	0.200	6,200	0.200	6,200	<u> </u>		<u> </u>		<u> </u>			
Director of Food Services	0.021	1,678	0.021	1,678							ļ	
Client Services Manager	0.030	1,506	0.030	1,506			1		ļ		ļ	
Client Services Support	0,078	2,325	0.078	2,325					ļ			
Family Services Coordinator	0.011	639	0.011	639					<u> </u>		ļ	
Medical Services Director	0.026	2,174	0.026	2,174							<u> </u>	
Medical Services Support	0.090	2,925	0.090	2,925]			
Physician	0,001	83	0,001	83					<u> </u>			
V.P. of Mental Health Services	0.017	2,129	0.017	2,129					ļ <u>.</u>			
Mental Health Training Director	0.015	1,116	0.015	1,116								
Director of Mental Health Services	0.012	687	0.012	687								
Mental Health Care Coordinators	0.050	1,625	0,050	1,625								
Therapist	0.150	7,500	0.150	7,500								
Mental Health Manager	0.030	1,785	0.030	1,785								
Director of Workforce Development	0.074	3,675	0.074	3,675								
Education Coordinator	0.010	395	0.010	395								
Computer Lab Tech	0.043	1,410	0.043	1,410								
Housing & Community Service	0.025	993	0.026	993								
Employment Counselor	0,106	3,290	0,106	3,290		•						
IT Specialist - Data Control	0.027	1,061	0.027	1,061								
Psychiatrist	0.050	5,750	0.050	5,750								
Psychologist	0.050	3,200	0.050	3,200								
				_								
Totals:	2,370	104,091	2,370	104,091			.		_		1 .	-
Employee Fringe Benefits:	31.00%	32,268	31,00%	32,268			:L		<u> </u>	<u> </u>	1	
	,				ì 1		.		1		7	
TOTAL SALARIES & BENEFITS		136,359	l i	136,359	1		. 1	, -	ł	١.	.]	٠ .

Program Code: 3834CV-RES

Provider/Program Name: CARE Variable Length Residential

67,910

Document Date: 1/30/14

TOTAL OPERATING EXPENSE

Appendix #: B-10

Expenditure Category	TOTAL	General Fund (HMHSCCRES227) & Non-DPH Funding Sources		,			
	Term; 7/1/13-6/30/14	Term; 7/1/13-6/30/14	Term:	Term:	Term:	Term:	
Occupancy		-					
Rent	14,581	14,581					
Utilities (Telephone, Electricity, Water, Gas)	13,100	13,100					
Building Repair/Maintenance	6,622	6,622					
Materials & Supplies		-					
Office Supplies	757	757					
Photocopying .		-					
Printing	152	152	· · · · · · · · · · · · · · · · · · ·				****
Program Supplies	15,291	15,291	·				
Computer Hardware/Software	660	660					
General Operating							······································
Training/Staff Development	102	102					,
Insurance	2,488	2,488					
Professional License	577	577					
Permits							
Equipment Lease & Maintenance	1,580	1,580					
Staff Travel		-					
Local Travel	88	88					····
Out-of-Town Travel	-						
Field Expenses	_	-					
Consultant/Subcontractor		•					
		_					
	-		<u> </u>				# ******
Other	-						·····
Client Transportation	3,716	3,716	******				***************************************
Food	8,196	8,196					
1							

67,910

	ואט	H 2: Department			ig/Data Collecti	on (CRDC)			
			HealthRIGHT 3					Appendix #:	B-11
	Provi	der/Program Name:		Residential				Document Date:	1/30/14
		Provider Number:	383805			T		Fiscal Year:	13-14
			CARE Lodestar		:				
		Program Name	Residential						
	······································	Program Code	3805LC-RES						
	Mode/SFC (N	/IH) or Modality (SA)	Res-51						
			SA-Res Recov						***************************************
			Long Term (over				•		
		Service Description	30 days)						TOTAL
	rrannosaksa taka taka taka taka ta	FUNDING TERM	7/1/13-6/30/14	manifest Service and Service		Sommer and the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the complete of the	Control of the second state of the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second se	mis-automostian etias-automostianista eti	7/1/13-6/30/14
FUNDING USES									
		Employee Benefits	120,473			ļ			120,473
0 - 16		Operating Expenses preater than \$5,000)	63,910						63,910
Capita		otal Direct Expenses	184,383	· · · · · · · · · · · · · · · · · · ·					184,383
	Judio	Indirect Expenses	22,126						22,126
	TOTA	AL FUNDING USES	206,509		<u> </u>				206,509
OBHS MENTAL HEALTH FUNDING SOURCES						WHILE OF THE STREET			
	S Bosilio poissoni van			Santa dina da Ayansa			0.001005.005.005.00	57555500000 Symposis (Co. 1705)	-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	S		, -		-	-	-	-	-
CBHS SUBSTANCE ABUSE FUNDING SOURCES	CFDA	FAMIS							
SA COUNTY - General Fund	- :	HMHSCCRES227	194,009		1				194,009
									<u>:</u>
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			194,009	-		-	_	_	194,009
OTHER DELIFUNDING SOURCES									
TOTAL OTHER DPH FUNDING SOURCES	ļ		-	-		-	-		404 800
TOTAL DPH FUNDING SOURCES	ii aleeseedeedeedeedee	n mengelasa ang kalenga dang salenga	194,009		Consequences	1000 to 2000 11/2000 to 2000 to 2000 11/200		- Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract Contract C	. 194,009
NON-DPH FUNDING SOURGES									
NON DPH - Patient/Client Fees	 		12,500	ļ					12,500
TOTAL NON-DPH FUNDING SOURCES	1		12,500			-			12,500
TOTAL FUNDING SOURCES (DPH AND NON-DPH) CBHS UNITS OF SERVICE AND UNIT COST			206,509	ACCECUSORBURGUES	- Land Company State Company	-	HILOSO SERVICIONES PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCTOS PRODUCT	-	206,509
		hased (if applicable)	6						
Substance Abuse Only - Non-Res 33 - Ol			0						0.000
SA Only - Licensed Capacity for Medi-Cal F									
······································		e-For-Service (FFS)	FFS					 	
Coor roundurgerine	, , ,	Units of Service	1,835						
		. Unit Type	Bed Days						
Cost Per Unit - DPH Rate (DPH FUNDIN		105.72						
Cost Per Unit - Contract Rate (DPH &			112.53						
Publishe		Cal Providers Only)							Total UDC:
	Undupli	cated Clients (UDC)	24						24

Program Code: ="B11 CRDC"!D6

Provider/Program Name: CARE Lodestar Residential

Document Date: 1/30/14

Appendix#; B-11

		TOTAL	(HMI)	eneral Fund ISCCRES227) 'H Funding Sources								
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Tems:		Term:		Term:		Term;	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salarles
V.P. of Programs	0.014	2,090	0.014	2,090								
Program Director	0.077	5,024	0,077	5,024			L			l		
V.P. of QA & Compliance	0.022	2,175	0.022	2,175								
Manager of Licensing & Certification	0.026	1,289	0,026	1,289			1					~
Managing Director of Clinical Services	0.006	538	0,006	538								
Supervising Care Coordinators	0.121	4,615	0.121	4,615								
Care Coordinators	0,523	18,830	0.523	18,830					<u></u>			
HIV/AIDS Clinical Manager	0.031	1,309	0.031	1,309			<u> </u>					
Overnight Monitor	0.137	4,096	0.137	4,096			<u></u>					
T.C. Admin. Assistant (Nexus)	0.064	2,232	0.064	2,232			1			<u> </u>		
Director Of Facility Operations	0,009	721	0.009	721								
Maintenance Worker	0.043	1,344	0.043	1,344								
Transportation & Facility Manager	0.028	1,796	0.028	1,796								
Warehouse Coordinator	0.026	1,152	0.026	1,152			<u>l</u>					
Driver	0,160	4,971	0.180	4,971			ļ	<u></u>				
Cook/Food Service	0.153	4,742	0.153	4,742			<u> </u>					
Director of Food Services	0.020	1,578	0.020	1,576								
Client Services Manager	0.027	1,342	0.027	1,342								
Client Services Support	0.070	2,114	0.070	2,114			1			<u> </u>		
Family Services Coordinator	0.024	1,348	0.024	1,348			1					
Medical Services Director	0.029	2,381	0.029	2,381								
Medical Services Support	0.105	3,404	0,105	3,404			<u> </u>					
Physician	0.001	76	0.001	76								
V.P. of Mental Health Services	0.019	2,374	0.019	2,374								
Mental Health Training Director	0.010	726	0.010	726								
Director of Mental Health Services	0.017	943	0.017	943								
Mental Health Care Coordinators	0.082	2,003	0.082	2,003								
Therapist	0.111	5,524	0.111	5,524								
Mental Health Manager	0.032	1,875	0.032	1,875								
Director of Workforce Development	0.010	504	0.010	504								
Education Coordinator	0.005	184	0.005	184								
Computer Lab Tech	0,007	234	0,007	234								
Housing & Community Service	0.010	372	0,010	372								
Employment Counselor	0.023	715	0.023	715								
IT Specialist - Data Control	0.026	1,045	0.026	1,045								
Psychiatrist	0.038	4,405	9,038	4,405								
Psychologist	0,030	1,895	0.030	1,895								
	-			-								
Totals:	2.116	91,964	2.116	91,964								
· ·												
Employee Fringe Benefits:	31.00%	28,509	31.00%	28,509	l		<u> </u>			<u> </u>		-
			, ,	7	:		7		1		-1	
TOTAL SALARIES & BENEFITS		120,473		120,473			1				.]	

Program Code: 3805LC-RES

Provider/Program Name: CARE Lodestar Residential

Document Date: 1/30/14

Appendix #:	B-11	

Expenditure Category	TOTAL	General Fund (HMHSCCRES227) & Non-DPH Funding Sources				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy	_	•				
Rent	7,322	7,322				
Utilities (Telephone, Electricity, Water, Gas)	15,332	15,332				
Building Repair/Maintenance	5,899	5,899				
Materials & Supplies	_		<u> </u>			
Office Supplies	602	602				
Photocopying		-				
Printing	145	145				
Program Supplies	14,080	14,080				
Computer Hardware/Software	249	249				
General Operating	_					
- Training/Staff Development	185	185				
Insurance	3,238	3,238				
Professional License	1,435	1,435				
Permits	-	-				
Equipment Lease & Maintenance	1,460	1,460				
Staff Travel		-				
Local Travel	108	108				
Out-of-Town Travel		_				
Field Expenses	_	_				
Consultant/Subcontractor	•	_				
		•				
	h-	-				
Other	_	-				
Client Transportation	4,569	4,569				
Food	9,286	9,286				
		_	,			

	nent of Public Heat		igipata Collect	ion (evac)			5.46
	ame: HealthRIGHT 3 ame: SFGH Residen					Appendix #:	
	ther: 383805, 38380					Document Date:	
Provider Nun	ber: 363805, 36380	0, 383834 	1			Fiscal Year:	13-14
			1		1		
Program N	ame SFGH Residential						
	3805SW-RES,						· ·
5	3806SG-RES,						
Program (Mode/SFC (MH) or Modality					·		
Mode/SFC (Win) of Modality	SA-Res Recov						<u> </u>
	Long Term (over		1				
Service Descri	ption 30 days)						TOTAL
FUNDING T							7/1/13-6/30/14
FUNDING USES							
Salaries & Employee Ber				 			267,135
Operating Expe				1			137,287
Capital Expenses (greater than \$5 Subtotal Direct Expe		-		1			404,422
Indirect Expe			 	 		- 	48,530
TOTAL FUNDING U			 			· ·	452,952
CBHS MENTAL HEALTH FUNDING SOURCES					-:: 400/404/406		
							-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES		- See Supplementation of the second	and the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of t	- In the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second		-	
CBHS SUBSTANCE ABUSE FUNDING SOURCES							
SA COUNTY - General Fund - HMHSCCRE	3227 433,952	 	<u> </u>	ļ			433,952
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES	433,952	 					433,952
OTHER DRH FUNDING SOURCES							
	3,25,50 (0.00),0.50(0.00),0.50(0.00)		A TOWNS OF STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STR	on the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of th	CALL DARKS (CONTRACTOR CONTRACTOR		-
TOTAL OTHER DPH FUNDING SOURCES			·				-
TOTAL DPH FUNDING SOURCES	433,952	-			-		433,952
NON-DRH FUNDING SOURCES							
NON DPH - Patient/Client Fees	19,000						19,000
TOTAL NON-DPH FUNDING SOURCES	19,000				~	-	19,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	452,952				-	-	452,952
CBRS UNITS OF SERVICE AND UNIT COST							
Number of Beds Purchased (if applic		ļ		<u> </u>			
Substance Abuse Only - Non-Res 33 - ODF # of Group Sessions (class				_	· ·		24/26/2
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Pro		 					77
Cost Reimbursement (CR) or Fee-For-Service (-			
Units of Se		 					
Cost Per Unit - DPH Rate (DPH FUNDING SOURCES		 	 				
Cost Per Unit - DPH Rate (DPH & Non-DPH FUNDING SOURCES) Cost Per Unit - Contract Rate (DPH & Non-DPH FUNDING SOURCES)				 			
Published Rate (Medi-Cal Providers			 	ļ			Total UDC:
Unduplicated Clients (· · · · · · · · · · · · · · · · · · ·		1			10(at 0DC.

Program Code: 3805SW-RES, 3806SG-RES, 3834G-RES

Provider/Program Name: SFGH Residential

Document Date: 1/30/14

Appendix #: B-12

		TOTAL	(HMI	eneral Fund ISCCRES227) H Funding Sources								
	Terma	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:		Temp;		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0,029	4,419	0,029	4,419								
Program Director	0,192	12,456	0.192	12,456								
V.P. of QA & Complishee	0,044	4,399	0.044	4,399								
Manager of Licensing & Certification	0.058	2,914	0.058	2,914								
Managing Director of Clinical Services	0.009	918	0.009	918								
Supervising Care Coordinators	0.221	8,392	0.221	8,392					<u></u>			
Care Coordinators	0,986	35,489	0.986	35,489								
HIV/AIDS Clinical Manager	0,039	1,644	0,039	1,644			<u> </u>					
Oyemight Monitor	0,295	8,861	0,295	8,861								
Weekend Coordinator	0.067	2,332	0,067	2,332								
T.C. Admin. Assistant (Nexus)	0.139	4,848	0.139	4,848								
Director Of Facility Operations	0.029	2,388	0.029	2,388								
Mainlenance Worker	0.112	3,464	0.112	3,464								
Transportation & Facility Manager	0,049	3,155	0.049	3,155								
Warehouse Coordinator	0,058	2,580	0,058	2,580								
Driver	0.274	8,506	0.274	8,506								
Cook/Food Service	0,345	10,700	0.345	10,700								
Director of Food Services	0.042	3,383	0.042	3,383								
Client Services Manager	0,055	2,775	0.055	2,775		1114.141111						
Client Services Support	0,152	- 4,553	0.152	4,553		-						
Family Services Coordinator	0.046	2,846	0.046	2,646							1	
Medical Services Director	0,059	4,864	0.059	4,864					l		l	
Medical Services Support	0,193	6,288	0,193	6,288						<u> </u>		
Physician	0,002	171	0.002	171							 	
V.P of Mental Health Services	0,038	4,812	0.038	4,812	l		 					· · · · · · · · · · · · · · · · · · ·
Mental Health Training Director	0.026	1,972	0.026	1,972								
Director of Mental Health Services							 					
	0,030	1,824	0.030	1,624			 			ļ	 	
Mental Health Care Coordinators	0,106	3,448	0.106	3,448								
Therapist	0,341	17,068	0.341	17,068			 					
Mentel Hoelth Manager	0.059	3,524	0,059	3,524			 				 	
Director of Workforce Development	0.101	5,049	0.101	5,049							-	
Education Coordinator	0,037	1,477	0.037	1,477			 					
Computer Lab Tech	0,026	854	0.026	854			 	*****	<u> </u>		 	
Housing & Community Service	0.086	3,253	0,086	3,253			 	·	 			
Employment Counselor	0.143	4,445	0,143	4,445			 					
IT Specialist - Data Control	0.052	2,064	0.052	2,064			 					
Psychiatrist	0.086	9,880	0.086	9,880			 		 			
Psychologist	0.036	2,305	0.036	2,305			 			ļ	 	
							 				 	
<u>Totals:</u>	4,662	203,920	4.662	203,920	<u> </u>					<u> </u>	<u> </u>	
	Γ								г	l	T	
Employee Fringe Benefits:	31.00%	63,215	31.00%	63,215	l		L		l	<u> </u>	L	
	1				1 1		1		ĭ		1	
TOTAL SALARIES & BENEFITS		287,135	i	267,135			ł	-	I	1 -	ı	-

Program Code: 3805SW-RES, 3806SG-RES, 3834G-RES

Provider/Program Name: SFGH Residential

Document Date: 1/30/14

Appendix#:	B-12
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, Expenditure Category	TOTAL	General Fund (HMHSCCRES227) & Non-DPH Funding Sources				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy		_				
Rent	22,010	22,010				
Utilities (Telephone, Electricity, Water, Gas)	27,630	27,630				
Building Repair/Maintenance	12,843	12,843				
Materials & Supplies		_				
Office Supplies	1,335	1,335				
Photocopying		-				
Printing	369	369				
Program Supplies	33,938	33,938				
Computer Hardware/Software	1,013	1,013				
General Operating	-	-				
Training/Staff Development	423	423				
Insurance	5,637	5,637				
Professional License	2,607	2,607				
Permits	-					
Equipment Lease & Maintenance	2,987	2,987				
Staff Travel						
Local Travel	263	263				
Out-of-Town Travel	_					
Field Expenses	_	-				
Consultant/Subcontractor	_					
	-	×				
	_					
Other		_				
Client Transportation	8,668	8,668				
Food	17,564	17,564				
	-					

TOTAL OPERATING EXPENSE 137,287 - - - -

			HealthRIGHT 3					Appendix #:	B-13
	Provide	er/Program Name:	Satellite ONPD	Residential		··· ·· · · · · · · · · · · · · · · · ·		Document Date:	1/30/14
			383805, 38380				······································	Fiscal Year:	13-14
	······································								
		Program Name	Satellite ONPD						
							·····		
	87067, 88077								
<u> </u>	Mode/SFC (MH) or Modality (SA)	Res-51 SA-Res Recov						
			Long Term (over						
	S	ervice Description							TOTAL
		FUNDING TERM							7/1/13-6/30/14
Funding uses	1000								
	Salaries & E	mployee Benefits	172,380		•				172,380
		erating Expenses							136,384
Capital		eater than \$5,000)					<u> </u>		
		Il Dîrect Expenses		-	-	-	-	-	308,764
		Indirect Expenses						,	37,052
		FUNDING USES		-	-		-	_	345,816
GBHS MENTAL HEALTH FUNDING SOURGES									
	<u> </u>							· · · · · · · · · · · · · · · · · · ·	-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE			energyment and syving states at the	-	- 1724-94000-00-00-00-00-00-00-00-00-00-00-00-00	toward companies	- Standisticus	- 12 - stranger (1997	ESSURGINATIVA PROGRAMA CON
CBHS SUBSTANCE ABUSE FUNDING SOURCES								:	
SA COUNTY - General Fund	 !	HMHSCCRES227	308,816			ļ			308,816
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR	CEC		308,816		<u> </u>				308,816
OTHER DPH FUNDING SOURCES				200000000000000000000000000000000000000					
ON THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERT	Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Construction of the Constr		2555	***************************************					_
TOTAL OTHER DPH FUNDING SOURCES	 		-	-	_	-	_	_	_
TOTAL DPH FUNDING SOURCES		,	308,816		-	***************************************	_	_	308,816
NON-OPH FUNDING SOURCES	W. W. B. W. W. W. W. W. W. W. W. W. W. W. W. W.	100000000000000000000000000000000000000		Li risvere de la la la la la la la la la la la la la					
NON DPH - Patient/Client Fees			37,000	is an area and a second	100000000000000000000000000000000000000		**(************************************	The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s	37,000
TOTAL NON-DPH FUNDING SOURCES			37,000	-	-		-	-	37,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			345,816		-	-	-	-	345,816
ERS UNITS OF SERVICE AND UNIT GOST									
Number of	of Beds Purcha	sed (if applicable)	21						
Substance Abuse Only - Non-Res 33 - OD	F # of Group S	Gessions (classes)		·					
SA Only - Licensed Capacity for Medi-Cal Pi			 						
Cost Reimbursemer									
	7,007								
		Unit Type					-	:	
Cost Per Unit - DPH Rate (I									
Cost Per Unit - Contract Rate (DPH & I			49.35						
Published		al Providers Only)			ļ		·		Total UDC:
	Unduplica	ted Clients (UDC)	84		<u> </u>	<u> </u>	<u> </u>		84

Program Code:	87067.	88077

Provider/Program Name: Satellite ONPD Residential

Document Date: 1/30/14

Appendix #: B-13

	-	TOTAL .	(HMI	General Fund (HMHSCCRES227) & Non-DPH Funding Sources								
	Term:	7/1/13-6/30/14	Term:	7/1/13-8/30/14	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V,P, of Programs	0.005	688	0.005	688								
Program Director	0.144	9,348	0.144	9,348				1				
V.P. of QA & Compliance	0.071	7,120	0.071	7,120								
Manager of Licensing & Certification	0.009	439	0.009	439								
Managing Director of Clinical Services	0.007	653	0.007	653							ļ	
Supervising Care Coordinators	0,076	2,899	0,076	2,899			ļ		ļ			
Cara Coordinators	1.040	37,423	1.040	37,423			ļ					
Overnight Monitor	0.064	1,923	0.064	1,923							<u> </u>	
Weekend Coordinator	0.001	41	0,001	41		****						
T.C. Admin, Assistant (Nexus)	0.021	726	0.021	726			ļ				ļ	
Director Of Facility Operations	0,028	2,281	0,028	2,281								
Maintenance Worker	0.182	5,645	0,182	5,545								
Transportation & Facility Manager	0.021	1,343	0.021	1,343		4444						
Warehouse Coordinator	0,009	381	0,009	381						<u> </u>	<u> </u>	
Driver	0.107	3,313	0.107	3,313			<u> </u>		ļ			
Cook/Food Service	0.041	1,280	0.041	1,280			<u> </u>				ļ	
Director of Food Services	0.064	5,086	0.064	5,086					ļ		ļ	
Client Services Manager	0.008	406	0.008	406			ļ	······································				
Client Services Support	0,027	818	0.027	818			ļ		ļ			
Family Services Coordinator	0.013	763	0.013	763			ļ		<u> </u>		ļ	
Medical Services Director	0.012	1,005	0.012	1,005								
Medical Services Support	0.044	1,416	0.044	1,416						<u> </u>	<u> </u>	
Physician	0.000	28	0.000	28								
V.P. of Mental Health Services	0.007	898	0.007	858					ļ	<u> </u>		
Mental Health Training Director	0.004	265	0.004	265			<u> </u>					
Director of Mental Health Services	0.006	325	0.006	325				·			<u> </u>	
Mental Health Care Coordinators	0.036	1,163	0.036	1,163			1		<u> </u>		1	
Therapist	0.134	6,682	0.134	6,682								
Mental Health Manager	0.010	593	0.010	593	ļ				<u> </u>			***************************************
Director of Workforce Development	0.202	10,110	0.202	10,110			-				<u> </u>	
Education Coordinator	0.063	2,537	0.063	2,537			<u> </u>					
Computer Lab Tech	0.134	4,437	0.134	4,437			<u> </u>		ļ		ļ	
Housing & Community Service	0.093	3,550	0.093	3,550				,				
Employment Counselor	0.270	8,383	0,270	8,383					<u> </u>		ļ	
IT Specialist - Data Control	0.080	3,184	0.080	3,184							<u> </u>	
Psychiatrist	0.037	4,223	0.037	4,223			<u> </u>		ļ			
Psychologist	0.003	213	0.003	213	<u> </u>		ļ					
					ļ		ļ		ļ			
Totals:	3,073	131,588	3.073	131,588	<u> </u>		<u> </u>	-	<u> </u>		<u> </u>	
						r						
Employee Fringe Benefits:	31.00%	40,792	31,00%	40,792	<u> </u>		<u></u>	<u>-</u>	<u>l</u>	-	1	
	1				1		7		٦.		٦	
TOTAL SALARIES & BENEFITS		172,380	l i	172,380	İ		_	<u> </u>	j			

Program Code:	87067, 88077
Provider/Program Name:	Satellite ONPD Residential
Document Date:	1/30/14

Appendix #:	B-13
Appendix #:	D-10

Expenditure Category	. TOTAL	General Fund (HMHSCCRES227) & Non-DPH Funding Sources				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy	-	-				
Rent	29,244	29,244				
Utilities (Telephone, Electricity, Water, Gas)	38,829	38,829				
Building Repair/Maintenance	7,532	7,532				
Materials & Supplies	_	-				
Office Supplies	1,194	1,194				
Photocopying		_				
Printing	195	195				
Program Supplies	34,495	34,495				
Computer Hardware/Software	1,115	1,115				
General Operating						
Training/Staff Development	1,461	1,461				
Insurance	5,782	5,782				
Professional License	1,962	1,962				
Permits		_				
Equipment Lease & Maintenance	7,745	7,745				
Staff Travel		_				
Local Travel	127	127				
Out-of-Town Travel						
Field Expenses		-				
Consultant/Subcontractor		-				
				•		
Other	-	_				
Client Transportation	3,629	3,629				
Food	3,074	3,074				
English and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second						

TOTAL OPERATING EXPENSE 136,384 136,384 - - - -

	<u> </u>		HealthRIGHT 3	n Cost Reportir en	ig/Data Conect	on (CRDC)		Appendix #:	· B-14
\	Provid	ler/Program Name:	········			······································		Document Date:	1/30/14
	130410	Provider Number:		3 de mai				Fiscal Year:	13-14
	···	1 (DAIGE) (AGRIDGE)	303000			<u> </u>		riscal real.	10-14
		_	Social Detox						
		Program Name	Residential						
		Program Code	88062	<u> </u>					
N	Res-50								
			SA-Res Free						
	Standing Res Detox						TOTAL		
	Service Description FUNDING TERM								7/1/13-6/30/14
FUNDING USES			7/1/13-6/30/14						
		Employee Benefits	452,271						452,271
		perating Expenses	250,160						250,160
Capital	Expenses (g	reater than \$5,000)	_						
	Subtot	tal Direct Expenses	702,431	-		-	-	-	702,431
		Indirect Expenses	84,291						84,291
		L FUNDING USES	786,722		Scale for the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the stat	si east arananympomasmunt	Historia (Dissidentes discontratorio)	-	786,722
GEHS MENTALHEADTH FUNDING SOURCES									
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES			_		_	_	_	_	-
CHIS SUBSTANCE ABUSE FUNDING SOURCES		FAMIS							***************************************
SA COUNTY - General Fund		HMHSCCRES227	786,722		See Server Dillowed To				786,722
SA COUNTY - General Fund		THUITOGOTTLOZZY	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,						-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR	CES		786,722	-	-	-	-	-	786,722
GTAER OPH FUNDING SOURCES					W				
TO AND A SUM (NATION AND AND AND AND AND AND AND AND AND AN]				-
TOTAL OTHER DPH FUNDING SOURCES			-	+	-		-	-	-
TOTAL DPH FUNDING SOURCES			786,722	-	-	-	_	-	786,722
NGN-DPH FUNDING SOURCES									
					<u> </u>			<u> </u>	
TOTAL NON-DPH FUNDING SOURCES							<u> </u>		
TOTAL FUNDING SOURCES (DPH AND NON-DPH)	i Maria Parangan		786,722	- Paramananan	i one promote summer.				786,722
BHS UNITS OF SERVICE AND UNIT COST		1.62	as						
	·····	sased (if applicable)			 		1		
Substance Abuse Only - Non-Res 33 - OD SA Only - Licensed Capacity for Medi-Cal Pr								<u> </u>	
			FFS					<u> </u>	
Oost Nothbursemer	Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service							1	
	Unit Type								
Cost Per Unit - DPH Rate (E	PH FUNDIN								
Cost Per Unit - Contract Rate (DPH & I			<u> </u>						
Published		Cal Providers Only)							Total UDC:
	Unduplic	ated Clients (UDC)	140		<u> </u>				140

Program Code: 88062

Provider/Program Name: Social Detox Residential

Document Date: 1/30/14

TOTAL SALARIES & BENEFITS

452,271

Appendix#: B-14

	TOTAL		General Fund (HMHSCCRES227)									
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term;		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.054	8,115	0.054	8,115								
Program Director	0.245	15,903	0.245	<u>15,903</u>								
V.P. of QA & Compliance	0,083	8,292	0,083	8,292								
Manager of Licensing & Certification	0,100	5,043	0,100	5,043								
Managing Director of Clinical Services	0.013	1,259	0.013	1,259								
Care Coordinators	4.251	153,044	4,251	153,044		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					<u> </u>	
HIV/AIDS Clinical Manager	0.261	10,958	0.261	10,958								
Overnight Monitor	0.670	20,102	0.670	20,102							·	
T.C. Admin. Assistant (Nexus)	0.243	8,458	0.243	8,458								
Director Of Facility Operations	0.022	1,778	0.022	1,778								
Maintenance Worker	0.103	3,195	0.103	3,195							<u> </u>	•
Transportation & Facility Manager	0.067	4,269	0.067	. 4,269								
Warehouse Coordinator	0,106	4,689	0.106	4,689								
Driver	0.280	8,691	0.280	8,691								
Cook/Food Service	0.732	22,707	0.732	22,707								
Director of Food Services	0.072	5,782	0.072	5,782								
Family Services Coordinator	0.020	1,135	0.020	1,135								
Medical Services Director	0.083	6,827	0.083	6,827								
Medical Services Support	0.289	9,383	0.289	9,383								
Physician	0,003	294	0.003	294								
V.P. of Mental Health Services	0.061	7,654	0.061	7,654						·		
Mental Health Training Director	0.040	3,014	0.040	3,014								
Director of Mental Health Services	0.055	3,029	0.055	3,029								
Mental Health Care Coordinators	0.021	677	0.021	677								
Therapist	0.001	60	0,001	60								
Mental Health Manager	0.141	8,401	0.141	8,401						•		
IT Specialist - Data Control	0.081	3,230	0.081	3,230								
Psychologist	0.029	1,861	0.029	1,861								
Admissions Counselor	0.544	17,395	0,544	17,395								
	-		-	-								
Totals:	8.670	345,245	8,670	345,245					_	-	_	
						2						
Employee Fringe Benefits:	31.00%	107,026	31.00%	107,026	1	-	I	**	*************************************	_		

452,271

Program Code: 88062

Provider/Program Name: Social Detox Residential

Document Date: 1/30/14

Appendix #:	B-14	

Expenditure Category	TOTAL	General Fund (HMHSCCRES227)		·		
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Оссирапсу	-	<u> </u>			·	
Rent	19,681	· , 19,681				
Utilities (Telephone, Electricity, Water, Gas)	50,186	50,186				
Building Repair/Maintenance	39,613	39,613				
Materials & Supplies	-	-				
Office Supplies	1,056	1,056				
Photocopying						
Printing	407	407				
Program Supplies	77,689	77,689				
Computer Hardware/Software	485	485				
General Operating	_					
Training/Staff Development	105	105				
Insurance	10,442	10,442				
Professional License	2,086	2,086				
Permits		_				
Equipment Lease & Maintenance	4,858	4,858		t	·	
Staff Travel	-	_				
Local Travel	216	216				
Out-of-Town Travel	·	<u>-</u>				
Field Expenses	<u> </u>	-				
Consultant/Subcontractor					;	·
	_	_				
	_	_				ŕ
Other	_					
Client Transportation	13,124	13,124				
Food	30,212	30,212				

TOTAL OPERATING EXPENSE	250,160	250,160	•	*	

	<u> </u>		HealthRIGHT 3		ig/Data Collecti	on (CKDC)	·		B-15
	Provid	der/Program Name:						Appendix #: Document Date:	
	1 10410		383805, 383806		· · · · · · · · · · · · · · · · · · ·			Fiscal Year.	13-14
	······································	Trovider reastroct.	000000, 000000			I		riscar (ea).	13-14
			Transgender						
		Program Name	Residential						
			3805TG-RES.						
		Program Code	3806TD-RES						
	Mode/SFC (M	H) or Modality (SA)	Res-51					· · · · · · · · · · · · · · · · · · ·	
			SA-Res Recov						
	ı	0	Long Term (over 30 days)						7074
	Service Description FUNDING TERM				·				TOTAL 7/1/13-6/30/14
FUNDING USES		The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s	7/1/13-6/30/14		200-2015 - V-1000				
		Employee Benefits	228,088					l de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de la constant de l	228,088
		perating Expenses	106,186						106,186
Capita		reater than \$5,000)							-
	Subto	tal Direct Expenses	334,274				-	-	334,274
		Indirect Expenses	40,112						40,112
		L FUNDING USES	374,386	and the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey of the survey o	-	Alamanis-kessaine inskriitanaanis-seen	difference control	- matematical acomposition (Acomposition (Ac	374,386
CEHS MENTAL HEALTH FUNDING SOURCES									
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	<u> </u>		_						
CEHS SUBSTANCE ABUSE (FUNDING SOURCES		FAMIS							
SA COUNTY - General Fund		HMHSCCRES227	354,386				130,000 x 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		354,386
	İ								<u> </u>
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			354,386	-	-	-	-	-	354,386
OTHER DPH FUNDING SOURCES							数数: : : . : : : : : : : :		
									•
TOTAL OTHER DPH FUNDING SOURCES	<u> </u>		-		-		-	-	
TOTAL DPH FUNDING SOURCES NON-DPH-FUNDING SOURCES			354,386	= Markaranis muras muras assas	-	-	20000-		354,386
NON DPH - Patient/Client Fees			20,000	VASSO PARTICIPATION					20,000
TOTAL NON-DPH FUNDING SOURCES			20,000	-	_	_	<u> </u>		20,000
(TOTAL FUNDING SOURCES (DPH AND NON-DPH)			374,386	-	-				374,386
CEHS UNITS OF SERVICE AND UNIT GOST									
Number (of Beds Purch	nased (if applicable)	8		3, 33, 33, 33, 31, 31, 31, 31, 31, 31, 3				
Substance Abuse Only - Non-Res 33 - OD	F# of Group	Sessions (classes)							
SA Only - Licensed Capacity for Medi-Cal P									
Cost Reimburseme	nt (CR) or Fee		FFS						
		Units of Service	2,669			<u> </u>			
Cost Per Unit - DPH Rate (I	DOLL CUMPAN	Unit Type	Bed Days						
Cost Per Unit - DPH Rate (I Cost Per Unit - Contract Rate (DPH &			132.78				ļ		
		Cal Providers Only)	140.27						Total UDC:
I ugiisi ica		cated Clients (UDC)	36						. 36

Program Code:	3805TG-RES	3806TD-RES	

Provider/Program Name: Transgender Residential

Document Date: 1/30/14

Appendix #	B-15	

		TOTAL	(HMH	eneral Fund ISCCRES227) H Funding Sources								
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
/,P, of Programs	0.022	3,277	0.022	3,277						ļ	<u> </u>	·
Program Director	0.131	8,483	0.131	8,483				·····			ļ	
/.P. of QA & Compliance	0,035	3,469	0.035	3,469							<u> </u>	
Nanager of Licensing & Certification	0.040	2,018	0,040	2,018		·	ļ		ļ		ļ	
Managing Director of Clinical Services	0.010	923	0.010	923			<u> </u>		ļ	<u> </u>	 	
Supervising Care Coordinators	0.270	10,277	0.270	10,277			<u> </u>				ļ	
Care Coordinators	0,815	28,323	0.815	29,323				****	ļ			
IIV/AIDS Clinical Manager	0,026	1,111	0.026	1,111			 				<u> </u>	
Overnight Monitor	0.258	7,669	0.256	7,669							 	
r.C. Admin, Assistant (Nexus)	0.121	4,248	0.121	4,248							<u> </u>	
Director Of Facility Operations	0.014	1,165	0.014	1,165							ļ	
Maintenance Worker	0.065	2,001	0.065	2,001					ļ		ļ	
fransportation & Facility Manager	0.050	3,194	0.050	3,194					ļ		ļ	
Varehouse Coordinator	0.040	1,759	0.040	1,759								
Drives	0,288	8,935	0.288	B,935					ļ		<u> </u>	
Cook/Food Service	0.207	6,415	0,207	8,415								
Director of Food Services	0,027	2,186	0.027	2,186							<u> </u>	
lient Services Manager	0,035	1,738	0.035	1,738								
lient Services Support	0.099	2,981	0.099	2,981								
Family Services Coordinator	0.051	2,931	0.051	2,931								
Medical Services Director	0.049	4,018	0.049	4,018								
Medical Services Support	0.186	6,060	0.186	8,060								
Physician	0,001	117	0.001	117								
/,P, of Mental Health Services	0.032	3,992	0.032	3,992								
Mental Health Training Director	0.015	1,100	0.015	1,100								
Director of Mental Health Services	0.022	1,208	0.022	1,208	-			•				
Mental Health Care Coordinators	0.134	4,360	0.134	4,360				•				
Therapist	0.474	23,696	0.474	23,696								
Jental Health Manager	0.059	3,509	0.059	3,509								
Director of Workfarce Development	0.090	4,517	0.090	4,517								
Education Coordinator	0,038	1,534	0.038	1,534							1	
Computer Lab Tech	0.064	2,115	0.064	2,115								
lousing & Community Service	0.025	986	0.025	986							1	
Employment Counselor	0.105	3,249	0,105	3,249								
T Specialist - Data Control	0.035	1,385	0.035	1,385								
Psychiatrist	0,063	7,203	0.063	7,203								
Psychologist	0.015	951	0.015	961								
		-		_					<u> </u>		1	
Totals:	4,009	174,113	4.009	174,113	_	-					·	
			1							f#: ### ###############################	- treementers	
Employee Fringe Benefits:	31,00%	53,975	31.00%	53,975		•		-			T	
	z z /m)			271-12	•		·t			L	·	L
TOTAL SALARIES & BENEFITS	į	228,088		228,088			} [1	[7	

Program Code: 3805TG-RES, 3806TD-RES

Provider/Program Name: Transgender Residential

Document Date: 1/30/14

Appendix#:	B-15
ADDOUGHUIA #.	Ď- IÚ

Expenditure Category	TOTAL	General Fund (HMHSCCRES227) & Non-DPH Funding Sources				
	Term: 7/1/13-6/30/14	Term; 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy						
Rent	19,348	19,348				
Utilities (Telephone, Electricity, Water, Gas)	25,759	25,759				
Building Repair/Maintenance	10,038	10,038				
Materials & Supplies						
Office Supplies	1,363	1,363				
Photocopying	_	-				
Printing	314	314				
Program Supplies	18,188	18,188		***************************************		
Computer Hardware/Software	500	. 500				
General Operating	_	-				
Training/Staff Development	168	168	·			
Insurance	5,039	5,039				
Professional License	2,237	2,237				
Permits	_	-				
Equipment Lease & Maintenance	2,197	2,197			·	
Staff Travel	_					
Local Travel	76	76				
Out-of-Town Travel		_		<u>.</u>		
Field Expenses	-					
Consultant/Subcontractor	_					
Other	_	_			·	
Client Transportation	7,012	7,012				
Food	13,947	13,947				
	_	-			,	

TOTAL OPERATING EXPENSE 106,186 106,186 - - -

		Contractor Name	HealthRIGHT 3		IgiDala Collecti	on (CRDC)		Appendix #:	B-16
Provider/Program Name: WHITS Residential									1/30/14
Provider/Program Name: WHITS Residential Provider Number: 383806								Document Date: Fiscal Year:	13-14
		1 TOVIGET NUMBER.	300000		T	I	Γ	riscal real.	13-1-1
			WHITS						
	Program Name								
						į	{		
		Program Code	3806WT-RES			,			
h	Inde/SEC (M	H) or Modality (SA)	Res-51						
17	TOGOTO (III	riy or modulity (erty	SA-Res Recov			1			
			Long Term (over			,			_
		Service Description	30 days)						TOTAL
3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 3500 - 350	Sacrate Date Supplement	FUNDING TERM		action attraction of the	w. m.encellanSessolphallin	THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY O		Photographic School (AVS) (1.11	7/1/13-6/30/14
FUNDING USES									
1		Employee Benefits	190,183						190,183
A		perating Expenses	94,539						94,539
Capitai		reater than \$5,000) tal Direct Expenses	284,722						284,722
	Subto	Indirect Expenses	34,167		 	 		-	34,167
·	TOTA	L FUNDING USES		-	 				318,889
GBHS MENTAL HEALTH FUNDING SOURCES					1000000				
Extractive Description (Automotive Section 11 III) control to Section 11 III)	32.10-10-3-21 X.3101211								
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES			-	-		-	-		-
GEHS SUBSTANCE ABUSE FUNDING SOURCES	OFDA	FAMIS							
SA COUNTY - General Fund		HMHSCCRES227	318,889				<u> </u>		318,889
					ļ		ļ		
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			318,889	Silved Guestagen G.	- Costantiania	a)lessamentamentistamentamen	<u> </u>		318,889
OTHER DRH FUNDING SOURCES									
TOTAL OTHER DPH FUNDING SOURCES									
TOTAL OTHER DEPT FORDING SOURCES		<u> </u>	318,889				_		318,889
NGN-DPH FUNDING SOURCES		Allah, sa pataring		215/54609ii					010,000
NON DPH - Patient/Client Fees	THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE OWNER, THE 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TOTAL NON-DPH FUNDING SOURCES			-	-	-		-	-	+
(TOTAL FUNDING SOURCES (DPH AND NON-DPH)			318,889		_	-		-	318,889
CEHS UNITS OF SERVICE AND UNIT COST									
		nased (if applicable)	5						
Substance Abuse Only - Non-Res 33 - OD									
SA Only - Licensed Capacity for Medi-Cal Pr									
Cost Reimbursemen	nt (CR) or Fee		FFS		<u> </u>	<u> </u>			1000
		Units of Service							
		Unit Type			<u> </u>		<u> </u>		
Cost Per Unit - DPH Rate (D					<u> </u>				
Cost Per Unit - Contract Rate (DPH & I			191.18		 				7
Published		Cal Providers Only) cated Clients (UDC)	22						Total UDC: 22
	Ortuupiid	rated Ottento (ODC)		L		<u> </u>	<u> </u>	L	

Program Code: <u>3806WT-RES</u>

Provider/Program Name: <u>WHITS Residential</u>

Document Date: <u>1/30/14</u>

190,183

TOTAL SALARIES & BENEFITS

B-16

		TOTAL		eneral Fund HSCCRES227)								
	Term;	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:		Tem:	,	Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
V.P. of Programs	0.022	3,309	0.022	3,309								<u> </u>
Program Director	0.099	6,459	0,099	6,459								
V.P. of QA & Compliance	0.034	3,374	0.034	3,374								
Manager of Licensing & Certification	0.041	2,048	0.041	2,048								ļ
Managing Director of Clinical Services	0,005	480	0.005	480								ļ
Care Coordinators	0,091	32,742	0.091	32,742					 		ļ	
HIV/AIDS Clinical Manager	0.106	4,457	0,106	4,457					<u> </u>			
Overnight Monitor	0.114	3,423	0.114	3,423					<u> </u>			
T.C. Admin, Assistant (Nexus)	0.098	3,422	0.098	3,422								
Director Of Facility Operations	0,009	706	0.009	706			ļ		<u> </u>			
Maintenance Worker	0.043	1,333	0.043	1,333			٠					
Transportation & Facility Manager	0.027	1,749	0.027	1,749								
Warehouse Coordinator	0.043	1,904	0.043	1,904								
Driver	0.114	3,544	0.114	3,544							<u> </u>	ļ
Cook/Food Service	0.299	9,256	0,299	9,256								
Director of Food Services	0.029	2,296	0.029	2,296								
Client Services Manager	0.052	2,594	0.052	2,594								
Client Services Support	0.109	3,263	0.109	3,263								
Family Services Coordinator	0.025	1,438	0.025	1,438								
Medical Services Director	0.040	3,296	0,040	3,296				-				
Medical Services Support	0.120	3,900	0.120	3,900								
Physician	0.001	123	0.001	123								
V.P. of Mental Health Services	0.025	3,097	0.025	3,097								
Mental Health Training Director	0.020	1,500	0,020	1,500								
Director of Mental Health Services	0.030	1,650	0,030	1,650								
Mental Health Care Coordinators	0.010	325	0,010	325								
Mental Health Medi-Cal Admin Coord,	0.189	8,772	0.189	8,772								
Therapist	0.450	22,500	0.450	22,500							1	[
Mental Health Manager	0.090	5,355	0,090	5,355								
Director of Workforce Development	0.001	62	0.001	62								
Housing & Community Service	0,006	246	0,006	246							1	
IT Specialist - Date Control	0.050	2,000	0.050	2,000								
Psychiatrist	0.004	437	0,004	437								
Psychologist	0.064	4,118	0,064	4,118								
	-		-	-							-	
Totals:	2.460	145,178	2.460	145,178	-	_		-	_	-		-
							muniform till garde		***************************************			
Employee Fringe Benefits:	31,00%	45,005	31,00%	45,005		_					T	

190,183

Program Code; 3806WT-RES

Provider/Program Name: WHITS Residential

Document Date: 1/30/14

Appendix#	B-16	

Expenditure Category	TOTAL	General Fund (HMHSCCRES227)				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy			-		de deserta	
Rent	8,497	. 8,497				
Utilities (Telephone, Electricity, Water, Gas)	21,934	21,934				
Building Repair/Maintenance	8,650	8,650				
Materials & Supplies		_				
Office Supplies	449	449				
Photocopying	_					
Printing	193	193				
Program Supplies	31,525	31,525				
Computer Hardware/Software	213	213				
General Operating	-					
Training/Staff Development	66	66				•
Insurance	4,642	4,642				
Professional License	896	896				
Permits						·
Equipment Lease & Maintenance	2,162	2,162				
Staff Travel			***************************************			·
Local Travel	98	98				
Out-of-Town Travel	_	_				
Field Expenses	_	-				
Consultant/Subcontractor	_	4				·
	_					
	•	•	•			
Other	-	-				
Client Transportation	1,996	1,996				
Food	13,218	13,218				
		-	•			

TOTAL OPERATING EXPENSE

94,539

94,539

		Contractor Name:	HealthRIGHT 3		19.24	(0)(120)		Appendix #:	B-17
	Provid	der/Program Name:						Document Date:	1/30/14
		Provider Number:	· · · · · · · · · · · · · · · · · · ·				-	Fiscal Year:	13-14
		Program Name	Women's Hope					* *	
		Program Code							
	Mode/SFC (M	H) or Modality (SA)	Res-51			7			***************************************
	` .	Service Description	SA-Res Recov Long Term (over 30 days)						TOTAL
		FUNDING TERM							7/1/13-6/30/14
FUNDING USES									
		Employee Benefits	1		ļ		 		441,847
		Operating Expenses				 	 		146,441
Capita		reater than \$5,000)				 	 		- 588.288
	Supto	tal Direct Expenses Indirect Expenses				 	-	-	70,594
	TOTA	L FUNDING USES		_		 	 	_	658.882
CBHS MENTAL HEALTH FUNDING SOURCES		THE RESERVE OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE	000,002			100020-			
		,			5500 Stevenstress 250 HB00 BH08	**************************************			-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	s		-	-	-		-	-	-
CBHS/SUBSTANCE/ABUSE/FUNDING/SOURCES	CFDA	FAMIS			150000000000000000000000000000000000000	7773			
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	633,519						633,519
SA COUNTY - General Fund	-	HMHSCCRES227	22,363						22,363
	<u> </u>								
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR		Stan.	655,882	entral destriction (All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of All Control of A	The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s	-			655,882
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TOTAL DPH FUNDING SOURCES	a prisoner and a second state of the		655,882	-	- Charles Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of		-	-	655,882
NONIDEH FUNDING SOURCES									
NON DPH - Patient/Client Fees TOTAL NON-DPH FUNDING SOURCES	<u> </u>	<u> </u>	3,000		ļ	 			3,000
TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH)		<u> </u>	658,882	<u>-</u>	 	 		-	. 3,000 658,882
CHHS UNITS OF SERVICE AND UNIT COST.					-	\$ 0.00/1500:			658,882
		nased (if applicable)				NAMES OF STREET STREET	MESSASA ETIMOSISTA TATA		
Substance Abuse Only - Non-Res 33 - OI						1			
SA Only - Licensed Capacity for Medi-Cal P						1	1		
Cost Reimburseme						1			
		Units of Service	5,338						10000
		Unit Type	Bed Days		i i				
Cost Per Unit - DPH Rate (•					
Cost Per Unit - Contract Rate (DPH &	Non-DPH FU	NDING SOURCES)	123.43						
Publishe		Cal Providers Only)							Total UDC:
	Unduplic	ated Clients (UDC)	35		<u> </u>		<u> </u>		35

Program Code:	89102
Provider/Program Name:	Women's Hope Residential
Document Date:	1/30/14

Appendix #:	B-17	

		TOTAL	SAPT Fed Discretionary & General Fund (HMHSCCRES227) & Non-DPH Funding Sources 14 Term: 7/1/13-6/30/14 Term:				Term:		Term:			
,	Term:	7/1/13-6/30/14				Term:						
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Sataries
Program Director	0,359	23,323	0.359	23,323								
Vanaging Director of Clinical Services	0,064	6,210	0.064	6,210								
Supervising Care Coordinators	0.800	30,400	0.800	30,400							ļ	
Care Coordinators	1.772	63,803	1.772	63,803								
Clinical Coordinator	0.171	6,320	0.171	6,320								
Overnight Monitor	0,347	10,409	0.347	10,409								
Weekend Coordinator	1.112	38,937	1.112	38,937								
F.C. Admin, Assistant (Nexus)	0.446	13,376	0.446	13,376								
Director Of Facility Operations	0.001	47	0.001	47								
Maintenance Worker	0,081	2,505	0,081	2,505								
Transportation & Facility Manager	0.004	284	0.004	284								
Driver	0.015	474	0.015	474								
Cook/Food Service	0.400	12,401	0.400	12,401								
Director of Food Services	0.031	2,504	0.031	2,504								
Parenting Counselor	1.840	55,337	1.840	55,337								
Medical Services Director	0,032	2,613	0.032	2,613								49-49-49-49-49-49-49-49-49-49-49-49-49-4
Therapist	1,181	59,059	1.181	59,059								
Mental Health Manager	0,002	146	0.002	146								
Director of Workforce Development	0,029	1,430	0.029	1,430								
Education Coordinator	0.009	349	0.009	349								
Computer Lab Tech	0.014	. 455	0,014	455								
Housing & Community Service	0.040	1,515	0.040	1,515								
Employment Counselor	0.060	1,865	0.060	1,865								
IT Specialist - Data Control	0.058	2,303	0.058	2,303								
Psychiatrist	0.011	1,223	0.011	1,223								
	<u>-</u>		_			·						
Totals:	8,879	337,288	8,879	337,288				_				
										· · ·		
Employee Fringe Benefits:	31.00%	104,559	31.00%	104,559		-		-				·····
			, ,		<u>.</u>		- 1	F	, ,		,	
TOTAL SALARIES & BENEFITS		441,847		441,847			.				.]	

Program Code:	89102
Provider/Program Name:	Women's Hope Residential
Document Date:	1/30/14

Appendix #:	B-17	

Expenditure Category	TOTAL	SAPT Fed Discretionary & General Fund (HMHSCCRES227) & Non-DPH Funding Sources				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term: .
Occupancy	-	-	st.			
Rent	3,679	3,679	-			
Utilities (Telephone, Electricity, Water, Gas)	39,768	39,768				
Building Repair/Maintenance	16,633	16,633		· · · · · · · · · · · · · · · · · · ·		
Materials & Supplies		-				
Office Supplies	2,589	2,589				
Photocopying		_				
Printing	262	262				
Program Supplies	26,512	26,512				
Computer Hardware/Software	313	313				
General Operating		_				
Training/Staff Development	378	378	-			
Insurance	3,942	3,942				
Professional License	1,505	1,505				
Permits	_	-				
Equipment Lease & Maintenance	11,559	11,559				
Staff Travel	_	-		·		
Local Travel	40	40				
Out-of-Town Travel		**				
Field Expenses	-					
Consultant/Subcontractor	-	_				
		_				
	_	•			-	
Other	_	-				
Client Transportation	11,007	11,007	•			
Food	28,254	28,254				
		-				

TOTAL OPERATING EXPENSE 146,441 146,441 - - -

<i>f</i>			HealthRIGHT 3		ig/Data Collecti			Appendix #:	B-18
	Adult Outpatien	t		, , , , , , , , , , , , , , , , , , , 		Document Date:	***************************************		
	383820					Fiscal Year:	13-14		
			Adult Outpatient	Adult Outpatient					
,	Non-DMC:	Non-DMC:			W				
	/lode/SFC (M	Program Code H) or Modality (SA)	Nonres-33	3820OP Nonres-34					
	SA-Nonresidntl ODF Grp	SA-Nonresidntt ODF Indv					TOTAL		
•		Service Description FUNDING TERM		7/1/13-6/30/14					7/1/13-6/30/14
FUNDINGUSES				300 Section - 305 Section 44					
	771,209	102,564			2570.555.565.955.00		873,773		
		Employee Benefits perating Expenses	221,690	29,483	1				251,173
Capita	_	-							
	Subtotal Direct Expenses				_	-	-	_	1,124,946
	119,148	15,845					134,993		
		L FUNDING USES		147,892	andres Mineralisas and the name	***************************************	Sall/ Subardinaras/Coursement was assessed	· · · · · · · · · · · · · · · · · · ·	1,259,939
CEHS MENTAL HEALTH FUNDING SOURCES									
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	<u> </u>		-	-	-	-	-		
CHIS SUBSTANCE ABUSE FUNDING SOURCES		FAMIS		7.17.27.27	All Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Co				
SA FED - SAPT Fed Discretionary	93.959	HMHSCCRES227	252,116	33,529					285,645
SA FED - Drug Medi-Cal	93.778	HMHSCCRES227	13,239	1,761					15,000
SA STATE - PSR Drug Medi-Cal	<u> </u>	HMHSCCRES227	13,239	1,761	1				15,000
SA COUNTY - General Fund	<u> </u>	HMHSCCRES227	833,453	110,841					944,294
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR	CES		1,112,047	147,892		-	-	-	1,259,939
OTHER DRH FUNDING SOURCES									
TOTAL OTHER DPH FUNDING SOURCES				-		-		-	
TOTAL DPH FUNDING SOURCES			1,112,047	147,892		-	-	-	1,259,939
NON-DEH FUNDING SOURCES									
TOTAL NON-DPH FUNDING SOURCES						-		-	-
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			1,112,047	147,892	-	-	_	. -	1,259,939
CBHS UNITS OF SERVICE AND UNIT GOST								14.72-1988	
Number o									
Substance Abuse Only - Non-Res 33 - Of			ļ	<u> </u>					
SA Only - Licensed Capacity for Medi-Cal P				 					
Cost Reimbursemer	FFS	FFS		 					
	12,234 Staff Hour	1,627 Staff Hour			-				
Cost Per Unit - DPH Rate (I	Unit Type G SOURCES Only)		90.90						
Cost Per Unit - Contract Rate (DPH &			90.90	90.90	 				
Published		00,50	 			<u> </u>	Total UDC:		
	364	43					407		

Program Code: 38201, 3820OP

Provider/Program Name: Adult Outpatient

Document Date: 1/30/14

Appendix #: B-18

		TOTAL	Dr & G	ed Discretionary, ug Medi-Cal Seneral Fund ISCCRES227)								
	Term;	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term	•	Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Program Director	1.157	63,643	1,157	63,643		·						
V.P. of QA & Compliance	0.071	7,106	0.071	7,106								
Managing Director of Clinical Services	880.0	8,562	880.0	8,562						<u> </u>		!
Case Managers	9.298	334,745	9,298	334,745								
Clinical Coordinator	1.898	69,379	1.898	69,379								
Admin. Assistant	0.859	30,369	0.859	30,369							<u> </u>	
Director Of Facility Operations	0.047	3,840	0.047	3,840					ļ			
Maintenance Worker	0.483	14,986	0.483	14,986					<u> </u>			
Transportation & Facility Manager	0,155	9,947	0.155	9,947		-		ļ	<u> </u>		<u> </u>	
Driver	0,546	16,915	0.546	16,915								
Cook/Food Service	0.056	1,731	0.056	1,731								
Family Services Coordinator	0.165	9,386	0.165	9,386						-		
V.P. of Mental Health Services	0.027	3,318	0.027	. 3,318								
Mental Health Training Director	0.188	14,084	0.188	14,084				·				
Director of Mental Health Services	0.019	1,036	0.019	1,036								
Mental Health Manager	0.137	8,156	0.137	8,156				Ĺ				
IT Specialist - Data Control	0.115	4,580	0.115	4,580								
Psychologist	0.045	2,906	0.045	2,906						-	1	
LCSW	1,140	62,313	1.140	62,313								
	•	-	-	-								
Totals:	16.494	667,002	16.494	667,002	-				-		÷	-
Employee Fringe Benefits:	31.00%	206,771	31.00%	206,771				<u> </u>		_		-
									-		_	
TOTAL SALARIES & BENEFITS		873,773		873,773								-

Program Code: 38201, 3820OP

Provider/Program Name: Adult Outpatient

Document Date: 1/30/14

Appendix #:	B-	-18	

Expenditure Category	TOTAL -	SAPT Fed Discretionary, Drug Medi-Cal & General Fund (HMHSCCRES227)				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy		4				
Rent	146,668	146,668	***			
Utilities (Telephone, Electricity, Water, Gas)	33,935	33,935				
Building Repair/Maintenance	3,641	3,641				
Materials & Supplies	-					
Office Supplies	973	973	<u> </u>			
Photocopying		•				
Printing	2,055	2,055				
Program Supplies	15,969	15,969	***************************************			
Computer Hardware/Software	4,867	4,867				
General Operating						
Training/Staff Development	1,035	1,035				
Insurance	4,629	4,629				
Professional License	3,047	3,047				
Permits .	_					
Equipment Lease & Maintenance	9,542	9,542				
Staff Travel		_				
Local Travel	66	66				
Out-of-Town Travel						
Field Expenses	_	· .				
Consultant/Subcontractor						
	*					
	-	_				
Other		· _			· .	
Client Transportation	12,497	12,497				
Food	12,249	12,249				
		_				

TOTAL OPERATING EXPENSE

251,173

251,173

			HealthRIGHT 3		ig/Data Concon			Appendix #:	B-19
	···		African America		a Outpatient	······································		Document Date:	1/30/14
		Provider Number:		1.	2			Fiscal Year;	13-14
			African American	African American	1			1	
			Family Healing	Family Healing					
		Program Name	Outpatient	Outpatient					
		Program Code		87301					
	Mode/SFC (MF	l) or Modality (SA)	Nonres-33	Nonres-34					
,			SA-Nonresidntl	SA-Nonresidntl					
	ODF Grp	ODF Indv					TOTAL		
		FUNDING TERM	7/1/13-6/30/14	7/1/13-6/30/14				•	7/1/13-6/30/14
FUNDING USES									
	175,066	33,844					208,910		
		perating Expenses	61,373	11,864					73,237
Capita		eater than \$5,000) at Direct Expenses	-						
	236,439 28,372	45,708 5,485	-				282,147		
	. Indirect Expenses					ļ			33,857
	TOTAL FUNDING USES			51,193	1900/900/000		- W30423W5507550mmm	-	316,004
CBHS MENTAL HEALTH BUNDING SOURCES				l en en en en en en en en en en en en en					
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	<u> </u>						-		
CBHS SUBSTANCE ABUSE FUNDING SOURCES		FAMIS	reason with the company		98899 · · · · · · · · · · · · · · · · ·				
SA COUNTY - General Fund		HMHSCCRES227	264,811	51,193	3011470.50			333333333333333333333333333333333333333	316,004
SA COCATT Contour End		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			<u> </u>				-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR	CES		264,811	51,193	-	-	-	-	316,004
OTHER DPH FUNDING SOURCES					######################################				
TOTAL OTHER DPH FUNDING SOURCES			-			_	_		-
TOTAL DPH FUNDING SOURCES			264,811	51,193		-	-		316,004
NON DPH FUNDING SOURCES	三日子文艺术								
					· · · · · · · · · · · · · · · · · · ·		<u> </u>		
TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH)			201.044		-	-		-	
DBHS UNITS OF SERVICE AND UNIT COST	1	ologica (participality)	264,811	51,193		-		-	316,004
							TO STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE ST		
Number of Substance Abuse Only - Non-Res 33 - OD	665		<u> </u>						
SA Only - Licensed Capacity for Medi-Cal P									
Cost Reimbursemen		FFS			l				
- Court (of industrial)	3,135	606							
		Staff Hour	T				100 PT 300 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 100 PT 10		
Cost Per Unit - DPH Rate (I	OPH FUNDING	Unit Type SOURCES Only)		84,47				;	
Cost Per Unit - Contract Rate (DPH &			84.47	84.47				-	
Published							Total UDC:		
	66	35					101		

DDF	13.	Salar	riae .	2 F	lan	afite	Dat	-ail
urr		-Cala	163	CK E			1.11-1	A 13

Program Code: 87301

Provider/Program Name: African American Family Healing Outpatient

Document Date: 1/30/14

Appendix #:	<u>B-19</u>

Position Title	Term:	7/1/13-6/30/14										
	FTE		Term:	7/1/13-6/30/14	Term:		Term:		Termo		Term:	
·	· · · · · · · · · · · · · · · · · · ·	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Program Director	0.500	27,500	0,500	27,500								
Case Managers	3,696	129,830	3.606	129,830								
Director Of Facility Operations	0.019	1,605	0,019	1,605								
Maintenance Worker	0.017	538	0.017	538		·						
	-	-		*			ļ					
	-		-									
•	-	_	-	-								
	-			-								
4							ļ		ļ			
		-	<u> </u>	-								•
	-		-									<u> </u>
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	-											
		-							<u> </u>			
	-		-	-								
	-		-						<u> </u>			
	-			-								
	-											
Totals:	4.142	159,473	4.142	159,473			·			-		
Panalarra Estar - P	31.00%	49,437	31.00%	49,437	T		T	·	T		T	[
Employee Fringe Benefits:	53.00%	49,437	31.00%]	49,437	L		· J		J	-	1	
TOTAL SALARIES & BENEFITS	ſ	208,910	ſ	208,910	Γ		ו ך] [7 1	

Program Code: 87301

Appendix #: B-19

Provider/Program Name: African American Family Healing Outpatient

Document Date: 1/30/14

Expenditure Category	TOTAL	General Fund (HMHSCCRES227)				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy						·
Rent	37,912	37,912				
Utilities (Telephone, Electricity, Water, Gas)	12,241	12,241				
Building Repair/Maintenance	526	526				
Materials & Supplies	_					
Office Supplies	447	447				
Photocopying	_	-				
Printing	401	401		·		
Program Supplies	8,971	8,971				
Computer Hardware/Software	1,861	1,861				
General Operating	_					
Training/Staff Development	75	75				
Insurance	1,799	1,799				
Professional License						
Permits	1,714	1,714				
Equipment Lease & Maintenance	2,049	2,049				•
Staff Travel	_	-				
Local Travel	102	102				
Out-of-Town Travel	-					
Field Expenses		_		<u> </u>		
Consultant/Subcontractor	_	_				
Other						
Client Transportation	4,014	4,014				
Food	1,125	1,125				
					<u> </u>	<u> </u>

TOTAL OPERATING EXPENSE

73,237

73,237

	Contractor Name:	HealthRIGHT 3		igibata concett	on (oneo)		Appendix #;	B-20
Prov	rider/Program Name:						Document Date:	
	Provider Number:					· · · · · · · · · · · · · · · · · · ·	Fiscal Year:	13-14
				T			1.0041.1041.	
·	Program Name	Bridges						
	Outpatient							
	Program Code	85351						
Mode/SFC (MH) or Modality (SA)	Nonres-30	<u> </u>	<u> </u>	·			
· ·		SA-Nonresidnti IO						
	Service Description							TOTAL
	FUNDING TERM	8/1/13-6/30/14						8/1/13-6/30/14
FUNDING USES								
	& Employee Benefits	243,521	<u> </u>		<u> </u>			243,521
\$ <u></u>	Operating Expenses	83,322			1		<u> </u>	83,322
	(greater than \$5,000)							
<u> Subi</u>	total Direct Expenses	326,843 39,221	-	<u> </u>	·			326,843 39,221
TO	Indirect Expenses AL FUNDING USES							366,064
CEHS:MENTAL HEALTH FUNDING SOURCES			ASSESTABLE STATES	345000000000000000000000000000000000000				
CB15 WENTANTER THAT MORE SOURCES								-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES		+	-	-	-		-	-
CBHS SUBSTANCE ABUSE FUNDING SOURCES CFDA	FAMIS		V Service Control					
SA GRANT - State CDCR ISMIP	HMAD01-14	366,064						366,064
								-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES	anisalianisanini anisaliania	366,064	-	- CONTROLL - PROGRAMMONICA	-		tion and the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second service of the second se	366,064
OTHER: DPH FUNDING SOURCES								
TOTAL OT THE PART TOWNS OF THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE PART TO THE					1			-
TOTAL OTHER DPH FUNDING SOURCES TOTAL DPH FUNDING SOURCES		366,064					<u> </u>	366,064
NON-DPH FUNDING SOURCES								300,004
		l second		0.0000000000000000000000000000000000000				
TOTAL NON-DPH FUNDING SOURCES		-				-	-	-
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		366,064		-	-	-	-	366,064
CBHS UNITS OF SERVICE AND UNIT COST					\$100			
Number of Beds Pur								
Substance Abuse Only - Non-Res 33 - ODF # of Grou								
SA Only - Licensed Capacity for Medi-Cal Provider with								
Cost Reimbursement (CR) or F								
	Units of Service OCR ISMIP Unit Type		ļ					may and a second
								
Cost Per Unit - DPH Rate (DPH FUND)								
Cost Per Unit - Contract Rate (DPH & Non-DPH F Published Rate (Med				<u> </u>		 	Tabel UDCs	
	licated Clients (UDC)							Total UDC: 40
Unidap	1 40	L				L	[4 0	

Program Code: 85351

Provider/Program Name: Bridges Outpatient

Document Date: 1/30/14

Appendix #: B-20

		TOTAL		DCR ISMIP IMAD01-14)								
	Term:	8/1/13-6/30/14	Term:	8/1/13-6/30/14	Term:		Term:		Term:		Term:	
Position Title	FTE	Şalaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Program Director	0.550	35,750	0,550	35,750				···				<u></u>
Case Managers	2.540	91,457	2.540	91,457						····		
Director Of Facility Operations	0.006	511	0.006	511								Jan
Maintenance Worker	0.011	341	0.011	341								L
Transportation & Facility Manager	0.003	169	0.003	169								J
Driver	0.010	306	0.010	306								
Cook/Food Service	0.050	1,550	0,050	1,550								L
V.P. of Mental Health Services	0.047	5,921	0,047	5,921								
Mental Health Training Director	0,043	3,224	0,043	3,224								
Director of Mental Health Services	0.033	1,087	0.033	1,087				····		•	<u> </u>	ļ
Mental Health Medi-Cal Admin Coord,	0.066	3,042	0.066	3,042		·						
Therapist	0.762	38,097	0.762	38,097			<u> </u>				ļ	<u> </u>
Mental Health Manager	0.033	1,955	0.033	1,955	•							
Employment Counselor	0.001	33	0,001	33		·						<u> </u>
IT Specialist - Data Control	0.030	1,193	0.030	1,193								<u> </u>
Psychologist	0.020	1,258	0,020	1,258								1
	-		-									·
		-	-	-								
Totals:	4.205	185,894	4.2050	185,894		-	_	-	-	_	-	
Employee Fringe Benefits:	31.00%	57,627	31,00%	57,627				_				
TOTAL SALARIES & BENEFITS		243,521		243,521	,		.] []	

Program Code: 85351

Provider/Program Name: Bridges Outpatient

Document Date: 1/30/14

A namedia di	B-20	
Appendix #:	D-2U	

Expenditure Category	TOTAL	CDCR ISMIP (HMAD01-14)				
	Term: 8/1/13-6/30/14	Term: 8/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy						
Rent	38,805	38,805				
Utilities (Telephone, Electricity, Water, Gas)	7,604	7,604				
Building Repair/Maintenance	5,338	5,338				
Materials & Supplies						
Office Supplies	1,003	1,003				
Photocopying						
Printing	180	180				
Program Supplies	6,092	6,092				
Computer Hardware/Software	3,553	3,553				
General Operating		*				
Training/Staff Development	52	52				
Insurance	1,247	1,247				
Professional License	136	136				
Permits	-					
Equipment Lease & Maintenance	3,064	3,064				
Staff Travel						
Local Travel		. 39				
Out-of-Town Travel		-				
Field Expenses		_				
Consultant/Subcontractor		-				
	_					
		-				
Other		_				
Client Transportation	9,567	9,567				
Food	6,642	6,642				
	-					

			HealthRIGHT 3			•			Appendix #:	B-21
	Provid	ler/Program Name:	Buprenorphine	Medical Mo	nitori	ing Outpatient			Document Date:	1/30/14
		Provider Number:							Fiscal Year:	13-14
		Program Name	Buprenorphine Medical Monitoring Outpatient							
Program Code						The second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second secon				44 - 200-100 - 200-100
	Mode/SFC (MI	H) or Modality (SA)	NTP-44							
	,	Service Description	Prog Rehab/Amb Detox (other than Methadone)			2				TOTAL
		FUNDING TERM	Marie and the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the							7/1/13-6/30/14
FUNDING USES	CHANGE HER	\$P\$(P\$)		· · · · · ·	11996	阿克斯斯里斯 斯斯	建设建设设计设置 :	:50 Phi 200		
	Salaries &	Employee Benefits	45,584							45,584
	0	perating Expenses	166							160
Capita		reater than \$5,000)								
	Subtot	al Direct Expenses		314	_		-		-	45,750
		Indirect Expenses								5,489
	TOTA	L FUNDING USES	51,239	some-store/ro.		and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second s	-	- AND PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PARTY SANDERS OF THE PAR	- A Separate Control Control	51,239
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TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	S		-				-			
CBHS SUBSTANCE ABUSE FUNDING SOURCES	CFDA	FAMIS	SECTION AND DESCRIPTION OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE	超過過過: :-	22%	Charles Andrews				(4416)1207-4900
SA COUNTY - General Fund	-	HMHSCCRES227	51,239							51,239
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR		Security Committee Committee Committee	51,239	ALIGNSTACTO UN	-	And thromas Policetting rate for	STELL A SELECTION OF THE PARTY.	- complete control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control control con	HISTORY CONTRACTOR	51,23
OTHER DPH FUNDING SOURCES	(A) (A) (A) (A) (A) (A) (A) (A) (A) (A)	建筑		10000000000000000000000000000000000000	27.2	TARSON SERVICE			Base State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State S	
TOTAL OTHER DPH FUNDING SOURCES	THE STREET TO VALUE OF	A mary work of the control of the control	-		-	-	-	-		
TOTAL DPH FUNDING SOURCES			51,239		-		-	-	-	51,239
NONFORREUNDING SOURCES					e agy		7			
TOTAL NON-DPH FUNDING SOURCES				-	_					
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			51,239						-	51,239
BHS UNITS OF SERVICE AND UNIT COST			450000000000000000000000000000000000000		11188	(0.000000000000000000000000000000000000		·745000000000000000000000000000000000000		31,238
	of Beds Purch	ased (if applicable)	THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE S	SPOSSON P.			· ·		SECRETARIAN CONTRACTOR	Property of the Child
Substance Abuse Only - Non-Res 33 - OD	The second second second second			2						
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program					-					
Cost Reimbursement (CR) or Fee-For-Service (FFS)										TO THE RESE
		Units of Service								
100 1454 II		Unit Type								
Cost Per Unit - DPH Rate (I										
Cost Per Unit - Contract Rate (DPH &										
Published		Cal Providers Only)								Total UDC:
	Unduplic	ated Clients (UDC)	60							6

Appendix #:_

B-21

Program Code: 88201

Provider/Program Name: Buprenorphine Medical Monitoring Outpatient

Document Date: 1/30/14

		TOTAL	Ge (HMH	eneral Fund ISCCRES227)								
	Tenn:	7/1/13-6/30/14	Term;	7/1/13-6/30/14	Term:		Term:	***************************************	Term:		Term:	***************************************
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Clinic Intake Receptionist	0.14	5,156	0.14	5,156								
Medical Assistant	0.22	8,072	0.22	8,072								
Physician	0.12	21,569	0.12	21,569								
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. Totals:	0.48	34,797	0.48	34,797	-	-	-	_	-	-	+	4
Employee Fringe Benefits:	31.00%	10,787	31.00%	10,787		_	<u> </u>			<u> </u>		
							-		<u> </u>		·	
TOTAL SALARIES & BENEFITS	[45,584		45,584]	-		-		

rogram Code:	88201	

Provider/Program Name: <u>Buprenorphine Medical Monitoring Outpatient</u>

Document Date: 1/30/14

Appendix #:	B-21
$\neg ppolition \pi$	U~4.)

Expenditure Category	TOTAL	General Fund (HMHSCCRES227)				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Тепп:
Occupancy	-	_				·
Rent		<u> </u>				5
Utilities (Telephone, Electricity, Water, Gas)						
Building Repair/Maintenance		-				
Materials & Supplies		_				
Office Supplies						
Photocopying		•				
Printing	_	·				
Program Supplies	71	71				
Computer Hardware/Software	_	•				
General Operating	-					
Training/Staff Development		<u>.</u>				
Insurance	95	95				
Professional License	_	_				
Permits	<u>.</u>	-	A			
Equipment Lease & Maintenance	_	-				
Staff Travel		_				
Local Travel		_				
Out-of-Town Travel	_	_				
Field Expenses		_				
Consultant/Subcontractor	4	-			1.	
	_	-				
	-					
Other	_	-				
	_					
		-	1			
		_				

TOTAL OPERATING EXPENSE .

166

166

	OPH 2: Departmen	HealthRIGHT 3		igiData Conecti	on (CRDG)		Appendix #:	B-22
P	ovider/Program Name:				**************************************		Document Date:	
	Provider Number:		- Outpatione				Fiscal Year:	13-14
	1					T SOUR TOUR.	10-14	
)		Ì		
	Program Name		Outpatient					
Mada/SE/	Program Code (MH) or Modality (SA)		38731 Nonres-34					
Wioderore	(WIFT) OF WOOdiny (SA)	Nones-05	1401162-04	ļ				
	•	SA-Nonresidntl	SA-Nonresidntl					
	Service Description		ODF Indv	<u> </u>				TOTAL
	FUNDING TERM		7/1/13-6/30/14		Trice	N-249-249-249-34-35-3	1000000 psychiatri	7/1/13-6/30/14
FUNDINGUSES		to a second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second seco	64 770					100.000
Sajane	s & Employee Benefits Operating Expenses		61,772 412		 	 	<u> </u>	180,620 1,205
Capital Fynense	s (greater than \$5,000)		712				 	1,200
	ibtotal Direct Expenses		62,184	-	-	-		181,825
	Indirect Expenses		7,462					21,819
	OTAL FUNDING USES		69,646	-	-	-		203,644
CBHS MENTAL HEALTH FUNDING SOURCES					能。	West Control		
				ļ			ļ	-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES CBHS SUBSTANCE ABUSE FUNDING SOURCES CFD	FAMIS	en en en en en en en en en en en en en e	- 800 (200 (200 (200 (200 (200 (200 (200 (-		-	-	-
SA COUNTY - General Fund	HMHSCCRES227		69,646					203,644
SA COUNTY - General Fund.	TIMI IOCCICCOZZI	100,000	. 03,040					200,077
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES		133,998	69,646	-	-		-	203,644
OTHER DPH FUNDING SOURCES							STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE	
TOTAL OTHER DPH FUNDING SOURCES		-	-	-	_			
TOTAL DPH FUNDING SOURCES		133,998	69,646	-		-		203,644
NON-DPH-FUNDING SOURCES								
TOTAL NOVERBUILDING BOURDES		<u> </u>		·			_	-
TOTAL NON-DPH FUNDING SOURCES TOTAL FUNDING SOURCES (DPH AND NON-DPH)		133,998	69,646		•	-	 	203,644
CBHS UNITS OF SERVICE AND UNIT COST					- 	-		203,644
	urchased (if applicable)				140.			
Substance Abuse Only - Non-Res 33 - ODF # of Gr								
SA Only - Licensed Capacity for Medi-Cat Provider w						1		
Cost Reimbursement (CR) or		FFS						
	2,138	1,111						
	Staff Hour	Staff Hour	-					
Cost Per Unit - DPH Rate (DPH FUN		62.68						
Cost Per Unit - Contract Rate (DPH & Non-DPH		62.68				<u> </u>		
	edi-Cal Providers Only uplicated Clients (UDC		40			 		Total UDC:
L Una	/1 /5	1 40	L		<u> </u>	<u> </u>	115	

Program Code: 38731

Provider/Program Name: Family Strength Outpatient

Document Date: 1/30/14

Appendix #:	B-22
MODELLUIA M.	U-22 ·

		TOTAL		eneral Fund ISCCRES227)								
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:	'erm: Term:			Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
amily Services Manager	0.364	21,853	0.364	21,853								
amily Services Therapist	2,000	100,000	2,000	100,000		***************************************						
lental Health Training Director	0.131	9,788	0.131	9,788								
Mental Health Manager	0,105	6,237	0,105	6,237							1	
			-					····			1	
		-									<u> </u>	
		-	-			,						
		_										
	-		-	-							<u> </u>	·
			-	_								
	_	•		-								
	-	-	•									
		-		-								
			-	_								
	- 1	-		-								
	-		-									
	_	-	_	-								
Totals:	2.600	137,878	2.600	137,878	_				_			
									`			
Employee Fringe Benefits:	31,00%	42,742	31.00%	42,742						_		
							, ,		- , .		-	*****
TOTAL SALARIES & BENEFITS	Į.	180,620	1	180,620			-]· [.	ļ

Program Code: 38731

Provider/Program Name: Family Strength Outpatient

Document Date: 1/30/14

1,205

TOTAL OPERATING EXPENSE

Appendix#:	B-22	

Expenditure Category	TOTAL	General Fund (HMHSCCRES227)				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Tem:	Term:	Term:
Оссирансу			***************************************			
Rent						
Utilities (Telephone, Electricity, Water, Gas)	102	102				
Building Repair/Maintenance		_			.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
Materials & Supplies		_			***************************************	
Office Supplies		<u>.</u> .				·
Photocopying		<u> </u>	!			
Printing	. 64	64_				
Program Supplies	507	507				
Computer Hardware/Software						·
General Operating		_				
Training/Staff Development	130	130				
Insurance	402	402				
· Professional License		_				
Permits		_				
Equipment Lease & Maintenance		<u> </u>				
Staff Travel		_				
Local Travel						
Out-of-Town Travel	_	-				
Field Expenses		<u>-</u>				
Consultant/Subcontractor	_	_				
					•	
	_	•				
Other						
	-					
	_	-				
·	_	_				

1,205

	DP	H 2: Department	HealthRIGHT 3		ng/Data Collecti	on (CRDC)			D 00
	Denvi	der/Program Name:						Appendix #:	B-23 1/30/14
•	PIOVI	Provider Number:		· · · · · · · · · · · · · · · · · · ·	***			Document Date:	
		Provider Number:	303013	1			T	Fiscal Year:	13-14
		Program Name	SHOP	SHOP					
		Program Code	85731	85731					
	Mode/SFC (N	1H) or Modality (SA)	Nonres-33	Nonres-34	<u> </u>				
			SA-Nonresidntl	SA-Nonresidntl					
		Service Description	ODF Grp	ODF Indv			1		TOTAL
		FUNDING TERM	<u> </u>	9/30/13-9/29/14	1				9/30/13-9/29/14
FUNDING USES	arabay saara								
	Salaries &	Employee Benefits	194,170	54,447					248,617
		Operating Expenses	35,789	10,035					45,824
Capita		reater than \$5,000)	-	-				_	
	Subto	tal Direct Expenses	229,959	64,482	<u>-</u> -			-	294,441
		Indirect Expenses	27,594 257,553	7,738 72,220					35,332
TO SEE STATE OF THE SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SECOND SEC	TOTAL FUNDING USES CENSIMENTAL HEALTH-FUNDING SOURCES					consensusumunidas	Hamistall Desirable Manuscra-		329,773
OBHIS MENTALPHEALTH FUNDING SOURGES								.::-:::::::::::::::::::::::::::::::::::	
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	<u> </u>		_					_	
OBHS SUBSTANCE ABUSE FUNDING SOURCES		FAMIS	PARTINE NEW				7.70.70.50.70.50.70.		
SA GRANT - Fed SAMHSA SHOP	93,243	HCSA03-14	257,553	72,220				A STATE OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE	329,773
	77								
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR			257,553	72,220	-	-			329,773
OTHER OPH FUNDING SOURCES					Manager Street				
·									-
TOTAL OTHER DPH FUNDING SOURCES			-	<u> </u>				- -	-
TOTAL DPH FUNDING SOURCES			257,553	72,220		-		- -	329,773
NON-OPH FUNDING SOURCES									
					ļ				
TOTAL NON-DPH FUNDING SOURCES		<u> </u>	-	70,000	-		 	-	_
TOTAL FUNDING SOURCES (DPH AND NON-DPH) JEHS UNITS OF SERVICE AND UNIT GOST	en de la marca de la composición de la composición de la composición de la composición de la composición de la	24 A 200 (257 ,553	72,220		rven samakarkanen sasaa	receptational angles		329,773
		nased (if applicable)							
Substance Abuse Only - Non-Res 33 - OI			586	<u> </u>					
SA Only - Licensed Capacity for Medi-Cal P					 		 		Siling and the second
Cost Reimburseme			CR	CR	1		 		
		Units of Service	4,109	1,152			<u> </u>		
		Unit Type	Staff Hour	Staff Hour					Radio de la compa
Cost Per Unit - DPH Rate (62,68	62.68					
Cost Per Unit - Contract Rate (DPH &				62.68					
Publisher		Cal Providers Only)							Total UDC:
	Unduplic	cated Clients (UDC)	75	40	1				115

DPH 3: Salaries & Benefits Det	ta	Det	D	fifs	ene	B	8	laries	Sala	3:	PH	D
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Program Code:	85731	
Provider/Program Name:	SHOP	
Document Date:	1/30/14	

Appendix#: B-23

9/30/13-9/29/14 Salaries 5,000 50,000 41,000 45,760 33,000 15,024	Term: FTE 0.050 1.000 1.000 1.000 0.500	9/30/13-9/29/14 Salaries 5,000 50,000 41,000 45,760 33,000 15,024	Term: FTE	Salaries	Term:	Salaries	Term: FTE	Salaries	Term; FTE	Salaries
5,000 50,000 41,000 45,760 33,000	0.050 1.000 1.000 1.000 1.000 0.500	5,000 50,000 41,000 45,760 33,000	FIE			Salaries	FTE	Salaries	FTE	Salaries
50,000 41,000 45,760 33,000	1.000 1.000 1.000 1.000 0.500	50,000 41,000 45,760 33,000								
41,000 45,760 33,000	1.000 1.000 1.000 0.500	41,000 45,760 33,000								
45,760	1.000 1.000 0.500	45,760 33,000								
33,000	1.000 0.500 -	33,000								
	0,500	[
15,024 ²	-	15,024								
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-		_								
-	_	_								
189,784	4.550	189,784	-		- -	-				
	·		γ					4 111		
6 58,833	31.00%	58,833	<u> </u>		-					

Program Code:	85731
Provider/Program Name:	SHOP
Document Date:	1/30/14

Appendix #:	B-23	

Expenditure Category	TOTAL	SAMHSA SHOP Grant (HCSA03-14)				
	Term: 9/30/13-9/29/14	Term: 9/30/13-9/29/14	Term:	Tem:	Term:	Term:
Occupancy	-					
Rent	25,681	25,681				
Utilities (Telephone, Electricity, Water, Gas)	9,912	9,912				
Building Repair/Maintenance	548	548				
Materials & Supplies	-					
Office Supplies	755	755	**************************************			
Photocopying			***************************************		· · · · · · · · · · · · · · · · · · ·	
Printing	196	196				
Program Supplies	1,600	1,600	-			
Computer Hardware/Software	_					
General Operating						
Training/Staff Development	563	563				
Insurance	1,477	1,477		<u></u>		
Professional License	735	735				
Permits ·	_	•				
Equipment Lease & Maintenance		•				
Staff Travet	-					
Local Travel	982	982				
Out-of-Town Travel	-					
Field Expenses						
Consultant/Subcontractor	-					
	•					
	-	-				
Other	-					
Client Transportation	2,064	2,064				
Food	1,311	1,311				
	_	-			***************************************	

. TOTAL OPERATING EXPENSE

45,824

45,824

	UPI		of Public Heat		ig/Data Collect	ion (CRDC)			
	***************************************		HealthRIGHT 3					Appendix #:	B-24
	Provid		Representative	Payee Program				Document Date:	1/30/14
		Provider Number.	383835		·	·		Fiscal Year:	13-14
		Program Name							
		Program Code				<u> </u>			
	Mode/SFC (M	H) or Modality (SA)	Anc-68				<u> </u>		
		Service Description FUNDING TERM							TOTAL
FUNDING USES					l Politica Completici (1998)				7/1/13-6/30/14
TONDING 03ES		Employee Benefits	104,114			30008030000000000000000000000000000000			404 444
		Derating Expenses				 			104,114 60,928
Capita		reater than \$5,000)		<u> </u>		 			50,520
Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan Japan	······································	tal Direct Expenses		-	-	-	_	-	165,042
		Indirect Expenses			····			•	19,805
	TOTA	L FUNDING USES		-	-		-	-	184,847
CBHS MENTAL HEALTH FUNDING SOURCES	The state of					Victoria de la companya de la companya de la companya de la companya de la companya de la companya de la compa	100 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-115 E-1		
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE			_	-	-		-	-	
GBHS SUBSTANCE ABUSE FUNDING SOURCES	CFDA	FAMIS							
SA COUNTY - General Fund	ļ <u>-</u>	HMHSCCRES227	78,847			<u> </u>			78,847
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR OTHER DPH FUNDING SOURCES			78,847	SSERVICE STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STATE OF STA		STREETINGS AND ASSOCIATION OF THE			78,847
INTHER OPER CONDING SOURCES						176,000,000	010-07-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0		
TOTAL OTHER DPH FUNDING SOURCES	 			_	_		_		
TOTAL DPH FUNDING SOURCES	 	 	78,847					_	78,847
NON-DPH FUNDING SOURCES		0.000			Prince of the second	8 13 C 10 C 10 C 10 C 10 C 10 C 10 C 10 C			
NON DPH - Patient/Client Fees			106,000	455,779,041,450,055,010,455,515					106.000
TOTAL NON-DPH FUNDING SOURCES			106,000	-		-	-	-	106,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			184,847	-		-	-	-	184,847
CEHS UNITS OF SERVICE AND UNIT COST			and the second			Principal Control			
		nased (if applicable)							
Substance Abuse Only - Non-Res 33 - Of									
SA Only - Licensed Capacity for Medi-Cal P									
Cost Reimburseme	nt (CR) or Fee	e-For-Service (FFS)		ļ					
		Units of Service							
		Unit Type		ļ					<i>(</i> 1)
Cost Per Unit - DPH Rate (<u> </u>			
Cost Per Unit - Contract Rate (DPH &									
Publishe		Cal Providers Only)				 			Total UDC:
	unaupik	cated Clients (UDC)	100	<u></u>	L	<u> </u>	<u> </u>	<u> </u>	100

Program Code: 88359

Provider/Program Name: Representative Payee Program

Document Date: 1/30/14

Appendix #: B-24

		TOTAL	(HMH	eneral Fund HSCCRES227) PH Funding Sources								
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:		Term:	-	Term	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
RPI Admin. Assistant	1.56	52,392	1.563	52,392								
Director Of Facility Operations	0,01	437	0,005	437			ļ					
Maintenance Worker	0.01	248	800.0	248								
Transportation & Facility Manager	0,00	130	0.002	130			ļ					
Drîver	0.01	260	0.008	260		,		<u>'</u>				
Client Services Manager	0.51	25,305	0,506	25,305			<u> </u>					
IT Specialist - Data Control	0.02	704	0,018	704				· :				
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	_											
		-	-	*							•	
	-	-	<u>-</u>									
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	_	_	-	-								
		-										
	_	_	· "	_								
	_			-								
·		-	-	_								
	_	-	-	-								
Totals:	2.11	79,476	2,11	79,476		_		-	-	· -	-	-
-												
Employee Fringe Benefits:	31.00%	24,638	31.00%	24,638		-		-		_		-
					_				*			
TOTAL SALARIES & BENEFITS	[104,114		104,114]	-				

Program Code: 88359

Provider/Program Name: Representative Payee Program

Pavee Program

B-24

Appendix #

Document Date: 1/30/14

Expenditure Category	TOTAL	General Fund (HMHSCCRES227) & Non-DPH Funding Sources			·	
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy		·				
Rent	29,334	29,334				
Utilities (Telephone, Electricity, Water, Gas)	10,589	10,589				
Building Repair/Maintenance	7,255	7,255				
Materials & Supplies		-				
Office Supplies	1,030	1,030				
Photocopying						
Printing	4,570	4,570				
Program Supplies	3,311	3,311				
Computer Hardware/Software	1,453	1,453				
General Operating		_		-		
Training/Staff Development	<u> </u>					
Insurance	574	574				
Professional License	103	103				
Permits						
Equipment Lease & Maintenance	2,338	2,338				
Staff Travel	_				'	
Local Travel	28	28				1
Out-of-Town Travel		_				
Field Expenses	_	•				
Consultant/Subcontractor	-	-				
		_				
	-	-				
Other	-	_				
Client Transportation	343	343				
	_					
	-	-				

TOTAL OPERATING EXPENSE	60.928	60,928	•	-	-	
				The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s		

			HealthRIGHT 3		ng/Data Collecti			Appendix #;	B-25
	Provid		Second Chance					Document Date:	
		Provider Number:						Fiscal Year:	**************************************
		7 to Fiber Rumbot.	T			T		1 isodi Tear.	10-14
		Program Name			<u> </u>	ļ			
		Program Code			<u> </u>				
N N	tode/SFC (M	H) or Modality (SA)	Anc-68			 		<u> </u>	
			SA-Ancillary Svcs		1				
	5	Service Description	•				Ì	ł	TOTAL
		FUNDING TERM							10/1/13-9/30/14
Funding uses									
	265,930						265,930		
		perating Expenses							186,390
Capital	Capital Expenses (greater than \$5,000) Subtotal Direct Expenses					<u> </u>			
			-				452,320		
	54,278			ļ			54,278		
	506,598	- Maria di Sala di Sala di Sala di Sala di Sala di Sala di Sala di Sala di Sala di Sala di Sala di Sala di Sala	-	received and a	- Carloson Nasible Capital Complete	- 	506,598		
CBHS MENTAL HEACTH FUNDING SOURCES						220004922			
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES		-	-				-		
CBHS/SUBSTANCE ABUSE FUNDING SOURCES	GFDA	FAMIS						Paragraphic Control	
SA GRANT - Fed DOJ Second Chance	16.812	HCSA02-14	506,598						506,598
	<u> </u>								
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE			506,598	-	-				506,598
OTHER DRH FUNDING SOURCES								0.510	
									-
TOTAL OTHER DPH FUNDING SOURCES			-	•	-		-	-	
TOTAL DPH FUNDING SOURCES NON-DPH FUNDING SOURCES	SARLES SERVICES	60099999	506,598			Green and Street	- Challenger and American Comment		506,598
NONDUCTOROUS CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTOR CONTRACTO						1830/341896			
TOTAL NON-DPH FUNDING SOURCES			77710, ;;;;;	-	-			-	-
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			506,598	-	3.			-	506,598
CBHS/UNITS OF SERVICE AND UNIT COST									
Number o	of Beds Purch	ased (if applicable)							
Substance Abuse Only - Non-Res 33 - OD									200000000000000000000000000000000000000
SA Only - Licensed Capacity for Medi-Cal Pr					<u> </u>	<u> </u>		<u> </u>	
Cost Reimbursemen	it (CR) or Fee				 				
		Units of Service				 			
Cost Doublet COLLOTE	VANCINI DI LICO	Unit Type			ļ	 			
Cost Per Unit - DPH Rate (DPH & N					 	 			
				ļ			Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Contro		
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Appendix #:

Program Code: 3835SC-ANS	
Provider/Program Name: Second Chances	
Document Date: 1/30/14	

	TOTAL			ond Chance Grant CSA02-14}								
	Term:	10/1/13-9/30/14	Term:	10/1/13-9/30/14	Term:		Term:		Term:		Term:	
Position Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
irector of Associate CJ Programs	0.100	10,000	0,100	10,000								
rogram Director	1.000	65,000	1,000	65,000							<u> </u>	
ase Managers	3,000	120,000	3,000	120,000								
dmin Assistant	0.250	8,000	0,250	8,000							ļ	
		_]								<u> </u>		<u> </u>
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	-						-			<u> </u>	<u> </u>	
							 		 	<u> </u>	<u> </u>	
											-	<u> </u>
Totals:	4.350	203,000	4.350	203,000			<u> </u>		<u> </u>	<u> </u>	<u> </u>	<u>i </u>
	31,00%	62,930	31,00%	62,930		<u> </u>	T		T			
Employee Fringe Benefits:	31,0078	7.,500	- /,							<u> </u>		

TOTAL SALARIES & BENEFITS	265,930	265,930	•	_	-	
•						

Program Code:	3835SC-ANS
Provider/Program Name:	Second Chances
Document Date:	1/30/14

Appendix #:	•	B-25	

Expenditure Category	TOTAL	DOJ Second Chance Grant (HCSA02-14)				
	Term: 10/1/13-9/30/14	Term: 10/1/13-9/30/14	Term:	Term:	Term:	Term:
Occupancy	_				•	
Rent	6,500	6,500				
Utilities (Telephone, Electricity, Water, Gas)	10,700	10,700	***************************************			
Building Repair/Maintenance	3,500	3,500			·	
Materials & Supplies		-				
Office Supplies	500	500				
Photocopying	250	250				
Printing	250	250				
Program Supplies						
Computer Hardware/Software	-					
General Operating	_	-				
Training/Staff Development	745	745				
Insurance	1,600	1,600				
Professional License	250	250				
Permits	250	250				
Equipment Lease & Maintenance	2,500	2,500				
Staff Travel	<u>.</u> :	•	-			
Local Travel	19,240	19,240				
Out-of-Town Travel	-	,				
Field Expenses						
Consultant/Subcontractor	-					
Homeless Prenatal Program	54,880	54,880				
Iris Center	54,880	54,880				
Other	• -	,				
Client Expenses	7,950	7,950				
Evaluation Incentives	22,395	22,395				
	-	•				

TOTAL OPERATING EXPENSE 186,390 186,390 - - -

	DPF	1 2: Department	of Public Heat	n Cost Reportir	ng/Data Collecti	on (CRDC)			· · · · · · · · · · · · · · · · · · ·
		Contractor Name:	HealthRIGHT 3	60				Appendix #:	B-26
	Provid	ler/Program Name:	Adult Mental He	alth Medi-Cal			Do	cument Date:	1/30/14
		Provider Number:	38CC					Fiscal Year.	13-14
	Program Name			Adult Mental Health Medi-Cal	Adult Mental Health Medi-Cal				
Program Code			38CC3	38CC3	38CC3				
	Mode/SFC (M	H) or Modality (SA)	15/10-57	15/60-69	15/01-09				· · · · · · · · · · · · · · · · · · ·
		Service Description	MH Svcs	Medication Support	Case Mgt Brokerage				TOTAL
		FUNDING TERM	7/1/13-6/30/14	7/1/13-6/30/14	7/1/13-6/30/14				7/1/13-6/30/14
FUNDING USES									
		Employee Benefits	278,051	3,996	3,426	·	<u></u>		285,473
		perating Expenses	15,160	218	187		<u> </u>		15,565
Capita		reater than \$5,000)	293,211	4,214	3,613	 			301,038
	Subto	al Direct Expenses Indirect Expenses	293,211 35,185	506	433				36,124
	TOTA	L FUNDING USES	328,396	4,720	4,046				337,162
GBHS MENTAL HEALTH FUNDING SOURCES		FAMIS		1,720				45554000	
MH FED - SDMC Regular FFP (50%)		HMHMCC730515	72,829	1,047	897			o godana iga	74,773
MH Realignment		HMHMCC730515	218,965	3,147	2,698			***	224,810
MH COUNTY - General Fund	 	HMHMCC730515	36,602	526	451				37,579
Herr Cooler 1 - Constant and	 								-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE	:S		328,396	4,720	4,046	+	-		337,162
CBHS SUBSTANCE ABUSE FUNDING SOURCES			er all the second	1	14.66 (A)				
Anger and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second se									-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR				, .	-	-	4	-	-
GITHER DRHIFTINDING SOURCES									
									-
TOTAL OTHER DPH FUNDING SOURCES	ļ		-				-		
TOTAL DPH FUNDING SOURCES	e samanena nedeska trikit	managana 2000 - Tanagana managan	328,396	4,720	4,046	Para postalencos e	5-14/2008/00/00/00/00/00/00/00/00/00/00/00/00/	4 220 300	337,162
NON-DPH FUNDING SOURCES									
TOTAL NON-DPH FUNDING SOURCES	 				<u> </u>				
(TOTAL FUNDING SOURCES (DPH AND NON-DPH)			328,396	4,720	4,046				337,162
CERSUNITS OF SERVICE AND UNIT COST									
		ased (if applicable)		30,000	and service and an arrangement	(1539-550 Sheet 1 - 150-550 Sheet 1 - 150-550 Sheet 1 - 150-550 Sheet 1 - 150-550 Sheet 1 - 150-550 Sheet 1 - 1	Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Constitution of the Consti		
Substance Abuse Only - Non-Res 33 - OI				-			 		
SA Only - Licensed Capacity for Medi-Cal F				 					
Cost Reimburseme			FFS	FFS	FFS				
		Units of Service	125,822	977	2,054				
		Unit Type	Staff Minute	Staff Minute	Staff Minute			,	
Cost Per Unit - DPH Rate (DPH FUNDIN	G SOURCES Only)	2,61	4.83	1.97				
Cost Per Unit - Contract Rate (DPH &	Non-DPH FUI	NDING SOURCES)	2.61	4.83	1.97				
Publishe		Cal Providers Only)	The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s	5.30	2,20				Total UDC:
	Unduplic	ated Clients (UDC)	214	2	3				219

Program Code: 38CC3

Provider/Program Name: Adult Mental Health Medi-Cal

Document Date: 1/30/14

Appendix#: B-26

		TOTAL	MH & G	C Regular FFP, Realignment Seneral Fund IMCC730515)								
·	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:		Term:		Term:	
Pasition Title	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	· Salaries	FTE	Salaries	FTE	Salaries
V.P. of QA & Compliance	0.089	8,887	0.089	8,887				· · · · · · · · · · · · · · · · · · ·				
Case Managers	0.085	3,051	0,085	3,051					<u></u>		<u> </u>	
Director Of Facility Operations	0.002	129	0.002	129								
Maintenance Worker	0.006	186	0.006	186								
Driver	0.001	18	0.001	18								
MH Medi-Cal Admin Coordinator	1,477	68,538	1.477	68,538								
V.P. of Mental Health Services	0.450	56,276	0.450	56,276								
Director of Mental Health Services	0.318	17,491	0.318	17,491								·····
Therapist	0.550	27,499	0.550	27,499								
Mental Health Manager	0.381	22,668	0.381	22,668						•		
Psychlatrist	0.028	3,246	0,028	3,246								
Psychologist	0,155	9,929	0.155	9,929								
	-	_	-	-								
	_		_	-	-							
	_											
		-		-								
		_	-									
Totals:	3,542	217,918	3.542	217,918	-					_		-
				,								
Employee Fringe Benefits:	31.00%	67,555	31.00%	67,555			-	-		-		
TOTAL SALARIES & BENEFITS		285,473		285,473	[7 [] [7 [

Program Code: 38CC3	
rovider/Program Name: Adult Mental Health Medi-Cal	_
Document Date: 1/30/14	-

Appendix #:	B-26	

Expenditure Category	TOTAL	SDMC Regular FFP, MH Realignment & General Fund (HMHMCC730515)				
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Оссирансу	-				·	
Rent	5,227	5,227				
Utilities (Telephone, Electricity, Water, Gas)	2,378	2,378			-	
Building Repair/Maintenance	607	. 607				·
Materials & Supplies						
Office Supplies	105	105				
Photocopying	_	-				
Printing	200	200				
Program Supplies	2,283	2,283				
Computer Hardware/Software	29	29				
General Operating	-					
Training/Staff Development	178	178				
Insurance	2,664	2,664				
Professional License	186	186				
Permits		*				
Equipment Lease & Maintenance	265	265				
Staff Travel	~					
Local Travel	-	_				
Out-of-Town Travel	-					
Field Expenses	-					
Consultant/Subcontractor	-					
	_	-				
	*					
Other	-	-				
Client Transportation	501	501				
Food	942	942				
	-					

TOTAL OPERATING EXPENSE 15,565 15,565 - -

		ent of Public Heat ne: HealthRIGHT 3		Ig/Data Cone	cuon (CRDC)		Appendix #:	B-27
	Provider Numl		10()				Document Date: Fiscal Year:	
	Linkles Main	7et. 000000_	T T	Ŧ			riscarrear.	10-14
	Program Na	me Crisis Intervention				<u> </u>		
	Program C	······································				<u> </u>		
- 1	Mode/SFC (MH) or Modality (<u> </u>		
		Other Non-		j		1		
	Service Descrip	MediCal Client tion Support Exp						TOTAL
	FUNDING TE					1		7/1/13-6/30/14
FUNDING/USES				SMARTANAS ::				
	Salaries & Employee Bene							15,192
	Operating Expen							-
Capital	Expenses (greater than \$5,0							-
	Subtotal Direct Expen		-				-	15,192
	Indirect Expen							1,823
	TOTAL FUNDING US			Shewaterringings;	- Land of the All Park of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control of the Annual Control	-	e govern et albeitagner verschieb	17,015
CBHS MENDAL HEALTH FUNDING SOURCES								
MH COUNTY - General Fund	- HMHMCC7305	15 17,015						17,015
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE		17,015	 	 				17,015
CBHS SUBSTANCE ABUSE FUNDING SOURCES				TURNSTER STEEL	- :::::::::::::::::::::::::::::::::::::		ll of Senior	
NOTE STUDENT AND A REPORT AND A PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF TH				251000000000000000000000000000000000000			женения «Шонустина» (restruction of the second
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR	CFS			<u> </u>		-		_
OTHER DPH FUNDING SOURCES		Save property control of the				100 Telephone (100 Telephone (100 Telephone (100 Telephone (100 Telephone (100 Telephone (100 Telephone (100 Te	77.0	
	200303000000000000000000000000000000000	1		(New York Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of			, , , , , , , , , , , , , , , , , , ,	-
TOTAL OTHER DPH FUNDING SOURCES		-	-			-	-	-
TOTAL DPH FUNDING SOURCES		17,015	-			-	-	17,015
NON DRH FUNDING SOURCES				P-2-1417-1517			100 3000	
								-
TOTAL NON-DPH FUNDING SOURCES		-				-	-	-
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		17,015	_			-	-	17,015
BHS UNITS OF SERVICE AND UNIT/COST								
Number of			ļ		 	<u> </u>		
Substance Abuse Only - Non-Res 33 - OD								
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program						<u> </u>		
Cost Reimbursement (CR) or Fee-For-Service (FFS) Units of Service		——————————————————————————————————————		 			 	
	Units of Sen Unit T						 	
Cost Per I Init - DPH Rate (f	OPH FUNDING SOURCES O		 	 		 		
Cost Per Unit - Contract Rate (DPH &			 	 		 	 	200
	d Rate (Medi-Cal Providers O							Total UDC:
	Unduplicated Clients (U						1	0

Program Code: N/A	Appendi
Provider/Program Name: Crisis Intervention	
Document Date: 1/30/14	

		TOTAL	Ge (HMF	eneral Fund HMCC730515)						,		
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:	······································	Term:		Term:		Term:	
Position Title	FTE	. Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
sis Intervention Counselor	0.116	11,597	0,116	11,597								
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	-	-										
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							+				 	
Totals:	0,116	11,597	0.116	11,597			<u>- L </u>	-	<u></u>		<u></u>	ļ
Employee Fringe Benefits:	31.00%	3,595	31.00%	3,595]		.	-				

					F	
				1	1	!
TOTAL SALARIES & BENEFITS	15,192	15,192	l <u>-</u> 1	; _[) _ {	
IOIAL ORDANIES & DEIGHT IIO	10,104	14,14		1 1	- 1	,

Program Code:	N/A
Provider/Program Name:	Crisis Intervention
Document Date:	1/30/14

Appendix #:	B-27
* ipportant is:	100

Expenditure Category	TOTAL	General Fund (HMHMCC730515)		The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s		· · ·
;	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy	_					
Rent						
Utilities (Telephone, Electricity, Water, Gas)		-				
Building Repair/Maintenance	_					
Materials & Supplies						
Office Supplies					•	
Photocopying						
Printing		_				
Program Supplies						
Computer Hardware/Software						
General Operating	-					
Training/Staff Development	_					
Insurance	-	_				
Professional License						
Permits	-					
Equipment Lease & Maintenance						
Staff Travel	-					
Local Travel		_				
Out-of-Town Travel	-					
Field Expenses		_				
Consultant/Subcontractor						
	_					
Other		_				
	-					
		<u> </u>		<u> </u>		

TOTAL OPERATING EXPENSE	*	_	_	_	

	טצרו				ng/Data Collecti	on (CRDC)			
							Appendix #:	B-28	
	WRAPS					Document Date:	1/30/14		
		Provider Number:	38IT			·	***	Fiscal Year:	13-14
						ļ	ļ		
•		Program Name	WRAPS						
		Program Code	38IT3						
	Ande/SEC (MI	H) or Modality (SA)	05/60-64	<u> </u>					
	noucier o (nii	ij or moduliky torty	90,000				-		
		Service Description							TOTAL
	Annowany Section	FUNDING TERM		nii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Marinii Ma	AND TO SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SE	transpeakis neverous transpeakis (ilo	Bursies seati	o (Allas I s VII-) ko ko jaman ko sa (Ukiris Viales i s	7/1/13-6/30/14
FUNDING USES									
		Employee Benefits	54,803						54,803
		perating Expenses	23,151		ļ		<u> </u>	ļ	23,151
Capital		eater than \$5,000)	77.004		 	 	ļ		77 ^*
		al Direct Expenses	77,954 9,355	<u> </u>	<u> </u>	<u> </u>	<u> </u>	 	77,954
		Indirect Expenses	87,309						9,355 87,309
OBHS MENTAL HEALTH FUNDING SOURCES				55922807230922				-	
MH PROJECT - MHSA CSS		PHMS63-1405	85,309				0808		85,309
MH PROJECT - MHSA CSS	 	F1 101003-1403	00,000						02,000
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	S		85,309	-	-	_	_	_	85,309
CBHS SUBSTANCE ABUSE FUNDING SOURCES						100000000000000000000000000000000000000			
Record Surround.									
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR	CES		-	-	-	-	-	-	
OTHER DPH FUNDING SOURCES									
TOTAL OTHER DPH FUNDING SOURCES			-		-		-	-	
TOTAL DPH FUNDING SOURCES			85,309	-	-			-	85,30
RONE OR HEUNDING SOURCES									
NON DPH - Patient/Client Fees			2,000		<u> </u>				2,000
TOTAL NON-DPH FUNDING SOURCES			2,000	-	-	-			2,000
TOTAL FUNDING SOURCES (DPH AND NON-DPH)		The Carlotte Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control	87,309	-	*		-	D.T. PARLET. BAA.	87,309
GBHS UNITS OF SERVICES AND UNIT GOST									
Number of Beds Purchased (if applicable)			2					ļ	
Substance Abuse Only - Non-Res 33 - ODF # of Group Sessions (classes)						ļ		ļ	
SA Only - Licensed Capacity for Medi-Cal Provider with Narcotic Tx Program						<u> </u>			
Cost Reimbursement (CR) or Fee-For-Service (FFS)		FFS 741					 		
		Units of Service Unit Type	Client Day				 	 	
Cost Por Unit DDU Date //	ODEL ELIMINARIA							 	1340
Cost Per Unit - DPH Rate (I Cost Per Unit - Contract Rate (DPH &			115.12 117.82					 	
Cost Fel Onit - Contract Rate (Di 11 d.)		Cal Providers Only)	117.82			 			Total UDC;
Published		ated Clients (UDC)	9			<u> </u>	 -	 	I OTAL ODC;
	Cridapile	area ononio (ono)		L	<u> </u>	<u> </u>	<u></u>		

Program Code:	3811	
Provider/Program Name;	WRAPS	
Document Date:	1/30/14	

Appendix #:	B-28	

	TOTAL		(PH	MHSA CSS IMS63-1405) H Funding Sources	-								
	Term:	7/1/13-6/30/14	Term:	7/1/13-6/30/14	Term:		Term:		Term:		Term:		
Position Title	FTE	Salaries	FTE	Salaries	FTÉ	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	
V.P. of Programs	0.001	170	0.001	170									
Program Director	0.027	1,752	0.027	1,752									
V.P. of QA & Compliance	0.008	777	0.008	777					<u> </u>		١.		
Manager of Licensing & Certification	0.010	499	0.010	499					<u> </u>				
Managing Director of Clinical Services	0.001	145	0.001	145									
Coordinator TC Admn Nexus	0.025	866	0.025	866									
Care Coordinators	0.250	9,000	D.250	9,000									
Subst. Abuse/HIV Case Manager	0.021	892	0.021	892									
Overnight Monitor	0.033	988	0,033	988			<u> </u>			•			
Weekend Coordinator	0.005	174	0.005	174			<u> </u>						
Director Of Facility Operations	0.003	226	0,003	226									
Maintenance Worker	0.013	398	0.013	398									
Transportation & Facility Manager	0.007	424	0.007	424									
Warehouse Coordinator	0.010	455	0,010	455									
Driver	0.031	951	0,031	951									
Cook/Food Service	0,067	2,070	0.067	2,070									
Director of Food Services	0.006	490	0.006	490					l				
Client Services Manager	0.012	612	0.012	612									
Client Services Support	0.027	795	0.027	795									
Family Services Therapist	0.002	139	0.002	139									
Medical Services Director	0,009	732	600.0	732									
Medical Services Support	0.028	914	0.028	914					<u> </u>				
MH Medi-Cal Admin Coordinator	0.043	1,972	0,043	1,972									
Physician	0.000	30	0.000	30									
V.P. of Mental Health Services	0.006	772	0.006	772									
Mental Health Training Director	0.005	372	0.006	372						·			
Director of Mental Health Services	0.005	258	0.005	258									
Mental Health Care Coordinators	0.020	663	0.020	663									
Therapist	0.101	5,047	0.101	5,047									
Mental Health Manager	0.022	1,310	0.022	1,310							1		
Housing & Community Service	0,002	85	0,002	85					1				
Employment Counselor	0.001	32	0,001	32				- · · · · · · · · · · · · · · · · · · ·					
IT Specialist - Data Control	0.010	417	0.010	417									
Psychiatrist	0.052	6,029	0,052	6,029					1				
Psychologist	0.022	1,378	0.022	1,378									
, <u>X</u>				.,,,,,,,,							1		
Totals:	0.885	41,834	0,885	41,834	-	-		-	-	-	-	-	
									····		100 Aca 11		
Employae Frings Benefits:	31,00%	12,969	31.00%	12,969				_			1		

TOTAL SALARIES & BENEFITS 54,803 54,803 -

 Program Code:
 38IT

 Provider/Program Name:
 WRAPS

 Document Date:
 1/30/14

Appendix #:	B-28
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Expenditure Category .	TOTAL	MHSA CSS (PHMS63-1405) & Non-DPH Funding Sources	v.			
	Term: 7/1/13-6/30/14	Term: 7/1/13-6/30/14	Term:	Term:	Term:	Term:
Occupancy	_	-				
Rent	1,978	1,978				
Utilities (Telephone, Electricity, Water, Gas)	4,753	4,753			·	
Building Repair/Maintenance	. 2,253	2,253				
Materials & Supplies			****			
Office Supplies	137	137				***************************************
Photocopying	•					
Printing	40	40			<u></u>	
Program Supplies	7,668	7,668			<u></u>	
Computer Hardware/Software	69	69			######################################	
General Operating	_					
Training/Staff Development	100	100	erangu - With retining and managed WWW.decommon			
Insurance	. 1,045	1,045				
Professional License	205	205				
Permits	-					
Equipment Lease & Maintenance	484	484				
Staff Travel						
Local Travel	24	24				
Out-of-Town Travel	•					
Field Expenses		***		<u> </u>		
Consultant/Subcontractor						
	-	•				
Other		_	,			
Client Transportation	1,269	1,269				
Food	3,126	3,126				
		_				

TOTAL OPERATING EXPENSE 23,151 - - -

		Contractor Name:	HealthRIGHT 3		ig. Data Concet,	on (onbo)	THE PARTY OF THE PARTY.	Appendix #:	B-29
	Provi	der/Program Name:	HR360 FI Servi	Document Date;	1/30/14				
And the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second s		Provider Number:	383800	383800	383800	383800	N/A	N/A	FY: 13-14
		Program Name	CBHS Administration	HIV Set Aside Coordinator	Project Homeless Connect	PHC Everyday Connect	SF Violence Intervention Program	Primary Care Encounters	
		Program Code	N/A	N/A	N/A	N/A	N/A	N/A	
	Mode/SFC (N	MH) or Modality (SA)	Supt-01	Anc-72	Anc-68	Anc-68	N/A	N/A	
		Service Description FUNDING TERM	- I was a second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second	SA-Ancillary Svcs HIV Counseling Services 7/1/13-12/31/13	SA-Ancillary Svcs Case Mgmt 7/1/13-12/31/13	SA-Ancillary Svcs Case Mgmt 7/1/13-12/31/13	N/A 7/1/13-12/31/13	N/A 7/1/13-12/31/13	TOTAL 7/1/13-12/31/13
FUNDING USES	THE PROPERTY.	FUNDING TERM	250000000000000000000000000000000000000	Service Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservation Conservati	/////0-1201/10	PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPATION OF THE PARTICIPA	Unite / ADMINISTRATION OF	771710-12101110	EXECUTE COMMAN
ONDING COED	AND DESCRIPTION OF THE PERSON NAMED IN	Employee Benefits	48,457	59,968	194,094	235,730	401,976	A CONTRACTOR OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF TH	940,225
		Operating Expenses	250	300	740	4,050	43,742	89,286	138,368
Capita		greater than \$5,000)							
The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s		otal Direct Expenses	48,707	60,268	194,834	239,780	445,718	. 89,286	1,078,593
		Indirect Expenses	5,845	7,232	23,382	28,777	53,486	10,714	129,436
	TOT	AL FUNDING USES	54,552	67,500	218,216	268,557	499,204	100,000	1,208,029
CBHS MENTAL HEALTH FUNDING SOURCES				罗斯斯斯斯斯斯					
TOTAL CBHS MENTAL HEALTH FUNDING SOURCE					-	-		-	
CBHS SUBSTANCE ABUSE FUNDING SOURCES	CFDA	FAMIS	F .	超過激素	- 可能等層層機關地震		元 定型集制 的基础	建筑区的基本企	1. 中國國際
SA FED - SAPT HIV Set-Aside	93.959	HMHSCCRES227		67,500					67,500
SA COUNTY - General Fund	-	HMHSCCRES227	54,552		218,216	268,557			541,325
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOUR	RCES		54,552	67,500	218,216	268,557	-	-	608,825
OTHER DPH FUNDING SOURCES		Parket Comments		提高部份法 …	一定是那些最高的		Berger State of	建设的建设的第三元	
Community Health - DCYF CRN WO	-	HCHCCHCCRNWO					499,204		499,204
COPC - General Fund	-	HCHAPADMINGF						100,000	100,000
TOTAL OTHER DPH FUNDING SOURCES	-			-		-	499,204	100,000	599,204
TOTAL DPH FUNDING SOURCES			54,552	67,500	218,216	268,557	499,204	100,000	1,208,029
NON-DPH FUNDING SOURCES		ASSESSMENT OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF TH		SAN PROPERTY.	39/2017		706		
TOTAL NON-DPH FUNDING SOURCES	 			-	<u> </u>				
TOTAL FUNDING SOURCES (DPH AND NON-DPH)			54,552	67,500	218,216	268,557	499,204	100,000	1,208,029
CBHS UNITS OF SERVICE AND UNIT COST		THE RESERVE AND PROPERTY OF THE PERSON NAMED IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN 2 IN COLUMN			Annual Company of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of the Party of		创作的关系数据 描	\$ P 2 2 2 2 2 2 2 2 2	74.48 E. C. C. C. C. C. C. C. C. C. C. C. C. C.
		hased (if applicable)				- Herman	- VO		P02500000000000000000000000000000000000
Substance Abuse Only - Non-Res 33 - OI					-				
SA Only - Licensed Capacity for Medi-Cal P							45		
Cost Reimburseme	m (CR) or Fe	e-For-Service (FFS) Units of Service	CR 920	CR 460	CR 4,508	CR 5,980	CR N/A	CR N/A	
- Water		Unit Type		Number Served	Staff Hour	Staff Hour	N/A N/A	N/A N/A	
Cost Per Unit - DPH Rate (DPH FUNDIN			146.74	48.41	44.91	N/A	N/A	Jacobski property
Cost Per Unit - Contract Rate (DPH &			59.30	146.74	48.41	44.91	N/A	N/A	
		-Cal Providers Only)							Total UDC:
		cated Clients (UDC)		460	0	0	N/A	N/A	460

Program Code: N/A Provider/Program Name: HR360 FI Services Document Date: 1/30/14

Appendix #:	B-29

	TOTAL		TOTAL CBHS Administration General Fund (HMHSCCRES227)		HIV Set-Aside Coordinator SAPT HIV Set-Aside (HMHSCCRES227)		Project Homeless Connect General Fund (HMHSCCRES227)		PHC Everyday Connect General Fund (HMHSCCRES227)		SF Violence Intervention Pgm DCYF CRN Work Order (HCHCCHCCRNWO)		Primary Care Encounters General Fund (HCHAPADMINGF)	
	Term:	7/1/13-12/31/13	Term:	7/1/13-12/31/13	Term:	7/1/13-12/31/13	Term:	7/1/13-12/31/13	Term:	7/1/13-12/31/13	Term;	7/1/13-12/31/13	Term:	7/1/13-12/31/13
· Position Title	FTE	Salarles	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries	FTE	Salaries
Deta Manager	1.00	36,990	1.00	36,990										
HIV Set-Aside Coordinator	1,00	45,777			1.00	45,777								
PHC Director	1.00	. 55,000					0.57	31,423	0.43	23,577				
Director of Programs	1.00	37,500					0.13	5,000	0.87	32,500				···
Director of Events and Marketing	1.00	32,500					0.81	26,250	0.19	6,250				-
Director of Operations	1,00	32,500					0,69	22,500	0.31	10,000				
Director of Housing Resources	1.00	33,750					0.56	18,750	0.44	15,000				
Provider/Resource Coordinator	1.00	22,500				4.1	0.44	10,000	0.56	12,500				
Volunteer Coordinator	1.00	25,000					0.90	22,500	0.10	2,500				
Senior Case Manager	1,00	24,106					-		1.00	24,106				
Floating Case Manager	0.80	18,304							0.80	18,304				
Events Assistant	0.80	16,640				**************************************			0.80	16,640				
Case Manager	1,00	22,500						_	1.00	22,500				
Program Associate	08.0	14,976					0.80	14,976		-			{	
Violence Prevention Manager	1.00	37,500									1.00	37,500		
Violence Prevention Associate Manager	1.00	32,500									1,00	32,500		
Coordinators	2.00	57,750									2.00	57,750		
Admin Data Support	1_00	21,500									1,00	21,500		
Une Staff	7.00	157,602									7.00	157,602		
Totals:	25,40	724,895	1,00	36,990	1.00	45,777	4.90	151,399	6.50	183,877	12.00	308,852		
Employee Fringe Benefits:	29.70%	215,330	31.00%	11,467	31.00%	14,191	28.20%	42.695	28,20%	51,853	31,00%	95.124	t	
Capity to 1 ringe Benesia.	20.3070	210,000	01.00781	17,407	<u> </u>	[4, 53]	20.2070	42,035	20.20%	51,653	31.0076	95,124		
TOTAL SALARIES & BENEFITS	-	940.225		48,457	I	59.968		194.094		235.730	1 :	404 976	ſ	

Employee Fringe Benefits:	29.70%	215,330	31.00%	11,467	31.00%	14,191	28.20%	42,695	28,20%	51,853	31.00%	95,124	
TOTAL SALARIES & BENEFITS	•	940,225		48,457		59,968		194,094		235,730		401,976	

DPH 4: Operating B	Expenses	Detail
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Program Code:	N/A
Provider/Program Name:	HR360 FI Services
Document Date:	1/30/14

Appendix #:	B-29

Expenditure Category	TOTAL	CBHS Administration General Fund (HMHSCCRES227)	HIV Set-Aside Coordinator SAPT HIV Set-Aside (HMHSCCRES227)	Project Homeless Connect General Fund (HMHSCCRES227)	PHC Everyday Connect General Fund (HMHSCCRES227)	SF Violence Intrusts Pgm DCYF CRN Work Order (HCHCCHCCRNWO)	Primary Care Encounters General Fund (HCHAPADMINGF)
	Term: 7/1/13-12/31/13	Term: 7/1/13-12/31/13	Term: 7/1/13-12/31/13	Term: 7/1/13-12/31/13	Term: 7/1/13-12/31/13	Term: 7/1/13-12/31/13	Term: 7/1/13-12/31/13
Occupancy	•						
Rent	8,381					8,381	
Utilities (Telephone, Electricity, Water, Gas)	4,352					4,352	
Building Repair/Maintenance	1,000					1,000	
Materials & Supplies	_					1	
Office Supplies	1,800				900	900	
Photocopying	-						
Printing							
Program Supplies	2,100			300	900	900	
Computer Hardware/Software	_						
General Operating							
Training/Staff Development	3,190			440	1,500	1,250	<u> </u>
Insurance	2,039	250	300		750	739	
Professional License	-						
Permits .					***************************************		
Equipment Lease & Maintenance	6,350					6,350	
Staff Travel							
Local Travel	-						
Out-of-Town Travel	_						
Field Expenses	_						
Consultant/Subcontractor	_						
COPC Staff Care	47,329			•			47,329
COPC Merritt Hawkins	41,957						41,957
Other	_						
Vehicle Expense (Gas, Maintenance, Registration)	12,270					12,270	
Cilent Incentives	3,600					3,600	
Client Outings and Groups	4,000					4,000	

DPH 6: Contract-Wide Indirect Detail

Contractor Name: HealthRIGHT 360

Document Date: 1/30/14

4	14.2	ADIES	足 口店	ENFFITS

Position Title	FTE	Salaries
CEO	0.345	82,451
CFO	0,382	74,434
CIO	0.382	59,165
Controller	0.382	43,264
Budget Manager	0.164	14,771
Grants Director	0.382	29,773
Payroll Manager	0.382	28,170
Billing Specialist	0.382	22,902
Director of Fiscal Projects	0.382	22,902
Budget/Fiscal Analyst	0,355	21,875
Quality & Compliance Manager	0.363	21,760
Donations Manager	0.382	20,993
Accounts Payable II	0.382	18,322
Manager IT-Data Control	0.382	20,444
Accounts Payable 2	0.374	19,784
Coordinator Budget	0.382	19,085
Dir, of Research and Evaluatio	0.241	19,249
HR Analyst	0.382	19,085
Procrement Manager	0.382	19,085
V.P. of Development	0.254	19,085
Electronic Medical Rec. Manage	0.378	18,896
HR Coordinator	0.382	15,434
CJ Billing Assistant	0.382	15,414
CDO	0.191	14,887
Human resources Director	0.187	13,124
Travel Coordinator	0.191	10,222
Administrative Assistant	0.271	8,152
Client Programmer II	0.096	6,389
GL Accountant	0,074	4,085
Dir of Workforce Development	0.031	2,665
Driver/Procurement	0.073	2,342
Director Of Facility Operation	0.022	1,844
Administrative ssistant	0.041	1,620
Dir. of EMR OPs Software devel	0,382	34,354
IT Data Specialist	0.036	1,254
IT Specialist -Data Specialist	0.382	12,623
I.T. Specialist data entry	0.382	12,617
IT Specialist - Data Control	0.382	12,817
Senior IT Systems Analyst	0.211	12,215
IT Analyst	0,382	18,513
PC Support Analyst	0.382	18,513
IT Data Analyst	0.132	4,628
EMR Training and Date Analyst	0.265	10,603
Manager Transport & Facility	0.018	1,152
Maintenance Staff	0.088	2,800
EMPLOYEE FRINGE BENEFITS		264,604
TOTAL SALARIES & HENEFITS		1,118,166

2. OPERATING COSTS

Expenditure Category	Amount
Rental of Property	72,622
Utilities (Elec, Water, Gas, Phone, Scavenger)	26,102
Office Supplies, Postage	. 17,860
Building Maintenance Supplies and Repair	2,205
Insurance	33,996
Staff Training	4,321
Staff Travel (Local & Out of Town)	27,991
Rental of Equipment	22,209
Profesional Services	150,068
Food and Food Preparation	2,543
General Operating	138,761
TOTAL OPERATING COSTS	498 678

Appendix E

BUSINESS ASSOCIATE ADDENDUM

This Business Associate Addendum ("Addendum") supplements and is made a part of the contract ("Contract") by and between the City and County of San Francisco, Covered Entity ("CE") and Contractor, Business Associate ("BA").

RECITALS

- A. CE wishes to disclose certain information to BA pursuant to the terms of the Contract, some of which may constitute Protected Health Information ("PHI") (defined below).
- B. CE and BA intend to protect the privacy and provide for the security of PHI disclosed to BA pursuant to the Contract in compliance with the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005 ("the HITECH Act"), and regulations promulgated thereunder by the U.S. Department of Health and Human Services (the "HIPAA Regulations") and other applicable laws.
- C. As part of the HIPAA Regulations, the Privacy Rule and the Security Rule (defined below) require CE to enter into a contract containing specific requirements with BA prior to the disclosure of PHI, as set forth in, but not limited to, Title 45, Sections 164.314(a), 164.502(a) and (e) and 164.504(e) of the Code of Federal Regulations ("C.F.R.") and contained in this Addendum,

In consideration of the mutual promises below and the exchange of information pursuant to this Addendum, the parties agree as follows:

1. Definitions

- a. Breach shall have the meaning given to such term under the HITECH Act and HIPAA Regulations [42 U.S.C. Section 17921 and 45 C.F.R. Section 164.402].
- b. **Breach Notification Rule** shall mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164, Subparts A and D.
- c. Business Associate shall have the meaning given to such term under the Privacy Rule, the Security Rule, and the HITECH Act, including, but not limited to, 42 U.S.C. Section 17938 and 45 C.F.R. Section 160.103.
- d. Covered Entity shall have the meaning given to such term under the Privacy Rule and the Security Rule, including, but not limited to, 45 C.F.R. Section 160.103.
- e. **Data Aggregation** shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164,501.

- f. **Designated Record Set** shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.
- g. Electronic Protected Health Information means Protected Health Information that is maintained in or transmitted by electronic media.
- h. Electronic Health Record shall have the meaning given to such term in the HITECT Act, including, but not limited to, 42 U.S.C. Section 17921.
- i. Health Care Operations shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.
- j. Privacy Rule shall mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164, Subparts A and E.
- k. Protected Health Information or PHI means any information, whether oral or recorded in any form or medium: (i) that relates to the part, present or future physical or mental condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual; and (ii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual, and shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501. Protected Health Information includes Electronic Protected Health Information [45 C.F.R. Sections 160.103, 164.501].
- 1. Protected Information shall mean PHI provided by CE to BA or created, maintained, received or transmitted by BA on CE's behalf.
- m. Security Incident shall have the meaning given to such term under the Security Rule, including, but not limited to, 45 C.F.R. Section 164.304.
- n. Security Rule shall mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164, Subparts A and C.
- o. Unsecured PHI shall have the meaning given to such term under the HITECH Act and any guidance issued pursuant to such Act including, but not limited to, 42 U.S.C. Section 17932(h) and 45 C.F.R. Section 164.402.

2. Obligations of Business Associate

a. **Permitted Uses.** BA shall use Protected Information only for the purpose of performing BA's obligations under the Contract and as permitted or required under the Contract and Addendum, or as required by law. Further, BA shall not use Protected Information in any manner that would constitute a violation of the Privacy Rule or the HITECH Act if so used by CE. However, BA may use Protected Information as necessary (i) for the proper management and administration of BA; (ii) to carry out the legal responsibilities of BA;

- (iii) as required by law; or (iv) for Data Aggregation purposes relating to the Health Care Operations of CE [45 C.F.R. Sections 164.504(e)(2) and 164.504(e)(4)(i)].
- b. Permitted Disclosures. BA shall disclose Protected Information only for the purpose of performing BA's obligations under the Contract and as permitted or required under the Contract and Addendum, or as required by law. BA shall not disclose Protected Information in any manner that would constitute a violation of the Privacy Rule or the HITECH Act if so disclosed by CE. However, BA may disclose Protected Information as necessary (i) for the proper management and administration of BA; (ii) to carry out the legal responsibilities of BA; (ii) as required by law; or (iv) for Data Aggregation purposes relating to the Health Care Operations of CE. If BA discloses Protected Information to a third party, BA must obtain, prior to making any such disclosure, (i) reasonable written assurances from such third party that such Protected Information will be held confidential as provided pursuant to this Addendum and used or disclosed only as required by law or for the purposes for which it was disclosed to such third party, and (ii) a written agreement from such third party to immediately notify BA of any breaches, suspected breaches, security incidents, or unauthorized uses or disclosures of the Protected Information in accordance with paragraph 2. m. of the Addendum, to the extent it has obtained knowledge of such occurrences [42 U.S.C. Section 17932; 45 C.F.R. Section 164.504(e)].
- c. Prohibited Uses and Disclosures. BA shall not use or disclose PHI other than as permitted or required by the Contract and Addendum, or as required by law. BA shall not use or disclose Protected Information for fundraising or marketing purposes. BA shall not disclose Protected Information to a health plan for payment or health care operations purposes if the patient has requested this special restriction, and has paid out of pocket in full for the health care item or service to which the PHI solely relates [42 U.S.C. Section 17935(a) and 45 C.F.R. Section 164.522(a)(vi)]. BA shall not directly or indirectly receive remuneration in exchange for Protected Information, except with the prior written consent of CE and as permitted by the HITECH Act, 42 U.S.C. Section 17935(d)(2), and the HIPAA regulations, 45 C.F.R. Section 164.502(a)(5)(ii); however, this prohibition shall not affect payment by CE to BA for services provided pursuant to the Contract.
- d. Appropriate Safeguards. BA shall implement appropriate safeguards to prevent the use or disclosure of Protected Information other than as permitted by the Contract or Addendum, including, but not limited to, administrative, physical and technical safeguards in accordance with the Security Rule, including, but not limited to, 45 C.F.R. Sections 164.308, 164.310, and 164.312. [45 C.F.R. Section 164.504(e)(2)(ii)(B); 45 C.F.R. Section 164.308(b)]. BA shall comply with the policies and procedures and documentation requirements of the Security Rule, including, but not limited to, 45 C.F.R. Section 164.316. [42 U.S.C. Section 17931]
- e. Business Associate's Subcontractors and Agents. BA shall ensure that any agents and subcontractors that create, receive, maintain or transmit Protected Information on behalf

- of BA, agree in writing to the same restrictions and conditions that apply to BA with respect to such Protected Information and implement the safeguards required by paragraph 2.d. above with respect to Electronic PHI [45 C.F.R. Section 164.504(e)(2)(ii)(D); 45 C.F.R. Section 164.308(b)]. BA shall implement and maintain sanctions against agents and subcontractors that violate such restrictions and conditions and shall mitigate the effects of any such violation (see 45 C.F.R. Sections 164.530(f) and 164.530(e)(1)).
- Accounting of Disclosures. Within ten (10) calendar days of a request by CE for an accounting of disclosures of Protected Information or upon any disclosure of Protected Information for which CE is required to account to an individual, BA and its agents and subcontractors shall make available to CE the information required to provide an accounting of disclosures to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.528, and the HITECH Act, including but not limited to 42 U.S.C. Section 17935 (c), as determined by CE. BA agrees to implement a process that allows for an accounting to be collected and maintained by BA and its agents and subcontractors for at least six(6) years prior to the request. However, accounting of disclosures from an Electronic Health Record for treatment, payment or health care operations purposes are required to be collected and maintained for only three (3) years prior to the request, and only to the extent that BA maintains an Electronic Health Record. At a minimum, the information collected and maintained shall include: (i) the date of disclosure; (ii) the name of the entity or person who received Protected Information and, if known, the address of the entity or person; (iii) a brief description of Protected Information disclosed; and (iv) a brief statement of purpose of the disclosure that reasonably informs the individual of the basis for the disclosure, or a copy of the individual's authorization, or a copy of the written request for disclosure. If a patient submits a request for an accounting directly to BA or its agents or subcontractors, BA shall forward the request to CE in writing within five(5) calendar days.
- g. Governmental Access to Records. BA shall make its internal practices, books and records relating to the use and disclosure of Protected Information available to CE and to the Secretary of the U.S. Department of Health and Human Services (the "Secretary") for purposes of determining BA's compliance with HIPAA [45 C.F.R. Section 164.504(e)(2)(ii)(I)]. BA shall provide CE a copy of any Protected Information and other documents and records that BA provides to the Secretary concurrently with providing such Protected Information to the Secretary.
- h. Minimum Necessary. BA, its agents and subcontractors shall request, use and disclose only the minimum amount of Protected Information necessary to accomplish the purpose of the request, use or disclosure. [42 U.S.C. Section 17935(b); 45 C.F.R. Section 164.514(d)] BA understands and agrees that the definition of "minimum necessary" is in flux and shall keep itself informed of guidance issued by the Secretary with respect to what constitutes "minimum necessary."

- i. Data Ownership. BA acknowledges that BA has no ownership rights with respect to the Protected Information.
- Notification of Possible Breach. BA shall notify CE within twenty-four (24) hours of any suspected or actual breach of Protected Information; any use or disclosure of Protected Information not permitted by the Contract or Addendum; any security incident (i.e., any attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system) related to Protected Information, and any actual or suspected use or disclosure of data in violation of any applicable federal or state laws by BA or its agents or subcontractors. The notification shall include, to the extent possible, the identification of each individual who unsecured Protected Information has been, or is reasonably believed by the business associate to have been, accessed, acquired, used, or disclosed, as well as any other available information that CE is required to include in notification to the individual, the media, the Secretary, and any other entity under the Breach Notification Rule and any other applicable state or federal laws, including, but not limited, to 45 C.F.R. Section 164.404 through 45 C.F.R. Section 164.408, at the time of the notification required by this paragraph or promptly thereafter as information becomes available. BA shall take (i) prompt corrective action to cure any deficiencies and (ii) any action pertaining to unauthorized uses or disclosures required by applicable federal and state laws. (This provision should be negotiated.) [42 U.S.C. Section 17921; 45 C.F.R. Section 164.504(e)(2)(ii)(C); 45 C.F.R. Section 164.308(b)]
- k. Breach Pattern or Practice by Business Associate's Subcontractors and Agents. Pursuant to 42 U.S.C. Section 17934(b) and 45 C.F.R. Section 164.504(e)(1)(ii), if the BA knows of a pattern of activity or practice of a subcontractor or agent that constitutes a material breach or violation of the subcontractor or agent's obligations under the Contract or Addendum or other arrangement, the BA must take reasonable steps to cure the breach or end the violation. If the steps are unsuccessful, the BA must terminate the Contract or other arrangement if feasible. BA shall provide written notice to CE of any pattern of activity or practice of a subcontractor or agent that BA believes constitutes a material breach or violation of the subcontractor or agent's obligations under the Contract or Addendum or other arrangement within five (5) days of discovery and shall meet with CE to discuss and attempt to resolve the problem as one of the reasonable steps to cure the breach or end the violation.

3. Termination

- a. Material Breach. A breach by BA of any provision of this Addendum, as determined by CE, shall constitute a material breach of the Contract and shall provide grounds for immediate termination of the Contract, any provision in the Contract to the contrary notwithstanding. [45 C.F.R. Section 164.504(e)(2)(iii)].
- b. Judicial or Administrative Proceedings. CE may terminate the Contract, effective immediately, if (i) BA is named as defendant in a criminal proceeding for a violation of HIPAA, the HITECH Act, the HIPAA Regulations or other security or privacy laws or

- (ii) a finding or stipulation that the BA has violated any standard or requirement of HIPAA, the HITECH Act, the HIPAA Regulations or other security or privacy laws is made in any administrative or civil proceeding in which the party has been joined.
- c. Effect of Termination. Upon termination of the Contract for any reason, BA shall, at the option of CE, return or destroy all Protected Information that BA and its agents and subcontractors still maintain in any form, and shall retain no copies of such Protected Information. If return or destruction is not feasible, as determined by CE, BA shall continue to extend the protections and satisfy the obligations of Section 2 of this Addendum to such information, and limit further use and disclosure of such PHI to those purposes that make the return or destruction of the information infeasible [45 C.F.R. Section 164.504(e)(ii)(2)(J)]. If CE elects destruction of the PHI, BA shall certify in writing to CE that such PHI has been destroyed in accordance with the Secretary's guidance regarding proper destruction of PHI.

d. Disclaimer

CE makes no warranty or representation that compliance by BA with this Addendum, HIPAA, the HITECH Act, or the HIPAA Regulations will be adequate or satisfactory for BA's own purposes. BA is solely responsible for all decisions made by BA regarding the safeguarding of PHI.

4. Amendment to Comply with Law.

The parties acknowledge that state and federal laws relating to data security and privacy are rapidly evolving and that amendment of the Contract or Addendum may be required to provide for procedures to ensure compliance with such developments. The parties specifically agree to take such action as is necessary to implement the standards and requirements of HIPAA, the HITECH Act, the HIPAA regulations and other applicable state or federal laws relating to the security or confidentiality of PHI. The parties understand and agree that CE must receive satisfactory written assurance from BA that BA will adequately safeguard all Protected Information. Upon the request of either party, the other party agrees to promptly enter into negotiations concerning the terms of an amendment to this Addendum embodying written assurances consistent with the standards and requirements of HIPAA, the HITECH Act, the HIPAA regulations or other applicable laws. CE may terminate the Contract upon thirty (30) days written notice in the event (i) BA does not promptly enter into negotiations to amend the Contract or Addendum when requested by CE pursuant to this section or (ii) BA does not enter into an amendment to the Contract or Addendum providing assurances regarding the safeguarding of PHI that CE, in its sole discretion, deems sufficient to satisfy the standards and requirements of applicable laws.

5. Reimbursement for Fines

In the event that CE pays a fine to a state or federal regulatory agency based on an impermissible use or disclosure of PHI by BA or its subcontractors or agents, then BA shall reimburse CE in the amount of such fine within thirty (30) calendar days.

Appendix F

Invoices

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1380 Howard St., 4th Floor								i	
San Francisco, CA 94103			Authori	zed Signatory		Dat	e	İ	

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							INVOICE NUMBER:	M39 AU	3	]
Contractor: HealthRiGHT360							CLBlanekt No.: BPHM	TBD		
Address: 1735 Mission St., San Francisco, CA 94103				ı			CL PO No.: POHM	TBD	User Cd	]
Tel. No.: (415) 746-1916		CE	3HS				Fund Source:	Grant-State CDCR	ISMIP-HMAD01-14	]
Fax No.: (416)	Ļ						Invoice Period :	August 2013		]
Funding Term: 08/01/2013 - 06/30/2014							Final Involce:		(Chack if Yes)	]
PHP Division: Community Behavioral Health Services							ACE Control Number:			1
			Total Con			THIS PERIOD	Delivered to Date	% of TOTAL	Remaining Deliverables	
Unduplicated Clients for Exhibit:			Exhibit Market			bit UDC	Exhibit UDC	Exhibit UDC	Exhibit UDC	
*Linekspiecked Counts for AIDS Line Only.				_					•	
DELIVERABLES			Delivered			•	Delivered		Remaining	
Program Name/Repig, Unit Modality/Mode # - Svc Func (৸ন ০০৮)	Total Con		PERI UOS	CLIENTS	Unit Rate	AMOUNT DUE	to Date UOS CLIENTS	% of TOTAL UOS ILIEN	Deliverables UOS CLIENTS	
B-5 Bridges Residential PC# - 3806BR-RES (85672)			- 000		TULLO	TWINGOTT BOLL				
Res-51 SA-Res Recov Long Term (Over 30 days)	847				\$ 108.00	\$ -	0.000	0.00%	847.000	\$ 91,476.00
		<b>\$</b> 5.55		<b>***</b>						
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			***********							`
	L							<b>新聞</b>		
TOTAL	847		0.000		<u> </u>		0.000 Expenses To Date	% of Budget	847,000	
	Budget A	mount		\$	91,516.00		\$ .	0.00%	Remaining Budget \$ 91,516,00	
·			sua.	TOTAL AN	MOUNT DUE	\$ .	NOTES:			
			Less: Initi	al Payme	nt Recovery					
					URSEMENT			. ,,,		
I certify that the information provided above is, to the in accordance with the contract approved for services	provided i	knowled under the	ige, compli e provision	ete and a of that o	accurate; th contract. Fu	e amount requ Il justification	uested for reimburser and backup records	ment is for those		
claims are maintained in our office at the address ind	icated,						•			
Signature:						Date:				
Title:										
Send to:				DPH Aut	horization for	Payment				
Community Programs Budget/ Invoice Analyst										
1380 Howard St 4th Floor				,	A	and Ole				
San Francisco, CA 94103					Autnori	zed Signatory		Date	<b>a</b>	
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			or realiser	]				
					INVOICE NUMBER:	M40 AU	3	
Contractor: HealthRIGHT360					Ct.Blanekt No.: BPHM			
Address: 1735 Mission St., San Francisco, CA 9410	3	CBHS	1		Ct. PO No.: POHM	TBD		
Tel No (415) 746-1916 Fax No (415)	• •				Fund Source;	Grant-State CDCR	SMIP-HMAD01-14	·
Fax 140. (410)					Invoice Period :	August 2013		
Funding Term: 08/01/2013 - 06/30/2014					Final Invoice:		(Check if Yes)	
PHP Division: Community Behavioral Health Service	es				ACE Control Number:			
		Total Contracted	Delivered	THIS PERIOD	Delivered to Date	% of TOTAL	Remaining Deliverables	
		Exhibit UDC		ibit UDC	Exhibit UDC	Exhibit UDC	Exhibit UDC	
Unduplicated Clients for Exhibit:	····	ESTABLISHED TRADETS				Rith Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Strain Stra		
"Unspaperated Counts for ADS Use Only.  DELIVERABLES		Delivered THIS	1	<del></del>	Delivered		Remaining	
Program Name/Reptg. Unit	Total Contracted	PERIOD	Unit		to Date	% of TOTAL	Deliverables	
Modality/Mode # - Svc Func (мн ому)  B-20 Bridges Residential PC# - 85351	UOS CLIENT		Rate	AMOUNT DUE	UOS CLIENTS	UOS LIENT	UOS CLIENTS	
Nonres-30 SA-Nonresidnti IO Day Rehab	7,682		\$ 47.65	\$ -	0.000	0.00%	7,682,000	\$ 366,047,30
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A SAME AND DESCRIPTION OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE P								
TOTAL	7,682	0.000	Ž.		0.000	0.00%	7,682,000	
I OTAL	7,002		<u> </u>		Expenses To Date	% of Budget	Remaining Budget	
	Budget Amoun	ı s	366,064.00		\$ -	0.00%	\$ 366,064.00	
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I certify that the information provided above is, to in accordance with the contract approved for se	o the best of my l rvices provided u	(nowledge, complete inder the provision of	and accura f that contra	ite; the amoun of Full lustific	t requested for reimbl ation and backup recr	ursement is ords for ibose		
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Community Programs Budget/ Invoice Analyst 1380 Howard St 4th Floor								
San Francisco, CA 94103			Authori	zed Signatory		Date		

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				Contro	l Number	1					
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Contractor: HealthRIGHT360							Ct.Blanekt No.: BPHN	]			
Address: 1735 Mission St., San Francisco, CA 9	4103					I	Ct. PO No.: -POHM	ТВО	User Cd	- 7	
				C	3HS					7	
Tel. No.: (415) 746-1916 Fax No.: (415)				L		Ě	Fund Source:	GF, SDMC Regula	r FFP, MH Realignment	J	
,,,							Invoice Period :	July 2013		]	
· Funding Term: 07/01/2013 - 06/30/2014							Final Invoice:		(Check if Yes)	]	
PHP Division: Community Behavioral Health Ser	rvices						ACE Control Number			1	
					T			T	Remaining	7	
			Total Cor			THIS PERIOD	Delivered to Date Exhibit UDC	% of TOTAL Exhibit UDC	Deliverables Exhibit UDC		
Unduplicated Clients for Exhil	alt:			ALCOHOL:						<u> </u>	
*Unduplicated Counts for AEOS Use Only.											
DELIVERABLES		*	Delivere		<u> </u>	<u> </u>	Delivered		Remaining	7	
Program Name/Reptg. Unit Modality/Mode# - Svo Func (мн ому)	Total Cor UOS	tracted CLIENTS	PERI UOS	OD CLIENTS	Unit Rate	AMOUNT DUE	to Date UOS CLIENTS	% of TOTAL UOS LIEN	Deliverables UOS CLIENTS		
B-26 Adult Mental Health Medi-Cal PC# - 38CC3											
15/ 10 - 57 MH Svos	125,822				\$ 2,61	\$	0.000	0.00%	125,822.000 (69.5)	\$	328,395.4
15/60 - 69 Madication Support	977				\$ 4.83	<u>  \$</u>	0.000	0.00%	977.000 44. 84.	4	4,718.9
15/01 - 09 Case Mgt Brokerage	2,054				\$ 1.97	\$	0.000	0.00%	2,054.000	ST ST ST ST ST ST ST ST ST ST ST ST ST S	4,046.3
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					44,P44416 p44.4441					4	
TOTAL	128,853		0,000				0.000	0.00%	128,853.000	١,	
· TOTAL	120,000	1	0,000	1			Expenses To Date	% of Budget	Remaining Budget	┪*	337,160.7
•	Budget A	Amount		5	337,162,00		\$ -	0.00%	\$ 337,162.00	1	
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			1	VET REIMI	BURSEMENT	\$ -	<u> </u>	,		1	
I certify that the information provided above is	s, to the bes	st of my k	nowledge, d	complete	and accura	te: the amoun	t requested for reimb	ursement is			
in accordance with the contract approved for	services pr	ovided ur									
claims are maintained in our office at the add	ress indicat	ted.									
Signature:						Date:					
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Community Programs Budget/ Invoice Analys	<u>st</u>	1	ĺ					J			
1380 Howard St., 4th Floor San Francisco, CA 94103		1	1	***************************************	Ardhor	zed Signatory		D.	ate		
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Contractor: HealthRIGHT 360					CLBlanket No.: BPHM	TBD		]	
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Address: 1735 Mission St., San Francisco, CA 94103		l	CBHS	,	CI, PO No.: POHM	ТВО		J -	
Tel. No.: (415) 746-1916 Fax No.: (415)		<u></u>		l	Fund Source:	General Fund - I	MHSCCRES227	]	
T-6K 140 (410)					Invoice Period :	July 2013		1	
Funding Term: 07/01/2013 - 06/30/2014					Final Invoice: .		(Check If Yes)	- 1	
						L.,,		<u>.</u>	
PHP Division: Community Schavlard Health Services					ACE Control Number;	RS-BASES SECTI		<u>6</u>	
3							Remaining	· ·	
		Total Contracted Exhibit UCC		red THIS PERIOD Exhibit 1300	Delivered to Date Exhibit UDC	% of TOTAL Exhibit UDC	Deliveralsies Exhibit UDC		
Unduplicated Clients for Exhibit:			統指揮	<b>建一层型制度200</b> 亿					
"Ombaphamed Counts for AIDS Use Only									
DÉLIVERABLES	Total Controlled	Delivered THIS	Unit		Delivered	R/ e/TOTAL	Remaining	1	
Program Name/Repig, Unit Mitdallly/Mode# - Svc Func (Mitcox)	Total Contracted UOS CLIENT	PERIOD S UOS CLIE		AMOUNT DUE	to Date UOS CLIENTS	% of TOTAL	Oeliverables UOS CLIENTS	d ⁱ	
B-1 Adult Residential PC# - 3605WR-RSD38062, 38342 & 3857			<b>1</b>		<b>数数数</b>		Date 1		
Res-51 SA-Res Regov Long Term (over 30 days)	32,056		\$ 90.12	ş	0,000	0.00%	32,055.000	\$ 2,880,886.72 \$	2,888,886.72
B-16 WHITS Residential FC# - 3806WT-RES (38062) Res-51 SA-Res Recov Long Term (over 30 days)	1,568				0,000 882 843	0.00%	1,658,000 87	318,888,24 \$	310,688.24
IB-12 SFGH Residentall PC# - 3605SW-RES, 3606SG-RES, 383-	Andreas and a second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second se	38082)					1,000,000	3 10,000,24	310,000.24
Res-51 SA-Res Recov Long Term (over 30 days)	3,337		5 130.04	5	0,000	0,00%	3,337,000	433,943.40 \$	433,843.48
B-14 Social Datax Realdential PC# - 88002			27.1				1 504 000		***
Res-50 SA-Res Free Standing Ros Detox  8-15 Transgender Residential PCF - 3805TG-RES, 3806TD-RES	11,681		\$ 67,35		0.000	0,00%	11,681,000 60 60 60 60 60 60 60 60 60 60 60 60	708,715.35 \$	786,715.25
Res-51 SA-Res Recov Long Term (over 30 days)	2,669		132.74	3	0.000	0,00%	2,669.000	354,203,06 \$	354,283.06
B-24 Representative Payer Program PO# - 88359	982	<b> </b>							
Anc-58 Ancellsary Sycs Case Mamt B-11 CARE Ladgeter Residential PC#-3805LC-RES	963		\$ 81.88	ļ.\$	0.000	0.00%	963,000	78,850,44 \$	78,850.44
Res-51 SA-Res Recov Long Term (over 30 days)	1,635		\$ 105,72	\$ -	0.000	0.00%	1,835.000	193,998,20 \$	183,996,20
8-13 Salellite ONPO Residential PC# - 67067, 88077									
Res-51 SA-Res Recov Long Term (over 30 days)	7.007		\$ 44,07	\$	0,000	0.00%	7,007.000	308,798.49 \$	308,798.49
B-17 Women's Hope Residential PC# - 89102 Res-51 SA-Res Regov Long Term (over 30 days)	5,338		\$ 122,87	s -	0.000	0,00%	5,338.000	655,880.06 \$	80.088,729
B-16 Adult Outpatient Non-DMC PC# . 38200P, 3820 OP (8735									224,000,00
Noves 33 8A Novesdall ODF Gro. PC# - 35200P (17361)	12,234		\$ 90.90	ļ	0.000	0.00%	12,234,000	1,112,070.60	
Nones-34 SA-Nonresulti OOF bd PC# - 3820OP (38201) B-22 Family Strongth Outpatient PC# - 38731	1,627		\$ 90,90	{- ³	0.000	0.00%	1,627.000	147,894.30 \$	1,259,964.90
Nonres-33 SA-Nonresdnt OOF Grp	2,138		\$ 62,66	\$	0.000	0.00%	2,138.000	134,009.64	
Nonres-34 SA:Nonresidnt ODF Ind	1.111		\$ 62.66	\$	0.000	0.00%	1,111,030	69,637.48 \$	203,847.32
B-18 African American Family Violence Prevention PC# 8730 Nonres-33 SA-Non Residnil ODF Gro			\$ 84,44	ļ.,	0.000		0.000		
Nonres-34 SA-Non Resignt ODF Individual	3,135		\$ 84.44	\$	0.000	#DIVIDI WAR	0.000		
B-19 African American Family Healing Outpatient PC# 67301		100			THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE S				
Nonres-33 SA-Non Residnit ODF Gro			s 84.47	<u> </u>	0,000	0.00%	3,135,000	\$ 264,613.45	
Nonres 34 SA-Non Residnti ODF Individual	606	1	\$ 84.47	- <del></del>	0.000	0.00%	606.500	51,188.82 \$	316,002,27
					1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				
TOTAL	87,405	0.000		<u> </u>	0000.0	0,00%	87,405.000	\$ 7,789,856.53	
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I certify that the information provided above is, to the be	st of my knowledge	, complete and accu	rrete; the amou	nt requested for rela	nbursement Is				
in accordance with the contract approved for services p claims are maintained in our office at the address indica	rovided under the p	rovision of that con	tract. Full justif	cation and backup :	records for those				
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Community Programs Budget/ Invoice Analyst								1	
1380 Howard St., 4th Floor San Francisco, CA 94103			Δ11	thorized Signatory		Da	ha	1	
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	14,191.00	\$		\$	·····	<del></del>	0.00%		5,777.00			
Fringe Benefits						<del> </del>	0.00%		4,191,00			
Total Personnel Expenses		-	\$ !	9,968.00	\$	~ <del>-</del>	] \$		<del> </del>	0.00%	\$ 5	9,968.00
Operating Expenses:	·····								<del> </del>			
Occupancy			\$		\$		\$			0.00%		·
Materials and Supplies			\$		\$		\$			0.00%		-
General Operating			\$	300.00	\$		\$		<del> </del>	0.00%		300.00
Staff Travel			\$		\$	-	\$			0.00%		
Consultant/Subcontractor			\$	-	\$		\$			0.00%		
Other:			\$		\$		\$			0,00%		
•		·	\$		\$		\$		<del> </del>	0.00%	\$	
Total Operating Expenses		<del>, , , , , , , , , , , , , , , , , </del>	\$	300,00	\$	<del></del>	\$		<del></del>	0.00%	\$	300.00
Capital Expenditures			\$		\$		\$		<del> </del>	0.00%		000.00
TOTAL DIRECT EXPENSES				0,268.00	\$		\$	<del>  </del>	<del> </del>	0.00%	***************************************	0,268.00
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REIMBURSEMENT					\$							
I certify that the information provided accordance with the contract approve claims are maintained in our office at Signature:	d for servi	ces provides indicate	ded under ed.	the provision							in	
Printed Name:					,				. —			
Title:	<del></del> _		*******			•	Phone:					
Send to:	· · · · · · · · · · · · · · · · · · ·				~~···.	<del></del>	DPH Autho	orization for	Payment	***************************************		
Community Programs Budget/ Invoice Analyst 1380 Howard St., 4th Floor San Francisco, CA 94103						thorizod	Signatory		···		Date	
. Jul 1stAmendment 04-15		<del></del>	ł	L		LIVIIACU	Cidilaroi A	·	CMHS/CSAS/C	HS 4/15/201		

### DEPARTMENT OF PUBLIC HEALTH CONTRACTOR

COST REIMBURSEMENT INVOICE Appendix F PAGE A Control Number INVOICE NUMBER: Contractor: HealthRIGHT 360( Ct. Blanket No.: BPHM TBD User Cd Address: 1735 Mission St., San Francisco, CA 94103 Ct. PO No.: POHM TBD General Fund Tel. No.: (415) 746-1916 Funding Source: **CBHS** Fax No.: (415) Invoice Period: July 2013 Funding Term: 07/01/2013 - 12/31/2013√ Final Invoice: (Check if Yes) Ace Control Number: PHP Division: Community Behavioral Health Services % OF DELIVERED DELIVERED REMAINING TOTAL % OF THIS PERIOD TO DATE **DELIVERABLES** CONTRACTED TOTAL TOTAL UOS UDC uos UDC UOS UDC UOS UDC UOS UDC Program/Exhibit UOS UDC B-29 Project Homeless Connect 4,508 4,508 0% 100% Anc-68 SA-Ancillary Svcs Case Magmt Unduplicated Counts for AIDS Use Only. **EXPENSES EXPENSES** % OF REMAINING BUDGET THIS PERIOD TO DATE BUDGET BALANCE Description Total Salaries 151,399.00 0.00% \$ 151,399,00 \$ 42,695.00 \$ \$ 0.00% \$ 42,695.00 Fringe Benefits \$ 194,094.00 / \$ \$ 0.00% \$ 194,094,00 Total Personnel Expenses Operating Expenses: Occupancy \$ 0.00% \$ Materials and Supplies \$ 300.00 \$ \$ 0.00% \$ 300.00 General Operating \$ 440.00 \$ 0.00% \$ 440.00 Staff Travel \$ \$ 0.00% \$ Consultant/Subcontractor 0.00% \$ Other: \$ 0.00% \$ \$ 0.00% \$ \$ \$ \$ 0.00% \$ \$ \$ \$ 0.00% \$ Total Operating Expenses \$ 740.00 \$ 0.00% \$ 740,00 \$ Capital Expenditures \$ 1 \$ \$ . 0.00% \$ TOTAL DIRECT EXPENSES \$ 194,834.00 | \$ 0.00% \$ 194,834.00 Indirect Expenses \$ 23,382.00 \$ \$ 0.00% \$ 23,382.00 \$ 218,216.00 \$ \$ **TOTAL EXPENSES** 0.00% \$ 218,216,00 NOTES: Less: Initial Payment Recovery Other Adjustments (DPH use only) REIMBURSEMENT It certify that the information provided above is, to the best of my knowledge, complete and accurate; the amount requested for reimbursement is in accordance with the contract approved for services provided under the provision of that contract. Full justification and backup records for those claims are maintained in our office at the address indicated. Signature: Printed Name: Title: Phone: Send to: DPH Authorization for Payment

Authorized Signatory

Jul 1stAmendment 04-15 ₹

Community Program Budget/ Invoice Analyst

1380 Howard St., 4th Floor San Francisco, CA 94103

CMHS/CSAS/CHS 4/15/2014 INVOICE

Date

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		4	Contro	l Number	,					
						INVOICE NUMBER :	\$05 JL	3	1	
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Fax No.: (415)	•					Invoice Period :	July 2013		]	
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PHP Division: Community Behavioral Health Services						ACE Control Number				
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B-10 CARE Variable Length Residential PC# - 3834CV-RES	Data entered into	ARIES)					<b>2011</b>	A MARKET	1	
Res-51 SA-Res Recov Long Term (Over 30 days)	2,503			\$ 88.21	s -	0.000	0.00%	2,503,000	<b>  \$</b>	220,789,63
B-8 CARE-MDSP Residential PC# - 3806CM_RES (Data en									4	
Res-51 SA-Res Recov Long Term (Over 30 days)	1,835			\$ 196,76	\$ -	0.000	0.00% 原始	1,835,000	1	361,054.60
B-9 CARE DETOX Residential PC# - 3806CS-RSD (Data en									d	
Res-51 SA-Res Recov Long Term (Over 30 days)	1,502		100	\$ 143.28	\$	0.000	0.00%	1,502.000	A	215,206.56
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B-2 BASN Residential PC# - 88342	in the same					130		l	
Res-51 SA-Res Recov Long Term (over 30 days)	7,424		\$ 94.05	\$ -	0.000	0.00%	7,424.000	s	698,227.20
B-4 BASN Social Detox PC# - 84062								_	
Res-50 SA-Res Free Standing Res Detox	965		\$ 66.70	\$ -	0,000	0.00%	965.000	1	65,699.50
B-3 BASN ONPD Residential PC# - 3807BT-CLV		<b>1988</b>		~~~~			in the same	ĺ	
Res-51 SA-Res Recov Long Term (over 30 days)	2,847		\$ 35.19	\$	0.000	0.00%	2,847,000	l	100,185.93
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Community Programs Budget/ Invoice Analyst									
1380 Howard St., 4th Floor									
San Francisco, CA 94103			Author	ized Signatory	***************************************	Date	<del></del>	l	
		<u> </u>						i	

COST REIMBURSEMENT INVOICE Appendix F PAGE A Control Number INVOICE NUMBER: S08 Contractor: HealthRIGHT 360 Ct. Blanket No.: BPHM TBD User Cd TBD Address: 1735 Mission St., San Francisco, CA 94103 Ct. PO No.: POHM Tel. No.: (415) 746-1916 General Fund Fund Source: CBHS Fax No.: (415) July 2013 Invoice Period: Funding Term: 07/01/2013 - 06/30/2014 Final Invoice: (Check if Yes) PHP Division: Community Behavioral Health Services ACE Control Number: TOTAL. DELIVERED DELIVERED % OF REMAINING % OF CONTRACTED THIS PERIOD TO DATE TOTAL **DELIVERABLES** TOTAL UOS UDC UOS UOS UOS ·UDC uos UDC UOS Program/Exhibit UDC B-21 Buprenorphine Medical Monitoring Outpatient PC# - 88201 NTP-44 Prog Rehab/Amb Detox 60 0% 475 100% 475 0% 60 100% (other than Methadone) Unduplicated Counts for AIDS Use Only. **EXPENSES EXPENSES** % OF REMAINING TO DATE THIS PERIOD BUDGET BALANCE BUDGET Description 34,797.00 \$ 34,797.00 \$ \$ 0.00% \$ Total Salaries \$ 10,787.00 \$ \$ 0.00% \$ 10,787.00 Fringe Benefits \$ 45,584.00 \$ \$ 0.00% \$ 45,584.00 Total Personnel Expenses Operating Expenses: Occupancy \$ 0.00% \$ Materials and Supplies 71.00 \$ \$ \$ 0.00% \$ 71.00 General Operating 95.00 \$ 95,00 \$ \$ 0.00% \$ Staff Travel \$ \$ 0.00% \$ \$ -Consultant/Subcontractor \$ \$ 0.00% \$ \$ Other: Client Related \$ 0.00% \$ \$ \$ _ \$ \$ 0.00% \$ \$ -\$ 166.00 0.00% \$ \$ 166.00 Total Operating Expenses Capital Expenditures \$ \$ \$ 0.00% \$ \$ 45,750.00 \$ \$ 0.00% \$ TOTAL DIRECT EXPENSES 45,750.00 Indirect Expenses \$ 5,489.00 \$ \$ 0.00% \$ 5,489.00 51,239.00 \$ 0.00% \$ 51,239.00 TOTAL EXPENSES Less: Initial Payment Recovery NOTES: Other Adjustments (DPH use only) REIMBURSEMENT I certify that the information provided above is, to the best of my knowledge, complete and accurate; the amount requested for reimbursement is in accordance with the contract approved for services provided under the provision of that contract. Full justification and backup records for those claims are maintained in our office at the address indicated. Signature: Date: Printed Name: Title: Phone: DPH Authorization for Payment Send to:

Authorized Signatory

Jul i1stAmendment 04-15

Community Programs Budget/ Invoice Analyst

1380 Howard St., 4th Floor San Francisco, CA 94103

CMHS/CSAS/CHS 4/15/2014 INVOICE

Date

			Contro	l Number							PA	AGE A
						]	INVOICE	NUMBER:	S09	JL	3	
Contractor: HealthRIGHT 360							Ct. Blanke	et No.: BPHM	TBD			
Address: 1735 Mission St., San F	rancisco	, CA 941	03				Ct. PO No	o.: POHM	TBD		Us	ser Cd
Tel. No.: (415 Tel. No.: (415) 74	16-1916		<b>~</b> □	o LI C			Fund Sou	rce:	General I	Fund		
Fax No.: (415 Fax No.: (415)			C	3HS			Invoice P	eriod:	July 20	13		
Funding Term: 07/01/2013 - 12/31/20	013						Final Invo	ice:		(0	Check if	Yes)
PHP Division: Community Behaviora	l Health S	ervices					ACE Con	trol Number:				
	CONTR	TAL RACTED	THIS	IVERED PERIOD	то	VERED DATE		% OF TOTAL	REMA DELIVE	RABLES	Τ.	6 OF OTAL
Program/Exhibit B-29 CBHS Admin Svcs	UOS	UDC	UOS	UDC	uos	UDC	UOS	UDC	UOS	UDC	UOS	UDC
Supt-01 SA-Support QA's	920				-		0%	#DIV/0!	920		100%	#DIV/01
Unduplicated Counts for AIDS Use O	niy.	L	<u></u>	1	<u> </u>	<u> </u>	<u></u>				.,,,	<u> </u>
			T			NSES	EX	PENSES	%		REM	IAINING
Description				DGET		PERIOD		O DATE	BUD	أحسنن المستندي		LANCE
Total Salaries		36,990.00 11,467.00			\$			0.00%		36,990.00		
	ringe Benefits \$					-	\$	*	<u> </u>	0.00%		11,467.00
	al Personnel Expenses \$					-	\$			0.00%	\$ 4	48,457.00
Operating Expenses:	····				<u> </u>	<del></del>	ļ		ļ			
Occupancy	<del></del>		\$		\$		\$		ļ	0.00%		
Materials and Supplies			\$		\$		\$	_	ļ	0.00%		
General Operating			\$	250.00	\$		\$		ļ	0.00%		250.00
Staff Travel	· · · · · · · · · · · · · · · · · · ·		\$		\$		\$		<u> </u>	0.00%		
Consultant/Subcontractor			\$		\$		\$		<u> </u>	0.00%		
Other: Client Food Supplies/ Inc	entives		\$		\$		\$		ļ	0.00%		
License	,		\$		\$	-	\$		<del>                                     </del>	0.00%	\$	
Total Operating Expenses			\$	250.00		-	\$	-		0.00%	\$	250.00
Capital Expenditures			\$	-	\$	-	\$			0.00%	\$	-
TOTAL DIRECT EXPENSES			\$	48,707.00	\$	_	\$	-		0.00%	\$	48,707.00
Indirect Expenses			\$	5,845.00	\$	•	\$	•		0.00%	\$	5,845.00
TOTAL EXPENSES			\$	54,552.00	\$	*	\$			0.00%	\$	54,552.00
Less: Initial Payment Recovery					T	TH 20	NOTES:			<del></del>		
Other Adjustments (DPH use only	y)				ļ .		7					
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REIMBURSEMENT					\$		]					
I certify that the information provided accordance with the contract approve claims are maintained in our office at Signature:	ed for sen the addre	ices prov ess indical	ided unde ed,	r the provisi	omplete a on of that	nd accura contract.	ite; the amo Full justific Date:	ount requested cation and back	for reimbur up records	sement is for those	in	
Printed Name:							-		·-			
Title:					•		Phone:	· · · · · · · · · · · · · · · · · · ·				
Send to:	······································	·····	7				DPH Au	thorization for f	ayment	***		
Community Programs Budget/ Invoic 1380 Howard St., 4th Floor San Francisco, CA 94103			Aı	uthorized !	Signatory				Date			

·			<b></b>	Contro	Number					F	PAGE A		
			Ĺ			Į.	INVOICE NUM	BER :	810 JL	3		]	
Contractor: HealthRIGHT 360							Ct. Blanket; BF	HM	TBD			7	
Address: 1735 Mission St., San Francisco, CA 94103	•		Г			1	CLPO No.: PO	НМ	TBD		User Cd	7	
Tel No.: (415) 746-1916				CE	3HS		Fund Source:		HSA FSET W	O . HM	HSCCADM377	<u>۔</u> ٦	
Fax No: (415)			ŧ			}				O + 1 Hyll	TGCO/ADIEDT 1		
							Invoice Period	:	July 2013			7	
Funding Term: 07/01/2013 - 06/30/2014							Final Invoice;			(0	Check if Yes)	]	
PHP Division: Community Behavioral Health Services							ACE Control N	umber:				77	
			Total Contr Exhibit U	DC	Exh	THIS PERIOD	Delivered ( Exhibit t	JDC	% of TOTAL	) <u> </u>	Remaining Deliverables Exhibit UDC		
Unduplicated Clients for Exhibit:				<b>建制用</b> 集						織地縣		4	
*Unduplicated Counts for AIDS Use Only,  DELIVERABLES			Delivered	THIS		<u>'</u>	Deliver	ed	1	-1-	Remaining	1	
Program Name/Reptg. Unit Modality/Mode # - Svc Func (мн ому)	Total Co	CLIENTS	PERIO		Unit Rate	AMOUNT DUE	to Da		% of TOTAL		Deliverables UOS CLIENTS		
D-1 Adult Residential PC# - 3805WR-RSD, 38062, 38342 (			9										
Res-51 SA-Res Recov Long Term (over 30 days)	9,433				\$ 90.12	<u>.\$</u>	0,000		0.00%	<b>M</b>	9,433.000	ş	850,101.96
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NEWS 2										<b>M</b>		9	
TOTAL	9,433		0.000				0.000		0.00%	the second of	9,433.000	]	
	Budget	Amount		s	850,106,00		Expenses *	To Date	% of Budge 0.00%	s s	Remaining Budget 850,106,00	1	
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			Less: Initia	al Pavme	nt Recovery		HSA Work Order						
	-		(For DPH Use NE	Other /	Adjustments SURSEMENT	\$ ·	GF - WO CODB -	HMHSCCRE	S227 - \$12,563.0	0	·		•
I certify that the information provided above is, to the in accordance with the contract approved for service													
claims are maintained in our office at the address in			•			•	•	,					
Signature:	<del></del>		·			Date:	***************************************						
Title:													
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Send to:			ſ	PH Auth	orization for f	Payment					,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
Community Programs Budget/ Invoice Analyst			1									1	
1380 Howard St., 4th Floor San Francisco, CA 94103	<del> </del>		-	<del></del>	Autho	rized Signator	ν	•	·	Date		1	
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			Contro	ol Number							P,	AGE A
							INVOICE N	IUMBER:	S11	SE	3	
Contractor: HealthRIGHT 360							Ct. Blanket	No.; BPHM	TBD			
Address: 1735 Mission St., San Francis	co, CA 94	103					Ct. PO No.	: РОНМ	TBD		U	ser Cd
Tel. No.: (415) 746-1916							Funding Sc	urce:	Grant - S	AMHSA S	SHOP	
Fax No.: (415)							Invoice Per	fod:	Septer	nber 2013	3	
Funding Term: 09/30/2013 - 09/29/2014							Final invoic	æ:		(	Check if	Yes)
PHP Division: Community Behavioral Healt	lh Services						Ace Contro	l Number:				
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		ACTED		PERIOD		DATE		OTAL		RABLES	~	OTAL
Program/Exhibit	uos	UDC	uos	UDC	UOS	DOU	UOS	UDC	uos	UDC	uos	UDC
B-23 SHOP PC# - 85731 - HCSA03-14 Nonres-33 SA-Nonresidntl ODF Grp	4,109	75			<del></del>		0%	0%	4,109	75	100%	100%
Nonres-33 SA-Nonresidnii ODF Grp Nonres-34 SA-Nonresidnii ODF Indv	1,152	40	<del> </del>	<del></del>		<del></del>	0%	0%		40	100%	
Nonies-04 GA-Noniesiana ODF indv	1,102	40					078		1,102	40	10070	100%
Unduplicated Counts for AIDS Use Only.												
Description		~	80	IDGET		ENSES PERIOD		ENSES DATE	1	OF GET		MAINING LANCE
Total Salaries			\$ 1	89,784.00	\$	-	\$	<u>-</u>		0.00%		189.784.00
Fringe Benefits			\$	58,833,00	\$		\$	_	1	0.00%		58,833.00
Total Personnel Expenses				48,617.00	\$	_	\$			0.00%		248,617.00
Operating Expenses:	<del>400</del>	-X-300	<u> </u>		<u> </u>	·	1	****				
<u> </u>			\$	36,141.00	\$	-	\$	*	<del> </del>	0.00%	\$	36,141.00
	Occupancy Material and Supplies			2,551.00			\$	-	<del> </del>	0.00%		2,551.00
General Operating	Asterial and Supplies Seneral Operating			2,775.00			\$	_	<del>                                     </del>	0.00%		2,775.00
Staff Travel				982.00		-	\$	-	<del> </del>	0.00%		982.00
Consultant/ Subcontractor			\$	004,00	\$		\$		<del> </del>	0.00%		302.00
Other: Client Transportation			\$	3,375.00	\$		\$	-	<del>                                     </del>	0.00%		3,375.00
		·············	\$	2,010.00	\$	-	<del>*</del>		<del> </del>	0.00%		0,070,00
			s s		\$		\$		1	0.00%	-	
			\$	-	\$	-	\$	*		0.00%		
Total Operating Expenses	<u></u>		\$	45,824.00	\$		\$	· · · · · · · · · · · · · · · · · · ·		0.00%	\$	45,824.00
Capital Expenditures			\$	-	\$	-	\$		<del>                                     </del>	0,00%		70,02,700
TOTAL DIRECT EXPENSES				94,441.00	\$	-	\$		<del></del>	0.00%		294,441.00
Indirect Expenses			\$	35,332.00	\$	-	\$		<del> </del>	0.00%		35,332.00
TOTAL EXPENSES				29,773.00			\$		<del> </del>	0.00%		329,773.00
Less: Initial Payment Recovery			_Ψ Ο	20,710.00	<del>                                     </del>		NOTES:	<del></del>	<u> </u>	0.0070	Ψ ;	328,773.00
Other Adjustments (DPH use only)		******					INOTES.					
Other Adjustments (Di 11 use oray)				······································	-		1			ı		
REIMBURSEMENT	·····				\$		1	,				
I certify that the information provided above accordance with the contract approved for scialms are maintained in our office at the acceptance:	services pr Idress indi	ovided un cated,	der the p	provision of								
Printed Name:					-							,,,,
Title;					•		Phone:					
Send to:			1					horization for	Payment	··········	······	
Community Programs Budget/ Invoice A 1380 Howard St 4th Floor San Francisco CA 94103	nalyst				, A	uthorized	Signatory		-		Dota	•
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	1		Cont	rol Number		<b>!</b>	INVOICE N	NAMED.	S12	ОС	3		
	ì			······································			MACICEN	ONDEK.	<u> </u>	<del>, 00</del>	<u></u>		
Contractor: HealthRIGHT360							Ct, Blanket	No.: BPHM	TBD			User Co	
Address: 1735 Mission St., San Francisco,	CA 9410	13					Ct. PO No.:	: POHM	DPHM13	000123			
Tel. No.: (415) 746-1916							Funding So	urce:	Grant - F	ed DOJ S	econd	Chance	9
Fax No.: (415)							Invoice Per	iod:	Octob	er 2013			
To the Transfer of the Indian										*****	76I.	15 \( \sigma = \)	
Funding Term: 10/01/2013 - 09/30/2014							Final Invoic		L			if Yes)	
PHP Division: Community Behavioral Health Se							Ace Contro		10-10-10-10-10-10-10-10-10-10-10-10-10-1			***************************************	
		TAL		LIVERED	DELIV			6 OF		VINING		% OF	
Program/Exhibit	UOS	UDC	UQS	S PERIOD UDC	UOS	UDC	UOS	OTAL LUDC	UOS	RABLES	υo	TOTAL	JDC
B-25 Second Chances - Case Management					1 200	000		<u> </u>	1 500	- 330		~	
Aric-68 SA-Ancillary Svcs Case Mgmt	8,417	86		I	-	-	0%	0%	8,417	86	10	0%	100%
								<u> </u>					
Unduplicated Counts for AIDS Use Only.													
Description		,		BUDGET	EXPE THIS P			ENSES DATE		OF DGET		EMAINII BALANC	
Total Salaries	·			203,000.00		_	\$			0.00%		203,00	
Fringe Benefits			\$	62,930.00		-	\$	-	1	0.00%		62,93	
Total Personnel Expenses	Personnel Expenses						\$	-	T	0.00%		265,93	
Operating Expenses:			265,930.00	<u>  \$</u>	*****	Ì		†					
Occupancy			\$	20,700.00	\$		\$		1	0.00%	\$	20,70	00.00
Material and Supplies			\$	1,000.00		-	\$	-	<b></b>	0.00%			00.00
General Operating			\$	5,345.00		-	\$			0.00%			45.00
Staff Travel		·n/·n	\$	19,240.00		-	\$			0.00%		19,24	
Consultant/ Subcontractor			\$	109,760.00	\$	-	\$	-		0.00%		109,76	
Other: Client Expenses, Evaluation Incen	tives		\$	30,345.00	\$	-	\$			0.00%	\$	30,34	15,00
			\$		\$		\$ .			0.00%	\$		_
			\$		\$		\$			0.00%			-
			\$		\$	<u> </u>	\$		ļ	0.00%	\$		-
			<del> </del>	400 000 00	<del>  </del>		<del> </del>		-	0.0004		400.00	20.00
Total Operating Expenses				186,390.00	\$		\$		<del> </del>	0.00%		186,39	10.00
Capital Expenditures			\$	450 220 00	-1		1 \$		<del> </del>	0.00%		450.05	20.00
TOTAL DIRECT EXPENSES			\$	452,320.00 54,278.00			\$		<del> </del>	0.00%		452,32	
Indirect Expenses TOTAL EXPENSES				506,598.00			\$		<del></del>	0.00%		54,27 506,59	
		<del></del>	Ι Φ	200,230.00	<del>  Ψ</del>		<del> </del>		1	0.0076	3	30,000	20.00
Less: Initial Payment Recovery Other Adjustments (DPH use only)					<del> </del>	····	NOTES:						
Other Adjustments (DF) ruse only)					<del>                                     </del>		1						
REIMBURSEMENT					\$	-	1						
I certify that the information provided above is, to accordance with the contract approved for servicialms are maintained in our office at the address Signature:	ces provid ss indicate	led under d.	the pro	vision of that	nd accura contract.	te; the ar Full justi	mount reque floation and Date:	backup record	ursement I Is for those	e			
Printed Name:					_								
Title:					-		Phone:	***************************************				-	
Send to:			1			**	DPH Aut	horization for	Payment				
Community Programs Budget/ Invoice Ana 1380 Howard St 4th Floor San Francisco CA 94103	lyst												
İ			1	1	Au	thorized	Signatory				Dε	fe ·	

Appendix F

	i	I	Con	trol Number	·	٦	INVOICE NU	MBER:	S16	JL	7A 3	IGE A
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Contractor: HealthRIGHT360				•			Ct. Blanket N	lo.: BPHM	TBD		Ús	er Cd
Address: 1735 Mission St., San	Francisco,	CA 941	03				Ct. PO No.:	POHM	TBD			
Tel. No.: (415) 746-1916 Fax No.: (415)							Funding Sou	rce:	General I	∸und		
, ,							Invoice Perio	d:	July 20	113		
Funding Term: 07/01/2013 - 12/31/	2013						Final Invoice	;		(0	Check if \	(es)
PHP Division: Community Behavio	rai Health Si	ervices					Ace Control I	Number:			3112340	
	TOT		n n	ELIVERED	DELL	VERED	7 %	OF	~~~	INING	and Lindon and America	6 OF
	CONTR			IS PERIOD		DATE	1	TAL		RABLES		DTAL
Program/Exhibit	UOS	UDC	UOS	UDC	UOS	UDC	UOS	UDC	UOS	UDC	UOS	UDC
B-29 PHC Everyday Connect					ļ		ļ				4000	ļ
Anc-68 SA-Ancillary Svcs	5,980	<b> </b>	ļ		<del> </del>	<del>\</del>	0%		5,980		100%	<del> </del>
Case Mgmt	<del>                                     </del>	<del> </del>	<del> </del>		<del> </del>		·					<del> </del>
Unduplicated Counts for AIDS Use	Only.	<u></u>	<u> </u>				<u> </u>					J
			T			ENSES		NSES		OF		AINING
Description	·		-	BUDGET		PERIOD	<del></del>	DATE	BUD	GET		_ANCE
Total Salaries			\$	183,877.00			\$	· · · · · · · · · · · · · · · · · · ·		0.00%		83,877.00
Fringe Benefits			\$	51,853.00		b	\$			0.00%		51;853.00
Total Personnel Expenses			\$	235,730.00	\$		\$	<del>-</del>		0.00%	\$ 2	35,730.00
Operating Expenses:					<u> </u>			M				
Occupancy			\$		\$	<del></del>	\$	-		0.00%		
Materials and Supplies			\$	1,800,00			\$			0.00%		1,800.00
General Operating	···		\$	2,250.00			\$			0.00%		2,250.00
Staff Travel			\$		\$		\$			0.00%		
Consultant/Subcontractor			\$		\$	-	\$	-		0.00%		
Other:			\$	<del></del>	\$		\$			0.00%		
			\$	···	\$	<u> </u>	\$			0.00%		
	, <del>, , , , , , , , , , , , , , , , , , </del>		\$		\$		\$			0.00%	\$	<u>-</u>
Total Operating Expenses		· · · · · · · · · · · · · · · · · · ·	\$	4,050.00	\$		\$	44		0.00%	\$	4,050.00
Capital Expenditures			\$		\$	*	\$			0.00%		-,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
TOTAL DIRECT EXPENSES	· · · · · · · · · · · · · · · · · · ·		\$	239,780.00	\$	-	\$	-		0.00%		39,780.00
Indirect Expenses		·····	\$	28,777.00		-	\$	-		0.00%		28,777.00
TOTAL EXPENSES	·····		\$	268,557.00			\$	······		0.00%		38,557.00
Less: Initial Payment Recover	· · · · · · · · · · · · · · · · · · ·			<u> </u>	1		NOTES:		<del></del>	·		
Other Adjustments (DPH use o					<del>                                     </del>		1					
					1		1					
REIMBURSEMENT				7477	\$	-			( N. N.			
certify that the information provide accordance with the contract approclaims are maintained in our office Signature:	ved for serv at the addre	rices provi ss indicat	ided ur ed.	der the provis	omplete a lon of tha	and accur t contract	ate; the amour Full justificat Date:	ion and back	for reimburs up records	sement is for those	in	
Printed Name:												
Title:				,,	<b></b>		Phone:		•			
Send to:							DPH Auth	orization for	Payment			
•						Authorized	1 Signatory		<u> </u>		Date	
Lis 1atAmondment 04 15				L	<u> </u>			······································	CHUCKCAR	(OUD 445)		

Jul 1stAmendment 04-15

CMHS/CSAS/CHS 4/15/2014 INVOICE

							PAGE A		
		Con	trol Number	1					
		L		J	INVOICE NUMBER:	S28 JA	3	ļ	
Contractor: HealthRIGHT360 .					Ct.Blanket No.: BPHM	TBD		]	•
Address: 1735 Mission St., San Francisco, CA 9410	13				Ct. PO No.: POHM	TBD	User Cd	Į	
	·	CBHS	-		Fund Source:	ADD S I Duelle	k (AB109) Work Order	ì ì	1
Tel. No.: (415) 746-1916		ODITO	_				R (745 109) Wark Craer		
Fax No.: (415)					Invoice Period :	January 2014		)	
Funding Term: 07/01/2013 - 06/30/2014					Final Invoice:		(Check If Yes)	]	
PHP Division: Community Behavioral Health Service	æs				ACE Control Number:			1	
HMHSCCADM367		Total Contracted	Delivered	THIS PERIOD	Delivered to Date	% of TOTAL	Remaining Deliverables		
Unduplicated Clients for Exhibi	t:	Exhibit UDC	Exf	ibit UDC	Exhibit UDC	Exhibit UDC	Exhibit UDC		
*Undernicated Counts for APDS Use Only.				<u> </u>		,		,	
DELIVERABLES Program Name/Reptg, Unit	Total Contracted	Delivered THIS PERIOD	Unit		Delivered to Date	% of TOTAL	Remaining Deliverables		
Modality/Mode # - Svc Func (мн очу)	UOS CLIENTS	DOS CLIEN		AMOUNT DUE	UOS CLIENTS	UOS LIEN			
B-6 AB109 Residential PC# - 87342					404.60			l	
Res-51 SA-Res Recov Long Term (over 30 day)	8,213		\$ 94.93	<u> </u>	0.000	0.00%	8,213,000	\$	779,660.09
6-7 AB109 ONPD Residential PC# - 86077			<u> </u>					1	
Res-51 SA-Res Recov Long Term (over 30 day)	6,805		\$ 41.17	\$	0.000	0.00%	8,805,000	\$	280,161.85
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						4		ı	
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								ĺ	
TOTAL	15,018	0,000	(768)		0.000	0.00%	15,018,000	1	
TOTAL	10,010 1	0.000		<u> </u>	Expenses To Date	% of Budget	Remaining Budget		1,059,821.94
	Budget Amount	s	1,059,815.00		\$ .	0,00%	\$ 1,059,815.00	Ť	1,000,000
			AMOUNT DUE		NOTES:				
		Lese: Initial Pay (for DPH use) Other	ment Recover,	CONTRACTOR OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE				l	
			MBURSEMENT				•	ĺ	
I certify that the information provided above is, in accordance with the contract approved for so claims are maintained in our office at the address.	ervices provided und						_		
Signature:				Date:					
Title:							•		
		7° / ± ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	<del></del>	<del>-</del>					
Send to:		DPH A	uthorization for	Payment	•	,		1	
Community Program Budget/ Invoice Analyst								l	
1380 Howard St., 4th Floor								l	
San Francisco, CA 94103			· Author	rized Signatory	The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s	Dat	e	ĺ	
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Appendix F

			Contro	l Number							PA	G <del>L</del> A
						]	INVOICE NU	MBER:	S29	JL	3	
Contractor: HealthRIGHT360							Ct. Blanket N	lo.: BPHM	TBD			
Address: 1735 Mission St., San	Francisco,	CA 9410	03				Ct, PO No,:	POHM	TBD		Use	er Cd -
Tel. No.: (415) 748-1916				110			Funding Sou	rce:	DCYF CR	V Work O	rder	
Fax No.: (415)			CE	знѕ			Invoice Perio	d:	July 201	3		
Funding Term: 07/01/2013 - 12/31/2	2013						Final Invoice	•	<u> </u>	1 7	Check if Y	'es)
PHP Division: Community Behavior		ruiose					Ace Control I					
FIT DIVISION. Community Behavior				L (cot etc. friend)							***************************************	
	(	TAL ACTED		VERED PERIOD	DELIV TO D		1	OF TAL	REMA DELIVER			OF DTAL
Program/Exhibit	UOS	UDC	uos	UDC	UOS	UDC	uos	UDC	Uos	UDC	uos	UDC
B-29 SF Violence Intervention Pro	4											
					-		#DIV/0!		-		#DIV/0!	
		ļ	ļ			ļ		<del></del>	_			
Unduplicated Counts for AIDS Use C	) oliv	<u> </u>		<u></u>		<u> </u>					<u> </u>	L
Unduplicated Counts for AIDS use C	וחכ.		<del></del>								·	
Description			BU	DGET	EXPE THIS P			NSES DATE	% (			AINING ANCE
Total Salaries		· · · · · · · · · · · · · · · · · · ·	****	06,852.00	\$		\$			.0.00%		6,852.00
Fringe Benefits				95,124.00	\$		\$	-	<del>- </del>	0.00%		5,124.00
Total Personnel Expenses	ersonnel Expenses				\$		\$			0.00%		1,976.00
Operating Expenses:					- T		<del>                                     </del>		+	0.0070	70	1,010,00
				13,733.00	\$		\$			0.00%	\$ 1	3,733.00
Materials and Supplies	Occupancy Materials and Sunnities		\$	1,800.00	\$	<del></del> -	\$			0.00%		1,800.00
General Operating			\$	8,339.00	\$		\$		<del></del>	0.00%		8,339.00
Staff Travel	·····		\$	-	\$	<del>-</del>	\$			0.00%		0,000.00
Consultant/Subcontractor			\$		\$		\$			0.00%		
Other: Vehicle Expense, Clien	t Incentives	<del>-,</del>		19,870.00	\$		\$	_	<del></del>	0.00%	<del></del>	9,870.00
Client Outings and Groups			\$	+	\$		\$	-	<del>- </del>	0.00%	<del></del>	-
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		\$		\$	-	\$			0.00%		
			\$	-	\$	-	\$			0.00%		
Total Operating Expenses				43,742.00	\$	-	\$	*	<del>- </del>	0.00%		3,742.00
Capital Expenditures			\$	-	\$		\$		<del></del>	0.00%		
TOTAL DIRECT EXPENSES				45,718.00	\$ .		\$		<del></del>	0.00%		5,718.00
Indirect Expenses			\$	53,486.00	\$		\$ .	· · · · · · · · · · · · · · · · · · ·		0.00%		3,486.00
TOTAL EXPENSES			\$ 4	99,204.00	<u>  \$</u>		\$		<u></u>	0.00%	\$ 49	9,204.00
Less: Initial Payment Recovery					<b></b>	····	NOTES:					. ]
Other Adjustments (DPH use on	ly)				ļ <u> </u>	·	4				•	ł
REIMBURSEMENT					\$	•	1			-		
I certify that the information provided accordance with the contract approvious are maintained in our office a Signature:	ed for serv	ices provid ss indicate	ded under ed,	the provisio	mplete an							
Printed Name:					_							
Title:							Phone:	·				· · · · · · · · · · · · · · · · · · ·
Send to:		·,,	7				DPH Aut	horization for	Payment			
Community Program Budget/ Invoice 1380 Howard St., 4th Floor San Francisco, CA 94103	e Analyst				<del></del>	41 3 3			·			
			_		Αι	ithorized	Signatory				Date	

Jul 1stAmendment 04-15

CMHS/CSAS/CHS 4/15/2014 INVOICE

PAGE A Control Number INVOICE NUMBER: S30 Ct. Blanket No.: BPHM TBD Contractor: HealthRIGHT 360 User Cd Address: 1735 Mission St., San Francisco, CA 94103 Ct. PO No.: POHM TBD Tel. No.: (415 Tel. No.: (415) 746-1916 Fund Source: General Fund Fax No.: (415 Fax No.: (415) Invoice Period: July 2013 Funding Term: 07/01/2013 - 06/30/2014 Final Invoice: (Check If Yes) ACE Control Number: PHP Division: Community Behavioral Health Services DELIVERED DELIVERED % OF REMAINING % OF TOTAL CONTRACTED TO DATE THIS PERIOD TOTAL **DELIVERABLES** IATOT Program/Exhibit UOS UDC UOS UDC UOS UDC UOS NDC UOS UDC UOS UDC B-6 AB109 Reentry Pod Counseling 0% 920 16 0% 920 100% Anc-68 SA-Ancillary Svcs Case Mgmt 16 100% Unduplicated Counts for AIDS Use Only. % OF **EXPENSES** EXPENSES REMAINING THIS PERIOD BUDGET BUDGET TO DATE BALANCE Description 35,000,00 Total Salaries 35,000.00 \$ 0.00% \$ 10,850.00 \$ 0.00% \$ 10,850.00 Fringe Benefits Total Personnel Expenses \$ 45,850.00 \$ \$ 0.00% \$ 45,850,00 Operating Expenses: Occupancy 0.00% \$ Materials and Supplies \$ \$ 0.00% \$ General Operating 0.00% \$ \$ \$ \$ Staff Travel \$ 0.00% \$ \$ \$ Consultant/Subcontractor \$ \$ 0.00% \$ \$ Other: Client Food Supplies/ Incentives 0.00% \$ License \$ 0.00% \$ 0.00% \$ **Total Operating Expenses** \$ \$ \$ \$ \$ 0.00% \$ Capital Expenditures 45,850.00 \$ TOTAL DIRECT EXPENSES 0.00% \$ 45,850.00 \$ \$ \$ 5,502.00 \$ 0.00% \$ 5,502,00 Indirect Expenses \$ 51,352.00 \$ \$ 0.00% \$ 51,352.00 TOTAL EXPENSES Less: Initial Payment Recovery NOTES: Other Adjustments (DPH use only) REIMBURSEMENT I certify that the Information provided above is, to the best of my knowledge, complete and accurate; the amount requested for reimbursement is in accordance with the contract approved for services provided under the provision of that contract. Full justification and backup records for those claims are maintained in our office at the address indicated. Signature: Date: Printed Name: Title: Phone: Send to: DPH Authorization for Payment Community Programs Budget/ Invoice Analyst 1380 Howard St., 4th Floor San Francisco, CA 94103

Authorized Signatory

Date

Appendix F

			Control	Number			•				PA	GE A
		L			<del></del>	j.	INVOICE N	UMBER:	PC4	JL	3	
Contractor: HealthRIGHT360							Ct. Blanket	No.:	TBD			
Address: 1735 Mission St., San	Francisco	o, CA 941	03				Ct. PO No.:	POHM	TBD		Use	er Cd
Tel. No.: (415) 692-8225							Fund Source	e:	COPC- C	General F	und	
Fax No.: (415)							Invoice Per	iod:	July 2013			
Funding Term: 07/01/2013 - 12/3	1/2013						Final Invoic	e:		(0	Check if Y	es)
PHP Division: Community Oriente	ed Primary	Care					ACE Contro	l Number			l is to the	
		TAL	1	VERED		/ERED	% (			NNING		OF
P		RACTED		PERIOD		DATE	TOT	,		RABLES		TAL
Program/Exhibit	UOS	UDC	uos	UDC	uos	UDC	บอร	UDC	UOS	UDC	UOS	UDC
B-29 Primary Care Encounters -	HUHAPAI	JWIIIVGP	<del> </del>	<del> </del>		<del>                                     </del>	<del> </del>	<u> </u>	<del> </del>	ļ	<del></del>	<del>  </del>
		<del> </del>	<del> </del>	·		<del> </del>		<u> </u>	┼───		<del> </del>	╂
Unduplicated Counts for AIDS Use	Only.	J.,					<u> </u>	<u></u>		<u></u>	<del></del>	<u> </u>
Description	OGET		NSES PERIOD	EXPERTO D		1	OF OGET	f	AINING ANCE			
Total Salaries			\$		\$		\$		1	0.00%		
Fringe Benefits			\$	-	\$		\$		<del> </del>	0.00%		
Total Personnel Expenses			\$	<del></del>	\$		S	• •	<del>                                     </del>	0.00%		-
Operating Expenses	XXXXX '1		<del>                                     </del>	·····				····	<del> </del>		<del>                                     </del>	
Occupancy			\$		\$		\$	<del></del>	<del> </del>	0.00%	\$	
Materials and Supplies			\$		\$	*	\$	<del>-</del>	<del> </del>	0.00%		<del>-</del>
General Operating		,,,,, <u>,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</u>	\$		\$		\$		*	0.00%		
Staff Travel			<del> </del>		\$		\$		<del> </del>	0.00%		
Consultant/Subcontractor	·			9,286.00	\$		\$		-	0.00%		9,286.00
Other;	·····	· · · · · · · · · · · · · · · · · · ·	\$	-	\$	-	\$	-	"	0.00%		-
Total Operating Expenses		-	\$ 8	39,286.00	\$	-	\$	_	1	0.00%	\$ 8	9,286.00
Capital Expenditures			\$	**	\$	-	\$		1	0.00%	\$	
TOTAL DIRECT EXPENSES			\$ 8	39,286.00	\$.	_	\$	-	***************************************	0.00%		9,286.00
Indirect Expenses				10,714.00	\$	-	\$		1	0.00%		0,714.00
TOTAL EXPENSES		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	\$ 10	00.000.00	\$	-	\$			0.00%		0,000,00
Less: Initial Payment Recovery	V					<del>,,,,,,,</del>	NOTES:					
Other Adjustments (DPH use or												
REIMBURSEMENT					\$	0.00						
I certify that the information provide accordance with the contract appro- claims are maintained in our office.	ved for se	rvices pro	vided und									
Signature:							Date:	<del></del>	<del></del>	· , , , , , , , , , , , , , , , , , , ,		
Printed Name:												
Title:	· · · · · · · · · · · · · · · · · · ·		·	r*****		1	Phone:				· ·	
Send to:			7				DPH Autho	rization fo	r Payment			
	nmunity Programs Budget/ Invoice Analyst 0 Howard St., 4th Floor							- American III			Date	
L		PH-84-1		1	7 11/1	horized Sig	3-101013		0101001001001		2010	

Jul 1slAmendment 04-15

CMHS/CSAS/CHS 4/15/2014 INVOICE

## ACORD ™ CERTIFICATE OF LIABILITY INSURANCE

Date (MM/DD/YR) 6/27/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW, THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.												
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must be endorsed, if SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies require an endorsement. A statement on this certificate does not conferrights to the certificate holder in lieu of such endorsement(s).												
PROD			CONTACT Shelaine Gonsalves									
Heffernan Insurance Brokers 1350 Carlback Avenue							PHONE COS DE GOS DE GOS DOTO				-8278	
Walnut Creek, CA 94596							EMAIL Shalatra Cothadian com					
CA License #0564249							INSURERS AFFORDING COVERAGE NAIC #				C#	
INSU		•		INSURER A: Arch Specialty Insurance Company 11150								
HealthRIGHT360										108		
1735 Mission Street San Francisco, CA 94103							ISURER D: Great American 39896					
AMILI IMIIAAAA AU DII IAA							RER E: RER F:					
		AGES CERTIF					REVISION NUMBER:					
THIS IS TO CERTIFY THAT POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, 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 POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.												
insr Ltr		Type of Insurance	ADDL INSR	SUBR WVD	POLICY NUMBER	R	POLICY E	LICY EFF POLICY EXP		LIN	LIMITS	
A	G	ENERAL L LIABILITY 1	X						07/01/14	EACH OCCURRENCE DAMAGE TO RENTED		\$1,000,000
	X	COMMERCIAL GENERAL LIABILITY			NTPKG0088202	1	07/01/13			PREMISES (Ea occurrence		\$1,000,000
	-	CLAIMS-MADE X OCCUR			•					MED EXP (Any one person) PERSONAL & ADV INJURY	j	\$ 10,000
	<del> </del>	'				(			ا ر	GENERAL AGGREGATE		\$1,000,000
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  Re: As Per Contract or Agreement on File with Insured.  City and County of San Francisco, it's officers, agents & Employees, Office of Contract Management & Compliance is named as additional insured as respects to General Liability & Automobile liability per attached endorsements. Insurance is primary and non-contributory. Waiver of subrogation applies to Workers Compensation policy — endorsement to follow from carrier.												
CERTIFICATE HOLDER CANCELLATION												
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#### CITY AND COUNTY OF SAN FRANCISCO

OFFICE OF CONTRACT ADMINISTRATION

#### ASSIGNMENT AND ASSUMPTION AGREEMENT

THIS ASSIGNMENT (this "Assignment") is made as of 28th day of June, 2012, in San Francisco, California, by and between **Haight Ashbury Free Clinics**, Inc.("Assignor")" and "HealthRIGHT 360 ("Assignee").

#### RECITALS

WHEREAS, Assignor is a party to the Agreement (as defined below); and

WHEREAS. Assignor desires to assign the Agreement, and Assignee desires to assume the Agreement, each on the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Assignment, and for other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, Assignor and Assignee agree as follows:

- 1. **Definitions.** The following definitions shall apply to this Assignment:
- (a) Agreement. The term "Agreement" shall mean the Original Agreement dated July 1, 2010, between Assignor and City and County of San Francisco, a municipal corporation ("City"). The term "Agreement" shall include any amendments or modifications set forth in Appendix A attached hereto and made a part hereof.
  - (b) Effective Date. "Effective Date" shall mean September 1, 2012.
- (c) Other Terms. Terms used and not defined in this Assignment shall have the meanings assigned to such terms in the Agreement.
- 2. Assignment. Assignor hereby assigns, transfers and conveys to Assignee all of Assignor's right, title and interest in and to the Agreement and all of Assignor's duties and obligations thereunder, to the extent arising on or after the Effective Date.
- 3. **Assumption**. Assignee hereby accepts the assignment transfer and conveyance set forth in Section 2 and agrees to perform all of Assignor's duties and obligations under the Agreement, to the extent arising on or after the Effective Date.

#### 4. Mutual Indemnities

- (a) Assignor. Assignor shall indemnify, defend and protect Assignee, and hold Assignee harmless from and against, any and all liabilities, losses, damages, claims, costs or expenses (including attorneys' fees) arising out of (a) any failure of Assignor to convey its interest pursuant to Section 2, free and clear of all third-party liens, claims or encumbrances or (b) any breach by Assignor of the Agreement or any other failure to perform or observe any of the duties or obligations of Assignor thereunder, to the extent such breach or failure arises prior to the Effective Date.
- (b) Assignee. Assignee shall indemnify, defend and protect Assignor, and hold Assignor harmless from and against, any and all liabilities, losses, damages, claims, costs or expenses (including attorneys' fees) arising out of any breach by Assignee of the Agreement or any other failure to perform or observe any of the duties or obligations thereunder assumed by Assignee pursuant to this Assignment.

- 5. Governing Law. This Assignment shall be governed by the laws of the State of California, without regard to its conflict of laws principles.
- 6. **Headings**. All section headings and captions contained in this Assignment are for reference only and shall not be considered in construing this Assignment.
- 7. Entire Agreement. This Assignment sets forth the entire agreement between Assignor and Assignee relating to the Agreement and supersedes all other oral or written provisions.
- 8. Further Assurances. From and after the date of this Assignment, Assignor and Assignee agree to do such things, perform such acts, and make, execute, acknowledge and deliver such documents as may be reasonably necessary or proper and usual to complete the conveyance contemplated by this Assignment or as may be required by City.
- 9. Severability. Should the application of any provision of this Assignment to any particular facts or circumstances be found by a court of competent jurisdiction to be invalid or unenforceable, then (a) the validity of other provisions of this Assignment shall not be affected or impaired thereby and (b) such provision shall be enforced to the maximum extent possible so as to effect the intent of Assignor, Assignee and City.
- 10. Successors; Third-Party Beneficiaries. Subject to the terms of the Agreement, this Assignment shall be binding upon, and inure to the benefit of, the parties hereto and their successors and assigns. Except as set forth in Section 12, nothing in this Assignment, whether express or implied, shall be construed to give any person or entity (other than City and the parties hereto and their respective successors and assigns) any legal or equitable right, remedy or claim under or in respect of this Assignment or any covenants, conditions or provisions contained herein.
- 11. Notices. All notices, consents, directions, approvals, instructions, requests and other communications regarding this Assignment or the Agreement shall be in writing, shall be addressed to the person and address set forth below and shall be (a) deposited in the U.S. mail, first class, certified with return receipt requested and with appropriate postage, (b) hand delivered or (c) sent via facsimile (if a facsimile number is provided below). All communications sent in accordance with this Section shall become effective on the date of receipt. From time to time Assignor, Assignee or City may designate a new address for purposes of this Section by notice to the other signatories to this Assignment.

If to Assignor:

Haight Ashbury Free Clinics, Inc. Vitka Eisen, MSW, EdD P. O. Box 29917, San Francisco, CA 94129 Fax (415) 554-1100

#### If to Assignee:

HealthRIGHT 360 Vitka Eisen, MSW, EdD 1735 Mission Street San Francisco, CA 94103 Phone (415) 762-1558 Fax (415) 692-8225

If to City:

Department of Public Health Michelle Long, MHA, Director Contract Development and Technical Assistance 1380 Howard Street, 5th Floor San Francisco, CA 94103 Fax (415) 255-3567

And

Department of Public Health Office of Contract Management 1380 Howard Street, Room 442 San Francisco, CA 94103 Fax (415) 252-3088

12. Consent of City; No Release of Assignor; Waivers. Each of Assignor and Assignee acknowledges that the prior written consent of City to this Assignment is required under the terms of the Agreement. City shall be a third party beneficiary of this Assignment (other than Section 4) and shall have the right to enforce this Assignment. Neither this Assignment nor the consent of City set forth below shall release Assignor in whole or in part from any of its obligations or duties under the Agreement if Assignee fails to perform or observe any such obligation or duty. Assignor has entered into this Assignment and obtained such consent of City based solely upon Assignor's independent investigation of Assignee's financial condition and ability to perform under the Agreement, and Assignor assumes full responsibility for obtaining any further information with respect to Assignee or the conduct of its business after the date of this Assignment. Assignor waives any right to require City to (a) proceed against any person or entity including Assignee, (b) proceed against or exhaust any security now or hereafter held in connection with the Agreement, or (c) pursue any other remedy in City's power. Assignor waives any defense arising by reason of any disability or other defense of Assignee or any other person, or by reason of the cessation from any cause whatsoever of the liability of Assignee or any other person. Assignor shall not have and hereby waives any right of subrogation to any of the rights of City against Assignee or any other person and Assignor waives any right to enforce any remedy of Assignor against Assignee (including, without limitation, Section 4(b)) or against any other person unless and until all obligations to City under the Agreement and this Assignment have been paid and satisfied in full. Assignor waives any benefit of any right to participate in any collateral or security whatsoever now or hereafter held by City with respect to the obligations under the Agreement. Assignor authorizes City, without notice or demand and without affecting Assignor's liability hereunder or under the Agreement to: (i) renew, modify or extend the time for performance of any obligation under the Agreement; (ii) take and hold security for the payment of any obligation under the Agreement and exchange, enforce, waive and release such security: and (iii) release or consent to an assignment by Assignee of all or any part of the Agreement.

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IN WITNESS WHEREOF, Assignor and Assignee have each duly executed this Assignment as of the date first referenced above.

**ASSIGNOR** 

HAIGHT ASHBURY FREE CLINICS, INC. VENDOR NUMBER: 08817

Vitka Eisen, MSW, EdD

Title: Chief Executive Director

ASSIGNEE

HealthRIGHT 360

**VENDOR NUMBER: 08817** 

Vitka Risen, MSW, EdD

Title: Chief Executive Director

Subject to Section 12 of this Assignment, City hereby consents to the assignment and assumption described in Sections 2 and 3 of this Assignment.

CITY

Recommended by

Signature for Department

Barbara Garcia, MPA

Printed Name

DIRECTOR, DEPARTMENT OF PUBLIC

**HEALTH** 

Title and Department

Approved as to Form:

Dennis J. Herrera

City Attorney

Approved:

Jaci Fong

Director of Office of Contract Administration/

Kathy Murphy, Deputy City Attorney

Purchaser

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# APPENDIX A

Standard City Contrac	:t		•	•	
•	P-500		Pages	Pages 1-23	
<b>5 \$</b>		Exhibit A	Pages	1-4 and	
attachments		•			
		Exhibit B	Page	1-4 and	
attachments				•	
		Exhibit C	Page	1	
		Exhibit D	Pages	1-2	
		Exhibit E	Pages	1-7	
		Exhibit F	Pages	I and attachments	

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# <u>ACORD</u> ™ CERTIFICATE OF LIABILITY INSUNANCE

Date (MM/DD/YR) 9/5/12

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed, if SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s) CONTACT PRODUCER Shelaine Gonsalves NAME: Heffernan Insurance Brokers PHONE 1350 Carlback Avenue 925-934-8500 925-934-2272 (A/C,No,Ext): Walnut Creek, CA 94596 EMAIL ShelaineG@heffins.com ADDRESS: CA License #0564249 INSURERS AFFORDING COVERAGE NAIC # INSURED INSURER A: Arch Specialty Insurance Company 11150 INSURER B: New York Marine HealthRIGHT360 16608 INSURER C: 19038 1735 Mission Street Travelers INSURER D: Great American 39896 San Francisco, CA 94103 INSURER E: INSURER F: COVERAGES CERTIFICATE NUMBER: REVISION NUMBER: THIS IS TO CERTIFY THAT POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, 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 POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. ADDL INSR POLICY FEE POLICY FXF SLIBR TYPE OF INSURANCE POLICY NUMBER LIMITS LTR WVD (MM/DD/YYYY) (MM/DD/YYYY) Α GENERAL L LIABILITY EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED NTPKG0068201 COMMERCIAL GENERAL LIABILITY 07/01/12 07/01/13 \$1,000,000 PREMISES (Ea occurrence) CLAIMS-MADE X OCCUR \$ 10,000 MED EXP (Any one person) PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 \$3,000,000 GEN'L. AGGREGATE LIMIT APPLIES PER PRODUCTS - COMP/OP AGG POLICY PROJECT COMBINED SINGLE LIMIT Α AUTOMOBILE LIABILITY х \$1,000,000 (Es accident) ANY AUTO NTAUT0026001 07/01/12 07/01/13 BODILY INJURY (Per person) 5 SCHEDULED AUTOS ALL OWNED AUTOS BODILY INJURY (Per accident) \$ NON-OWNED AUTOS PROPERTY DAMAGE X HIRED AUTOS X S (Per accident) T. UMBRELLA LIAB OCCUR NTUMB0032601 07/01/12 07/01/13 EACH OCCURRENCE \$3,000,000 EXCESS LIAB CLAIMS-MADE AGGREGATE \$3,000,000 Α RETENTION X WC STATU-TORY LIMITS WORKERS COMPENSATION AND EMPLOYERS LIABILITY OTHER Y/N E.L. EACH ACCIDENT ANY PROPRIETOR/PARTNER/EXECUTIVE/ OFFICER/MEMBER EXCLUDED? 1,000,000 В N/A WC201200001880 07/01/12 07/01/13 EL DISEASE - EA EMPLOYEE 1,000,000 (Mandatory in N.H.) If yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - POLICY LIMIT 1.000.000 NTPKG0068201 07/01/12 07/01/13 Α Each claim/apprepate \$1mm/\$3mm Professional Liability NTUMB0032601 07/01/12 07/01/13 Each claim/aggregate \$3mm/\$3mm Excess Professional Liability \$10,000,000 105642284 07/01/12 07/01/13 C Limit Crime SAA024161701 \$10,000,000 Đ 07/01/12 07/01/13 Limit Excess Crime DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Re: As on file with the insured. The City and County of San Francisco, its officers, agents and employees are named as additional insured on General and Auto Liability policy per attached endorsements. CERTIFICATE HOLDER CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH City & County of San Francisco THE POLICY PROVISIONS. Department of Public Health- Contracts AUTHORIZED 101 Grove St., Rm. 307 REPRESENTATIVE San Francisco, CA 94102

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Policy Number: NTPKG0068201 Named Insured: HealthRIGHT360

# 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

Re: As on file with the insured. The City and County of San Francisco, its officers, agents and employees are named as additional insured on General and Auto Liability policy per attached endorsements.
t.
information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- $\boldsymbol{\mathsf{B}},\ \ln$  connection with your premises owned by or rented to you.

### THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

#### **ULTRA AUTO PLUS ENDORSEMENT**

This endorsement modifies insurance provided under the following:

#### BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage form apply unless modified by the endorsement.

#### **EXTENDED CANCELLATION CONDITION**

Paragraph 2.b. of the CANCELLATION Common Policy Condition is replaced by the following:

 b. 60 days before the effective date of cancellation if we cancel for any other reason.

# TEMPORARY SUBSTITUTE AUTO - PHYSICAL DAMAGE COVERAGE

Under paragraph C. -- CERTAIN TRAILERS, MOBILE EQUIPMENT AND TEMPORARY SUBSTITUTE AUTOS of SECTION 1 -- COVERED AUTOS, the following is added:

If Physical Damage coverage is provided by this Coverage Form, then you have coverage for:

Any "auto" you do not own while used with the permission of its owner as a temporary substitute for a covered "auto" you own that is out of service because of its breakdown, repair, servicing, "loss" or destruction.

#### **BROAD FORM NAMED INSURED**

SECTION II - LIABILITY COVERAGE - A.1. WHO IS AN INSURED provision is amended by the addition of the following:

d. Any business entity newly acquired or formed by you during the policy period provided you own 50% or more of the business entity and the business entity is not separately insured for business auto Coverage. Coverage is extended up to a maximum of 180 days following acquisition or formation of the business entity. Coverage under this provision is afforded only until the end of the policy period.

#### **BLANKET ADDITIONAL INSURED**

SECTION II - LIABILITY COVERAGE - A.1. WHO

IS AN INSURED provision is amended by the addition of the following:

- Any person or organization for whom you are required by an "insured contract" to provide insurance is an "insured", subject to the following additional provisions:
  - (1) The "insured Contract" must be in effect during the policy period shown in the Declarations, and must have been executed prior to the "bodily injury" or "property damage".
  - (2) This person or organization is an "insured" only to the extent you are liable due to your ongoing operations for that insured, whether the work is performed by you or for you, and only to the extent you are held liable for an "accident" occurring while a covered "auto" is being driven by you or one of your employees.
  - (3) There is no coverage provided to this person or organization for "bodily injury" to its employees, nor for "property damage" to its property.
  - (4) Coverage for this person or organization shall be limited to the extent of your negligence or fault according to the applicable principles of comparative negligence or fault.
  - (5) The defense of any claim or "suit" must be tendered by this person or organization as soon as practicable to all other insurers which potentially provide insurance for such claim or "suit".
  - (6) The coverage provided will not exceed the lesser of"
    - (a) the coverage and/or limits of this policy; or

- (b) the coverage and/or limits required by the "insured contract".
- (7) A person's or organization's status as an "insured" under this subparagraph d ends when your operations for that "insured" are completed.

# FELLOW EMPLOYEE COVERAGE - EXECUTIVE OFFICES

Exclusion 5. FELLOW EMPLOYEE of SECTION II – LIABILTY COVERAG – B. EXCLUDIONS is amended by the addition of the following:

This exclusion does not apply to liability incurred by your employees that are executive officers.

# PHYSICAL DAMAGE - ADDITIONAL TRANSPORTATION EXPENSE COVERAGE

The first sentence of paragraph A.4 of SECTION III — PHYSICAL DAMAGE COVERAGE is amended to add:

We will pay for the expense of returning a stolen covered "auto" to you.

# AIRBAG COVERAGE

Under paragraph B. ~ EXCLUSIONS of SECTION III ~ PHYSICAL DAMAGE COVERAGE, the following is added:

The exclusion relating to mechanical breakdown does not apply to the accidental discharge of an airbag.

### LEASE GAP COVERAGE

Under paragraph C - LIMIT OF INSURANCE OF SECTION III - PHYSICAL DAMAGE COVERAGE, the following is added:

- 4. the most we will pay for a total "loss" in any on "accident" is the greater of the following, subject to a \$1,500 maximum limit:
- Actual cash value of the damaged or stolen property as of the time of the "loss", less an adjustment for depreciation and physical condition; or
- b. Balance due under the terms of the loan or lease that the damaged covered "auto" is subject to at the time of the "loss", less any one or all of the following adjustments:

- Overdue payment and financial penalties associated with those payments as of the date of the "loss".
- Financial penalties imposed under a lease due to high mileage, excessive use or abnormal wear and tear.
- Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease.
- Transfer or rollover balances from previous loans or leases.
- Final payment die under a "Balioon Loan".
- 6) The dollar amount of any unrepaired damage that occurred prior to the total loss" of a covered "auto".
- Security deposits not refunded by a lessor.
- 8) All refunds payable or paid to you as a result of the early termination of a lease agreement or any warranty or extended service agreement on a covered "auto".
- 9) Any amount representing taxes.
- 10) Loan or lease termination fees.

# GLASS REPAIR - WAIVER OF DEDUCTIBLE

Under paragraph d. – DEDUCTIBLE of SECTION III – PHYSICAL DAMAGE COVERAGE, the following is added:

No deductible applies to glass damage if the glass is repaired rather than replaced.

# AMENDED DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS

The requirement in LOSS CONDITION 2.a. – DUTIES IN THE EVENT OF ACCIDENT, CLAIMS, SUIT OR LOSS – of SECTION IV – BUSINESS AUTO CONDITIONS that you must notify us of an "accident" applies only when the :accident: is known to:

- (1) You, if you are an individual;
- (2) A partner, if you are a partnership; or
- (3) An executive officer or insurance manager, if you are a corporation.

# UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS

SECTION IV - BUSINESS AUTO CONDITIONS - B.2. is amended by the addition of the following:

If you unintentionally fail to disclose any hazards existing at the inception date of you policy, we will not deny coverage under this coverage Form because of such failure. However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

#### RESULTANT MENTAL ANGUISH COVERAGE

SECTION V - DEFINITIONS - C. is replaced by the following:

"Bodily injury" means bodily injury, sickness or disease sustained by a person including mental anguish or death resulting from any of these.

#### HIRED AUTO PHYSICAL DAMAGE COVERAGE

If hired "autos" are covered "autos" for Liability coverage and if comprehensive, specified Causes of Loss or collision coverages are provided under this coverage form for any "auto" you own, then the Physical Damage Coverages provided are extended to "autos" you hire or borrow of the private passenger or light truck (10,000 lbs. Or less gross vehicle weight) type, subject to the following limit.

The most we will pay for loss to any hired "auto" is \$50,000 or actual Cash Value or cost of Repair, whichever is smallest, minus a deductible. The deductible will be equal to the largest deductible applicable to any owned "auto" of the private passenger or light truck type for that coverage. Hired Auto Physical Damage coverage is excess over any other collectible insurance. Subject to the above limit, deductible and excess provisions, we will provide coverage equal to the broadest coverage applicable to any covered "auto" you own of the private passenger or light truck type.

# HIRED AUTO PHYSICAL DAMAGE COVERAGE - LOSS OF USE

SECTION III - PHYSICAL A.4.b Form does not

apply.

Subject to a maximum of \$1,000 per accident, we will cover loss of use of a hired "auto" if it results from an accident, you are legally liable and the lessor incurs an actual financial loss.

#### RENTAL REIMBURSEMENT COVERAGE

- **A.** This coverage applies only to a covered "auto" of the private passenger of light truck (10,000 lobs. Or less gross vehicle weight) type.
- B. We will pay for rental reimbursement expenses incurred by you for the rental of an "auto" because of a covered "loss" to a covered "auto." Payment applies in addition to the otherwise applicable amount of each coverage you have on a covered "auto." No deductible apply to this coverage.
- C. We will pay only for those expenses incurred during the policy period beginning 24 hours after the "loss" and ending, regardless of the policy's expiration, with the lesser of the following number of days:
- 1. The number of days reasonably required to repair or replace the covered "auto." If "loss" is caused by theft, this number of days is added to the number of days it takes to locate the covered "auto" and return it to you.
  - 2. 30 days.
- D. Our payment is limited to the lesser of the following amounts:
  - 1. Necessary and actual expenses incurred.
  - 2. \$50 per day
- E. this coverage does not apply while there are spare or reserve "autos" available to you for your operations.
- F. If "loss" results from the total theft of a covered "auto" of the private passenger type, we will pay under this coverage only that amount of your rental reimbursement expenses which is not already provided for under the PHYSICAL DAMAGE COVERAGE Coverage Extension.
- G. The Rental Reimbursement Coverage described above does not apply to a covered "auto" that is described or designated as a covered "auto" on Rental Reimbursement coverage form CA 99 23

AUDIO, VISUAL AND SATA ELECTRONIC

#### **EQUIPMENT COVERAGE**

# A.Coverage

- 1. We will pay with respect to a covered "auto" for "loss" to any electronic equipment that receives or transmits audio, visual or data signals and that is not designed solely for the reproduction of sound. This coverage applies only if the equipment is permanently installed in the covered "auto" at the time of the "loss" or the equipment is removable from a housing unit which is permanently installed in the covered 'auto" at the time of the :loss" or the equipment is removable from a housing unit which is permanently installed in the covered "auto" at the time of the "loss", and such equipment is designed to be solely operated by use of the power from the "auto's" electrical system, in or upon the covered "auto."
- We will pay with respect to a covered "auto" for "loss" to any accessories used with the electronic equipment described in paragraph A.1. above. However, this does not include tapes, records or discs.
- If audio, Visual and data Electronic Equipment Coverage form CA 99 60 or CA 99 94 is attached to this policy, then the Audio, visual and Data Electronic Equipment Coverage described above does not apply.

#### **B.Exclusions**

The exclusions that apply to PHYSICAL DAMAGE COVERAGE, except for the exclusion relating to Audio, Visual and Data Electronic Equipment, also apply to this coverage. In addition, the following exclusions apply:

We will not pay for wither any electronic equipment or accessories used with such electronic equipment that is:

 Necessary for the normal operation of the covered "auto" for the monitoring of the covered "auto's" operating system: or

#### 2. Both:

 a. an integral part of the same unit housing any sound reproducing equipment designed solely for the reproduction of sound if the sound reproducing equipment is permanently installed in the covered "auto"; and

 b. permanently installed in the opening of the dash or console normally used by the manufacturer for the installation of a radio.

#### C. Limit of Insurance

With respect to this coverage, the LIMIT OF INSURANCE provision of PHYSICAL DAMGE COVERAGE is replaced by the following:

- The most we will pay for "loss: to audio, visual or data electronic equipment and any accessories used with this equipment as a result of any one "accident" is the lesser of:
  - a. The actual cash value of the damaged or stolen property as of the time of the "loss"; or
  - The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality.
  - c. \$1,000
    - an adjustment for depreciation and physical condition will be made in determining actual cash value at the time of the "loss."

If a repair or replacement results in better than like kind or quality, we will not pay for the amount of the betterment.

#### D. Deductible

- 1. If "loss" to the audio, visual or data electronic equipment or accessories used with this equipment is the result of a "loss" to the covered "auto" under the Business Auto coverage form's Comprehensive or Collision coverage, then for each covered "auto" our obligation to pay for, repair, return or replace damaged or stolen property will be reduced by the applicable deductible shown in the Declarations. Any Comprehensive Coverage deductible shown in the Declarations does not apply to "loss" to audio, visual or data electronic equipment caused by fire or lightning.
- 2. If "loss" to the audio, visual or data electronic equipment or accessories used with this equipment is the result of a "loss" to the covered "auto" under the Business Auto Coverage form's specified Causes of Loss coverage, then for each covered

"auto" our obligation to pay for, repair, return or replace damaged or stolen property will be reduced by a \$100 deductible.

- 3. if "loss" occurs solely to the audio, visual or data electronic equipment or accessories used with this equipment, then for each covered "auto" our obligation to pay for, repair, return or replace damaged or stolen property will be reduced by a \$100 deductible.
- 4. In the event that there is more than one applicable deductible, only the highest deductible will apply. In no event will more than one deductible apply.

### **BLANKET WAIVER OF SUBROGATION**

We waive the right of recovery we may have for payments made for "bodily injury" or "property damage" on behalf of the persons or organizations added as "insureds" under section.II – LIABILITY COVERAGE _ A.1.D. BROAD FORM NAMED INSURED and A.1.e. BLANKET ADDITION INSURED.

#### PERSONAL EFFECTS COVERAGE

A. SECTION III-PHYSICAL DAMAGE COVERAGE, A.4. COVERAGE EXTENSIONS, is amended by adding the following:

### c. Personal Effects Coverage

For any Owned "auto" that is involved in a covered "loss", we will pay up to \$500 for "personal effects" that are lost or damaged as a result of the covered "loss", without applying a deductible.

- **B.** SECTION V DEFINITIONS is amended by adding the following:
- Q. "Personal effects" means your tangible property that is worn or carried by you, except for tools, jewelry, money, or securities.

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City and County of San Francisco
Office of Contract Administration
Purchasing Division
City Hall, Room 430
1 Dr. Carlton B. Goodlett Place
San Francisco, California 94102-4685

# Agreement between the City and County of San Francisco and

### Walden House

This Agreement is made this 1st day of October, 2010, in the City and County of San Francisco, State of California, by and between: Walden House Inc., 1550 Evans Ave., San Francisco, CA 94124, hereinafter referred to as "Contractor," and the City and County of San Francisco, a municipal corporation, hereinafter referred to as "City," acting by and through its Director of the Office of Contract Administration or the Director's designated agent, hereinafter referred to as "Purchasing."

#### Recitals

WHEREAS, the Department of Public Health, Community Behavioral Health Services, ("Department") wishes to provide services for Mental Health and Substance Abuse programs.

WHEREAS, Request for Proposal (RFP23-2009) was issued on July 31, 2009, and City selected Contractor as the highest qualified scorer pursuant to the RFP; and

WHEREAS, Contractor represents and warrants that it is qualified to perform the services required by City as set forth under this Contract; and,

WHEREAS, approval for this Agreement was obtained when the Civil Service Commission approved Contract number 4151-09/10 on June 21, 2010;

Now, THEREFORE, the parties agree as follows:

1. Certification of Funds; Budget and Fiscal Provisions; Termination in the Event of Non-Appropriation. This Agreement is subject to the budget and fiscal provisions of the City's Charter. Charges will accrue only after prior written authorization certified by the Controller, and the amount of City's obligation hereunder shall not at any time exceed the amount certified for the purpose and period stated in such advance authorization. This Agreement will terminate without penalty, liability or expense of any kind to City at the end of any fiscal year if funds are not appropriated for the next succeeding fiscal year. If funds are appropriated for a portion of the fiscal year, this Agreement will terminate, without penalty, liability or expense of any kind at the end of the term for which funds are appropriated. City has no obligation to make appropriations for this Agreement in lieu of appropriations for new or other agreements. City budget decisions are subject to the discretion of the Mayor and the Board of Supervisors. Contractor's assumption of risk of possible non-appropriation is part of the consideration for this Agreement.

THIS SECTION CONTROLS AGAINST ANY AND ALL OTHER PROVISIONS OF THIS AGREEMENT.

2. Term of the Agreement. Subject to Section 1, the term of this Agreement shall be from July 1, 2010 through December 31, 2015.

- 3. Effective Date of Agreement. This Agreement shall become effective when the Controller has certified to the availability of funds and Contractor has been notified in writing.
- 4. Services Contractor Agrees to Perform. The Contractor agrees to perform the services provided for in Appendix A, "Description of Services," attached hereto and incorporated by reference as though fully set forth herein.
- 5. Compensation. Compensation shall be made in monthly payments on or before the 15th day of each month for work, as set forth in Section 4 of this Agreement, that the Director of the Department of Public Health, in his or her sole discretion, concludes has been performed as of the 30th day of the immediately preceding month. In no event shall the amount of this Agreement exceed Fifty Four Million Two Hundred Fifty Six Thousand Five Hundred Forty Five Dollars (\$54,256,545). The breakdown of costs associated with this Agreement appears in Appendix B, "Calculation of Charges," attached hereto and incorporated by reference as though fully set forth herein. No charges shall be incurred under this Agreement nor shall any payments become due to Contractor until reports, services, or both, required under this Agreement are received from Contractor and approved by Department of Public Health as being in accordance with this Agreement. City may withhold payment to Contractor in any instance in which Contractor has failed or refused to satisfy any material obligation provided for under this Agreement. In no event shall City be liable for interest or late charges for any late payments.
- 6. Guaranteed Maximum Costs. The City's obligation hereunder shall not at any time exceed the amount certified by the Controller for the purpose and period stated in such certification. Except as may be provided by laws governing emergency procedures, officers and employees of the City are not authorized to request, and the City is not required to reimburse the Contractor for, Commodities or Services beyond the agreed upon contract scope unless the changed scope is authorized by amendment and approved as required by law. Officers and employees of the City are not authorized to offer or promise, nor is the City required to honor, any offered or promised additional funding in excess of the maximum amount of funding for which the contract is certified without certification of the additional amount by the Controller. The Controller is not authorized to make payments on any contract for which funds have not been certified as available in the budget or by supplemental appropriation.
- 7. Payment; Invoice Format. Invoices furnished by Contractor under this Agreement must be in a form acceptable to the Controller, and must include a unique invoice number and must conform to Appendix F. All amounts paid by City to Contractor shall be subject to audit by City. Payment shall be made by City to Contractor at the address specified in the section entitled "Notices to the Parties."
- 8. Submitting False Claims; Monetary Penalties. Pursuant to San Francisco Administrative Code §21.35, any contractor, subcontractor or consultant who submits a false claim shall be liable to the City for the statutory penalties set forth in that section. The text of Section 21.35, along with the entire San Francisco Administrative Code is available on the web at http://www.municode.com/Library/clientCodePage.aspx?clientID=4201. A contractor, subcontractor or consultant will be deemed to have submitted a false claim to the City if the contractor, subcontractor or consultant: (a) knowingly presents or causes to be presented to an officer or employee of the City a false claim or request for payment or approval; (b) knowingly makes, uses, or causes to be made or used a false record or statement to get a false claim paid or approved by the City; (c) conspires to defraud the City by getting a false claim allowed or paid by the City; (d) knowingly makes, uses, or causes to be made or used a false record or statement to conceal, avoid, or decrease an obligation to pay or transmit money or property to the City; or (e) is a beneficiary of an inadvertent submission of a false claim to the City, subsequently discovers the falsity of the claim, and fails to disclose the false claim to the City within a reasonable time after discovery of the false claim.
- 9. Disallowance. If Contractor claims or receives payment from City for a service, reimbursement for which is later disallowed by the State of California or United States Government, Contractor shall promptly refund the disallowed amount to City upon City's request. At its option, City may offset the

amount disallowed from any payment due or to become due to Contractor under this Agreement or any other Agreement. By executing this Agreement, Contractor certifies that Contractor is not suspended, debarred or otherwise excluded from participation in federal assistance programs. Contractor acknowledges that this certification of eligibility to receive federal funds is a material terms of the Agreement.

- 10. Taxes. Payment of any taxes, including possessory interest taxes and California sales and use taxes, levied upon or as a result of this Agreement, or the services delivered pursuant hereto, shall be the obligation of Contractor. Contractor recognizes and understands that this Agreement may create a "possessory interest" for property tax purposes. Generally, such a possessory interest is not created unless the Agreement entitles the Contractor to possession, occupancy, or use of City property for private gain. If such a possessory interest is created, then the following shall apply:
- Contractor, on behalf of itself and any permitted successors and assigns, recognizes and understands that Contractor, and any permitted successors and assigns, may be subject to real property tax assessments on the possessory interest;
- 2) Contractor, on behalf of itself and any permitted successors and assigns, recognizes and understands that the creation, extension, renewal, or assignment of this Agreement may result in a "change in ownership" for purposes of real property taxes, and therefore may result in a revaluation of any possessory interest created by this Agreement. Contractor accordingly agrees on behalf of itself and its permitted successors and assigns to report on behalf of the City to the County Assessor the information required by Revenue and Taxation Code section 480.5, as amended from time to time, and any successor provision.
- 3) Contractor, on behalf of itself and any permitted successors and assigns, recognizes and understands that other events also may cause a change of ownership of the possessory interest and result in the revaluation of the possessory interest. (see, e.g., Rev. & Tax. Code section 64, as amended from time to time). Contractor accordingly agrees on behalf of itself and its permitted successors and assigns to report any change in ownership to the County Assessor, the State Board of Equalization or other public agency as required by law.
- 4) Contractor further agrees to provide such other information as may be requested by the City to enable the City to comply with any reporting requirements for possessory interests that are imposed by applicable law.
- 11. Payment Does Not Imply Acceptance of Work. The granting of any payment by City, or the receipt thereof by Contractor, shall in no way lessen the liability of Contractor to replace unsatisfactory work, equipment, or materials, although the unsatisfactory character of such work, equipment or materials may not have been apparent or detected at the time such payment was made. Materials, equipment, components, or workmanship that do not conform to the requirements of this Agreement may be rejected by City and in such case must be replaced by Contractor without delay.
- 12. Qualified Personnel. Work under this Agreement shall be performed only by competent personnel under the supervision of and in the employment of Contractor. Contractor will comply with City's reasonable requests regarding assignment of personnel, but all personnel, including those assigned at City's request, must be supervised by Contractor. Contractor shall commit adequate resources to complete the project within the project schedule specified in this Agreement.
- 13. Responsibility for Equipment. City shall not be responsible for any damage to persons or property as a result of the use, misuse or failure of any equipment used by Contractor, or by any of its employees, even though such equipment be furnished, rented or loaned to Contractor by City.

# 14. Independent Contractor; Payment of Taxes and Other Expenses

- Independent Contractor. Contractor or any agent or employee of Contractor shall be deemed at all times to be an independent contractor and is wholly responsible for the manner in which it performs the services and work requested by City under this Agreement. Contractor or any agent or employee of Contractor shall not have employee status with City, nor be entitled to participate in any plans, arrangements, or distributions by City pertaining to or in connection with any retirement, health or other benefits that City may offer its employees. Contractor or any agent or employee of Contractor is liable for the acts and omissions of itself, its employees and its agents. Contractor shall be responsible for all obligations and payments, whether imposed by federal, state or local law, including, but not limited to, FICA, income tax withholdings, unemployment compensation, insurance, and other similar responsibilities related to Contractor's performing services and work, or any agent or employee of Contractor providing same. Nothing in this Agreement shall be construed as creating an employment or agency relationship between City and Contractor or any agent or employee of Contractor. Any terms in this Agreement referring to direction from City shall be construed as providing for direction as to policy and the result of Contractor's work only, and not as to the means by which such a result is obtained. City does not retain the right to control the means or the method by which Contractor performs work under this Agreement.
- Payment of Taxes and Other Expenses. Should City, in its discretion, or a relevant taxing authority such as the Internal Revenue Service or the State Employment Development Division, or both, determine that Contractor is an employee for purposes of collection of any employment taxes, the amounts payable under this Agreement shall be reduced by amounts equal to both the employee and employer portions of the tax due (and offsetting any credits for amounts already paid by Contractor which can be applied against this liability). City shall then forward those amounts to the relevant taxing authority. Should a relevant taxing authority determine a liability for past services performed by Contractor for City, upon notification of such fact by City, Contractor shall promptly remit such amount due or arrange with City to have the amount due withheld from future payments to Contractor under this Agreement (again, offsetting any amounts already paid by Contractor which can be applied as a credit against such liability). A determination of employment status pursuant to the preceding two paragraphs shall be solely for the purposes of the particular tax in question, and for all other purposes of this Agreement, Contractor shall not be considered an employee of City. Notwithstanding the foregoing, should any court, arbitrator, or administrative authority determine that Contractor is an employee for any other purpose, then Contractor agrees to a reduction in City's financial liability so that City's total expenses under this Agreement are not greater than they would have been had the court, arbitrator, or administrative authority determined that Contractor was not an employee.

#### 15. Insurance

- a. Without in any way limiting Contractor's liability pursuant to the "Indemnification" section of this Agreement, Contractor must maintain in force, during the full term of the Agreement, insurance in the following amounts and coverages:
- 1) Workers' Compensation, in statutory amounts, with Employers' Liability Limits not less than \$1,000,000 each accident, injury, or illness; and
- 2) Commercial General Liability Insurance with limits not less than \$1,000,000 each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Contractual Liability, Personal Injury, Products and Completed Operations; and
- 3) Commercial Automobile Liability Insurance with limits not less than \$1,000,000 each occurrence Combined Single Limit for Bodily Injury and Property Damage, including Owned, Non-Owned and Hired auto coverage, as applicable.

- 4) Blanket Fidelity Bond (Commercial Blanket Bond) Limits in the amount of the Initial Payment provided for in the Agreement.
- 5) Professional liability insurance, applicable to Contractor's profession, with limits not less than \$1,000,000 each claim with respect to negligent acts, errors or omissions in connection with professional services to be provided under this Agreement.
- b. Commercial General Liability and Commercial Automobile Liability Insurance policies must be endorsed to provide:
- 1) Name as Additional Insured the City and County of San Francisco, its Officers, Agents, and Employees.
- 2) That such policies are primary insurance to any other insurance available to the Additional Insureds, with respect to any claims arising out of this Agreement, and that insurance applies separately to each insured against whom claim is made or suit is brought.
- c. Regarding Workers' Compensation, Contractor hereby agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents and subcontractors.
- d. All policies shall provide thirty days' advance written notice to the City of reduction or nonrenewal of coverages or cancellation of coverages for any reason. Notices shall be sent to the City address in the "Notices to the Parties" section:
- e. Should any of the required insurance be provided under a claims-made form, Contractor shall maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of three years beyond the expiration of this Agreement, to the effect that, should occurrences during the contract term give rise to claims made after expiration of the Agreement, such claims shall be covered by such claims-made policies.
- f. Should any of the required insurance be provided under a form of coverage that includes a general annual aggregate limit or provides that claims investigation or legal defense costs be included in such general annual aggregate limit, such general annual aggregate limit shall be double the occurrence or claims limits specified above.
- g. Should any required insurance lapse during the term of this Agreement, requests for payments originating after such lapse shall not be processed until the City receives satisfactory evidence of reinstated coverage as required by this Agreement, effective as of the lapse date. If insurance is not reinstated, the City may, at its sole option, terminate this Agreement effective on the date of such lapse of insurance.
- h. Before commencing any operations under this Agreement, Contractor shall furnish to City certificates of insurance and additional insured policy endorsements with insurers with ratings comparable to A-, VIII or higher, that are authorized to do business in the State of California, and that are satisfactory to City, in form evidencing all coverages set forth above. Failure to maintain insurance shall constitute a material breach of this Agreement.
- i. Approval of the insurance by City shall not relieve or decrease the liability of Contractor hereunder.

October 1, 2010

- Indemnification Contractor shall indemnify and save harmless City and its officers, agents and employees from, and, if requested, shall defend them against any and all loss, cost, damage, injury, liability, and claims thereof for injury to or death of a person, including employees of Contractor or loss of or damage to property, arising directly or indirectly from Contractor's performance of this Agreement, including, but not limited to, Contractor's use of facilities or equipment provided by City or others, regardless of the negligence of, and regardless of whether liability without fault is imposed or sought to be imposed on City, except to the extent that such indemnity is void or otherwise unenforceable under applicable law in effect on or validly retroactive to the date of this Agreement, and except where such loss, damage, injury, liability or claim is the result of the active negligence or willful misconduct of City and is not contributed to by any act of, or by any omission to perform some duty imposed by law or agreement on Contractor, its subcontractors or either's agent or employee. The foregoing indemnity shall include, without limitation, reasonable fees of attorneys, consultants and experts and related costs and City's costs of investigating any claims against the City. In addition to Contractor's obligation to indemnify City, Contractor specifically acknowledges and agrees that it has an immediate and independent obligation to defend City from any claim which actually or potentially falls within this indemnification provision, even if the allegations are or may be groundless, false or fraudulent, which obligation arises at the time such claim is tendered to Contractor by City and continues at all times thereafter. Contractor shall indemnify and hold City harmless from all loss and liability, including attorneys' fees, court costs and all other litigation expenses for any infringement of the patent rights, copyright, trade secret or any other proprietary right or trademark, and all other intellectual property claims of any person or persons in consequence of the use by City, or any of its officers or agents, of articles or services to be supplied in the performance of this Agreement.
- 17. Incidental and Consequential Damages. Contractor shall be responsible for incidental and consequential damages resulting in whole or in part from Contractor's acts or omissions. Nothing in this Agreement shall constitute a waiver or limitation of any rights that City may have under applicable law.
- 18. Liability of City. CITY'S PAYMENT OBLIGATIONS UNDER THIS AGREEMENT SHALL BE LIMITED TO THE PAYMENT OF THE COMPENSATION PROVIDED FOR IN SECTION 5 OF THIS AGREEMENT. NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, IN NO EVENT SHALL CITY BE LIABLE, REGARDLESS OF WHETHER ANY CLAIM IS BASED ON CONTRACT OR TORT, FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOST PROFITS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE SERVICES PERFORMED IN CONNECTION WITH THIS AGREEMENT.
- 19. Liquidated Damages Left blank by agreement of the parties. (Liquidated damages)
- 20. Default; Remedies. Each of the following shall constitute an event of default ("Event of Default") under this Agreement:
- (1) Contractor fails or refuses to perform or observe any term, covenant or condition contained in any of the following Sections of this Agreement:
- 8. Submitting False Claims; Monetary Penalties.
- 10. Taxes
- 15. Insurance
- 24. Proprietary or confidential information of City
- 30. Assignment

- 37. Drug-free workplace policy,
- 53. Compliance with laws
- 55. Supervision of minors
- 57. Protection of private information
- 58. Graffiti removal

And, item 1 of Appendix D attached to this Agreement

2) Contractor fails or refuses to perform or observe any other term, covenant or condition contained in this Agreement, and such default continues for a period of ten days after written notice thereof from City to Contractor.

- 3) Contractor (a) is generally not paying its debts as they become due, (b) files, or consents by answer or otherwise to the filing against it of, a petition for relief or reorganization or arrangement or any other petition in bankruptcy or for liquidation or to take advantage of any bankruptcy, insolvency or other debtors' relief law of any jurisdiction, (c) makes an assignment for the benefit of its creditors, (d) consents to the appointment of a custodian, receiver, trustee or other officer with similar powers of Contractor or of any substantial part of Contractor's property or (e) takes action for the purpose of any of the foregoing.
- 4) A court or government authority enters an order (a) appointing a custodian, receiver, trustee or other officer with similar powers with respect to Contractor or with respect to any substantial part of Contractor's property, (b) constituting an order for relief or approving a petition for relief or reorganization or arrangement or any other petition in bankruptcy or for liquidation or to take advantage of any bankruptcy, insolvency or other debtors' relief law of any jurisdiction or (c) ordering the dissolution, winding-up or liquidation of Contractor.
- b. On and after any Event of Default, City shall have the right to exercise its legal and equitable remedies, including, without limitation, the right to terminate this Agreement or to seek specific performance of all or any part of this Agreement. In addition, City shall have the right (but no obligation) to cure (or cause to be cured) on behalf of Contractor any Event of Default; Contractor shall pay to City on demand all costs and expenses incurred by City in effecting such cure, with interest thereon from the date of incurrence at the maximum rate then permitted by law. City shall have the right to offset from any amounts due to Contractor under this Agreement or any other agreement between City and Contractor all damages, losses, costs or expenses incurred by City as a result of such Event of Default and any liquidated damages due from Contractor pursuant to the terms of this Agreement or any other agreement.
- c. All remedies provided for in this Agreement may be exercised individually or in combination with any other remedy available hereunder or under applicable laws, rules and regulations. The exercise of any remedy shall not preclude or in any way be deemed to waive any other remedy.

# 21. Termination for Convenience

- a. City shall have the option, in its sole discretion, to terminate this Agreement, at any time during the term hereof, for convenience and without cause. City shall exercise this option by giving Contractor written notice of termination. The notice shall specify the date on which termination shall become effective.
- b. Upon receipt of the notice, Contractor shall commence and perform, with diligence, all actions necessary on the part of Contractor to effect the termination of this Agreement on the date specified by City and to minimize the liability of Contractor and City to third parties as a result of termination. All such actions shall be subject to the prior approval of City. Such actions shall include, without limitation:
- 1) Halting the performance of all services and other work under this Agreement on the date(s) and in the manner specified by City.
- 2) Not placing any further orders or subcontracts for materials, services, equipment or other items.
  - 3) Terminating all existing orders and subcontracts.
- 4) At City's direction, assigning to City any or all of Contractor's right, title, and interest under the orders and subcontracts terminated. Upon such assignment, City shall have the right, in its sole discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts.

- 5) Subject to City's approval, settling all outstanding liabilities and all claims arising out of the termination of orders and subcontracts.
- 6) Completing performance of any services or work that City designates to be completed prior to the date of termination specified by City.
- 7) Taking such action as may be necessary, or as the City may direct, for the protection and preservation of any property related to this Agreement which is in the possession of Contractor and in which City has or may acquire an interest.
- c. Within 30 days after the specified termination date, Contractor shall submit to City an invoice, which shall set forth each of the following as a separate line item:
- 1) The reasonable cost to Contractor, without profit, for all services and other work City directed Contractor to perform prior to the specified termination date, for which services or work City has not already tendered payment. Reasonable costs may include a reasonable allowance for actual overhead, not to exceed a total of 10% of Contractor's direct costs for services or other work. Any overhead allowance shall be separately itemized. Contractor may also recover the reasonable cost of preparing the invoice.
- 2) A reasonable allowance for profit on the cost of the services and other work described in the immediately preceding subsection (1), provided that Contractor can establish, to the satisfaction of City, that Contractor would have made a profit had all services and other work under this Agreement been completed, and provided further, that the profit allowed shall in no event exceed 5% of such cost.
- 3) The reasonable cost to Contractor of handling material or equipment returned to the vendor, delivered to the City or otherwise disposed of as directed by the City.
- 4) A deduction for the cost of materials to be retained by Contractor, amounts realized from the sale of materials and not otherwise recovered by or credited to City, and any other appropriate credits to City against the cost of the services or other work.
- d. In no event shall City be liable for costs incurred by Contractor or any of its subcontractors after the termination date specified by City, except for those costs specifically enumerated and described in the immediately preceding subsection (c). Such non-recoverable costs include, but are not limited to, anticipated profits on this Agreement, post-termination employee salaries, post-termination administrative expenses, post-termination overhead or unabsorbed overhead, attorneys' fees or other costs relating to the prosecution of a claim or lawsuit, prejudgment interest, or any other expense which is not reasonable or authorized under such subsection (c).
- e. In arriving at the amount due to Contractor under this Section, City may deduct: (1) all payments previously made by City for work or other services covered by Contractor's final invoice; (2) any claim which City may have against Contractor in connection with this Agreement; (3) any invoiced costs or expenses excluded pursuant to the immediately preceding subsection (d); and (4) in instances in which, in the opinion of the City, the cost of any service or other work performed under this Agreement is excessively high due to costs incurred to remedy or replace defective or rejected services or other work, the difference between the invoiced amount and City's estimate of the reasonable cost of performing the invoiced services or other work in compliance with the requirements of this Agreement.
  - f. City's payment obligation under this Section shall survive termination of this Agreement.

- 22. Rights and Duties upon Termination or Expiration. This Section and the following Sections of this Agreement shall survive termination or expiration of this Agreement:
- 8. Submitting false claims
- 9. Disallowance
- 10. Taxes
- 11. Payment does not imply acceptance of work
- 13. Responsibility for equipment
- 14. Independent Contractor; Payment of Taxes and Other Expenses
- 15. Insurance
- 16. Indemnification
- 17. Incidental and Consequential Damages
- 18. Liability of City
- 24: Proprietary or confidential information of City

- 26. Ownership of Results
- 27. Works for Hire
- 28. Audit and Inspection of Records
- 48. Modification of Agreement.
- 49. Administrative Remedy for Agreement Interpretation.
- 50. Agreement Made in California; Venue
- 51. Construction
- 52. Entire Agreement
- 56. Severability
- 57. Protection of private information

And, item 1 of Appendix D attached to this Agreement.

Subject to the immediately preceding sentence, upon termination of this Agreement prior to expiration of the term specified in Section 2, this Agreement shall terminate and be of no further force or effect. Contractor shall transfer title to City, and deliver in the manner, at the times, and to the extent, if any, directed by City, any work in progress, completed work, supplies, equipment, and other materials produced as a part of, or acquired in connection with the performance of this Agreement, and any completed or partially completed work which, if this Agreement had been completed, would have been required to be furnished to City. This subsection shall survive termination of this Agreement.

23. Conflict of Interest. Through its execution of this Agreement, Contractor acknowledges that it is familiar with the provision of Section 15.103 of the City's Charter, Article III, Chapter 2 of City's Campaign and Governmental Conduct Code, and Section 87100 et seq. and Section 1090 et seq. of the Government Code of the State of California, and certifies that it does not know of any facts which constitutes a violation of said provisions and agrees that it will immediately notify the City if it becomes aware of any such fact during the term of this Agreement.

### 24. Proprietary or Confidential Information of City

- a. Contractor understands and agrees that, in the performance of the work or services under this Agreement or in contemplation thereof, Contractor may have access to private or confidential information which may be owned or controlled by City and that such information may contain proprietary or confidential details, the disclosure of which to third parties may be damaging to City. Contractor agrees that all information disclosed by City to Contractor shall be held in confidence and used only in performance of the Agreement. Contractor shall exercise the same standard of care to protect such information as a reasonably prudent contractor would use to protect its own proprietary data.
- b. Contractor shall maintain the usual and customary records for persons receiving Services under this Agreement. Contractor agrees that all private or confidential information concerning persons receiving Services under this Agreement, whether disclosed by the City or by the individuals themselves, shall be held in the strictest confidence, shall be used only in performance of this Agreement, and shall be disclosed to third parties only as authorized by law. Contractor understands and agrees that this duty of care shall extend to confidential information contained or conveyed in any form, including but not limited to documents, files, patient or client records, facsimiles, recordings, telephone calls, telephone answering machines, voice mail or other telephone voice recording systems, computer files, e-mail or other computer network communications, and computer backup files, including disks and hard copies. The City reserves the right to terminate this Agreement for default if Contractor violates the terms of this section.

- c. Contractor shall maintain its books and records in accordance with the generally accepted standards for such books and records for five years after the end of the fiscal year in which Services are furnished under this Agreement. Such access shall include making the books, documents and records available for inspection, examination or copying by the City, the California Department of Health Services or the U.S. Department of Health and Human Services and the Attorney General of the United States at all reasonable times at the Contractor's place of business or at such other mutually agreeable location in California. This provision shall also apply to any subcontract under this Agreement and to any contract between a subcontractor and related organizations of the subcontractor, and to their books, documents and records. The City acknowledges its duties and responsibilities regarding such records under such statutes and regulations.
- d. The City owns all records of persons receiving Services and all fiscal records funded by this Agreement if Contractor goes out of business. Contractor shall immediately transfer possession of all these records if Contractor goes out of business. If this Agreement is terminated by either party, or expires, records shall be submitted to the City upon request.
- e. All of the reports, information, and other materials prepared or assembled by Contractor under this Agreement shall be submitted to the Department of Public Health Contract Administrator and shall not be divulged by Contractor to any other person or entity without the prior written permission of the Contract Administrator listed in Appendix A.
- 25. Notices to the Parties. Unless otherwise indicated elsewhere in this Agreement, all written communications sent by the parties may be by U.S. mail, e-mail or by fax, and shall be addressed as follows:

To CITY:	Office of Contract Management and Co Department of Public Health 1380 Howard Street, Room 442 San Francisco, California 94103	ompliance FAX: e-mail:	(415) 255-3088 Junko.Craft@sfdph.org
And:	Elizabeth Davis 1380 Howard Street, 2th Floor San Francisco, Ca 94103	FAX: e-mail:	(415) 255-3634 Elizabeth Davis@sfdph.org
To CONTRACTOR:	Paul Kroeger		
	Walden House Inc. 520 Townsend St. San Francisco, CA 94103	FAX: e-mail:	(415) 554-1100 pkroeger@waldenhouse.org

Any notice of default must be sent by registered mail.

- 26. Ownership of Results. Any interest of Contractor or its Subcontractors, in drawings, plans, specifications, blueprints, studies, reports, memoranda, computation sheets, computer files and media or other documents prepared by Contractor or its subcontractors in connection with services to be performed under this Agreement, shall become the property of and will be transmitted to City. However, Contractor may retain and use copies for reference and as documentation of its experience and capabilities.
- 27. Works for Hire. If, in connection with services performed under this Agreement, Contractor or its subcontractors create artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, blueprints, source codes or any other original works of authorship, such works of authorship shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in such works are the property of the City. If it is ever determined that any works created by Contractor or its subcontractors under this Agreement are not works for hire under U.S. law, Contractor hereby assigns all copyrights to such works to the City, and agrees to provide any

material and execute any documents necessary to effectuate such assignment. With the approval of the City, Contractor may retain and use copies of such works for reference and as documentation of its experience and capabilities.

# 28. Audit and Inspection of Records

- a. Contractor agrees to maintain and make available to the City, during regular business hours, accurate books and accounting records relating to its work under this Agreement. Contractor will permit City to audit, examine and make excerpts and transcripts from such books and records, and to make audits of all invoices, materials, payrolls, records or personnel and other data related to all other matters covered by this Agreement, whether funded in whole or in part under this Agreement. Contractor shall maintain such data and records in an accessible location and condition for a period of not less than five years after final payment under this Agreement or until after final audit has been resolved, whichever is later. The State of California or any federal agency having an interest in the subject matter of this Agreement shall have the same rights conferred upon City by this Section.
- b. Contractor shall annually have its books of accounts audited by a Certified Public Accountant and a copy of said audit report and the associated management letter(s) shall be transmitted to the Director of Public Health or his /her designee within one hundred eighty (180) calendar days following Contractor's fiscal year end date. If Contractor expends \$500,000 or more in Federal funding per year, from any and all Federal awards, said audit shall be conducted in accordance with OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Said requirements can be found at the following website address: http://www.whitehouse.gov/omb/circulars/a133/a133.html. If Contractor expends less than \$500,000 a year in Federal awards, Contractor is exempt from the single audit requirements for that year, but records must be available for review or audit by appropriate officials of the Federal Agency, pass-through entity and General Accounting Office. Contractor agrees to reimburse the City any cost adjustments necessitated by this audit report. Any audit report which addresses all or part of the period covered by this Agreement shall treat the service components identified in the detailed descriptions attached to Appendix A and referred to in the Program Budgets of Appendix B as discrete program entities of the Contractor.
- c. The Director of Public Health or his / her designee may approve of a waiver of the aforementioned audit requirement if the contractual Services are of a consulting or personal services nature, these Services are paid for through fee for service terms which limit the City's risk with such contracts, and it is determined that the work associated with the audit would produce undue burdens or costs and would provide minimal benefits. A written request for a waiver must be submitted to the DIRECTOR ninety (90) calendar days before the end of the Agreement term or Contractor's fiscal year, whichever comes first.
- d. Any financial adjustments necessitated by this audit report shall be made by Contractor to the City. If Contractor is under contract to the City, the adjustment may be made in the next subsequent billing by Contractor to the City, or may be made by another written schedule determined solely by the City. In the event Contractor is not under contract to the City, written arrangements shall be made for audit adjustments.
- 29. Subcontracting. Contractor is prohibited from subcontracting this Agreement or any part of it unless such subcontracting is first approved by City in writing. Neither party shall, on the basis of this Agreement, contract on behalf of or in the name of the other party. An agreement made in violation of this provision shall confer no rights on any party and shall be null and void.
- 30. Assignment. The services to be performed by Contractor are personal in character and neither this Agreement nor any duties or obligations hereunder may be assigned or delegated by the Contractor unless first approved by City by written instrument executed and approved in the same manner as this Agreement.
- 31. Non-Waiver of Rights. The omission by either party at any time to enforce any default or right reserved to it, or to require performance of any of the terms, covenants, or provisions hereof by the other

party at the time designated, shall not be a waiver of any such default or right to which the party is entitled, nor shall it in any way affect the right of the party to enforce such provisions thereafter.

32. Earned Income Credit (EIC) Forms. Administrative Code section 12O requires that employers provide their employees with IRS Form W-5 (The Earned Income Credit Advance Payment Certificate) and the IRS EIC Schedule, as set forth below. Employers can locate these forms at the IRS Office, on the Internet, or anywhere that Federal Tax Forms can be found. Contractor shall provide EIC Forms to each Eligible Employee at each of the following times: (i) within thirty days following the date on which this Agreement becomes effective (unless Contractor has already provided such EIC Forms at least once during the calendar year in which such effective date falls); (ii) promptly after any Eligible Employee is hired by Contractor, and (iii) annually between January 1 and January 31 of each calendar year during the term of this Agreement. Failure to comply with any requirement contained in subparagraph (a) of this Section shall constitute a material breach by Contractor of the terms of this Agreement. If, within thirty days after Contractor receives written notice of such a breach, Contractor fails to cure such breach or, if such breach cannot reasonably be cured within such period of thirty days, Contractor fails to commence efforts to cure within such period or thereafter fails to diligently pursue such cure to completion, the City may pursue any rights or remedies available under this Agreement or under applicable law. Any Subcontract entered into by Contractor shall require the subcontractor to comply, as to the subcontractor's Eligible Employees, with each of the terms of this section. Capitalized terms used in this Section and not defined in this Agreement shall have the meanings assigned to such terms in Section 12O of the San Francisco Administrative Code.

# 33. Local Business Enterprise Utilization; Liquidated Damages

a. The LBE Ordinance. Contractor, shall comply with all the requirements of the Local Business Enterprise and Non-Discrimination in Contracting Ordinance set forth in Chapter 14B of the San Francisco Administrative Code as it now exists or as it may be amended in the future (collectively the "LBE Ordinance"), provided such amendments do not materially increase Contractor's obligations or liabilities, or materially diminish Contractor's rights, under this Agreement. Such provisions of the LBE Ordinance are incorporated by reference and made a part of this Agreement as though fully set forth in this section. Contractor's willful failure to comply with any applicable provisions of the LBE Ordinance is a material breach of Contractor's obligations under this Agreement and shall entitle City, subject to any applicable notice and cure provisions set forth in this Agreement, to exercise any of the remedies provided for under this Agreement, under the LBE Ordinance or otherwise available at law or in equity, which remedies shall be cumulative unless this Agreement expressly provides that any remedy is exclusive. In addition, Contractor shall comply fully with all other applicable local, state and federal laws prohibiting discrimination and requiring equal opportunity in contracting, including subcontracting.

### b. Compliance and Enforcement

If Contractor willfully fails to comply with any of the provisions of the LBE Ordinance, the rules and regulations implementing the LBE Ordinance, or the provisions of this Agreement pertaining to LBE participation, Contractor shall be liable for liquidated damages in an amount equal to Contractor's net profit on this Agreement, or 10% of the total amount of this Agreement, or \$1,000, whichever is greatest. The Director of the City's Human Rights Commission or any other public official authorized to enforce the LBE Ordinance (separately and collectively, the "Director of HRC") may also impose other sanctions against Contractor authorized in the LBE Ordinance, including declaring the Contractor to be irresponsible and ineligible to contract with the City for a period of up to five years or revocation of the Contractor's LBE certification. The Director of HRC will determine the sanctions to be imposed, including the amount of liquidated damages, after investigation pursuant to Administrative Code §14B.17.

By entering into this Agreement, Contractor acknowledges and agrees that any liquidated damages assessed by the Director of the HRC shall be payable to City upon demand.

Contractor further acknowledges and agrees that any liquidated damages assessed may be withheld from any monies due to Contractor on any contract with City.

Contractor agrees to maintain records necessary for monitoring its compliance with the LBE Ordinance for a period of three years following termination or expiration of this Agreement, and shall make such records available for audit and inspection by the Director of HRC or the Controller upon request.

# 34. Nondiscrimination; Penalties

- a. Contractor Shall Not Discriminate. In the performance of this Agreement, Contractor agrees not to discriminate against any employee, City and County employee working with such contractor or subcontractor, applicant for employment with such contractor or subcontractor, or against any person seeking accommodations, advantages, facilities, privileges, services, or membership in all business, social, or other establishments or organizations, on the basis of the fact or perception of a person's race, color, creed, religion, national origin, ancestry, age, height, weight, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or Acquired Immune Deficiency Syndrome or HIV status (AIDS/HIV status), or association with members of such protected classes, or in retaliation for opposition to discrimination against such classes.
- b. Subcontracts. Contractor shall incorporate by reference in all subcontracts the provisions of §§12B.2(a), 12B.2(c)-(k), and 12C.3 of the San Francisco Administrative Code (copies of which are available from Purchasing) and shall require all subcontractors to comply with such provisions. Contractor's failure to comply with the obligations in this subsection shall constitute a material breach of this Agreement.
- c. Nondiscrimination in Benefits. Contractor does not as of the date of this Agreement and will not during the term of this Agreement, in any of its operations in San Francisco, on real property owned by San Francisco, or where work is being performed for the City elsewhere in the United States, discriminate in the provision of bereavement leave, family medical leave, health benefits, membership or membership discounts, moving expenses, pension and retirement benefits or travel benefits, as well as any benefits other than the benefits specified above, between employees with domestic partners and employees with spouses, and/or between the domestic partners and spouses of such employees, where the domestic partnership has been registered with a governmental entity pursuant to state or local law authorizing such registration, subject to the conditions set forth in §12B.2(b) of the San Francisco Administrative Code.
- d. Condition to Contract. As a condition to this Agreement, Contractor shall execute the "Chapter 12B Declaration: Nondiscrimination in Contracts and Benefits" form (form HRC-12B-101) with supporting documentation and secure the approval of the form by the San Francisco Human Rights Commission.
- e. Incorporation of Administrative Code Provisions by Reference. The provisions of Chapters 12B and 12C of the San Francisco Administrative Code are incorporated in this Section by reference and made a part of this Agreement as though fully set forth herein. Contractor shall comply fully with and be bound by all of the provisions that apply to this Agreement under such Chapters, including but not limited to the remedies provided in such Chapters. Without limiting the foregoing, Contractor understands that pursuant to §§12B.2(h) and 12C.3(g) of the San Francisco Administrative Code, a penalty of \$50 for each person for each calendar day during which such person was discriminated against in violation of the provisions of this Agreement may be assessed against Contractor and/or deducted from any payments due Contractor.
- 35. MacBride Principles—Northern Ireland. Pursuant to San Francisco Administrative Code §12F.5, the City and County of San Francisco urges companies doing business in Northern Ireland to

move towards resolving employment inequities, and encourages such companies to abide by the MacBride Principles. The City and County of San Francisco urges San Francisco companies to do business with corporations that abide by the MacBride Principles. By signing below, the person executing this agreement on behalf of Contractor acknowledges and agrees that he or she has read and understood this section.

- 36. Tropical Hardwood and Virgin Redwood Ban. Pursuant to §804(b) of the San Francisco Environment Code, the City and County of San Francisco urges contractors not to import, purchase, obtain, or use for any purpose, any tropical hardwood, tropical hardwood wood product, virgin redwood or virgin redwood wood product.
- 37. Drug-Free Workplace Policy. Contractor acknowledges that pursuant to the Federal Drug-Free Workplace Act of 1989, the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited on City premises. Contractor agrees that any violation of this prohibition by Contractor, its employees, agents or assigns will be deemed a material breach of this Agreement.
- 38. Resource Conservation. Chapter 5 of the San Francisco Environment Code ("Resource Conservation") is incorporated herein by reference. Failure by Contractor to comply with any of the applicable requirements of Chapter 5 will be deemed a material breach of contract.
- 39. Compliance with Americans with Disabilities Act. Contractor acknowledges that, pursuant to the Americans with Disabilities Act (ADA), programs, services and other activities provided by a public entity to the public, whether directly or through a contractor, must be accessible to the disabled public. Contractor shall provide the services specified in this Agreement in a manner that complies with the ADA and any and all other applicable federal, state and local disability rights legislation. Contractor agrees not to discriminate against disabled persons in the provision of services, benefits or activities provided under this Agreement and further agrees that any violation of this prohibition on the part of Contractor, its employees, agents or assigns will constitute a material breach of this Agreement.
- 40. Sunshine Ordinance. In accordance with San Francisco Administrative Code §67.24(e), contracts, contractors' bids, responses to solicitations and all other records of communications between City and persons or firms seeking contracts, shall be open to inspection immediately after a contract has been awarded. Nothing in this provision requires the disclosure of a private person or organization's net worth or other proprietary financial data submitted for qualification for a contract or other benefit until and unless that person or organization is awarded the contract or benefit. Information provided which is covered by this paragraph will be made available to the public upon request.
- 41. Public Access to Meetings and Records. If the Contractor receives a cumulative total per year of at least \$250,000 in City funds or City-administered funds and is a non-profit organization as defined in Chapter 12L of the San Francisco Administrative Code, Contractor shall comply with and be bound by all the applicable provisions of that Chapter. By executing this Agreement, the Contractor agrees to open its meetings and records to the public in the manner set forth in §§12L.4 and 12L.5 of the Administrative Code. Contractor further agrees to make-good faith efforts to promote community membership on its Board of Directors in the manner set forth in §12L.6 of the Administrative Code. The Contractor acknowledges that its material failure to comply with any of the provisions of this paragraph shall constitute a material breach of this Agreement. The Contractor further acknowledges that such material breach of the Agreement shall be grounds for the City to terminate and/or not renew the Agreement, partially or in its entirety.
- 42. Limitations on Contributions. Through execution of this Agreement, Contractor acknowledges that it is familiar with section 1.126 of the City's Campaign and Governmental Conduct Code, which prohibits any person who contracts with the City for the rendition of personal services, for the furnishing of any material, supplies or equipment, for the sale or lease of any land or building, or for a grant, loan or

loan guarantee, from making any campaign contribution to (1) an individual holding a City elective office if the contract must be approved by the individual, a board on which that individual serves, or the board of a state agency on which an appointee of that individual serves, (2) a candidate for the office held by such individual, or (3) a committee controlled by such individual, at any time from the commencement of negotiations for the contract until the later of either the termination of negotiations for such contract or six months after the date the contract is approved. Contractor acknowledges that the foregoing restriction applies only if the contract or a combination or series of contracts approved by the same individual or board in a fiscal year have a total anticipated or actual value of \$50,000 or more. Contractor further acknowledges that the prohibition on contributions applies to each prospective party to the contract; each member of Contractor's board of directors; Contractor's chairperson, chief executive officer, chief financial officer and chief operating officer; any person with an ownership interest of more than 20 percent in Contractor; any subcontractor listed in the bid or contract; and any committee that is sponsored or controlled by Contractor. Additionally, Contractor acknowledges that Contractor must inform each of the persons described in the preceding sentence of the prohibitions contained in Section 1.126. Contractor further agrees to provide to City the names of each person, entity or committee described above.

# 43. Requiring Minimum Compensation for Covered Employees

- a. Contractor agrees to comply fully with and be bound by all of the provisions of the Minimum Compensation Ordinance (MCO), as set forth in San Francisco Administrative Code Chapter 12P (Chapter 12P), including the remedies provided, and implementing guidelines and rules. The provisions of Sections 12P.5 and 12P.5.1 of Chapter 12P are incorporated herein by reference and made a part of this Agreement as though fully set forth. The text of the MCO is available on the web at www.sfgov.org/olse/mco. A partial listing of some of Contractor's obligations under the MCO is set forth in this Section. Contractor is required to comply with all the provisions of the MCO, irrespective of the listing of obligations in this Section.
- b. The MCO requires Contractor to pay Contractor's employees a minimum hourly gross compensation wage rate and to provide minimum compensated and uncompensated time off. The minimum wage rate may change from year to year and Contractor is obligated to keep informed of the then-current requirements. Any subcontract entered into by Contractor shall require the subcontractor to comply with the requirements of the MCO and shall contain contractual obligations substantially the same as those set forth in this Section. It is Contractor's obligation to ensure that any subcontractors of any tier under this Agreement comply with the requirements of the MCO. If any subcontractor under this Agreement fails to comply, City may pursue any of the remedies set forth in this Section against Contractor.
- c. Contractor shall not take adverse action or otherwise discriminate against an employee or other person for the exercise or attempted exercise of rights under the MCO. Such actions, if taken within 90 days of the exercise or attempted exercise of such rights, will be rebuttably presumed to be retaliation prohibited by the MCO.
- d. Contractor shall maintain employee and payroll records as required by the MCO. If Contractor fails to do so, it shall be presumed that the Contractor paid no more than the minimum wage required under State law.
- e. The City is authorized to inspect Contractor's job sites and conduct interviews with employees and conduct audits of Contractor
- f. Contractor's commitment to provide the Minimum Compensation is a material element of the City's consideration for this Agreement. The City in its sole discretion shall determine whether such a breach has occurred. The City and the public will suffer actual damage that will be impractical or extremely difficult to determine if the Contractor fails to comply with these requirements. Contractor agrees that the sums set forth in Section 12P.6.1 of the MCO as liquidated damages are not a penalty, but

are reasonable estimates of the loss that the City and the public will incur for Contractor's noncompliance. The procedures governing the assessment of liquidated damages shall be those set forth in Section 12P.6.2 of Chapter 12P.

- g. Contractor understands and agrees that if it fails to comply with the requirements of the MCO, the City shall have the right to pursue any rights or remedies available under Chapter 12P (including liquidated damages), under the terms of the contract, and under applicable law. If, within 30 days after receiving written notice of a breach of this Agreement for violating the MCO, Contractor fails to cure such breach or, if such breach cannot reasonably be cured within such period of 30 days, Contractor fails to commence efforts to cure within such period, or thereafter fails diligently to pursue such cure to completion, the City shall have the right to pursue any rights or remedies available under applicable law, including those set forth in Section 12P.6(c) of Chapter 12P. Each of these remedies shall be exercisable individually or in combination with any other rights or remedies available to the City.
- h. Contractor represents and warrants that it is not an entity that was set up, or is being used, for the purpose of evading the intent of the MCO.
- i. If Contractor is exempt from the MCO when this Agreement is executed because the cumulative amount of agreements with this department for the fiscal year is less than \$25,000, but Contractor later enters into an agreement or agreements that cause contractor to exceed that amount in a fiscal year, Contractor shall thereafter be required to comply with the MCO under this Agreement. This obligation arises on the effective date of the agreement that causes the cumulative amount of agreements between the Contractor and this department to exceed \$25,000 in the fiscal year.
- 44. Requiring Health Benefits for Covered Employees. Contractor agrees to comply fully with and be bound by all of the provisions of the Health Care Accountability Ordinance (HCAO), as set forth in San Francisco Administrative Code Chapter 12Q, including the remedies provided, and implementing regulations, as the same may be amended from time to time. The provisions of section 12Q.5.1 of Chapter 12Q are incorporated by reference and made a part of this Agreement as though fully set forth herein. The text of the HCAO is available on the web at www.sfgov.org/olse. Capitalized terms used in this Section and not defined in this Agreement shall have the meanings assigned to such terms in Chapter 12Q.
- a. For each Covered Employee, Contractor shall provide the appropriate health benefit set forth in Section 12Q.3 of the HCAO. If Contractor chooses to offer the health plan option, such health plan shall meet the minimum standards set forth by the San Francisco Health Commission.
- b. Notwithstanding the above, if the Contractor is a small business as defined in Section 12Q.3(e) of the HCAO, it shall have no obligation to comply with part (a) above.
- c. Contractor's failure to comply with the HCAO shall constitute a material breach of this agreement. City shall notify Contractor if such a breach has occurred. If, within 30 days after receiving City's written notice of a breach of this Agreement for violating the HCAO, Contractor fails to cure such breach or, if such breach cannot reasonably be cured within such period of 30 days, Contractor fails to commence efforts to cure within such period, or thereafter fails diligently to pursue such cure to completion, City shall have the right to pursue the remedies set forth in 12Q.5.1 and 12Q.5(f)(1-6). Each of these remedies shall be exercisable individually or in combination with any other rights or remedies available to City.
- d. Any Subcontract entered into by Contractor shall require the Subcontractor to comply with the requirements of the HCAO and shall contain contractual obligations substantially the same as those set forth in this Section. Contractor shall notify City's Office of Contract Administration when it enters into such a Subcontract and shall certify to the Office of Contract Administration that it has notified the Subcontractor of the obligations under the HCAO and has imposed the requirements of the HCAO on

Subcontractor through the Subcontract. Each Contractor shall be responsible for its Subcontractors' compliance with this Chapter. If a Subcontractor fails to comply, the City may pursue the remedies set forth in this Section against Contractor based on the Subcontractor's failure to comply, provided that City has first provided Contractor with notice and an opportunity to obtain a cure of the violation.

- e. Contractor shall not discharge, reduce in compensation, or otherwise discriminate against any employee for notifying City with regard to Contractor's noncompliance or anticipated noncompliance with the requirements of the HCAO, for opposing any practice proscribed by the HCAO, for participating in proceedings related to the HCAO, or for seeking to assert or enforce any rights under the HCAO by any lawful means.
- f. Contractor represents and warrants that it is not an entity that was set up, or is being used, for the purpose of evading the intent of the HCAO.
- g. Contractor shall maintain employee and payroll records in compliance with the California Labor Code and Industrial Welfare Commission orders, including the number of hours each employee has worked on the City Contract.
  - h. Contractor shall keep itself informed of the current requirements of the HCAO.
- i. Contractor shall provide reports to the City in accordance with any reporting standards promulgated by the City under the HCAO, including reports on Subcontractors and Subtenants, as applicable.
- j. Contractor shall provide City with access to records pertaining to compliance with HCAO after receiving a written request from City to do so and being provided at least ten business days to respond.
- k. Contractor shall allow City to inspect Contractor's job sites and have access to Contractor's employees in order to monitor and determine compliance with HCAO.
- l. City may conduct random audits of Contractor to ascertain its compliance with HCAO. Contractor agrees to cooperate with City when it conducts such audits.
- m. If Contractor is exempt from the HCAO when this Agreement is executed because its amount is less than \$25,000 (\$50,000 for nonprofits), but Contractor later enters into an agreement or agreements that cause Contractor's aggregate amount of all agreements with City to reach \$75,000, all the agreements shall be thereafter subject to the HCAO. This obligation arises on the effective date of the agreement that causes the cumulative amount of agreements between Contractor and the City to be equal to or greater than \$75,000 in the fiscal year.

# 45. First Source Hiring Program

- a. Incorporation of Administrative Code Provisions by Reference. The provisions of Chapter 83 of the San Francisco Administrative Code are incorporated in this Section by reference and made a part of this Agreement as though fully set forth herein. Contractor shall comply fully with, and be bound by, all of the provisions that apply to this Agreement under such Chapter, including but not limited to the remedies provided therein. Capitalized terms used in this Section and not defined in this Agreement shall have the meanings assigned to such terms in Chapter 83.
- b. First Source Hiring Agreement. As an essential term of, and consideration for, any contract or property contract with the City, not exempted by the FSHA, the Contractor shall enter into a first source hiring agreement ("agreement") with the City, on or before the effective date of the contract or

property contract. Contractors shall also enter into an agreement with the City for any other work that it performs in the City. Such agreement shall:

- 1) Set appropriate hiring and retention goals for entry level positions. The employer shall agree to achieve these hiring and retention goals, or, if unable to achieve these goals, to establish good faith efforts as to its attempts to do so, as set forth in the agreement. The agreement shall take into consideration the employer's participation in existing job training, referral and/or brokerage programs. Within the discretion of the FSHA, subject to appropriate modifications, participation in such programs maybe certified as meeting the requirements of this Chapter. Failure either to achieve the specified goal, or to establish good faith efforts will constitute noncompliance and will subject the employer to the provisions of Section 83.10 of this Chapter.
- 2) Set first source interviewing, recruitment and hiring requirements, which will provide the San Francisco Workforce Development System with the first opportunity to provide qualified economically disadvantaged individuals for consideration for employment for entry level positions. Employers shall consider all applications of qualified economically disadvantaged individuals referred by the System for employment; provided however, if the employer utilizes nondiscriminatory screening criteria, the employer shall have the sole discretion to interview and/or hire individuals referred or certified by the San Francisco Workforce Development System as being qualified economically disadvantaged individuals. The duration of the first source interviewing requirement shall be determined by the FSHA and shall be set forth in each agreement, but shall not exceed 10 days. During that period, the employer may publicize the entry level positions in accordance with the agreement. A need for urgent or temporary hires must be evaluated, and appropriate provisions for such a situation must be made in the agreement.
- 3) Set appropriate requirements for providing notification of available entry level positions to the San Francisco Workforce Development System so that the System may train and refer an adequate pool of qualified economically disadvantaged individuals to participating employers. Notification should include such information as employment needs by occupational title, skills, and/or experience required, the hours required, wage scale and duration of employment, identification of entry level and training positions, identification of English language proficiency requirements, or absence thereof, and the projected schedule and procedures for hiring for each occupation. Employers should provide both long-term job need projections and notice before initiating the interviewing and hiring process. These notification requirements will take into consideration any need to protect the employer's proprietary information.
- 4) Set appropriate record keeping and monitoring requirements. The First Source Hiring Administration shall develop easy-to-use forms and record keeping requirements for documenting compliance with the agreement. To the greatest extent possible, these requirements shall utilize the employer's existing record keeping systems, be nonduplicative, and facilitate a coordinated flow of information and referrals.
- 5) Establish guidelines for employer good faith efforts to comply with the first source hiring requirements of this Chapter. The FSHA will work with City departments to develop employer good faith effort requirements appropriate to the types of contracts and property contracts handled by each department. Employers shall appoint a liaison for dealing with the development and implementation of the employer's agreement. In the event that the FSHA finds that the employer under a City contract or property contract has taken actions primarily for the purpose of circumventing the requirements of this Chapter, that employer shall be subject to the sanctions set forth in Section 83.10 of this Chapter.
  - 6) Set the term of the requirements.
  - 7) Set appropriate enforcement and sanctioning standards consistent with this Chapter.

- 8) Set forth the City's obligations to develop training programs, job applicant referrals, technical assistance, and information systems that assist the employer in complying with this Chapter.
- 9) Require the developer to include notice of the requirements of this Chapter in leases, subleases, and other occupancy contracts.
- c. **Hiring Decisions.** Contractor shall make the final determination of whether an Economically Disadvantaged Individual referred by the System is "qualified" for the position.
- d. Exceptions. Upon application by Employer, the First Source Hiring Administration may grant an exception to any or all of the requirements of Chapter 83 in any situation where it concludes that compliance with this Chapter would cause economic hardship.

# e. Liquidated Damages. Contractor agrees:

- 1) To be liable to the City for liquidated damages as provided in this section;
- 2) To be subject to the procedures governing enforcement of breaches of contracts based on violations of contract provisions required by this Chapter as set forth in this section;
- That the contractor's commitment to comply with this Chapter is a material element of the City's consideration for this contract; that the failure of the contractor to comply with the contract provisions required by this Chapter will cause harm to the City and the public which is significant and substantial but extremely difficult to quantity; that the harm to the City includes not only the financial cost of funding public assistance programs but also the insidious but impossible to quantify harm that this community and its families suffer as a result of unemployment; and that the assessment of liquidated damages of up to \$5,000 for every notice of a new hire for an entry level position improperly withheld by the contractor from the first source hiring process, as determined by the FSHA during its first investigation of a contractor, does not exceed a fair estimate of the financial and other damages that the City suffers as a result of the contractor's failure to comply with its first source referral contractual obligations.
- 4) That the continued failure by a contractor to comply with its first source referral contractual obligations will cause further significant and substantial harm to the City and the public, and that a second assessment of liquidated damages of up to \$10,000 for each entry level position improperly withheld from the FSHA, from the time of the conclusion of the first investigation forward, does not exceed the financial and other damages that the City suffers as a result of the contractor's continued failure to comply with its first source referral contractual obligations;
- 5) That in addition to the cost of investigating alleged violations under this Section, the computation of liquidated damages for purposes of this section is based on the following data:
- (a) The average length of stay on public assistance in San Francisco's County Adult Assistance Program is approximately 41 months at an average monthly grant of \$348 per month, totaling approximately \$14,379; and
- (b) In 2004, the retention rate of adults placed in employment programs funded under the Workforce Investment Act for at least the first six months of employment was 84.4%. Since qualified individuals under the First Source program face far fewer barriers to employment than their counterparts in programs funded by the Workforce Investment Act, it is reasonable to conclude that the average length of employment for an individual whom the First Source Program refers to an employer and who is hired in an entry level position is at least one year;

Therefore, liquidated damages that total \$5,000 for first violations and \$10,000 for subsequent violations as determined by FSHA constitute a fair, reasonable, and conservative attempt to quantify the harm caused to the City by the failure of a contractor to comply with its first source referral contractual obligations.

6) That the failure of contractors to comply with this Chapter, except property contractors, may be subject to the debarment and monetary penalties set forth in Sections 6.80 et seq. of the San Francisco Administrative Code, as well as any other remedies available under the contract or at law; and

Violation of the requirements of Chapter 83 is subject to an assessment of liquidated damages in the amount of \$5,000 for every new hire for an Entry Level Position improperly withheld from the first source hiring process. The assessment of liquidated damages and the evaluation of any defenses or mitigating factors shall be made by the FSHA.

- f. Subcontracts. Any subcontract entered into by Contractor shall require the subcontractor to comply with the requirements of Chapter 83 and shall contain contractual obligations substantially the same as those set forth in this Section.
- 46. Prohibition on Political Activity with City Funds. In accordance with San Francisco Administrative Code Chapter 12.G, Contractor may not participate in, support, or attempt to influence any political campaign for a candidate or for a ballot measure (collectively, "Political Activity") in the performance of the services provided under this Agreement. Contractor agrees to comply with San Francisco Administrative Code Chapter 12.G and any implementing rules and regulations promulgated by the City's Controller. The terms and provisions of Chapter 12.G are incorporated herein by this reference. In the event Contractor violates the provisions of this section, the City may, in addition to any other rights or remedies available hereunder, (i) terminate this Agreement, and (ii) prohibit Contractor from bidding on or receiving any new City contract for a period of two (2) years. The Controller will not consider Contractor's use of profit as a violation of this section.
- 47. Preservative-treated Wood Containing Arsenic. Contractor may not purchase preservative-treated wood products containing arsenic in the performance of this Agreement unless an exemption from the requirements of Chapter 13 of the San Francisco Environment Code is obtained from the Department of the Environment under Section 1304 of the Code. The term "preservative-treated wood containing arsenic" shall mean wood treated with a preservative that contains arsenic, elemental arsenic, or an arsenic copper combination, including, but not limited to, chromated copper arsenate preservative, ammoniacal copper zinc arsenate preservative, or ammoniacal copper arsenate preservative. Contractor may purchase preservative-treated wood products on the list of environmentally preferable alternatives prepared and adopted by the Department of the Environment. This provision does not preclude Contractor from purchasing preservative-treated wood containing arsenic for saltwater immersion. The term "saltwater immersion" shall mean a pressure-treated wood that is used for construction purposes or facilities that are partially or totally immersed in saltwater.
- 48. Modification of Agreement. This Agreement may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved in the same manner as this Agreement.
- 49. Administrative Remedy for Agreement Interpretation DELETED BY MUTUAL AGREEMENT OF THE PARTIES
- 50. Agreement Made in California; Venue. The formation, interpretation and performance of this Agreement shall be governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation and performance of this Agreement shall be in San Francisco.

- 51. Construction. All paragraph captions are for reference only and shall not be considered in construing this Agreement.
- 52. Entire Agreement. This contract sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. This contract may be modified only as provided in Section 48, "Modification of Agreement."
- 53. Compliance with Laws. Contractor shall keep itself fully informed of the City's Charter, codes, ordinances and regulations of the City and of all state, and federal laws in any manner affecting the performance of this Agreement, and must at all times comply with such local codes, ordinances, and regulations and all applicable laws as they may be amended from time to time.
- 54. Services Provided by Attorneys. Any services to be provided by a law firm or attorney must be reviewed and approved in writing in advance by the City Attorney. No invoices for services provided by law firms or attorneys, including, without limitation, as subcontractors of Contractor, will be paid unless the provider received advance written approval from the City Attorney.
- 55. Supervision of Minors Left blank by agreement of the parties. (Supervision of Minors)
- 56. Severability. Should the application of any provision of this Agreement to any particular facts or circumstances be found by a court of competent jurisdiction to be invalid or unenforceable, then (a) the validity of other provisions of this Agreement shall not be affected or impaired thereby, and (b) such provision shall be enforced to the maximum extent possible so as to effect the intent of the parties and shall be reformed without further action by the parties to the extent necessary to make such provision valid and enforceable.
- 57. Protection of Private Information. Contractor has read and agrees to the terms set forth in San Francisco Administrative Code Sections 12M.2, "Nondisclosure of Private Information," and 12M.3, "Enforcement" of Administrative Code Chapter 12M, "Protection of Private Information," which are incorporated herein as if fully set forth. Contractor agrees that any failure of Contactor to comply with the requirements of Section 12M.2 of this Chapter shall be a material breach of the Contract. In such an event, in addition to any other remedies available to it under equity or law, the City may terminate the Contract, bring a false claim action against the Contractor pursuant to Chapter 6 or Chapter 21 of the Administrative Code, or debar the Contractor.
- Graffiti Removal. Graffiti is detrimental to the health, safety and welfare of the community in that it promotes a perception in the community that the laws protecting public and private property can be disregarded with impunity. This perception fosters a sense of disrespect of the law that results in an increase in crime; degrades the community and leads to urban blight; is detrimental to property values, business opportunities and the enjoyment of life; is inconsistent with the City's property maintenance goals and aesthetic standards; and results in additional graffiti and in other properties becoming the target of graffiti unless it is quickly removed from public and private property. Graffiti results in visual pollution and is a public nuisance. Graffiti must be abated as quickly as possible to avoid detrimental impacts on the City and County and its residents, and to prevent the further spread of graffiti. Contractor shall remove all graffiti from any real property owned or leased by Contractor in the City and County of San Francisco within forty eight (48) hours of the earlier of Contractor's (a) discovery or notification of the graffiti or (b) receipt of notification of the graffiti from the Department of Public Works. This section is not intended to require a Contractor to breach any lease or other agreement that it may have concerning its use of the real property. The term "graffiti" means any inscription, word, figure, marking or design that is affixed, marked, etched, scratched, drawn or painted on any building, structure, fixture or other improvement, whether permanent or temporary, including by way of example only and without limitation, signs, banners, billboards and fencing surrounding construction sites, whether public or private, without the consent of the owner of the property or the owner's authorized agent, and which is visible from the public right-of-way. "Graffiti" shall not include: (1) any sign or banner that is authorized by, and in

compliance with, the applicable requirements of the San Francisco Public Works Code, the San Francisco Planning Code or the San Francisco Building Code; or (2) any mural or other painting or marking on the property that is protected as a work of fine art under the California Art Preservation Act (California Civil Code Sections 987 et seq.) or as a work of visual art under the Federal Visual Artists Rights Act of 1990 (17 U.S.C. §§ 101 et seq.).

Any failure of Contractor to comply with this section of this Agreement shall constitute an Event of Default of this Agreement.

- 59. Food Service Waste Reduction Requirements. Effective June 1, 2007 Contractor agrees to comply fully with and be bound by all of the provisions of the Food Service Waste Reduction Ordinance, as set forth in San Francisco Environment Code Chapter 16, including the remedies provided, and implementing guidelines and rules. The provisions of Chapter 16 are incorporated herein by reference and made a part of this Agreement as though fully set forth. This provision is a material term of this Agreement. By entering into this Agreement, Contractor agrees that if it breaches this provision, City will suffer actual damages that will be impractical or extremely difficult to determine; further, Contractor agrees that the sum of one hundred dollars (\$100) liquidated damages for the first breach, two hundred dollars (\$200) liquidated damages for the second breach in the same year, and five hundred dollars (\$500) liquidated damages for subsequent breaches in the same year is reasonable estimate of the damage that City will incur based on the violation, established in light of the circumstances existing at the time this Agreement was made. Such amount shall not be considered a penalty, but rather agreed monetary damages sustained by City because of Contractor's failure to comply with this provision.
- 60. Slavery Era Disclosure Left blank by agreement of the parties. (Slavery era disclosure)
- 61. Cooperative Drafting. This Agreement has been drafted through a cooperative effort of both parties, and both parties have had an opportunity to have the Agreement reviewed and revised by legal counsel. No party shall be considered the drafter of this Agreement, and no presumption or rule that an ambiguity shall be construed against the party drafting the clause shall apply to the interpretation or enforcement of this Agreement.
- 62. Dispute Resolution Procedure. A Dispute Resolution Procedure is attached under the Appendix G to address issues that have not been resolved administratively by other departmental remedies.
- 63. Additional Terms. Additional Terms are attached hereto as Appendix D and are incorporated into this Agreement by reference as though fully set forth herein.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day first mentioned CITY CONTRACTOR Recommended by Walden House Inc. Director of Health Approved as to Form: By signing this Agreement, I certify that I Dennis J. Herrera City Attorney comply with the requirements of the Minimum Compensation Ordinance, which entitle Covered Employees to certain minimum hourly wages and compensated and uncompensated time off. I have read and understood paragraph 35, the City's statement urging companies doing business in Northern Ireland to move towards resolving employment inequities, encouraging compliance with the MacBride Principles, and urging San Francisco companies to do business with corporations that abide by the MacBride 10/25/10 Principles. Date Terence Howzell, Deputy City Attorney Vitka Eisen, MSW, EdD Chief Executive Officer 520 Townsend Street Approved: San Francisco, CA 94103 City vendor number: 19454 Director of the Office of Contract Administration and Purchaser Appendices Services to be provided by Contractor A: Calculation of Charges B: N/A (Insurance Waiver) Reserved C: Additional Terms D: E: HIPAA Business Associate Agreement F: Invoice

Walden CMS#7001 P500 (5-10)

Dispute Resolution

**Emergency Response** 

Substance Abuse Programs

SFDPH Private Policy Compliance Standards

G:

H: I:

J:

By:

October 1, 2010

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# Appendix A COMMUNITY BEHAVIORAL HEALTH SERVICES

The following requirements are incorporated into Appendix A, as provided in this Agreement under Section 4. SERVICES.

# A. Contract Administrator:

In performing the SERVICES hereunder, CONTRACTOR shall report to Elizabeth Davis, Contract Administrator for the CITY, or her designee.

# B. Reports:

- (1) CONTRACTOR shall submit written reports as requested by the CITY. The format for the content of such reports shall be determined by the CITY. The timely submission of all reports is a necessary and material term and condition of this Agreement. All reports, including any copies, shall be submitted on recycled paper and printed on double-sided pages to the maximum extent possible.
- (2) CONTRACTOR agrees to submit to the Director of Public Health or his designated agent (hereinafter referred to as "DIRECTOR") the following reports: Annual County Plan Data; Utilization Review Data and Quarterly Reports of De-certifications; Peer Review Plan, Quarterly Reports, and relevant Peer Review data; Medication Monitoring Plan and relevant Medication Monitoring data; Charting Requirements, Client Satisfaction Data, Program Outcome Data, and Data necessary for producing bills and/or claims in conformance with the State of California Uniform Method for Determining Ability to Pay (UMDAP; the state's sliding fee scale) procedures.

#### C. Evaluation:

CONTRACTOR shall participate as requested with the CITY, State and/or Federal government in evaluative studies designed to show the effectiveness of CONTRACTOR'S SERVICES. CONTRACTOR agrees to meet the requirements of and participate in the evaluation program and management information systems of the CITY. The CITY agrees that any final written reports generated through the evaluation program shall be made available to CONTRACTOR within thirty (30) working days. CONTRACTOR may submit a written response within thirty working days of receipt of any evaluation report and such response will become part of the official report.

# D. Possession of Licenses/Permits:

CONTRACTOR warrants the possession of all licenses and/or permits required by the laws and regulations of the United States, the State of California, and the CITY to provide the SERVICES. Failure to maintain these licenses and permits shall constitute a material breach of this Agreement.

Space owned, leased or operated by providers, including satellites, and used for SERVICES or staff shall meet local fire codes. Documentation of fire safety inspections and corrections of any deficiencies shall be made available to reviewers upon request.

# E. Adequate Resources:

CONTRACTOR agrees that it has secured or shall secure at its own expense all persons, employees and equipment required to perform the SERVICES required under this Agreement, and that all such SERVICES shall be performed by CONTRACTOR, or under CONTRACTOR'S supervision, by persons anthorized by law to perform such SERVICES.

### F. Admission Policy:

Admission policies for the SERVICES shall be in writing and available to the public. Such policies must include a provision that clients are accepted for care without discrimination on the basis of race, color, creed, religion, sex, age, national origin, ancestry, sexual orientation, gender identification, disability, or AIDS/HIV status, except to the extent that the SERVICES are to be rendered to a specific

population as described in Appendix A. CONTRACTOR shall adhere to Title XIX of the Social Security Act and shall conform to all applicable Federal and State statues and regulations. CONTRACTOR shall ensure that all clients will receive the same level of care regardless of client status or source of reimbursement when SERVICES are to be rendered.

# G. San Francisco Residents Only:

Only San Francisco residents shall be treated under the terms of this Agreement. Exceptions must have the written approval of the Contract Administrator,

# . H. Grievance Procedure:

CONTRACTOR agrees to establish and maintain a written Client Grievance Procedure which shall include the following elements as well as others that may be appropriate to the SERVICES: (1) the name or title of the person or persons authorized to make a determination regarding the grievance; (2) the opportunity for the aggrieved party to discuss the grievance with those who will be making the determination; and (3) the right of a client dissatisfied with the decision to ask for a review and recommendation from the community advisory board or planning council that has purview over the aggrieved service. CONTRACTOR shall provide a copy of this procedure, and any amendments thereto, to each client and to the Director of Public Health or his/her designated agent (hereinafter referred to as "DIRECTOR"). Those clients who do not receive direct SERVICES will be provided a copy of this procedure upon request.

### I. Infection Control. Health and Safety:

- (1) CONTRACTOR must have a Bloodborne Pathogen (BBP) Exposure Control plan as defined in the California Code of Regulations, Title 8, §5193, Bloodborne Pathogens (http://www.dir.ca.gov/title8/5193.html), and demonstrate compliance with all requirements including, but not limited to, exposure determination, training, immunization, use of personal protective equipment and safe needle devices, maintenance of a sharps injury log, post-exposure medical evaluations, and record keeping.
- (2) CONTRACTOR must demonstrate personnel policies/procedures for protection of staff and clients from other communicable diseases prevalent in the population served. Such policies and procedures shall include, but not be limited to, work practices, personal protective equipment, staff/client Tuberculosis (TB) surveillance, training, etc.
- (3) CONTRACTOR must demonstrate personnel policies/procedures for Tuberculosis (TB) exposure control consistent with the Centers for Disease Control and Prevention (CDC) recommendations for health care facilities and based on the Francis J. Curry National Tuberculosis Center: Template for Clinic Settings, as appropriate.
- (4) CONTRACTOR is responsible for site conditions, equipment, health and safety of their employees, and all other persons who work or visit the job site.
- (5) CONTRACTOR shall assume liability for any and all work-related injuries/illnesses including infectious exposures such as BBP and TB and demonstrate appropriate policies and procedures for reporting such events and providing appropriate post-exposure medical management as required by State workers' compensation laws and regulations.
- (6) CONTRACTOR shall comply with all applicable Cal-OSHA standards including maintenance of the OSHA 300 Log of Work-Related Injuries and Illnesses.
- (7) CONTRACTOR assumes responsibility for procuring all medical equipment and supplies for use by their staff, including safe needle devices, and provides and documents all appropriate training.
- (8) CONTRACTOR shall demonstrate compliance with all state and local regulations with regard to handling and disposing of medical waste.

#### J. Acknowledgment of Funding:

CONTRACTOR agrees to acknowledge the San Francisco Department of Public Health in any printed material or public announcement describing the San Francisco Department of Public Health-funded SERVICES. Such documents or announcements shall contain a credit substantially as follows: "This program/service/ activity/research project was funded through the Department of Public Health, CITY and County of San Francisco."

#### K. Client Fees and Third Party Revenue:

- (1) Fees required by federal, state or CITY laws or regulations to be billed to the client; client's family, or insurance company, shall be determined in accordance with the client's ability to pay and in conformance with all applicable laws. Such fees shall approximate actual cost. No additional fees may be charged to the client or the client's family for the SERVICES. Inability to pay shall not be the basis for denial of any SERVICES provided under this Agreement.
- (2) CONTRACTOR agrees that revenues or fees received by CONTRACTOR related to SERVICES performed and materials developed or distributed with funding under this Agreement shall be used to increase the gross program funding such that a greater number of persons may receive SERVICES. Accordingly, these revenues and fees shall not be deducted by CONTRACTOR from its billing to the CITY.
- (3) CONTRACTOR agrees that funds received by CONTRACTOR from a source other than the CITY to defray any portion of the reimbursable costs allowable under this Agreement shall be reported to the CITY and deducted by CONTRACTOR from its billings to the CITY to ensure that no portion of the CITY'S reimbursement to CONTRACTOR is duplicated.

# L. Billing and Information System

CONTRACTOR agrees to participate in the CITY'S Community Mental Health Services (CMHS) and Community Substance Abuse Services (CSAS) Billing and Information System (BIS) and to follow data reporting procedures set forth by the CMHS/CSAS BIS and Quality Improvement Units.

#### M. Patients Rights:

All applicable Patients Rights laws and procedures shall be implemented.

# N. Under-Utilization Reports:

For any quarter that CONTRACTOR maintains less than ninety percent (90%) of the total agreed upon units of service for any mode of service hereunder, CONTRACTOR shall immediately notify the Contract Administrator in writing and shall specify the number of underutilized units of service.

#### O. Quality Improvement:

CONTRACTOR agrees to develop and implement a Quality Improvement Plan based on internal standards established by CONTRACTOR applicable to the SERVICES as follows:

- (1) Staff evaluations completed on an annual basis.
- (2) Personnel policies and procedures in place, reviewed and updated annually.
- (3) Board Review of Quality Improvement Plan.

## P. <u>Compliance with Community Mental Health Services and Community Substance Abuse</u> Services <u>Policies and Procedures</u>

In the provision of SERVICES under Community Mental Health Services or Community Substance Abuse Services contracts, CONTRACTOR shall follow all applicable policies and procedures established for contractors by Community Mental Health Services or Community Substance Abuse Services, as applicable, and shall keep itself duly informed of such policies. Lack of knowledge of such policies and procedures shall not be an allowable reason for noncompliance.

## Q. Working Trial Balance with Year-End Cost Report

If CONTRACTOR is a Non-Hospital Provider as defined in the State of California Department of Mental Health Cost Reporting Data Collection Manual, it agrees to submit a working trial balance with the year-end cost report.

## R. Harm Reduction

The program has a written internal Harm Reduction Policy that includes the guiding principles per Resolution # 10-00 810611 of the San Francisco Department of Public Health Commission.

# 2. Description of Services

Detailed description of services are listed below and are attached hereto

Appendix A-1	Adult Residential
Appendix A-2	Satellite Residential
Appendix A-3	WHITS Residential
Appendix A-4	Bridges Residential
Appendix A-5	Adult Residential Post SFGH
Appendix A-6	Transgender Residential
Appendix A-7	LODESTAR
Appendix A-8	Women's Hope
Appendix A-9	Central City OASIS
Appendix A-10	RPI ·
Appendix A-11	Prop 63
Appendix A-12	Crisis Intervention
Appendix A-13	BASN Residential
Appendix A-14	CARE Variable Length
Appendix A-15	CARE MDSP
Appendix A-16	CARE Detox
Appendix A-17	Bridges Outpatient
Appendix A-18	Second Chances Supportive Housing
Appendix A-19	Second Chances Case Management
Appendix A-20	Connections program :
Appendix A-21	PROP
Appendix A-22	HIV Set Aside Coordinator
Appendix A-23	Health Services & Medication Support
Appendix A-24	Project Homeless Connect

Fiscal Year: 2010-11

Appendix A-1 Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

1. Program Name: Adult Residential

Vista 214 Haight Street 815 Buena 890 Hayes Street (Men) (Dual Recovery) (Women) San Francisco, CA 94117 San Francisco, CA 94117 San Francisco, CA 94102 (415) 554-1450 (415) 554-1480 (415) 241-5566 (415) 554-1475 f (415) 621-1033 f (415) 934-6867f

2. Nature of Document (check one)

	New	$\boxtimes$	Renewal		Modification
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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

## 4. Target Population

The target population served by Walden House Adult Residential is adult poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. Walden House serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include men; the mentally ill; HIV positive individuals; homeless people; young adults ages 18-24; gay, bisexual and transgender people; veterans; parents; and individuals involved in the criminal justice system.

- Polysubstance abusers
- Intravenous route of administration
- Homeless

#### 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment.

#### 6. Methodology

Walden House's Gender Responsive Men's/ Women's/ Dual Recovery Residential Substance Abuse Treatment Programs are gender responsive residential substance abuse treatment. This program accepts San Francisco residents and offers integrated substance abuse and mental health treatment in a safe, recovery-oriented environment. Each participant's treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered.

Outreach, recruitment, promotion, and advertisement: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department. The person served may access Walden House services through an appointment or walk-in at the Multi Service center, Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and

Fiscal Year: 2010-11

Appendix A-1
Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), the Modified Mini Screen, and the Addiction Severity Index-Lite. The ASI-Lite produces a severity profile and narrative describing problems in the areas of substance use, employment, family, legal, medical and mental health.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a WH psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis. Appropriate consents and releases of information are collected from individuals who will enter Walden House programs.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Program Service Delivery Model: WH Recovery Program (MRP) serves San Francisco residents whose substance abuse and related problems require the intensity and comprehensive scope provided in a residential program setting. The program is variable length, offering the possibility of services for six months to a year and is designed to serve any individual who desires services, some of whom have co-occurring mental health disorders, and/or HIV/AIDS. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Welcoming and Initial Engagement: Participants are transported from admissions to the residential facility by WH drivers who have received training in welcoming and supporting participants as they transition into residential care. They are warmly greeted at the facility by staff and are assigned a care manager and therapist who will, over the next several days, conduct additional assessments to determine the most pressing treatment needs. They attend orientation groups that outline the program's rules, structure and schedule. The new participant is also introduced to a Big Brother or Big Sister, a peer who has already adapted well to program demands and can assist with adjusting to the treatment environment. Participants are provided with clothes, toiletries, and other necessities and receive a lot of support from staff and peers.

Treatment Plan Development: Within fourteen days, a comprehensive treatment plan is developed in collaboration with the participant and based on assessment results. The plan identifies problems the participant wants to address and recommends interventions and strategies. Problems most often include substance use, severity of mental health symptoms, poor medication adherence, homelessness, and lack of social support and professional services. Residential substance abuse treatment plans always includes at least 20 hours per week of AOD services. The care manager and the participant both sign the treatment plan, which is updated with new objectives and goals as the participant moves through treatment. In addition to shaping the content of case management and individual therapy, the individualized treatment plan also determines what other services the participant will access at WH and what services they will access through linkage to partnering service providers.

Fiscal Year: 2010-11

Appendix A-1
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Case Management and Care Review: Case Management with an emphasis on referral and linkage is the program's overarching evidence-based practice. The WH approach to case management is participant-driven and strength-based. Case managers partner with participants to help them utilize personal strengths and supports to navigate stressors and challenges. Issues of culture, ethnicity, family, environment, language, attitudes toward seeking help and stigmatization are actively addressed. Program participants frequently have a history of utilizing system of care services inconsistently and in ways that interfere with continuity of care. Creating meaningful linkages to key services both within and outside of Walden House supports a hearty recovery that can extend beyond the limits of the residential treatment episode.

Case Managers work with our partners to arrange participant appointments at Tom Waddell, San Francisco General Hospital, Positive Health Program, or St. Mary's Hospital if they don't already have a primary care home; these partners are all points of access for Healthy San Francisco enrollment. For those participants who have primary care providers, information about the date of last contact and frequency of care are determined, and they are encouraged to reestablish or become consistent with services. Participants are either dropped off to these appointments by a Walden House van and driver or are accompanied by peers for support. HIV+ participants who require a patient advocate are also linked to a peer advocate who can continue to assist with access to services after the Walden House stay.

Often, the treatment plan identifies other goals for case management including community reintegration planning for finding housing, employment or education services, SSI or other benefits advocacy and ongoing medical and mental health services. Releases of information are obtained and stored in participants' clinical files to facilitate communication between providers and to aid in the coordination of services.

Care Reviews are conducted on a weekly basis during the residential treatment episode with updates to the treatment plan due every 60 days. Multidisciplinary staff (case managers, therapists, medical services staff, & program directors) attend a two-hour weekly case review meeting during which progress and barriers toward achieving treatment goals, medication issues, peer interactions, engagement in the clinical program, and discharge planning are reviewed. During this review, the effectiveness of clinical strategies is explored and the treatment plan is updated as needed. Participants will regularly give and receive feedback from the team and outside case managers.

Walden House provides a variety of behavioral health and human services to the client. The components of services include: Alcohol and Drug Counseling, Family and Support Network Assessment, Relapse Prevention, Self Help Groups, Reentry Services, and Aftercare.

In addition, some clients may require specialized treatment plan based on their specific needs. Walden House also provides:

HIV Services: Individuals who are HIV+ will receive specialized services throughout the program that target their specific needs. These program participants will receive psychiatric screenings, case management, linkage to primary care, prevention education, and medication support, with specialized treatment goals and interventions in these areas that reflect the nature and scope of needs that are unique to the population. This will include participation in Prevention With Positives groups, and HIV support groups that help participants manage the unique challenges of living with HIV. Case management strategies for HIV+ participants focus on developing meaningful linkages to assist the participant in the areas of disease management, advocacy, access to services and benefits, and supporting long-term recovery. All referrals and other linkages are recorded in the participant's clinical file. All case managers and therapists attend numerous annual HIV trainings sponsored by the San Francisco system or care and the Walden Institute of Training. They are educated about HIV, sensitive to issues of disclosure and forming trust with this population, and are not only knowledgeable about system of care resources, but also maintain relationships with these providers which ensures the effectiveness of linkages and coordinated services.

Individual and Group Therapy: Men whose assessments indicate a need for mental health support will have the opportunity for at least one therapy session per week with a masters or doctoral-level mental health professional. Therapy goals usually focus on symptom management, managing urges to use alcohol and drugs, increasing coping skills, utilizing social support, and medication adherence. All WH clinicians are trained Motivational Interviewing as a clinical approach. They respect the participant's own process, accurately assess and respond to their readiness to change problem behaviors, and initiate interventions when they can be most effective.

Contractor: Walden House, Inc. Program: Adult Residential Fiscal Year: 2010-11

Appendix A-1
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Medication Services: Medication services are available to all participants with mental health or physical issues that require medical intervention. When clinically appropriate, participants are referred to a WH psychiatrist for initial medication evaluations and follow-up visits. These services are available on-site on a weekly basis. Medical services staff assist participants to assume responsibility for medication adherence, and medications information is tracked and regularly included in case reviews.

Prevention Services: Upon entering a WH program, all participants undergo a behavioral risk assessment to identify prevention issues for their treatment plan. Group and individual prevention services include educational seminars and counseling about reducing risk factors for HIV, HCV, and STDs. Additionally, when risk is identified, participants receive appropriate referrals and support for HIV testing through partnerships with the Native American Health Center and the Haight Ashbury Free Clinic, who provide services at our site. Individuals who are HIV+ attend seminars in Prevention With Positives, to reduce the risk of transmitting the virus. WH Prevention Services staff are specially trained to provide culturally sensitive harm reduction, counseling, education, and referrals to participants according to the standards of the U.S. Center for Disease Control and Prevention's (CDC) HIV testing protocol.

Family Services: Family members and other supporters can participate with the program if the participant invites them to do so. Family Education Nights provide information about Walden House and behavioral health treatment, and holiday events and other recreational and social activities are open to family members. Also upon invitation, when relevant to the individual's treatment plan, family members and other supporters can take part in therapy or other counseling sessions in order to optimize social support for the participant's recovery.

For many MRP participants, recovery involves visits and possible reunification with children who are involved with Child Protective Services. The program will support parents in numerous ways, including ensuring that all CPS mandates are honored, offering parenting classes and support groups, sponsoring parent/child activities, and providing linkage to Child Support Services for assistance in fulfilling child support obligations. When appropriate, participants are linked to the County's Family Law Facilitators Office for help with issues relating to divorce, visitation, and custody arrangements.

Community Re-integration: WH operates a Re-entry Services Center at 1550 Evans Ave. The Center provides job readiness skills, linkages to vocational training programs, job search skills, employment and housing counseling and linkages, computer training classes and benefits enrollment assistance. Additionally, the Five Keys Charter School operates a classroom at the Evans site that offers GED preparation, linkage to GED testing and high school class work for completion of a high school diploma. Participants at the Re-entry stage of their treatment episode are referred to the Re-entry Services Center in order to prepare for employment and begin a housing search or apply for necessary benefits if employment seems unlikely.

Gender Specific Services: The most common of these are gender specific support groups which provide an opportunity to process issues of addiction, mental illness and recovery as they relate to gender. Other groups and skills classes are also conducted in gender cohorts, including Seeking Safety groups and parenting classes, the latter of which consists of separate curricula for men (The Nurturing Fathers Program).

Program services are located at 890 Hayes Street in San Francisco and the facility operates 24 hours every day. Admissions/Intakes are conducted at 1899 Mission Street. The Site(s) are licensed and the treatment programs are certified by California's Dept. of Alcohol and Drug Programs. All sites are ADA compliant and complies with all licensing, certification, health, safety, and fire codes.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

Program: Adult Residential

Fiscal Year: 2010-11

Appendix A-1 Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

All program services and activities are documented in a client chart. Charting is consistent with regulations ser by the State. Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

#### 7. Objectives and Measurements

#### A. Performance/Outcome Objectives

#### Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010.Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

#### Objective A.2: Reduce Substance Use

- During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer. (A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

#### Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

#### Objective F.1: Health Disparity in African Americans

Program: Adult Residential Fiscal Year: 2010-11

Appendix A-1
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

To improve the health, well-being and quality of life of African Americans living in San Francisco CBHS will initiate efforts to identify and treat the health issues facing African American residents of San Francisco. The efforts will take two approaches:

1) Immediate identification of possible health problems for all current African American clients and new clients as they enter the system of care;

2) Enhance welcoming and engagement of African American clients.

#### Interventions to address health issues:

1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)

#### 2. Primary Care provider and health care information

All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

Active engagement with primary care provider
 75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

#### Objective G.1: Alcohol Use/Dependency

- For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups
  (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs)
  will be kept on prominent display and distributed to clients and families at all program sites. Cultural
  Competency Unit will compile the informing material on self help Recovery groups and made it available
  to all contractors and civil service clinics by September 2010, (G.Ia)
- All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

#### Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by African American
  individuals and families. System of Care, Program Review, and Quality Improvement unit
  will provide feedback to contractor/clinic via new clients survey with suggested interventions. The
  contractor/clinic will establish performance improvement objective for the following year, based on feedback
  from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H.1b)

Fiscal Year: 2010-11

Appendix A-1
Contract Term: 7/1/10-6/30/11

# Funding Source (AIDS Office & CHPP only)

#### B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 90% who complete are linked to an appropriate level of continuing care and support as measured by internal outcome measurement system and documented in client files.
- 2. During Fiscal Year 2010-11, 90% who complete are linked to 12 Step and/or support groups as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, 95% who complete are linked to a primary care home as measured by internal outcome measurement system and documented in client files.
- 4. During Fiscal Year 2010-11, at the time of completion 85% will report increased quality of life (versus self report at intake) as measured by Internal outcome measurement system and documented in client files.

#### 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

<u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT
 Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.

Fiscal Year: 2010-14

Appendix A-1
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes.
   Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical</u>: Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides quarterly reports directly to the
  Executive Council who oversees all committees; reviews agency's goals and objectives; sets priorities and responds to
  committee's reports for actions agency-wide; sends out directives to committees; sends out actions/directives to be carried out
  by staff via regular management and staff meetings. And produce the agency's annual performance improvement plan for
  Board Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

#### Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Program: Adult Residential

Fiscal Year: 2010-11

appendix A-1 Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility:

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc. [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

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Fiscal Year: 2010-11

Appendix A-2
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

1. Program Name: Adult Residential Satellite Program Address:

 815 Buena Vista West (Women)
 1445 Chinook (Men)

 San Francisco, CA 94117
 San Francisco, CA 94130

 (415) 554-1450
 (415) 970-7500

 (415) 554-1475 f
 (415) 970-7575 f

2. Nature of Document (check one)

$\boxtimes$	New		Renewal		Modification
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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

# 4. Target Population

The target population served by Walden House Adult Residential is adult poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. Walden House serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include women; the mentally ill; HIV positive individuals; homeless people; young adults ages 18-24; gay, lesbian, bisexual and transgender people; veterans; parents; and individuals involved in the criminal justice system.

- Polysubstance abusers
- Intravenous route of administration
- Homeless

# 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment

### 6. Methodology

Walden House Adult Residential Satellite is a type of transitional housing, in which peers in recovery live together and support each other's recovery while continuing participation in treatment and related services has proven effective in sustaining treatment gains. The program serves San Francisco residents whose substance abuse and related problems no longer require the full intensity of services provided in a residential program setting, but continue to require substantial case management and treatment services to achieve treatment goals. Treatment services are administered at the licensed facilities at 890 Hayes, 815 Buena Vista West, and 214 Haight.

# Outreach, Recruitment, Admissions and Intake:

Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies,

Document Date: 10/8/10 Page 1 of 11

Fiscal Year: 2010-11

Appendix A-2 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department. The person served may access Walden House services through an appointment or walk-in at the Multi Service center, Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), the Modified Mini Screen, and the Addiction Severity Index-Lite. The ASI-Lite produces a severity profile and narrative describing problems in the areas of substance use, employment, family, legal, medical and mental health.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a WH psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis. Appropriate consents and releases of information are collected from individuals who will enter Walden House programs.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability.

Document Date: 10/8/10

Page 2 of 11

Fiscal Year: 2010-11

Appendix A-2 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

In this case, if appropriate, the client is moved to Satellite Residential to help them further stabilize to re-enter the community. The selection of clients into the transitional housing programs is contingent upon their eligibility for funding, bed spaces available, and need for transitional housing and the services.

Program Service Delivery Model: The program has a variable length; participants are eligible for up to one year total of residential and/or adult overnight/partial day treatment to complete the balance of that year, if needed, to achieve their treatment goals and link to the next step-down level of care.

Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Clients, who reside in Satellite, have enrolled in vocation training, found a job, or is enrolled in school. Satellites provide supported transitional housing to several clients living as roommates. When the client moves to a satellite apartment s/he begins to focus on re-socialization, work and family-related issues, as well as develops a transition plan to move toward independence. This transitional housing and supportive services may last up to 3 months, with extensions allowed on a case-by-case basis and availability of funding. Reentry clients pay subsidized rent, and receive supervision of money management, family issues, independent living skills and reentry issues.

Clients continue with their treatment plan, continue to receive case management services and reviews, and some of the same services as needed as the residential treatment clients. In addition, some satellite clients may require specialized treatment plan based on their specific needs. Walden House also provides:

HIV Services: Individuals who are HIV+ will receive specialized services throughout the program that target their specific needs. Many of the standards of care established for HIV+ participants are provided to all participants in our program, regardless of HIV status. For instance, all program participants will receive psychiatric screenings, case management, linkage to primary care, prevention education, and medication support. Participants who are HIV+ will have specialized treatment goals and interventions in these areas that reflect the nature and scope of needs that are unique to the population. This will include participation in Prevention With Positives groups, and HIV support groups that help participants manage the unique challenges of living with HIV. Case management strategies for HIV+ participants focus on developing meaningful linkages to assist the participant in the areas of disease management, advocacy, access to services and benefits, and supporting long-term recovery. All referrals and other linkages are recorded in the participant's clinical file. Case managers and therapists working in

Document Date: 10/8/10

Page 3 of 11

Fiscal Year: 2010-11

Appendix A-2 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

the program attend numerous annual HIV trainings sponsored by the San Francisco system or care and the Walden Institute of Training. They are educated about HIV, sensitive to issues of disclosure and forming trust with this population, and are not only knowledgeable about system of care resources, but also maintain relationships with these providers which ensures the effectiveness of establishing linkages and coordinating services.

Prevention Services: Upon entering a WH program, all participants undergo a behavioral risk assessment to identify prevention issues for their treatment plan. Group and individual prevention services include educational seminars and counseling about reducing risk factors for HIV, HCV, and STDs. Additionally, participants receive appropriate referrals and support for HIV testing through partnerships with the Native American Health Center and the Haight Ashbury Free Clinic, who provide services at our site. Individuals who are HIV+ attend seminars in Prevention With Positives, to reduce the risk of transmitting the virus. WH Prevention Services staff are specially trained to provide culturally sensitive harm reduction, counseling, education, and referrals to participants according to the standards of the U.S. Center for Disease Control and Prevention's (CDC) HIV testing protocol.

Skills Training Groups: Building participants' healthy coping skills is one of the pillars of the clinical program. Participants are supported in skill development so that they can better manage symptoms and avoid using drugs and alcohol to self-medicate. Participants are referred to skills training groups according to the goals in their treatment plan. Groups include Anger Management; Dialectical Behavior Therapy Skills (Mindfulness, Distress Tolerance, Interpersonal Effectiveness, and Emotional Regulation); Seeking Safety (a manualized CBT approach to treating co-morbid PTSD and substance abuse); and Relapse Prevention.

Parenting Skills: The Parenting Skills Classes at WH 815 will be available to all women with minor children and any other woman who wants to take the course. These skills classes are a series in the *Nurturing Parenting Programs* collection. The classes are geared for parents of children at different developmental levels so as to meet the needs of all women in the program

Family Services: Family members and other supporters can participate with the program if the participant invites them to do so. Family Education Nights provide information about Walden House and behavioral health treatment, and holiday events and other recreational and social activities are open to family members. Also upon invitation, when relevant to the individual's treatment plan, family members and other supporters can take part in therapy or other counseling sessions in order to optimize social support for the participant's recovery. For many WH participants, recovery involves visits and possible reunification with children who are involved with Child Protective Services. The program will support parents in numerous ways, including ensuring that all CPS mandates are honored, offering parenting classes and support groups, sponsoring parent/child activities, and providing linkage to Child Support Services for assistance in fulfilling child support obligations. When appropriate, participants are linked to the County's Family Law Facilitators Office for help with issues relating to divorce, visitation, and custody arrangements.

Document Date: 10/8/10 Page 4 of 11

Fiscal Year: 2010-11

Appendix A-2
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Community Re-integration: WH operates a Re-entry Services Center at 1550 Evans Ave. The Center provides job readiness skills, linkages to vocational training programs, job search skills, employment and housing counseling and linkages, computer training classes and benefits enrollment assistance. Additionally, the Five Keys Charter School operates a classroom at the Evans site that offers GED preparation, linkage to GED testing and high school class work for completion of a high school diploma. Participants at the Re-entry stage of their treatment episode are referred to the Re-entry Services Center in order to prepare for employment and begin a housing search or apply for necessary benefits if employment seems unlikely.

Program services are located at 890 Hayes Street, 815 Buena Vista West, and 214 Haight in San Francisco and the facility operates 24 hours every day. Admissions/Intakes are conducted at 1899 Mission Street. The Site(s) are licensed and the treatment programs are certified by California's Dept. of Alcohol and Drug Programs. All sites are ADA compliant and complies with all licensing, certification, health, safety, and fire codes.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony.

Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

Document Date: 10/8/10

Page 5 of 11

Fiscal Year: 2010-11

Appendix A-2
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

#### 7. Objectives and Measurements

# A. Performance/Outcome Objectives Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

#### Objective A.2: Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

#### Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult

Document Date: 10/8/10

Page 6 of 11

Fiscal Year: 2010-11

Appendix A-2 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

# Objective F.1: Health Disparity in African Americans

1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)

# 2. Primary Care provider and health care information

All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

# Objective G.1: Alcohol Use/Dependency

- 1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites.

  Cultural Competency Unit will compile the informing material on self help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

1. Contractors and Civil Service Clinics will remove any barriers to accessing services by African American individuals and families. System of Care, Program Review, and Quality Improvement unit

will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)

Document Date: 10/8/10

Page 7 of 11

Fiscal Year: 2010-11

Appendix A-2 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on - going review of clinical literature is encouraged. (H.1b)

## B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 90% of those who will complete will be linked to an appropriate level of continuing care and support as measured by internal outcome measurement system and documented in client files.
- 2. During Fiscal Year 2010-11, 90% of those who complete will have improved housing status at time of discharge as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, 60% will gain, maintain, or regain employment as measured by internal outcome measurement system and documented in client files.
- During Fiscal Year 2010-11, at the time of completion, 85% will report increased quality of life (versus self report at intake) as measured by internal outcome measurement system and documented in client files.
- 5. During Fiscal Year 2010-11, 95% who complete will be linked to appropriate continuing care and support as measured by internal outcome measurement system and documented in client files in addition to being captured in AVATAR.

#### 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful

Document Date: 10/8/10

Page 8 of 11

Fiscal Year: 2010-11

Appendix A-2 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- <u>Standards & Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.

Document Date: 10/8/10 Page 9 of 11 Contractor: Walden House, Inc.

Program: Adult Residential Satellite

Fiscal Year: 2010-11

Appendix A-2

Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

• <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.

Operations Committee: The aforementioned quality management committee structure provides
quarterly reports directly to the Executive Council who oversees all committees; reviews
agency's goals and objectives; sets priorities and responds to committee's reports for actions
agency-wide; sends out directives to committees; sends out actions/directives to be carried out
by staff via regular management and staff meetings. And produce the agency's annual
performance improvement plan for Board Approval. Chaired by the CEO. This committee
meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

#### Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Document Date: 10/8/10 Page 10 of 11

Fiscal Year: 2010-11

Appendix A-2 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Document Date: 10/8/10

Page 11 of 11

14··· . 1 

Program: WHITS Fiscal Year: 2010-11 Appendix A-3 Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

# 1. Program Name: Walden House Intensive Treatment Services

214 Haight Street San Francisco, CA 94102 Telephone: (415) 554-1480 Facsimile: (415) 934-6867

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#### 3. Goal Statement

To assist participants to maintain or restore personal independence and/or functioning consistent with requirements for learning, development, and enhanced self-sufficiency.

## 4. Target Population

The target population served in WHITS Residential is chronically mentally ill, adult poly-substance abusers who live in San Francisco. A pattern of repeated involvement in both mental health and substance abuse treatment programs is characteristic of this population. Walden House serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include both women and men; HIV positive individuals; homeless people; young adults ages 18-24, and emancipated minors from 16 to 18; gays, lesbians, bisexuals and transgenders; veterans; and individuals involved in the criminal justice system. People with mental illness are a part of all Walden House programs; however, this program is designed specifically for the dual diagnosed population.

- Polysubstance abusers
- Chronically mentally ill individuals
- Homeless

#### 5. Modality(ies)/Interventions

The service modality for this Appendix is residential mental health and substance abuse treatment.

#### 6. Methodology

Walden House's Gender Responsive Men's/ Women's/ Dual Recovery Residential Substance Abuse Treatment Programs are gender responsive residential substance abuse treatment. This program accepts San Francisco residents and offers integrated substance abuse and mental health treatment in a safe, recovery-oriented environment. Each participant's treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered.

Outreach, recruitment, promotion, and advertisement: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations,

Document Date 10/8/10

Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department. The person served may access Walden House services through an appointment or walk-in at the Multi Service center, Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), the Modified Mini Screen, and the Addiction Severity Index-Lite. The ASI-Lite produces a severity profile and narrative describing problems in the areas of substance use, employment, family, legal, medical and mental health

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a WH psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis. Appropriate consents and releases of information are collected from individuals who will enter Walden House programs.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability.

Document Date: October 8, 2010.

Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Program Service Delivery Model: WH Recovery Program (MRP) serves San Francisco residents whose substance abuse and related problems require the intensity and comprehensive scope provided in a residential program setting. The program is variable length, offering the possibility of services for six months to a year and is designed to serve any individual who desires services, some of whom have co-occurring mental health disorders, and/or HIV/AIDS. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Welcoming and Initial Engagement: Participants are transported from admissions to the residential facility by WH drivers who have received training in welcoming and supporting participants as they transition into residential care. They are warmly greeted at the facility by staff and are assigned a care manager and therapist who will, over the next several days, conduct additional assessments to determine the most pressing treatment needs. They attend orientation groups that outline the program's rules, structure and schedule. The new participant is also introduced to a Big Brother or Big Sister, a peer who has already adapted well to program demands and can assist with adjusting to the treatment environment. Participants are provided with clothes, toiletries, and other necessities and receive a lot of support from staff and peers.

Treatment Plan Development: Within fourteen days, a comprehensive treatment plan is developed in collaboration with the participant and based on assessment results. The plan identifies problems the participant wants to address and recommends interventions and strategies. Problems most often include substance use, severity of mental health symptoms, poor medication adherence, homelessness, and lack of social support and professional services. Residential substance abuse treatment plans always includes at least 20 hours per week of AOD services. The care manager and the participant both sign the treatment plan, which is updated with new objectives and goals as the participant moves through treatment. In addition to shaping the content of case management and individual therapy, the individualized treatment plan also determines what other services the participant will access at WH and what services they will access through linkage to partnering service providers.

Case Management and Care Review: Case Management with an emphasis on referral and linkage is the program's overarching evidence-based practice. The WH approach to case management is participant-driven and strength-based. Case managers partner with participants to help them utilize personal strengths and supports to navigate stressors and challenges. Issues of culture, ethnicity, family, environment, language, attitudes toward seeking help and stigmatization are actively addressed. Program participants frequently have a history of utilizing system of care services inconsistently and in ways that interfere with continuity of care. Creating meaningful linkages to key services both within and outside of Walden House supports a hearty recovery that can extend beyond the limits of the residential treatment episode.

Contractor: Walden House, Inc. Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Case Managers work with our partners to arrange participant appointments at Tom Waddell, San Francisco General Hospital, Positive Health Program, or St. Mary's Hospital if they don't already have a primary care home; these partners are all points of access for Healthy San Francisco enrollment. For those participants who have primary care providers, information about the date of last contact and frequency of care are determined, and they are encouraged to reestablish or become consistent with services. Participants are either dropped off to these appointments by a Walden House van and driver or are accompanied by peers for support. HIV+ participants who require a patient advocate are also linked to a peer advocate who can continue to assist with access to services after the Walden House stay.

Often, the treatment plan identifies other goals for case management including community reintegration planning for finding housing, employment or education services, SSI or other benefits advocacy and ongoing medical and mental health services. Releases of information are obtained and stored in participants' clinical files to facilitate communication between providers and to aid in the coordination of services.

Care Reviews are conducted on a weekly basis during the residential treatment episode with updates to the treatment plan due every 60 days. Multidisciplinary staff (case managers, therapists, medical services staff, & program directors) attend a two-hour weekly case review meeting during which progress and barriers toward achieving treatment goals, medication issues, peer interactions, engagement in the clinical program, and discharge planning are reviewed. During this review, the effectiveness of clinical strategies is explored and the treatment plan is updated as needed. Participants will regularly give and receive feedback from the team and outside case managers.

Walden House provides a variety of behavioral health and human services to the client. The components of services include: Alcohol and Drug Counseling, Family and Support Network Assessment, Relapse Prevention, Self Help Groups, Reentry Services, and Aftercare.

In addition, some clients may require specialized treatment plan based on their specific needs. Walden House also provides:

HIV Services: Individuals who are HIV+ will receive specialized services throughout the program that target their specific needs. These program participants will receive psychiatric screenings, case management, linkage to primary care, prevention education, and medication support, with specialized treatment goals and interventions in these areas that reflect the nature and scope of needs that are unique to the population. This will include participation in Prevention With Positives groups, and HIV support groups that help participants manage the unique challenges of living with HIV. Case management strategies for HIV+ participants focus on developing meaningful linkages to assist the participant in the areas of disease management, advocacy, access to services and benefits, and supporting long-term recovery. All referrals and other linkages are recorded in the participant's clinical file. All case managers and therapists attend numerous annual HIV trainings sponsored by the San Francisco system or care and the Walden Institute of Training. They are educated about HIV, sensitive

Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

to issues of disclosure and forming trust with this population, and are not only knowledgeable about system of care resources, but also maintain relationships with these providers which ensures the effectiveness of linkages and coordinated services.

Individual and Group Therapy: Men whose assessments indicate a need for mental health support will have the opportunity for at least one therapy session per week with a masters or doctoral-level mental health professional. Therapy goals usually focus on symptom management, managing urges to use alcohol and drugs, increasing coping skills, utilizing social support, and medication adherence. All WH clinicians are trained Motivational Interviewing as a clinical approach. They respect the participant's own process, accurately assess and respond to their readiness to change problem behaviors, and initiate interventions when they can be most effective.

Medication Services: Medication services are available to all participants with mental health or physical issues that require medical intervention. When clinically appropriate, participants are referred to a WH psychiatrist for initial medication evaluations and follow-up visits. These services are available on-site on a weekly basis. Medical services staff assist participants to assume responsibility for medication adherence, and medications information is tracked and regularly included in case reviews.

Prevention Services: Upon entering a WH program, all participants undergo a behavioral risk assessment to identify prevention issues for their treatment plan. Group and individual prevention services include educational seminars and counseling about reducing risk factors for HIV, HCV, and STDs. Additionally, when risk is identified, participants receive appropriate referrals and support for HIV testing through partnerships with the Native American Health Center and the Haight Ashbury Free Clinic, who provide services at our site. Individuals who are HIV+ attend seminars in Prevention With Positives, to reduce the risk of transmitting the virus. WH Prevention Services staff are specially trained to provide culturally sensitive harm reduction, counseling, education, and referrals to participants according to the standards of the U.S. Center for Disease Control and Prevention's (CDC) HIV testing protocol.

Family Services: Family members and other supporters can participate with the program if the participant invites them to do so. Family Education Nights provide information about Walden House and behavioral health treatment, and holiday events and other recreational and social activities are open to family members. Also upon invitation, when relevant to the individual's treatment plan, family members and other supporters can take part in therapy or other counseling sessions in order to optimize social support for the participant's recovery.

For many MRP participants, recovery involves visits and possible reunification with children who are involved with Child Protective Services. The program will support parents in numerous ways, including ensuring that all CPS mandates are honored, offering parenting classes and support groups, sponsoring parent/child activities, and providing linkage to Child Support Services for assistance in fulfilling child support obligations. When appropriate, participants are linked to the County's Family Law Facilitators Office for help with issues relating to divorce, visitation, and custody arrangements.

Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Community Re-integration: WH operates a Re-entry Services Center at 1550 Evans Ave. The Center provides job readiness skills, linkages to vocational training programs, job search skills, employment and housing counseling and linkages, computer training classes and benefits enrollment assistance. Additionally, the Five Keys Charter School operates a classroom at the Evans site that offers GED preparation, linkage to GED testing and high school class work for completion of a high school diploma. Participants at the Re-entry stage of their treatment episode are referred to the Re-entry Services Center in order to prepare for employment and begin a housing search or apply for necessary benefits if employment seems unlikely.

Gender Specific Services: The most common of these are gender specific support groups which provide an opportunity to process issues of addiction, mental illness and recovery as they relate to gender. Other groups and skills classes are also conducted in gender cohorts, including Seeking Safety groups and parenting classes, the latter of which consists of separate curricula for men (The Nurturing Fathers Program).

Program services are located at 890 Hayes Street in San Francisco and the facility operates 24 hours every day. Admissions/Intakes are conducted at 1899 Mission Street. The Site(s) are licensed and the treatment programs are certified by California's Dept. of Alcohol and Drug Programs. All sites are ADA compliant and complies with all licensing, certification, health, safety, and fire codes.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of

Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

## 7. Objectives and Measurements

## A. Performance/Outcome Objectives

# Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

# Objective A.2: Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

### Objective B.2: Treatment Access and Retention

Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

## Objective F.1: Health Disparity in African Americans

 Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)

## 2. Primary Care provider and health care information

All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

# Objective G.1: Alcohol Use/Dependency

- 1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- 2. All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

 Contractors and Civil Service Clinics will remove any barriers to accessing services by African American individuals and families. System of Care, Program Review, and Quality Improvement unit

Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)

2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on - going review of clinical literature is encouraged. (H.1b)

# B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 90% of those who complete will have improved housing status at time of discharge as measured by internal outcome measurement system and documented in client files documented in client files.
- 2. During Fiscal Year 2010-11, 90% who complete are linked to 12 Step and/or support groups as measured by Internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, At the time of completion 85% will report increased quality of life (versus self report at intake) as measured by Internal outcome measurement system and documented in client files.
- 4. During Fiscal Year 2010-11, at the time of completion, 85% will report increased quality of life (versus self report at intake) as measured by internal outcome measurement system and documented in client files documented in client files.

# 8. Continuous Quality Improvement

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Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

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Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

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Program: WHITS

Fiscal Year: 2010-11

Appendix A-3
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

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Contractor: Walden House, Inc. Program: Bridges Residential

Fiscal Year: 2010-11

Appendix A-4 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

1. Program Name: BRIDGES Residential

214 Haight Street

San Francisco, CA 94102

(415) 554-1480 (415) 934-6867 f

2. Nature of Document (check one)

$\boxtimes$	New	Renewal	Modification
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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

## 4. Target Population

The target population served by the Walden House BRIDGES program are adults parolees, mentally ill, polysubstance abusers or dependant on drugs and/or alcohol, considered legal residents of San Francisco.

- CDCR Parolees
- Poly-Substance Abusers
- Mentally III

## 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment

#### 6. Methodology

Walden House offers a streamlined continuum of care comprehensive residential substance abuse services.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals. In addition, because this program's target population are CDCR parolees, the program staff have good referral relationships with the Parole agencies that serve parolees in San Francisco.

Admissions and Intake: Admission to the BRIDGES Program through an initial referral by the Parole Agent. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the Walden House continuum of care, additional assessments will take place in order to determine current mental status; symptom picture; substance use; living situation; medications; potential for

Contractor: Walden House, Inc. Program: Bridges Residential

Fiscal Year: 2010-11

Appendix A-4
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

economic self-sufficiency; client strengths; and personal goals. The client will also take part in the Walden House Family/Support Network assessment which seeks to identify professional helpers and avenues of interpersonal support. The three-part assessment includes a questionnaire, completion of a simple genogram and a support system map. Upon admission, the client will complete a baseline "Milestones of Recovery Scale (MORS).

Program Service Delivery Model: BRIDGES is designed to provide intensive case management, skills training, advocacy and recovery support to parolees managing significant reentry challenges including mental illness, addiction, homelessness, poverty, institutionalized patterns of behavior, and poor social support. The program services are arrayed in order to help clients avoid reincarceration and the need for emergency services; meet survival needs; create and maintain a foundation for wellness and recovery; and have more quality of life.

The residential program is a variable-length program that accommodates up to 4 months and the stay may be lengthened from 1 to 12 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Orientation: Within three days of being admitted to the program, each parolee will receive a face-to-face orientation to the program along with a copy of written policies and procedures.

#### Wellness Recovery Action Plan

Upon entering the program, clients will be guided in the creation of their own Wellness Recovery Action plan and share it with their case manager. This plan will include the following:

Wellness Toolbox: Practical things that can be done to stay well and feel better
Daily Maintenance List: Description of feeling right and what needs to happen every day to feel that
way
Triggers: Things that can make you feel worse and an action plan to avoid these.
Early Warning Signs: Subtle internal signs that warn of problems and how to manage these
Things are Breaking Down or Getting Worse: Signs that indicate a crisis is coming and how to respond
to these.
Crisis Planning: Instructions for others about how you want to be cared for if you temporarily can't care
for yourself
Post Crisis Plan: Plans to gradually resume everyday responsibilities in a way as to not feel overwhelmed

WRAP Diary Card: Upon the initial creation of the Wellness Recovery Action Plan, a diary card will be created that is designed to track key elements of the WRAP plan. These elements could include medications; managing anger; self-harm or assault; using or craving substances; asking for help when needed; staying with a budget; following through on important appointments; housing search; etc. Each parolee will have a customized diary card that tracks thoughts, feelings, and behaviors on one side and gives them the opportunity to list skills they have learned and used on the other side. The skills will come from their wellness toolbox which should expand as they participate in the program.

Contractor: Walden House, Inc. Program: Bridges Residential

Fiscal Year: 2010-11

Appendix A-4
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Clients will have their diary cards reviewed by staff every day that they attend program or at least on a once a week basis depending on the treatment plan. Parolees will review their diary card with the case manager who will use the session to do further analysis of problem behaviors, develop alternative strategies for the future, and coach the use of skills when they are most needed. When clients engage in behaviors that move them farther away from their stated goals, the disparity will be noted and the case manager will seek to determine if problems arose because the client did not have a skill to manage the situation or if they had a skill but were not motivated to use it. The answer to that question will determine whether to teach a new skill or use motivational strategies to ensure that the skills are being used.

The program plans to use small, noncash incentives to encourage greater participation in program services. Clients who complete classes or are consistent with their WRAP diary cards can be given personal care products, food, movie tickets, restaurant coupons, etc. Criteria will be developed and peer mentors might be used to manage this process.

Development of the Individual Personal Services Plan: Within seven days of enrollment into the program, a case review will take place and a goal oriented Individual Personal Services Plan will be developed. The plan will guide case management efforts and activities in key areas including establishing income, housing, medical and mental health treatment, social support, etc. Assessments and the Wellness Recovery Action Plan will also inform the process. The goals of the Individual Personal Services Plan will be matched to the clinical schedule of groups and seminars. Clients will be encouraged to use program activities in order to create structure to their daily and weekly schedules.

Program Services are configured in such a way as to provide clients with daily structure and support as they can attend groups and seminars five days a week as well as take part in recreational/socialization activities, eat breakfast and lunch at the program, and participate in opportunities to mentor other clients. In this way, clients will be encouraged to utilize services as a Rehabilitation Day Treatment model with intensive case management services. Clients will receive independent living skills classes, vocational/educational support, wellness classes, social skills training, parenting support, crisis intervention support, DBT mindfulness training, and peer mentoring support.

The program is relationally oriented and case managers engage clients with respect and empathy and seek to develop a sense of connection with them. Clients are encouraged to manage symptoms and problem behaviors through intentional planning and resource management. The program also works to shore up inadequate or poorly utilized networks of interpersonal support so that help is at hand for clients when they need it the most.

Case Management & Case Conferencing: Case management activities will be directed by the individual services plan and will include linkage to system of care services and follow-up to ensure that services have been established. When appropriate, case managers will refer clients to organizations that can provide advocacy for establishing benefits and will work to ensure that clinical information will be made available to support that process. Appropriate Releases of Information will be sought in order to facilitate case conferencing and with outside agencies and regular case reviews will be scheduled with parole agents.

Staff will addressing criminal thinking and behaviors by utilizing the "Thinking for a Change" curriculum. Parolees will be able to learn how their thoughts, feelings, behaviors, and core belief systems have created problems in the past. Utilizing role play, the curriculum encourages the practice of cognitive, self-change skills in high risk situations to prepare for future challenges. The curriculum will most likely require some modification for the population served in this program.

Contractor: Walden House, Inc. Program: Bridges Residential

Fiscal Year: 2010-11

Appendix A-4
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Recreational Activities and Opportunities to Improve Socialization Skills: Because services will be offered on a daily basis and clients will be encouraged to use the program to structure daily activities, organized recreational activities will be offered. These activities could include parties, movie days, field trips, outings to the park, game days, etc. These activities will also provide important opportunities to practice and apply newly acquired social skills.

The program will seek to involve the family and friends of our clients in creating an effective network of support that will assist the client both while they are being actively case managed and once they are discharged as well. Family/Friends education events will be sponsored in order to provide supporters with information about recovery from mental health and addiction as well as information about involvement in the criminal justice system. If willing, individual members of client support networks could take part in groups or individual counseling sessions that would focus on setting up guidelines for future support. For example, a discussion might take place between a client and a supporter regarding how the supporter should approach the client if they fear he is in a high-risk situation. Using role play and behavioral rehearsal, difficult conversations could be prepared for in advance. Supporters could also take part in curriculum and learn how to help the client do a chain analysis, assist them to fill out the WRAP diary card, or learn principles that support recovery and prevent relapse.

Stabilization Beds: While the program will work to help keep clients out of inpatient care, it is possible that some clients may require either a brief stay in Psychiatric Emergency Services or less intensive services in a residential stabilization program.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

#### 7. Objectives and Measurements

A. Performance/Outcome Objectives

Contractor: Walden House, Inc. Program: Bridges Residential

Fiscal Year: 2010-11

Appendix A-4 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

# Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 - June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

## Objective A.2; Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

# Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

#### Objective F.1: Health Disparity in African Americans

- 1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)
- 2. Primary Care provider and health care information All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider · 75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

#### Objective G.1: Alcohol Use/Dependency

Contractor: Walden House, Inc. Program: Bridges Residential

Fiscal Year: 2010-11

Appendix A-4
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

 For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self - help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)

 All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

#### Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by African
  American individuals and families. System of Care, Program Review, and Quality Improvement unit
  will provide feedback to contractor/clinic via new clients survey with suggested interventions. The
  contractor/clinic will establish performance improvement objective for the following year, based on
  feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on - going review of clinical literature is encouraged. (H.1b)

#### B. Other Measurable Objectives

- During Fiscal Year 2010-11, 90% of those who complete will have improved housing status at time
  of discharge as measured by internal outcome measurement system and documented in client files
  documented in client files
- 2. During Fiscal Year 2010-11, 90% who complete are linked to 12 Step and/or support groups as measured by Internal outcome measurement system and documented in client files.
- During Fiscal Year 2010-11, At the time of completion 85% will report increased quality of life (versus self report at intake) as measured by Internal outcome measurement system and documented in client files.
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Fiscal Year: 2010-11

Appendix A-4 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

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Contractor: Walden House, Inc. Program: Bridges Residential

Fiscal Year: 2010-11

Appendix A-4
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

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Contractor: Walden House, Inc. Program: Bridges Residential

Fiscal Year: 2010-11

Appendix A-4

Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

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Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5
Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

# 1. Program Name: Residential Treatment Post SFGH

890 Hayes Street (Men)		214 Haight Street	
San Francisco, CA 94117	(Women) San Francisco, CA 94117	(Dual Recovery) San Francisco, CA 94102	
(415) 241-5566	(415) 554-1450	(415) 554-1480	
(415) 621-1033 f	(415) 554-1475 f	(415) 934-6867 f	

## 2. Nature of Document (check one)

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# 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

# 4. Target Population

The target population served by the Walden House SFGH Treatment Access Program is adult polysubstance abusers who live in San Francisco and referred from San Francisco General Hospital by the Treatment Access Program (TAP). Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. Walden House serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include women; the mentally ill; HIV positive individuals; homeless people; young adults ages 18-24; gay, lesbian, bisexual and transgender people; veterans; parents; and individuals involved in the criminal justice system.

- Mental Health referrals.
- Polysubstance abusers
- Intravenous route of administration

#### 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment

#### 6. Methodology

Walden House Residential Treatment Post SFGH offers a streamlined continuum of care comprehensive residential substance abuse services.

Outreach and Recruitment: While Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs, Clients are primarily referred by San Francisco General Hospital by the Treatment Access Program (TAP). We also make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

to community base organizations, individuals, and other interested parties through Walden House's website at http://www.waldenhouse.org.

Admissions and Intake: Admission to the Walden House Behavioral Health programs including Adult Residential and Outpatient Programs are open to all adult San Francisco residents with a substance abuse problem. The person served may access Walden House services through an appointment or walk-in at the Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the Walden House continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues for the Prevention/Diversion Department. An interview occurs thereafter with an intake staff member. This interview includes the administration of the Addiction Severity Index (ASI) Lite assessment which creates both a Narrative Summary and Severity Profile of the person served surrounding different life domains (Alcohol/Drug Use; Employment; Family; Legal; Medical; and Psychiatric). The client is provided further services as based on need identified by the severity profile for legal or psychiatric life domains.

If there is an identified need for legal assistance, the client is connected with the legal department to assist with interfacing with the legal system. If any psychiatric symptomology is identified during the assessment process, the client is further assessed by the licensed intake clinician to determine psychiatric status to determine the appropriateness for the Walden House continuum of care to ensure proper placement. At any time should any immediate detoxification or medical need be identified, Walden House will coordinate with medical staff or external emergency medical service personnel. The client is then assessed as appropriate for the Walden House continuum of care or is identified as inappropriate.

When the client is identified as inappropriate for the program will be provided referrals other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability. Post-SFGH clients are admitted and screened to determine where the client will be placed and what population specific services they may require.

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

Program Service Delivery Model: The residential program is a variable-length program that accommodates up to 4 months and the stay may be lengthened from 1 to 12 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes: introduction to staff and peers; orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.); "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules; Recovery Plan – self assessment of needs, life problems, and areas for improvement.

Staff reviews client's Recovery Plan and an Interpretive Summary is then developed based upon information obtained. The Interpretive Summary provides the multidisciplinary treatment team a client-centric clinical picture of the immediate areas of concern and interventions, referrals, and treatment plans that are necessary to meet the client's needs. The client works with the staff member on creating an individual treatment plan with concrete objectives including what assignments, services and tasks with begin and end dates that are required of them to complete.

Walden House provides a variety of behavioral health and human services to the client. The components of services include:

Health Services: This component includes onsite Health Coordinators who observe the person served and their physical well-being. Medical referrals and medications are maintained by this component. In addition, psychiatric services including evaluation and medications are managed under the health service system in place.

Clinical Services: This component includes both substance abuse and mental health clinicians. The Clinical Services department contains licensed professionals for mental health concerns. Substance abuse counselors who work from a case management perspective are the primary clinical team contact. Interventions provided by Clinical Services include: Education; Counseling; and Case Management services. Services provided and received by the client are directly tied to the individual plan already developed.

Education: A curriculum of educational materials to the person served that addresses
substance abuse, health and wellness issues is conducted to enhance the person's served
understanding of the issues that require treatment.

<u>Counseling:</u> Clinical services provided are achieved via include family, group and
individual modalities. Clinical services due to its unique structure not only can provide
substance abuse counseling services, but dual diagnosis capable services as well. Current
methodologies used in clinical practice include: Cognitive-Behavioral Theory; Dialectical

Program: Residential Treatment Post SFGH

Contract Term: 7/1/10-6/30/11

Final Value 2010 11

Fiscal Year: 2010-11. Funding Source (AIDS Office & CHPP only)

Behavioral Therapy; Motivational Interviewing; and the Seeking Safety curriculum. Counseling services include: substance abuse issues, daily functioning & social skills, psychiatric issues, cultural identity issues, coping skill development, traumatic experiences, family dysfunction/relationships, and reunification issues.

☐ Case Management: The Clinical Service department provides cultural and linguistically competent Case Management services. This is achieved via continuous assessment and re-assessment of the client's needs. Case Management may mean internal referrals to other Walden House service components or to external service providers. When the needs are beyond the scope of the program, the assigned staff member then makes linkages within the community for the client. Case management and supportive counseling are provided on an ongoing basis to the client.

<u>Ancillary Services</u>: Ancillary Services work in a consultative capacity and serves a pivotal role with the Clinical Services department to serve the needs of the client in a coordinated and coherent fashion. This component includes onsite:

- Family Services: This department provides parenting skill development and assists clients with minor children in the custody of the state or other guardians. Family education is also provided.
- Prevention/Diversion: This department provides prevention services. Health promotion
  and disease prevention services are provided surrounding high-risk behaviors related to
  sexually transmitted diseases and other health-related issues. In addition, the
  Prevention/Diversion department provides Primary Case Management services to those
  persons at risk for, or who currently are HIV infected. All clients complete a high-risk
  behavior questionnaire at the time of intake and are triaged by this department based
  upon the questionnaire completed.
- Social Services: This department functions the eligibility worker for the Social Security benefits system and representative payee. This department assists the clients to obtain and receive benefits they are eligible for and helps the person served identify possible routes for continued benefits beyond discharge.
- Transitional Services: This department provides educational, housing & economic support; employment; and vocational services and is charged with preparing the client to transition back into the community. This department provides GED; job-readiness; resume writing; housing seeking & maintenance; vocational skill building; and general employment & community services. The Transitional Services department works hand in hand with the Clinical Services department to ensure that Case Management and Transition planning are both consistent and sufficient to meet the needs of the client.

Document Date: October 8, 2010

Appendix A-5

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

Walden House considers continuing care and transitioning back into the community at the beginning of the treatment episode. This primarily starts to be addressed in Orientation when the person served completes the Recovery Plan, including their plans after Walden House. Initial referrals are also considered during the creation of the Interpretive Summary to ensure transition and recovery support services are provided consistently over the course of treatment.

While in treatment, the client consistently meets with their assigned staff member and discusses Case Management needs as well as formalizing the transition process back into the community. Within the Walden House continuum of care, transition housing is available for those eligible for that funding. Services are provided outside of the Sober Living environment and assigned staff ensures coordinated care occurs to meet the needs of the person served. In addition, Transition Services staff members work with the assigned staff member and the client to ensure housing and employment needs are met. As the client approaches the end of their treatment episode referrals and recommendations are formulated.

A Continuing Care plan is created by the multidisciplinary team making necessary referrals for the smooth transition back into the community. In addition, recommendations post-discharge are made. As treatment comes to an end, the client must also complete the Continuing Care plan by outlining their plan to continue functioning in healthy manner post-discharge. Prior to the successful discharge, the Continuing Care plan must be reviewed and approved by the assigned staff member and the client. This plan serves as the roadmap to transitioning into the community and getting the client's needs met.

In addition to the usual services an adult residential clients receives, Post-SFGH clients are split into two groups:

- Clients with medical issues that require medical attention from our medical staff
- Clients with mental health issues (dual-diagnosis et al) coming out of SFGH that require psychotherapy attention with our psychotherapy staff.

Based on the need of the client, population specific services are rendered to stabilize the client so that the client can receive treatment and be integrated into the therapeutic community. Clients in this program are allowed to enter satellite as well.

Program services are located at 890 Hayes Street, 815 Buena Vista West, and 214 Haight in San Francisco and the facility operates 24 hours every day. Admissions/Intakes are conducted at 1899 Mission Street. The Site(s) are licensed and the treatment programs are certified by California's Dept. of Alcohol and Drug Programs. All sites are ADA compliant and complies with all licensing, certification, health, safety, and fire codes.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs; tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

## 7. Objectives and Measurements

# A. Performance/Outcome Objectives Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

Objective A.2: Reduce Substance Use

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))

- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

# Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

## Objective F.1: Health Disparity in African Americans

- 1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)
- 2. Primary Care provider and health care information
  All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.Ib)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

#### Objective G.1: Alcohol Use/Dependency

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites.
Cultural Competency Unit will compile the informing material on self - help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)

All contractors and civil service clinics are encouraged to develop clinically
appropriate interventions (either Evidence Based Practice or Practice Based
Evidence) to meet the needs of the specific population served, and to inform the SOC
Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

- 1. Contractors and Civil Service Clinics will remove any barriers to accessing services by African American individuals and families. System of Care, Program Review, and Quality Improvement unit will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H.1b)

#### B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 90% of those who complete will have improved housing status at time of discharge as measured by internal outcome measurement system and documented in client files documented in client files.
- During Fiscal Year 2010-11, 90% who complete are linked to 12 Step and/or support groups as measured by Internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, At the time of completion 85% will report increased quality of life (versus self report at intake) as measured by Internal outcome measurement system and documented in client files.

October 8, 2010

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

4. During Fiscal Year 2010-11, at the time of completion, 85% will report increased quality of life (versus self report at intake) as measured by internal outcome measurement system and documented in client files documented in client files.

# 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

Contractor: Walden House, Inc. Appendix A-5

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

• <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.

- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as
  well as cultural competent programs. Chaired by the Manager of Training. The Training
  Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides
  quarterly reports directly to the Executive Council who oversees all committees; reviews
  agency's goals and objectives; sets priorities and responds to committee's reports for actions
  agency-wide; sends out directives to committees; sends out actions/directives to be carried out
  by staff via regular management and staff meetings. And produce the agency's annual
  performance improvement plan for Board Approval. Chaired by the CEO. This committee
  meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

## Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the

Program: Residential Treatment Post SFGH

Fiscal Year: 2010-11

Appendix A-5 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

following situations: [1] <u>not</u> related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Contractor: Walden House, Inc. Program: Transgender Recovery

Fiscal Year: 2010-11

Appendix A-6

Contract Term: 7/1/10-6/30/11

Funding Source (AIDS Office & CHPP only)

## 1. Program Name: Transgender Recovery Program

890 Hayes Street (Men)	815 Buena Vista	West 214 Haight Street
690 Hayes Street (Men)	(Women)	(Dual Recovery)
San Francisco, CA 94117	San Francisco, CA 941	117 San Francisco, CA 94102
(415) 241-5566	(415) 554-1450	(415) 554-1480
(415) 621-1033 f	(415) 554-1475 <b>f</b>	(415) 934-6867 f

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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

# 4. Target Population

The target populations served by the Walden House Transgender Recovery Program (TRP) are transgender poly-substance abusers who live in San Francisco. Primary drugs of abuse are alcohol, amphetamines, crack cocaine and heroin. Walden House serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent, primarily African-American, followed demographically by Caucasian, Hispanic, and Asian. All are at significant risk for HIV as some are positive. We also serve female —to-male (FTM), and gender-queer identified clients.

- male-to-female (MTF) transgender
- poly-substance abusers
- other transgender (Female to Male and gender-queer)

### 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment

# 6. Methodology

Transgender Recovery Program — Gender Identity (Transgender) Responsive Residential Substance Abuse Treatment Program is a trauma-informed, gender identity sensitive residential substance abuse treatment program for transgendered (TG) individuals. This program accepts self-identifying TG San Francisco residents and offers integrated substance abuse and mental health treatment in a safe, recovery-oriented environment that recognizes and responds to the prominent roles that trauma and abuse have played in many TG individuals' paths to addiction. Each individual's treatment experience is unique, as services are assessment-driven, strength-based, and participant-centered. The program is staffed by self-identifying TG clinicians, and all staff and residents in the facility are trained in TG sensitivity. TG-specific needs, including access to hormones, are thoroughly assessed and addressed.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance

der Recovery

Contract Term: 7/1/10-6/30/11

2010-11

Funding Source (AIDS Office & CHPP only)

Appendix A-6

abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

In addition, because this program's target population is Transgender clients, the program staff has good referral relationships with several agencies that serve transgender clients in San Francisco. In addition, program staff delivers services via a monthly support groups with trans identified women in other community forum like St. James Infirmary's trans sex worker clinic on Thursday nights.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department. The person served may access Walden House services through an appointment or walk-in at the Multi Service center, Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), the Modified Mini Screen, and the Addiction Severity Index-Lite. The ASI-Lite produces a severity profile and narrative describing problems in the areas of substance use, employment, family, legal, medical and mental health.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a WH psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis. Appropriate consents and releases of information are collected from individuals who will enter Walden House programs.

Appendix A-6 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability. If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Program Service Delivery Model: The program is variable length, offering the possibility of services for six months to a year and is designed to serve Transgender clients, some of whom have co-occurring mental health disorders, and/or HIV/AIDS. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Welcoming and Initial Engagement: Participants are transported from admissions to the residential facility by WH drivers who have received training in welcoming and supporting participants as they transition into residential care. They are warmly greeted at the facility by staff and are assigned a care manager and therapist who will, over the next several days, conduct additional assessments to determine the most pressing treatment needs. They attend orientation groups that outline the program's rules, structure and schedule. The new participant is also introduced to a Big Brother or Big Sister, a peer who has already adapted well to program demands and can assist with adjusting to the treatment environment. Participants are provided with clothes, toiletries, and other necessities and receive a lot of support from staff and peers.

Treatment Plan Development: Within fourteen days, a comprehensive treatment plan is developed in collaboration with the participant and based on assessment results. The plan identifies problems the participant wants to address and recommends interventions and strategies. Problems most often include substance use, severity of mental health symptoms, poor medication adherence, homelessness, and lack of social support and professional services. Residential substance abuse treatment plans always includes at least 20 hours per week of AOD services. The care manager and the participant both sign the treatment plan, which is updated with new objectives and goals as the participant moves through treatment. In addition to shaping the content of case management and individual therapy, the individualized treatment plan also determines what other services the participant will access at WH and what services they will access through linkage to partnering service providers.

Case Management and Care Review: Case Management with an emphasis on referral and linkage is the program's overarching evidence-based practice. The WH approach to case management is participant-driven and strength-based. Case managers partner with participants to help them utilize personal strengths and supports to navigate stressors and challenges. Issues of culture, ethnicity, family, environment, language, attitudes toward seeking help and stigmatization are actively addressed. Program participants frequently have a history of utilizing system of care services inconsistently and in ways that interfere with continuity of care. Creating meaningful linkages to key services both within and outside of Walden House supports a hearty recovery that can extend beyond the limits of the residential treatment episode.

Appendix A-6 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

Case Managers work with our partners to arrange participant appointments at Tom Waddell, San Francisco General Hospital, Positive Health Program, or St. Mary's Hospital if they don't already have a primary care home; these partners are all points of access for Healthy San Francisco enrollment. For those participants who have primary care providers, information about the date of last contact and frequency of care are determined, and they are encouraged to reestablish or become consistent with services. Participants are either dropped off to these appointments by a Walden House van and driver or are accompanied by peers for support. HIV+ participants who require a patient advocate are also linked to a peer advocate who can continue to assist with access to services after the Walden House stay.

Often, the treatment plan identifies other goals for case management including community reintegration planning for finding housing, employment or education services, SSI or other benefits advocacy and ongoing medical and mental health services. Releases of information are obtained and stored in participants' clinical files to facilitate communication between providers and to aid in the coordination of services.

The components of services include:

Alcohol and Drug Counseling - All TRP participants receive individual, group, and family AOD counseling with clinical staff who are trained to use a Motivational Interviewing clinical approach. This ensures that counseling maintains engagement, addresses ambivalence, and matches interventions to stages of change. Individual counseling sessions provide each participant the opportunity to meet privately with the Coordinator at least weekly for focused work toward meeting treatment plan goals. Group counseling is either delivered within the TG caseload or among the larger facility population; topical groups are typically process-oriented and have a psycho-educational and/or curriculum component to them (for example, Caseload Group, Drug Education Group, DBT Group, Relapse Prevention, Seeking Safety, Prevention with Positives); affinity groups are focused on AOD-related issues or concerns shared by particular groups of people (for example, Grief & Loss, LGBTQQ, Ex-Sex Workers); and family counseling may include family therapy with a clinician, and Family Psychoeducation Group (a CMHS EBP).

HIV Services - Individuals who are HIV+ will receive specialized services throughout the program that target their specific needs. These program participants will receive psychiatric screenings, case management, linkage to primary care, prevention education, and medication support, with specialized treatment goals and interventions in these areas that reflect the needs inherent to life with HIV/AIDS. This will include participation in Prevention With Positives groups and HIV support groups. Case management strategies for HIV+ participants focus on developing meaningful linkages to assist the participant in the areas of disease management, advocacy, access to services and benefits, and supporting long-term recovery. All referrals and other linkages are recorded in the participant's clinical file. All WH clinical staff attend numerous annual HIV trainings sponsored by the San Francisco system or care and the Walden Institute of Training. They are educated about HIV, sensitive to issues of disclosure and forming trust with this population, knowledgeable about system of care resources, and maintain relationships with these providers which ensures the effectiveness of linkages and coordinated services.

Individual and Group Therapy - Participants whose assessments indicate trauma symptoms or a need for other mental health support will have the opportunity for at least one individual therapy session per week with a masters- or doctoral-level mental health professional. Therapy goals usually focus on symptom management, managing urges to use alcohol and drugs, increasing coping skills, using social support, and medication adherence. All WH clinicians are trained in the clinical approach of Motivational Interviewing. They respect the participant's own process, accurately assess and respond to the participants' readiness to change problem behaviors, and initiate interventions when they can be most effective.

Medication Services - Medication services are available to all participants with mental health or physical issues that require medical intervention, including access to hormone pills or injections. When clinically appropriate, participants are referred to a WH psychiatrist for initial medication evaluations and follow-up visits. These services are available on-site weekly. Medical services staff assist participants to assume responsibility for medication adherence, and medications information is tracked and regularly included in case reviews.

Prevention Services - Upon entering a WH program, all participants undergo a behavioral risk assessment to identify prevention issues for their treatment plan. Group and individual prevention services include seminars and counseling about reducing risk factors for HIV, HCV, and STDs. Additionally, when risk is identified, participants receive appropriate referrals and support for HIV testing through partnerships with the Native American Health Center and the Haight Ashbury Free Clinic, who provide services at our site. Individuals who are HIV+ attend seminars in Prevention With Positives, to reduce the risk of transmitting the virus. The WH Prevention Services staff team, which includes a TG woman to ensure engagement with the TRP population, are specially trained to provide culturally sensitive harm reduction, counseling, education, and referrals to participants according to the standards of the U.S. Center for Disease Control and Prevention's (CDC) HIV testing protocol.

Family and Support Network Assessment - Shortly after admission to the program, participants are asked to complete a self-administered questionnaire about their family relationships and interpersonal and professional support systems. They are also guided in creating a simple genogram (family map). This assessment provides useful information and opens a dialogue with the individual to explore whether family members can be enlisted to participate in the treatment process. Often, these assessments indicate a lack of family and social support, and increasing resources of support becomes a treatment goal.

Relapse Prevention - Relapse prevention strategies, based on Cognitive Behavioral Therapy (CBT) principles, are aimed at enhancing participants' self-efficacy and resilience to sustain recovery. They are designed to help participants understand their patterns of substance use, those issues that might lead to substance use, warning signs of potential lapse (use), and how to create a plan to prevent full relapse. Relapse prevention work is done in the individual, group, and family settings.

Self Help Groups - Walden House invites an NA/AA/MA panel into the facility weekly, in order to provide participants with an opportunity to interact with others who are thriving in the outside world. In order to build a clean and sober support system, WH encourages attendance at 12-Step meetings and other support groups that resonate with each individual, but does not endorse a particular model over others.

Appendix A-6
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Legal Services - Because of the high incidence of incarceration and involvement with law enforcement among the TG population, and because of widespread discrimination and marginalization of TG individuals in almost all areas of public life, the TRP has strong ties with legal advocacy and resource agencies in San Francisco. The TRP works closely with the TGI Justice Project for legal advice and referrals as well as support in employment, housing, health care, and education discrimination cases. The Transgender Law Center offers free legal clinics to provide guidance on TG rights, presents Transgender Law 101 and Transgender Health Care Law 101 workshops, assists transgender people with legal name changes, gender changes and other legal issues. Additionally, the San Francisco Human Rights Commission's LGBT and AIDS/HIV Unit provides free and confidential investigation and mediation of complaints of HIV-based and sexual orientation/gender identity discrimination in SF in areas of employment, housing, and public accommodation.

Re-entry Services - Walden House has a comprehensive re-entry services component that supports participants as they prepare to leave residential treatment and transition to living independently. Often participants come to WH homeless, with no income, poor employment, skills, and little education. They frequently leave with a job or established benefits, housing, the foundation for economic self-sufficiency, and a GED with plans to pursue higher educational goals. Re-entry services include seminars and counseling on building resumes, job search and interviewing skills, housing search, filling out applications, establishing educational goals, computer skills, restoring credit and money management. Participants can obtain their high school diploma or GED on site through a partnership with 5 Keys Charter School.

Aftercare - Walden House plans to link TRP participants who need continued care to our forthcoming gender responsive Outpatient Services. Some will be referred to the WH Satellite Housing Program, where they will live with peers, work in the community, and continue less intensive counseling and case management with a WH clinician. Others will be linked to collaborative partners who offer transitional and supportive housing. Additionally, the TRP Coordinator will link participants to other needed services and supports prior to discharge from the program during the Re-Entry Phase of treatment.

Family Services - Family members and other supporters ("chosen family") can participate with the program if the participant invites them. Family Education Nights provide information about Walden House and behavioral health treatment, and holiday events and other recreational and social activities are open to supporters. Also upon invitation, when relevant to the individual's treatment plan, family members and other supporters can take part in therapy or other counseling sessions in order to optimize social support for the participant's recovery.

Program services are located at 214 Haight, 890 Hayes, and 815 Buena Vista West in San Francisco and the facility operates 24 hours every day. Admissions/Intakes are conducted at 1899 Mission Street. The Site(s) are licensed and the treatment programs are certified by California's Dept. of Alcohol and Drug. Programs. All sites are ADA compliant and complies with all licensing, certification, health, safety, and fire codes.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing

Appendix A-6 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

# 7. Objectives and Measurements

# A. Performance/Outcome Objectives

## Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

#### Objective A.2: Reduce Substance Use

1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))

Appendix A-6
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

# Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

# Objective F.1: Health Disparity in African Americans

- 1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)
- 2. Primary Care provider and health care information
  All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred.

  (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

#### Objective G.1: Alcohol Use/Dependency

1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will

Appendix A-6 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

compile the informing material on self - help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)

2. All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

- 1. Contractors and Civil Service Clinics will remove any barriers to accessing services by African American individuals and families. System of Care, Program Review, and Quality Improvement unit will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H.1b)

#### B. Other Measurable Objectives

- 1. 75% of participants who complete the program are linked to continuing care and supports as documented in client files.
- 2. 85% of those who complete will have improved housing status at time of discharge as documented in client files.
- 3. 60% of those who complete will achieve stable income through employment or established benefits as documented in client files.
- 4. At completion, 85% will report increased quality of life (versus self-report at intake) as documented in client files.
- 5. 75% of participants who report unknown HIV status at intake will be linked to testing as documented in client files.

#### 8. Continuous Quality Improvement

Appendix A-6
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues.
   Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.

Appendix A-6 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides
  quarterly reports directly to the Executive Council who oversees all committees; reviews agency's
  goals and objectives; sets priorities and responds to committee's reports for actions agency-wide;
  sends out directives to committees; sends out actions/directives to be carried out by staff via regular
  management and staff meetings. And produce the agency's annual performance improvement plan for
  Board Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when aclient discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

#### Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all

Appendix A-6
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HTV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

# 1. Program Name: Women's Residential Program

815 Buena Vista West San Francisco, CA 94117 (415) 554-1450 (415) 554-1475 f

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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

# 4. Target Population

The target population served by Walden House Adult Residential is HIV+ adult women poly-substance abusers who live in San Francisco. Their primary drugs of abuse are heroin, crack, alcohol, cocaine, amphetamines and barbiturates. Walden House serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services for HIV+ women 18 years and older who are:

- Polysubstance abusers
- Intravenous route of administration
- Homeless Polysubstance abusers

### 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment

## 6. Methodology

Walden House's Gender Responsive Women's Residential Substance Abuse Treatment Program is a trauma-informed, gender responsive residential substance abuse treatment program for women. This program accepts HIV+ female San Francisco residents and offers HIV specific services, integrated substance abuse and mental health treatment in a safe, recovery-oriented environment that recognizes and responds to the prominent roles that trauma and abuse have played in many women's paths to addiction. Each woman's treatment experience is unique, as services are assessment-driven, strength-based, and woman-centered.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department. The person served may access Walden House services through an appointment or walk-in at the Multi Service center, Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; Intake takes place at 1899 Mission Street where the Walden House Intake Department receives all referrals and arranges interviews with the Intake Coordinator. Clients are asked to bring documentation of a recent TB Test, verification of San Francisco residency, HIV Status, and income to the interview in order for the Intake Coordinator to check to ensure that clients are eligible to receive CARE funded services. Clients are advised of their rights to confidentiality; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. In addition, the Intake Coordinator conducts the intake and assessment process that includes an Addiction Severity Index Survey to collect demographical information plus a complete biomedical/psychosocial assessment and obtains a signed consent for treatment form and provides a copy of the form to the client. The new client is assigned a room, and is introduced to their peers at the morning or evening meetings. New clients participate in Orientation groups, in which they learn about the norms and rules of the program.

Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), the Modified Mini Screen, and the Addiction Severity Index-Lite. The ASI-Lite produces a severity profile and narrative describing problems in the areas of substance use, employment, family, legal, medical and mental health.

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Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Program Service Delivery Model: The program is variable length, offering the possibility of services for six months to a year and is designed to serve HIV+ women, some of whom have co-occurring mental health disorders. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Welcoming and Initial Engagement: Participants are transported from admissions to the residential facility by WH drivers who have received training in welcoming and supporting participants as they transition into residential care. They are warmly greeted at the facility by staff and are assigned a care manager and therapist who will, over the next several days, conduct additional assessments to determine the most pressing treatment needs. They attend orientation groups that outline the program's rules, structure and schedule. The new participant is also introduced to a Big Sister, a peer who has already adapted well to program demands and can assist with adjusting to the treatment environment. Participants are provided with clothes, toiletries, and other necessities and receive a lot of support from staff and peers.

Treatment Plan Development: Within fourteen days, a comprehensive treatment plan is developed in collaboration with the participant and based on assessment results. The plan identifies problems the participant wants to address and recommends interventions and strategies. Problems most often include substance use, severity of mental health symptoms, poor medication adherence, homelessness, and lack of social support and professional services. Residential substance abuse treatment plans always includes at least 20 hours per week of AOD services. The care manager and the participant both sign the treatment plan, which is updated with new objectives and goals as the participant moves through treatment. In addition to shaping the content of case management and individual therapy, the individualized treatment plan also determines what other services the participant will access at WH and what services they will access through linkage to partnering service providers.

Case Management and Care Review: Case Management with an emphasis on referral and linkage is the program's overarching evidence-based practice. The WH approach to case management is participant-driven and strength-based. Case managers partner with participants to help them utilize personal strengths and supports to navigate stressors and challenges. Issues of culture, ethnicity, family, environment, language, attitudes toward seeking help and stigmatization are actively addressed. Program participants frequently have a history of utilizing system of care services inconsistently and in ways that interfere with continuity of care. Creating meaningful linkages to key services both within and outside of Walden House supports a hearty recovery that can extend beyond the limits of the residential treatment episode.

Case Managers work with our partners to arrange participant appointments at Tom Waddell, San Francisco General Hospital, Positive Health Program, or St. Mary's Hospital if they don't already have a primary care home; these partners are all points of access for Healthy San Francisco enrollment. For

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

those participants who have primary care providers, information about the date of last contact and frequency of care are determined, and they are encouraged to reestablish or become consistent with services. Participants are either dropped off to these appointments by a Walden House van and driver or are accompanied by peers for support. HIV+ participants who require a patient advocate are also linked to a peer advocate who can continue to assist with access to services after the Walden House stay.

Often, the treatment plan identifies other goals for case management including community reintegration planning for finding housing, employment or education services, SSI or other benefits advocacy and ongoing medical and mental health services. Releases of information are obtained and stored in participants' clinical files to facilitate communication between providers and to aid in the coordination of services. Walden House provides a variety of behavioral health and human services to the client. The components of services include: Wellness and Nutrition, Mental Health Services, Recovery Education, Individual and Group Counseling, Alcohol and Drug Counseling, Family and Support Network Assessment, Relapse Prevention, Self Help Groups, Reentry Services, and Aftercare.

In addition, some clients may require specialized treatment plan based on their specific needs. Walden House also provides:

HIV Services: These HIV+ women will receive specialized services throughout the program that target their specific needs. We utilize the standards of care established for HIV+ participants in providing care to all participants in our program. For instance, all program participants will receive psychiatric screenings, case management, linkage to primary care, prevention education, and medication support. These women will have specialized treatment goals and interventions in these areas that reflect the nature and scope of needs that are unique to the population. This will include participation in Prevention with Positives groups, and HIV support groups that help participants manage the unique challenges of living with HIV. Case management strategies for HIV+ participants focus on developing meaningful linkages to assist the participant in the areas of disease management, advocacy, access to services and benefits, and supporting long-term recovery. All referrals and other linkages are recorded in the participant's clinical file. Case managers and therapists working in the program attend numerous annual HIV trainings sponsored by the San Francisco system or care and the Walden Institute of Training. They are educated about HIV, sensitive to issues of disclosure and forming trust with this population, and are not only knowledgeable about system of care resources, but also maintain relationships with these providers which ensures the effectiveness of establishing linkages and coordinating services.

Prevention Services: Upon entering a WH program, all participants undergo a behavioral risk assessment to identify prevention issues for their treatment plan. Group and individual prevention services include educational seminars and counseling about reducing risk factors. They attend seminars in Prevention With Positives, to reduce the risk of transmitting the virus. WH Prevention Services staff is specially trained to provide culturally sensitive harm reduction, counseling, education, and referrals to participants according to the standards of the U.S. Center for Disease Control and Prevention's (CDC) HIV testing protocol.

Skills Training Groups: Building participants' healthy coping skills is one of the pillars of the clinical program. Participants are supported in skill development so that they can better manage symptoms and avoid using drugs and alcohol to self-medicate. Participants are referred to skills training groups

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

according to the goals in their treatment plan. Groups include Anger Management; Dialectical Behavior Therapy Skills (Mindfulness, Distress Tolerance, Interpersonal Effectiveness, and Emotional Regulation); Seeking Safety (a manualized CBT approach to treating co-morbid PTSD and substance abuse); and Relapse Prevention.

Parenting Skills: The Parenting Skills Classes at WH 815 will be available to all women with minor children and any other woman who wants to take the course. These skills classes are a series in the *Nurturing Parenting Programs* collection. The classes are geared for parents of children at different developmental levels so as to meet the needs of all women in the program

Family Services: Family members and other supporters can participate with the program if the participant invites them to do so. Family Education Nights provide information about Walden House and behavioral health treatment, and holiday events and other recreational and social activities are open to family members. Also upon invitation, when relevant to the individual's treatment plan, family members and other supporters can take part in therapy or other counseling sessions in order to optimize social support for the participant's recovery. For many WH participants, recovery involves visits and possible reunification with children who are involved with Child Protective Services. The program will support parents in numerous ways, including ensuring that all CPS mandates are honored, offering parenting classes and support groups, sponsoring parent/child activities, and providing linkage to Child Support Services for assistance in fulfilling child support obligations. When appropriate, participants are linked to the County's Family Law Facilitators Office for help with issues relating to divorce, visitation, and custody arrangements.

Gender Specific Services: The most common of these are gender specific support groups which provide an opportunity to process issues of addiction, mental illness and recovery as they relate to gender. Other groups and skills classes are also conducted in gender cohorts, including Seeking Safety groups and parenting classes, the latter of which consists of separate curricula for women (The Nurturing Parenting Program for Families in Substance Abuse Treatment and Recovery).

Community Re-integration: WH operates a Re-entry Services Center at 1550 Evans Ave. The Center provides job readiness skills, linkages to vocational training programs, job search skills, employment and housing counseling and linkages, computer training classes and benefits enrollment assistance. Additionally, the Five Keys Charter School operates a classroom at the Evans site that offers GED preparation, linkage to GED testing and high school class work for completion of a high school diploma. Participants at the Re-entry stage of their treatment episode are referred to the Re-entry Services Center in order to prepare for employment and begin a housing search or apply for necessary benefits if employment seems unlikely.

Program services are located at 815 Buena Vista West in San Francisco and the facility operates 24 hours every day. Admissions/Intakes are conducted at 1899 Mission Street. The Site(s) are licensed and the treatment programs are certified by California's Dept. of Alcohol and Drug Programs. All sites are ADA compliant and complies with all licensing, certification, health, safety, and fire codes.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Eyans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

## 7. Objectives and Measurements

#### A. Performance/Outcome Objectives

## Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

# Objective A.2: Reduce Substance Use

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

# Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

# Objective F.1: Health Disparity in African Americans

- 1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)
- 2. <u>Primary Care provider and health care information</u>
  All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider 75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

## Objective G.1: Alcohol Use/Dependency

1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

informing material on self - help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)

2. All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by
  African American individuals and families. System of Care, Program Review, and Quality
  Improvement unit
  will provide feedback to contractor/clinic via new clients survey with suggested interventions.
  The contractor/clinic will establish performance improvement objective for the following
  year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H.1b)

#### B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, at least 60 % of clients completing 1-5 days of treatment will be screened for inconsistent or lack of receipt of primary care, need for a psychiatric assessment, need for case management, and need for a patient advocate as measured by internal outcome measurement system and documented in client files.
- 2. During Fiscal Year 2010-11, at least 60 % of clients completing one week of treatment will be seen at least once over the course of their stay in the program by their primary care provider for a medical assessment including review of current medications and evaluation of the need for PCP prophylaxis; program staff will request consent to release information (when necessary as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, clients that complete at least 4 weeks of treatment, 90% of them will receive basic HIV disease education including information about blood work, PCP prophylaxis, treatment options, and the effect of drug and alcohol use on disease progression as documented in client files.

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

4. During Fiscal Year 2010-11, at least 60 % of clients completing one month of treatment, medication adherence skills will be included in their treatment plan and progress documented in client files.

5. During Fiscal Year 2010-11, HIV competency of staff will be achieved through on-going training including treatment advocacy, disease education, adherence skill building, and psychosocial issues facing HIV positive clients as documented by Agency training logs.

# 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

<u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues.
 Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.

- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- <u>Health and Safety</u>: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides quarterly
  reports directly to the Executive Council who oversees all committees; reviews agency's goals and
  objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out
  directives to committees; sends out actions/directives to be carried out by staff via regular management
  and staff meetings. And produce the agency's annual performance improvement plan for Board
  Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least

Program: Lodestar Women's (HIV) Residential

Fiscal Year: 2010-11

Appendix A-7
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

#### Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Contractor: Walden House, Inc.
Program: Women's HOPE (Pomeroy)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

l.	Program	Name:	WH	Women's	HOPE	(Healing	Opportunities	&	Parenting	Education)
	Program									

2261 Bryant St San Francisco, CA (415) 554-1100 (415) 970-7564 f

2. Nature of Document (check one)

冈	New	Renewal		Modification
		 	1	

#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

# 4. Target Population

The target population for residential substance abuse treatment to pregnant and post-partnum women and their children. Target populations include individuals with polysubstance abusers, chronic mental illness, transition age youth (aged 18-25 years), the African American, Asian Pacific Islander, and Hispanic/Latino communities, the LBTQQ community including transgendered individuals, homeless individuals and families, polysubstance abusers, seniors, and individuals with HIV/AIDS.

- Pregnant Women
- Post-partnum Women
- Polysubstance abusers

# 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment

#### 6. Methodology

WH HOPE Program will be a multi-services program is a residential substance abuse treatment program for pregnant and post-partum women. The facility houses up to 16 women, with additional capacity for up to 19 children. Services are trauma-informed and gender responsive, and include parenting and family services in an effort to break the intergenerational cycles of substance abuse and mental illness. The program has been designed to address all co-factors that support addictive behaviors in addition to providing services for children. Issues to be addressed include substance use, trauma, mental illness, health and wellness, spirituality, culture, relationships, family reunification, employability, homelessness, sober living skills, parenting education, and aftercare.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and

Contractor: Walden House, Inc.
Program: Women's HOPE (Pomeroy)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department. The person served may access Walden House services through an appointment or walk-in at the Multi Service center, Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), the Modified Mini Screen, and the Addiction Severity Index-Lite. The ASI-Lite produces a severity profile and narrative describing problems in the areas of substance use, employment, family, legal, medical and mental health.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a WH psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis. Appropriate consents and releases of information are collected from individuals who will enter Walden House programs.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Contractor: Walden House, Inc.
Program: Women's HOPE (Pomerov)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

**Program Service Delivery Model:** The WH HOPE Program is a variable-length program that accommodates up 6 to 12 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

The Walden House assessment process will be completed within 12 days of admission and consists of the administration of the ASI, a Psycho-social Assessment, the administration of the PTSD Checklist (to assess trauma) and the University of Rhode Island Change Assessment (URICA) in order to understand the women's motivation to change. The Child Development Specialist will also complete a developmental assessment on each child.

After the Assessment is complete the <u>Treatment Plan</u> will be developed, within 14 days of admission. Treatment planning for female clients is based on each client's identified needs, problems, and resources or strengths. Client inclusion in treatment planning is a key to working with substance abusing women. Helping to craft their own treatment helps women to feel a sense of control, counteracts the impact of trauma, and therefore increases the likelihood of positive outcomes and accountability.

Walden House provides a variety of behavioral health and human services to the client. The components of services include: Wellness and Nutrition, Recovery Education, Individual, Group, and Family Counseling, Alcohol and Drug Counseling, Parenting Skills, Family and Support Network Assessment, Relapse Prevention, Self Help Groups, and Reentry Services.

The Walden House Gender Responsive/Trauma Informed Pomeroy House program service components include:

Case Management: Each woman will be provided with a Case Manager upon admission, who will see her weekly. This Case Manager will work with the woman to identify treatment goals as well as all ancillary needs. All needs that cannot be met through Walden House will be met through linkage and referral to an identified provider agency. The Case Manager will link the participant with all needed services accept those related to benefits, education, employment and housing (these links will be taken care of by the Re-entry services department). Once a partner agency becomes involved with a participant they will become part of her treatment team and will be invited to appropriate case conferences and treatment plan meetings in order to help create an integrated system of care.

Community Re-integration: Walden House operates a Re-entry Services Center at the corporate office on Evans. The Center provides job readiness skills, linkages to vocational training programs, job search skills, employment and housing counseling and linkages, computer training classes and benefits enrollment assistance. Additionally, the Five Keys Charter School operates a classroom at the Evans site that offers GED preparation, linkage to GED testing and high school class work designed to help clients obtain a high school diploma. Participants at the Re-entry stage of their treatment episode are referred to the Re-entry Services Center in order to prepare for employment and begin a housing search or apply for necessary benefits if employment seems unlikely.

Contractor: Walden House, Inc.
Program: Women's HOPE (Pomeroy)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

Aftercare: Walden House plans to link women with needs for continued care to our Outpatient Services for the purposes of continuity of care. Additionally, Walden House operates a Sober Living facility on Treasure Island for working women therefore women who complete the program and need/want Sober Living housing will be referred to this facility. Women who are less independent and who need additional support will be referred to collaborative partners who offer Transitional Housing. Finally, Case Managers will make sure to secure appointments for women who have needs in other service areas prior to discharge from the program.

# Co-occurring Disorders:

- HIV: Walden House provides a full range of services to clients who are HIV positive or at risk. These eservices include Prevention Workshops designed to educate the participant population about HIV, risk factors and prevention. One of the evidence based practices utilized by WH is Time Our for Me. The curriculum was designed specifically as a tool for HIV prevention and relationship skill building. Walden House also provides referrals for testing and counseling related to testing. For clients who are HIV positive more specific case management is provided in order to assure proper linkage with medical providers and support services within the community. Additionally, WH runs groups for HIV positive participants. Medication storage and access is provided along with assistance in remembering to take medication in a timely manner. All providers involved with the client are considered part of the WH treatment team and as such a more integrated system of care is created.
- Hepatitis C: Walden House also provides prevention education related to Hepatitis C as well as referrals for testing and post test counseling. Clients with Hep C receive enhanced case management designed to improve and solidify access to medical providers. Counseling related to understanding and living with Hep C. is also provided.
- Mental Health: Understanding that many substance abusing women also present with cooccurring mental health disorders. Walden House provides an array of mental health services
  including: Mental Health assessment; medication evaluation; and Individual and group therapy in
  order to help participants cope with and manage symptoms as well as to function within the
  context of the program and the community. Women impacted by substance use have typically
  also experienced trauma which greatly affects their ability to cope in the world. To this end WH
  provides a trauma informed treatment environment as well as a variety of trauma interventions.
  Trauma is assessed at intake through the use of the PTSD Checklist. Participants who score in the
  clinical range on this instrument are referred for a Mental Health assessment. Clients with PTSD
  or other trauma symptoms are offered individual therapy as well as Seeking Safety. The goal of
  this curriculum is to help participants manage the residual symptoms of trauma and develop and
  understanding of the impact of trauma and addiction. WH also offers Skills Training for
  Dialectical Behavioral Therapy. This intervention is the treatment of choice for women who
  have difficulty with distress tolerance and emotional regulation which are hallmark issues for

Program: Women's HOPE (Pomeroy)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

women who have been traumatized or suffer from a variety of other mental health issues. Finally, a Domestic Violence Group will be offered at the facility.

Childcare and Children's Services: WH HOPE Program will operate a Cooperative Therapeutic Parenting Center. Participants will be trained by the Child Development Specialist to work with Child Care staff to operate the Center. Upon entry into the HOPE Program each child will be assessed using the WH Child Assessment Tool. Children who are identified as having developmental delays or behavioral problems will be referred to an appropriate partner agency for further evaluation. All children ages 0-3 will be referred to Early Intervention Services as their mother's addiction and incarceration qualifies them for assessment and services to ameliorate any delays that may have occurred. Children ages 4-5 will be referred to Head Start for pre-school in order to better prepare them for entry into school. Finally, The Incredible Years is an evidence-based social skills curriculum designed to modify persistent behavioral issues for children. Many children who come to Pomeroy House may have behavior problems due to disrupted attachments and neglect, Walden House will therefore implement Incredible Years Dina Dinosaur Curriculum.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

Contractor: Walden House, Inc.
Program: Women's HOPE (Pomerov)

Fiscal Year: 2010-11

# Appendix A-8 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS Office & CHPP only)

# 7. Objectives and Measurements

# Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

# Objective A.2: Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

# Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

## Objective F.1: Health Disparity in African Americans

1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)

Contractor: Walden House, Inc. Program: Women's HOPE (Pomeroy)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

2. Primary Care provider and health care information
All clients and families at intake and annually will have a review of medical history, verify
who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

# Objective G.1: Alcohol Use/Dependency

- 1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- 2. All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by
  African American individuals and families. System of Care, Program Review, and Quality
  Improvement unit
  will provide feedback to contractor/clinic via new clients survey with suggested interventions.
  The contractor/clinic will establish performance improvement objective for the following
  year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H.1b)

Program: Women's HOPE (Pomeroy)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

# B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 95% of participants will be successfully linked to 3rd party benefits and supports as measured by internal outcome measurement system and documented in client files.
- During Fiscal Year 2010-11, At the time of completion 85% will report increased quality of life (versus self report at intake) as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, 90% of those who complete will have housing arranged at the time of completion as measured by internal outcome measurement system and documented in client.
- 4. During Fiscal Year 2010-11, 40% of those who complete will have gained employment as measured by internal outcome measurement system and documented in client.
- 5. During Fiscal Year 2010-11, 95% of babies born to participants while in program will have negative toxicology results as measured by internal outcome measurement system and documented in client files.

## 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs,

Contractor: Walden House, Inc. Program: Women's HOPE (Pomeroy)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues.
   Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- <u>Health and Safety</u>: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides quarterly
  reports directly to the Executive Council who oversees all committees; reviews agency's goals and
  objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out

Contractor: Walden House, Inc.
Program: Women's HOPE (Pomeroy)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

directives to committees; sends out actions/directives to be carried out by staff via regular management and staff meetings. And produce the agency's annual performance improvement plan for Board Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

# **Privacy Policy:**

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not

Program: Women's HOPE (Pomeroy)

Fiscal Year: 2010-11

Appendix A-8
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only)

available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc. [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

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Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9 Contract Term: 7/1/10-6/30/11

Funding Source (AIDS/CHPP only)

# 1. Program Name: WH Outpatient Addiction Specialized Integrated Services (OASIS)

1550 Evans Avenue	
San Francisco, CA	94124
415-970-7500	
415-970-7575 f	

#### 2. Nature of Document (check one)

$\Box$	New	$\boxtimes$	Renewal	П	Modification
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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

# 4. Target Population

The target population served by Walden House Outpatient Addiction Specialized Integrated Services (OASIS) are adults, 18 and above, who abuse and/or are dependant on drugs and/or alcohol with a focus on individuals residing in the Central City area of San Francisco and who are homeless and/or indigent. Primary drugs of abuse include: alcohol, barbiturates, amphetamines, cocaine, crack cocaine, and opiates (including prescription). Walden House serves clients from all racial and cultural backgrounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include women; the mentally ill; HIV positive individuals; homeless addicts; young adults ages 18-24, gays, lesbians, bisexuals and transgenders; veterans; and individuals involved in the criminal justice system.

- Behavioral health disordered persons that are San Francisco residents.
- Homeless and Indigent persons in the "Central City" designation.
- Substance dependent persons in the "Central City" designation.

#### 5. Modality(ies)/Interventions

The service modality for this Appendix Outpatient Treatment.

#### 6. Methodology

Walden House Outpatient Addiction Specialized Integrated Services (OASIS) offers a streamlined continuum of care comprehensive and Dual Diagnosis Capable (DDC) substance abuse services which include individual and group counseling, relapse prevention, vocational and educational classes, social services, family reunification and legal counseling and urine surveillance as a tool when appropriate. Our mission is to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California. These services are designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles.

# Outpatient Addiction Specialized Integrated Services (OASIS)

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

OASIS will actively work to reach out to target group clients on the streets, in shelters, in temporary housing sites, and other locations where they reside or are temporarily or transitionally located. WH uses a variety of strategies including incentives of food, housing, and access to other resources to begin to establish trust and encourage these clients to get off the streets and accept treatment and other services. WH will also use its extensive network of agencies that serve the homeless and/or located in the Central City area to identify target group clients. This program will encourage walk-ins of eligible clients, and also accept clients identified by other providers including the Treatment Access Program, Mental Health Access services, primary care providers, and, of course, the mental health partner agency that is assigned to work with this program. Program will increase the percentage of women and girls participating in program over the course of the contract year by 10% from a baseline established in the first quarter of service delivery.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the Walden House continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues for the Prevention/Diversion Department. An interview occurs thereafter with an intake staff member. This interview includes the administration of the Addiction Severity Index (ASI) Lite assessment which creates both a Narrative Summary and Severity Profile of the person served surrounding different life domains (Alcohol/Drug Use; Employment; Family; Legal; Medical; and Psychiatric). The client is provided further services as based on need identified by the severity profile for legal or psychiatric life domains.

If there is an identified need for legal assistance, the client is connected with the legal department to assist with interfacing with the legal system. If any psychiatric symptomology is identified during the assessment process, the client is further assessed by the licensed intake clinician to determine psychiatric status to determine the appropriateness for program placement. At any time should any immediate detoxification or medical need be identified, Walden House will coordinate with medical staff or external emergency medical service personnel. The client is then assessed as appropriate for the Walden House continuum of care or is identified as inappropriate.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability.

Program Service Delivery Model: OASIS integrates a continuum of treatment activities that are based on CCISC program models that have been implemented in other jurisdictions and incorporate numerous evidence-based interventions.

# The program includes:

- <u>Harm Reduction Interventions</u> that support engagement and build trust during the precontemplation and contemplation phases of treatment and at the same time promote individual and public safety. This is primarily accomplished via Motivational Enhancement Therapy interventions.
- Three Levels of Active Treatment
  - o <u>Level I -- Outpatient Treatment</u> for clients who have maintained substantial stability in managing their behavioral health disorders.
  - Level II Intensive Outpatient Treatment is intended both to serve clients stepping down
    from more intensive levels or care and/or to provide more intensive supports to clients in
    a lower level of care.
  - o <u>Level III Day Treatment Day</u> is provided for the highest need clients and again as a step down program and to prevent clients from needing higher levels of service.

This program leverages the limited funding available through this RFP with the treatment services and wraparound supports of WH to deliver multifaceted programming that incorporates numerous evidence-based practices so as to respond comprehensively to multiple needs of high-risk individuals.

Location & Hours of Operation: The Program will be located at 1550 Evans Avenue. This location houses a comprehensive array of WH outpatient treatment and supportive services. The facility is ADA compliant and is situated in an area that is central to where many potential methamphetamine clients live and for which public transportation is readily accessible. OASIS will have outpatient service availability Monday – Friday 8am-8pm and Saturday 10am-6pm

Comprehensive Assessment and Individualized Treatment Planning: A comprehensive assessment that includes all problems and needs as well as strengths and resources of the client underpins treatment planning and services for clients. This begins with an interview to thoroughly assess the overall needs and issues using the Addiction Severity Index (ASI) Lite that is reliable and has been validated for substance abuse treatment. The ASI-Lite information is then entered into the Drug Evaluation Network (DENS) software. The DENS software uses the information from the ASI- Lite to create both a Narrative Summary and Severity Profile of the client in domains related to substance use, psychiatric issues, medical needs, education/employment history, and family issues.

Clients also complete a self-administered health questionnaire that documents their current health status, issues, treatment and needs as well as high-risk behaviors. It is noted that these assessment procedures may be modified or replaced with other instruments as WH and CBHS work together with other providers in implementing the CCISC model that is expected to establish a fully integrated assessment process.

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

Clients are then asked to use the information that is available from the assessment information to prepare a personalized Recovery Plan that responds to their needs as they understand them and as per their own priorities and wishes. This client centered tool helps to engage clients within a treatment planning process that is participatory and collaborative.

A counselor reviews the Recovery Plan and with input from other staff, family members, and providers, completes an Interpretive Summary that provides a clinical picture of the client's status and needs at the time of admission. The information in the Interpretive Summary is used to create Master Problem List that staff and client can use to track treatment outcomes. The client's identified needs and problems as well as their strengths and resources are then used to generate a Treatment Plan that focuses on enhancing functioning so as to achieve personal goals. The client and a counselor sign off on the treatment plan that identifies the services to be provided, the responsibilities of program staff, and of the clients, and where appropriate, their families, as well as other providers and individuals in carrying out the plan. Treatment plans include specific measurable objectives and time frames for achieving them. As assessment is an ongoing process and, as clients change with treatment over time, the Treatment Plan is every 90 days or with significant changes in the client's status.

PROGRAM DESIGN: Within the overall structure of CCISC, the OASIS also includes an array of evidence-based interventions that are considered necessary to effectively treat homeless and indigent populations. Therefore, the OASIS incorporates three levels of outpatient treatment that are necessary to establish a continuum of outpatient treatment that is described within CCISC programming. The three levels include (1) Outpatient Treatment, (2) Intensive Outpatient, and (3) Day Treatment that offer state-of-the-art treatment at varying levels of intensity to meet specific needs of clients with diverse needs and at differing levels of willingness to participate in treatment.

OASIS specifically incorporates harm reduction strategies with the treatment program to engage clients, build trust, and meet them where they are including their particular stage of change. This program especially integrates mental health assessments, treatment and care coordination for clients with cooccurring disorders, primary screening and treatment access, and the full array of wraparound supports.

#### Harm Reduction Strategies

Walden House is committed to offering a range of clinical interventions, including low threshold treatment, in order to make behavioral health assessable to the broadest range of clients. To that end, clients will be able to participate in the agency's harm reduction programs at the Walden House Multi Services facilities. The following clinical activities will be made available to clients based on their treatment plan:

Harm reduction substance abuse individual counseling and groups
Clinical activities to engage ambivalence and enhance motivation to change
Recovery education
Abstinence-based substance abuse individual counseling and groups
Relapse Prevention skills training
Coping skills training (DBT and Seeking Safety)
Case management
Psychiatric services
Mental Health assessment
Individual and group therapy

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

Vocational services Prevention services

Clients will undergo assessment and screenings in order to identify substance use patterns, mental health problems, legal issues, medical problems and other social stressors. During the admission process, clients will be assessed for their stage of change on multiple behavioral issues such as ceasing or decreasing substance use and managing mental health symptoms and medical problems. Once admitted, clients will engage with staff in a collaborative treatment planning process that will meet the client where they are in establishing goals about behavioral change. Walden House staff are trained in a variety of interventions including Motivational Interviewing and clients will not be required to "cross the abstinence threshold" in order to receive outpatient services.

The Walden House Institute of Training has prepared a draft manual of treatment strategies and interventions that match the client's stage of change. These interventions are based on harm reduction principles and are currently being reviewed by agency clinical staff. Once finalized, this manual will become the basis for staff trainings and clinical protocols.

# Outpatient Substance Abuse Treatment

The active treatment components of OASIS include three levels of service intensity. Clients can enter treatment at any of these levels and/or may move among them as per their needs and wishes and as their circumstances change. These levels include:

Level I -- Outpatient Treatment is provided for a minimum of 1 hours per week for clients who have maintained substantial stability in managing their behavioral health disorders.

Level II – Intensive Outpatient Treatment is delivered for a minimum of 9 hours per week and is intended both to serve clients stepping down from more intensive levels of care and/or to provide more intensive supports to clients in a lower level of care as a means of preventing the need for more intensive and costly services.

Level III - Day Treatment is provided at least 5 hours a day 5 days per week is the most intensive level of outpatient treatment provided for the highest need clients and, again, as a step-down program for clients leaving hospitalization, residential treatment or incarceration and/or to prevent clients from needing higher levels of service.

OASIS will integrate the following:

• Clinical Services (Integrated Substance Abuse and Mental Health Treatment) include comprehensive substance abuse services that are integrated with mental health treatment for individuals with co-occurring disorders. Services are provided by staff with appropriate certifications and/or licensed professionals as well as by peers who also support recovery of clients through self-help programming. All interventions are directly linked to the individualized Treatment Plan. The specific substance abuse treatment and integrated mental health services for individuals with co-occurring mental health disorders are discussed in the program methodology section below.

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

- Healthcare involves WH Health Coordinators monitoring clients health status and well being, accessing primary care screenings and treatment as needed, and coordinating the clients medical needs with the clients primary care providers and within the OASIS treatment activities.
- Wraparound Supports incorporate delivery or linkage to any service or resource that responds to
  any client need or wish that can support recovery and/or achievement of personal goals. WH case
  managers work within a clinical case management role and framework with responsibility for
  actively linking clients and coordinating any and all services described in the Treatment Plan.

OASIS Treatment Interventions: The OASIS components include a blend of group activities and individual counseling with the full array of wraparound supports. The particular groups that are available for clients to attend and the topics for individual counseling are based on the individualized need of each client as identified in the Treatment Plan. These can include those listed in Appendix A1 - Adult Residential Index I - VI.

It should be noted that there are numerous components of this curriculum that derive from evidence-based interventions and best practices including education on alcohol and drugs of abuse, relapse prevention strategies, Seeking Safety for individuals who have experienced trauma, the 12 step methodology, Motivational Enhancements, harm reduction interventions, Psychoeducation for mental health disorders, cognitive behavioral approaches including Dialectical Behavioral Therapy for managing emotional disregulation and improving impulse control. In addition, staff are trained in and use Motivational Interviewing approaches in working with clients to make the most effective use of all aspects of the program,

OASIS will be ready to incorporate procedures for using of long-acting Naltrexone for appropriate clients, if and when this treatment becomes available—and as agreed upon with our partnering agencies.

Integrated Mental Health Treatment: The significant majority of target group clients have co-occurring mental health disorders and, therefore, mental health treatment is fully integrated with the substance abuse interventions and or is coordinated for clients with outside providers. Clients who are assessed to have mental health needs and are not currently in treatment are evaluated by a WH Psychiatrist and, if appropriate, are prescribed medications. Medication treatment is monitored closely for effectiveness and side effects by staff and the mental health providers would share information about client functioning, progress, and problems.

Dually disordered clients also receive psychotherapeutic services individually, in groups, and with their families as appropriate to their particular needs within the program. These services are provided by licensed clinicians and/or registered interns under supervision, and incorporate evidence-based approaches that may include, cognitive behavioral treatment (CBT) as a primary modality, dialectical behavioral treatment (DBT) approaches for clients with emotional dysregulation and impulse problems, Aggression Replacement Therapy to address violent behaviors, and Seeking Safety therapy for individuals with a history of trauma.

Clients who already have a psychiatrist and/or therapist with whom they have been working will be encouraged to maintain their existing relationships. Program staff will monitor clients closely and collaborate with the psychiatrists and therapists who are working with the clients whether the mental health treatment is provided by WH or by other community providers. The Program will establish an

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

MOU with its assigned mental health partner agency to assure linkage and coordination of care within the establishment of a "hub" of integrated behavioral care.

Primary Care Medical Services: Clients complete the self-administered Health Questionnaire at intake, and clients in out of home placement have had recent medical examinations that are received as part of the referral information. These documents are reviewed by the WH Health Coordinator, a registered nurse, who follows up with the clients to assure that they have access to treatment for identified health needs, and who follows through with issues that may require further screenings, assessment and treatment. WH case managers are responsible for coordinating care with medical providers.

Clients who identify behaviors on this questionnaire that put them at risk for HIV, STD's, Hepatitis and other health problems receive health education about the potential consequences of these behaviors and participate in treatment interventions that are intended to reduce their risks for HIV and other health problems. WH will actively link clients to medical providers for those who do not already have a physician or other healthcare services. WH has a long history of effective collaboration with the Tom Waddell Clinic and the primary care programs at San Francisco General Hospital that serve indigent populations.

Clients who are HTV positive and/or Appendix high risk behaviors will be linked to the WH continuum of HTV prevention services that utilize interventions promoted by the Center for Disease Control and adopted by DPH that include Individual Risk Reduction Counseling, Multiple Session Workshops, and Prevention Case Management.

Wraparound/Case Management Services: WH uses a clinical case management model to deliver wraparound supports that respond to all needs and wishes of clients and their families. The clinical case management model integrates assessment, treatment, and active linkage functions. The WH Case Managers will link and coordinate services with the numerous WH service components or to external service providers including the mental health partner assigned by CBHS to this program. The case management approach involves actively linking clients to needed resources. Active linkage requires following through with referrals with both the client and other provider and overcoming barriers to client engagement with other programs. Active linkage goes beyond physically linking a client to a resource and involves continued involvement of the case manager so that the services are coordinated with the substance abuse treatment services and the clients receive the benefit of the resources to which they are referred.

A focus of the wraparound approach is to support access to vocational services and employment. The OASIS program includes workshops to teach clients skills related to resume preparation, job search strategies, and interviewing skills. The WH Case Managers will work with each client individually to support their efforts to obtain employment as well as to provide job coaching supports. OASIS clients may also be linked with the WH Transitional Services or other vocational programming that is appropriate to their needs and wishes. The WH Transitional Services Department works hand in hand with WH Case Managers to provide job-readiness, resume writing, vocational skill building, employment placement and job coaching services. Clients will also be linked to the Department of Rehabilitation and One Stop Employment Centers as appropriate. Finally, appropriate clients with serious mental illnesses will be linked to the RAMS Hire-ability Program and Community Vocational Enterprise within the San Francisco mental health system.

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

A critical need for clients leaving out of home placement is the need for safe, decent, and affordable housing. This effort is supported by WH's comprehensive programming to assist its clients obtain appropriate housing in a very difficult housing market. This includes participating in a Housing Search Workshop that covers the pros and cons of different types of housing, the use of newspapers, the internet, networking and shared housing arrangements to locate housing opportunities, monthly budgeting, and the role of credit reports and housing references.

WH Case Managers will also help clients apply for subsidized and supportive housing programs for which they are eligible. WH has working relationships with numerous housing organizations that provide or assist in access to housing resources for its clients.

As discussed above, comprehensive services involves establishing <u>partnerships</u> with families and natural support system members who with education and support for themselves can play a key role in supporting the recovery of their family members. The WH Case Manager will work with clients to identify family members who the client agrees are appropriate and who are willing and able to be involved in the client's recovery plan. Services to families include family education and support groups, family therapy with clients, and other family focused program activities

To coordinate treatment and supportive services, the WH Counselor will be responsible for organizing and facilitating case conferences for dually disordered and other multiple need clients. The case conference will bring together WH providers, mental health and primary care treatment and other services staff to review the clients needs and establish a coordinated plan for delivering all of the services the client needs. Clients and, with the client's permission, family members are encouraged to participate in these case conferences, and to be actively involved in all aspects of the treatment process.

The case management function involves providing wraparound supports for <u>all other needs</u> identified by clients that could include access to legal services, recreational activities, transportation, spiritual/religious organizations, or any other resource that can support client recovery. To meet these many needs WH has MOUs with over 60 governmental and community based programs and organizations that describe collaborative relationships for assuring access and establishing mutual expectations for coordinating services. This includes mental health and primary care providers as described in the CCISC implementation section above and many other organizations that provide an array of services.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony.

Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

## 7. Objectives and Measurements

# A. Performance/Outcome Objectives Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

## Objective A.2: Reduce Substance Use

- During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

#### Objective A.3: Increase Stable Living Environment

1. 35% of clients who were homeless when they entered treatment will be in a more stable living situation after 1 year in treatment. (A.3a)

#### Objective B.2: Treatment Access and Retention

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

 During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

#### Objective F.1: Health Disparity in African Americans

 Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)

# Primary Care provider and health care information All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
 75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

#### Objective G.1: Alcohol Use/Dependency

- 1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

#### Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by African American Individuals and families. System of Care, Program Review, and Quality Improvement unit
  - will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)
- Contractors and Civil Service Clinics will promote engagement and remove barriers to
  retention by African American individuals and families. Program evaluation unit will evaluate
  retention of African American clients and provide feedback to contractor/clinic. The
  contractor/clinic will establish performance improvement objective for the following year,

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9 Contract Term: 7/1/10-6/30/11

Funding Source (AIDS/CHPP only)

based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and one going review of clinical literature is encouraged. (H.1b)

#### B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 90% who complete are linked to an appropriate level of continuing care and support as measured by internal outcome measurement system and documented in client files.
- 2. During Fiscal Year 2010-11, 60% of participants will achieve at least two treatment goals as documented by client files.
- 3. During Fiscal Year 2010-11, 90% who complete are linked to 12 Step and/or support groups as measured by internal outcome measurement system and documented in client files.
- During Fiscal Year 2010-11, at the time of completion 85% will report increased quality of life (versus self report at intake) as measured by Internal outcome measurement system and documented in client files.

#### 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- <u>Standards & Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures
  compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of
  forms. Develops and implements the agency peer review process. Monitors standard processes &
  systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This
  committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health
  and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a
  health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake,
  violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for
  various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and
  a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing
  issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides quarterly
  reports directly to the Executive Council who oversees all committees; reviews agency's goals and
  objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out
  directives to committees; sends out actions/directives to be carried out by staff via regular management
  and staff meetings. And produce the agency's annual performance improvement plan for Board
  Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least

Program: Outpatient Addiction Specialized Services

City Fiscal Year: 2010-11

Appendix A-9 Contract Term: 7/1/10-6/30/11

Funding Source (AIDS/CHPP only)

10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institution's Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.



Program: Rep Payee Case Management

City Fiscal Year: 2010-11

Appendix A-10 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

## 1. Program Name: REPRESENTATIVE PAYEE CASE MANAGEMENT

1899 Mission Street	
San Francisco, CA	94103
415-934-3407	
415-626-9263 f	

#### 2. Nature of Document (check one)

☐ New	Renewal	Modification
146.88	NA MECHEMAI	mrodiffcatii

#### 3. Goal Statement

The goal is to reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

## 4. Target Population

The program serves recipients receiving financial benefits from Supplemental Security Income (SSI) or Social Security Administration (SSA). These recipients are in need of a representative payee case management services to manage their financial obligations because this target population includes those most difficult to serve due to serious disability or mental health impairments: they present with severe, often untreated mental illness, homelessness, substance abuse or addiction and other behavioral problems.

Key characteristics of the RPI target population:

- Disability/mental health impairments
- Homelessness/difficulty with social support
- Poly-substance abuse and addictions

#### 5. Modality/Interventions

The service intervention for this Appendix is targeted case management.

#### 6. Methodology

The Representative Payee Program (RPI) serves recipients in need of financial case management assistance focused on stabilizing basic needs of housing, medical, mental health, and substance abuse care. Case management services will be provided on a monthly basis from monthly checkins or more frequently if the recipient appears to be intoxicated or under the influence of drugs or alcohol.

Staff members are on site 5 days/week, 8 hours/day, Monday through Friday. Checks will be distributed from 12:00 noon to 4:00 pm on Mondays, Tuesdays and Thursdays. The office will be closed on Wednesdays and Fridays for intake and paperwork. If a holiday falls on a scheduled check day, prior notification will be given on the check day that falls a week before and check distribution will be the day before the holiday.

Upon intake, the recipient will be given a scheduled check day and a budget will be established utilizing the following formula: we will deduct the monthly rent, program service fee and stipulated

Contractor: Walden House, Inc.

Appendix A-10

Program: Rep Payee Case Management Contract Term: 7/1/10-6/30/11
City Fiscal Year: 2010-11 Funding Source (AIDS/CHPP only)

bills from the monthly gross deposit. The remaining balance is divided by five (5), which represents living expenses for five weeks in the month. If the current month contains only 4 weeks, the 5th weeks' living expense can be requested as a special request (this does not apply to those recipients receiving the maximum weekly amount of \$250.00). If the client doesn't pick up their 5th week special, their ending balance is automatically given to them (up to the \$250.00 limit) at the end of the month. Once the budget is set for the month, the recipient is encouraged to remain within that budget. However, budget modification will be made whenever changes are made which reflect benefit amounts.

The program makes presentations and maintains a working relationship with various community agencies as a way of promoting and increasing the community's knowledge of the services we provide to the recipients. The program services will be promoted through Walden House's participation in service provider groups and public health meetings. The program will distribute flyers regarding the program to various community base organizations, individuals, and other interested parties through the Walden House's website and at community meetings.

Recipients will be referred primarily from the Social Security Offices here in San Francisco, senior programs, mental health providers and various hospitals. A phone call secures an intake interview appointment at the Walden House's Multi-Services facility. If the recipient is unable to come into the office, an out-of-office visit can be made in order to complete the intake.

The Representative Payee Program is committed to being effective in maintaining the recipients' level of functioning. To accomplish this goal, the program ensures that staff has the capacity to function effectively as compassionate and caring individuals for recipients who are unable to care for themselves.

The program consists of three services:

- Financial management conducted in accordance with Social Security Administration rules and regulations
- Connection of the recipient with the needed community services through case management in cooperation with the mental health system
- Transition of the city's mentally ill homeless population into permanent housing.

The program philosophy is to treat each recipient as a human being with potential for growth and change. The Representative Payee Program provides crucial support in dealing with the pressures of homelessness and untreated disabilities. Harm reduction and health promotion concepts have been incorporated into a facility that usually conducts abstinence-based treatment, creating a unique Walden House program.

The Representative Payee Program will provide services to the recipient as long as the Social Security Administration deems it necessary that the recipient is required to have a payee or until the recipient opts to terminate financial services. However, our current rate of stay per recipient is greater than one year. Our program will refer recipients interested in the Mental Health Services or Residential services provided here at Walden House to the appropriate intake staff. If accepted into either program, the recipient will become eligible for no-fee Representative Payee services. The monthly fee is based on the current rate approved by Social Security and is deducted from the recipients' benefits.

Program: Rep Payee Case Management

City Fiscal Year: 2010-11

Appendix A-10 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

A majority of the recipients transfer to free payee services (subsidized by the city) within a year after their intake at the Walden House Representative Payee Program. Because city-subsidized Representative Payee services are available for free, only about 40% of Walden House Representative Program recipients have been enrolled for more than 12 months, although a significant number of our clients are long term recipients. Thus, the Walden House Representative Payee Program provides the initial intake to a very difficult population, and successfully links them with housing and other services essential to their remaining in permanent housing. Only a small percentage of the program's recipients remain homeless.

The Representative Payee Program service is located at 1899 Mission Street. The site is licensed and the treatment program that shares the building is certified by the California's Department of Alcohol and Drug Programs, certified by the Commission on Accreditation of Rehabilitation Facilities and is handicap accessible. Walden House is in compliance with all licensing, certification, health, safety, and fire codes.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability. Walden House evaluates services in terms of cultural competency as mandated by Policy Twenty-four documented in the Cultural and Linguistic Competency Report submitted annually.

#### 7. Objectives and Measurements

#### A. Performance/Outcome Objectives

- 1. During fiscal year 2010-11, Representative Payee services will be provided to 200 unduplicated clients (UDC) as reported by internal database & through AVATAR billing.
- 2. During fiscal year 2010-11, 1000 units of service (UOS) will be provided as specified in the unit of service definition as captured via internal database & through AVATAR billing, as well as client file.

#### B. Other Measurable Objectives

- During fiscal year 2010-11, at least 60% of all recipients will maintain stable housing as documented in the recipient ledger file indicating rent payments that were paid directly to landlords on behalf of the recipients to ensure their financial and housing stability.
- 2. During Fiscal Year 2010-11, at least 60% of all recipients will have created a budget for their daily living expenses to ensure that they have monies for the entire month of the monthly benefit amount as documented in the recipient ledger file indicating checks given to recipients for specific amounts on specific dates as specified in the budget.

Contractor: Walden House, Inc.

Program: Rep Payee Case Management

Contract Term: 7/1/10-6/30/11

City Fiscal Year: 2010-11 Funding Source (AIDS/CHPP only)

3. During fiscal year 2010-11, at least 60% of all recipients will have enhanced their maintenance in the community through our weekly contacts with them to ensure that they are receiving adequate access to housing and their funds. Any recipients who attempt to collect funds in an inebriated condition will be instructed to return when they are sober, thus helping to ensure that they spend their funds in an appropriate manner. Such monthly contact will be documented in the recipients' case management files.

4. During fiscal year 2010-11, at least 60% of all recipients will maintain their benefits with the help of the program staff. Staff will assist them with completing the necessary forms for continued benefits. Once the forms are completed, they will be returned to Social Security in a timely manner. Recipients will be reminded of doctors' appointments for re-evaluation and noted in the case file.

#### 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

 <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.

Program: Rep Payee Case Management

City Fiscal Year: 2010-11

Appendix A-10 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

<u>Standards & Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures
compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of
forms. Develops and implements the agency peer review process. Monitors standard processes & systems,
P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee
meets monthly.

- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural
  competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical</u>: Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides quarterly
  reports directly to the Executive Council who oversees all committees; reviews agency's goals and
  objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out directives
  to committees; sends out actions/directives to be carried out by staff via regular management and staff
  meetings. And produce the agency's annual performance improvement plan for Board Approval. Chaired by
  the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

#### Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

Program: Rep Payee Case Management

City Fiscal Year: 2010-11

Appendix A-10 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Contractor: Walden House, h....

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

## 1. Program Name: Walden Residential Acute Psychiatric Stabilization Program

Program Ac	dress:		
214 Haight	Street		
San Franci	sco, CA	94102	
Telephone:	(415) 5	554-148	30
Facsimile:	(415)	(415)	934-
6867			

2. Nature of Document (check one)

			•
Γ	New	Renewal	Modification

#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

## 4. Target Population

The target populations served by Walden Residential Acute Psychiatric Stabilization Program are adults, 18-59, chronically mentally ill, poly-substance abusers or dependant on drugs and/or alcohol; undergoing acute psychiatric episodes, considered legal residents of San Francisco who are homeless and/or indigent. A pattern of repeated involvement in both mental health and substance abuse treatment programs is characteristic of this population. Walden House serves clients from all racial and cultural back grounds and from all economic classes, although the majority of clients are indigent. Populations benefiting from specialized services include women; the mentally ill; HIV positive individuals; homeless addicts; young adults, LGBTQQ; veterans; and individuals involved in the criminal justice system. These clients may have no medical insurance coverage (private or public) or be eligible for SSI/Medi-Cal/Short-Doyle benefits or in the process of applying for benefits; Potential clients do not need to be Medi-CAL or Short-Doyle eligible in order to participate in this program. Mental Health services provided to Medi-CAL or Short-Doyle eligible clients will be billed under the Walden House Mental Health Medi-CAL contract.

- Behavioral health disordered persons with persistent, serious or chronic mental illness who are San Francisco residents.
- Acute Psychiatric episodic persons
- Substance abusers or substance-dependent persons

#### 5. Modality(ies)/Interventions

The service modality for this Appendix is System Development Residential Treatment. Clients qualifying for Medi-CAL or Short-Doyle coverage receive the Standard Outpatient Bundle for mental health services: Assessment/Plan Development, Individual Therapy, Collateral Contact and Case Management. Group Services and Medication Support are not included under

Document Date 10/8/2010 Page 1 of 18

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11
Contract Term: 7/1/10-6/30/11

Funding Source (AIDS/CHPP only)

utilization review as is standard for the Walden House Medi-CAL contract. Clients do not need to be Medi-CAL or Short-Doyle eligible in order to participate in this program.

## 6. Methodology

The Walden Residential Acute Psychiatric Stabilization (WRAPS) Program is designed to provide recovery-oriented residential treatment services for adult individuals in the community undergoing acute psychiatric episodes, to enable them to receive support towards stabilization, and to engage in a partnership with the system towards recovery.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission to the WRAPS is open to all acute psychiatric, seriously and chronically mentally ill, adult poly-substance abusers who live in San Francisco, who have either no insurance, Medi-CAL/Short-Doyle coverage or are in the process of applying for benefits and meet the County's criteria for medical and service necessity.

Medical Necessity is defined as interference in level of functioning due to a mental illness that disrupts or interferes with community living to the extent that without service the individual would be unable to function in the family/guardian's residence, attend school, or engage in activities normal to developmental stage and age group.

Service Necessity refers to the requirement for evidence of a mental illness that satisfies ICD-9-CM/DSM-IV-TR criteria or a description of the individual's symptoms and history which suggests mental illness.

Criteria for exclusion from program will take the following into consideration. Walden House does not accept clients with convictions for arson, or sexual offenders with PC 290 registration. Factors taken into consideration during intake screening which are potentially but are not necessarily excluding are: clients must be stable enough in terms of severe medical, psychiatric or cognitive factors to be able to participate in individual and group treatment and understand and follow program norms and rules. Potential clients must be detoxed but may not be stabilized on any psychiatric medications. The population does not meet criteria for 5150, is not gravely disabled,

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

or at substantial risk of harm to self or others; does not require shadowing or one to one supervision and must not require constant one-on-one line of sight monitoring; they can attend moderately to negotiate activities of daily living with minimal to moderate prompting.

In addition, clinicians will consider factors for admission to include: current level of potential violence and risk of harm, functional status and psychiatric status. Discharge planning, progress and status of care plan objectives and client's overall environment will be considered to determine which clients can be discharged from MHS/CMB services into medication-only or to Private Provider Network/Primary care services. The program will also begin utilizing more time-efficient brief therapy and group interventions to maximize the number of clients that can be helped – by sending clinicians to trainings on these modalities.

The person served may access Walden House services through an appointment or walk-in at the Multi Service center, Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the Walden House continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues for the Prevention/Diversion Department. An interview occurs thereafter with an intake staff member. This interview includes the administration of the Addiction Severity Index (ASI) Lite assessment which creates both a Narrative Summary and Severity Profile of the person served surrounding different life domains (Alcohol/Drug Use; Employment; Family; Legal; Medical; and Psychiatric). The client is provided further services as based on need identified by the severity profile for legal or psychiatric life domains.

If there is an identified need for legal assistance, the client is connected with the legal department to assist with interfacing with the legal system. If any psychiatric symptomology is identified during the assessment process, the client is further assessed by the licensed intake clinician to determine psychiatric status to determine the appropriateness for the Walden House continuum of care to ensure proper placement. At any time should any immediate detoxification or medical need be identified, Walden House will coordinate with medical staff or external emergency medical service personnel. The client is then assessed as appropriate for the Walden House continuum of care or is identified as inappropriate.

When the client is identified as inappropriate for the program will be provided referrals other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

Program: Residential Acute Psychiatric Stabilization Contract Term: 7/1/10-6/30/11

City Fiscal Year: 2010-11 Funding Source (AIDS/CHPP only)

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability.

Process for Initiating Services: Residential treatment services offered to individuals undergoing acute psychiatric episode services fall under San Francisco County's category of planned services. When an individual applies for or is referred for planned mental health services, the Walden House intake staff will first ascertain that person's status of treatment with other providers in the DPH safety net by locating the client's BIS client ID number and care management status on the MHS-140 report. Clients not yet registered into the BHBIS system will be registered at Walden House. Care managers will be notified of their clients' intake within the first 7 days of treatment in the WRAPS program.

Program Service Delivery Model: WRAPS will participate in the CBHS Advance Access Initiative and will provide intake assessment within 24-48 hours of referral; provide medication evaluation (as needed) within 24-48 hours of request; ensure timely collection and reporting of data to CBHS as required; provide quarterly measurements of new client demand according to Advance Access methodology and more frequently if required by CBHS; and measure delay or access for both new and ongoing clients on at least a monthly basis according to Advance Access methodology and more frequently if required by CBHS. The vision, goals, principles, and purpose of SF MHSA Behavioral Health Innovations Task Force are integrated into the service structure.

Assessments/ Diagnosis & Written Evaluation: The Multi-Service Center, located at 1899 Mission Street in San Francisco, is the central intake site for adult mental health services. After referral from ACCESS, the Walden House intake department, self-referral or any other appropriate referral source, individuals go through the intake assessment process. Intakes to Mental Health Medi-CAL services are scheduled five days a week. Once referral is made, clients are interviewed and given an appointment for assessment usually on the spot and within 48 hours.

Prior to admission, all WH prospective participants are screened to determine type and severity of psychiatric and substance abuse disorders in order to determine appropriate level of care. WH will also assess clients already in WH substance abuse treatment who indicate a need for mental health services. Individuals referred from ACCESS will be pre-screened; i.e., not be in need of medical detoxification services, appropriate for this sub-acute mental health setting, and also have a co-occurring substance abuse problem. Mental health staff will also be available to do intake assessments in the field, i.e., within a hospital or incarcerated setting, if the client has been prescreened as appropriate for WH by ACCESS.

General intake includes the review of demographic information, a complete biomedical and psychosocial assessment and discussion of program norms and rules with the client. Primary

Document Date: October 8, 2010

Appendix A-11

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

medical services are referred, if needed, and staff support is provided. Information from other/previous service providers when it is available, or from a client's current Care Manager, will be incorporated into the intake assessment and evaluation to better coordinate the continuum of care available.

The mental health assessment and diagnosis process is usually conducted after the general intake/admission form is filled out with an intake counselor. A psychologist or therapist who is trained and knowledgeable in co-occurring disorders and supervised by the program director, records the intake information into a new Mental Health Medi-CAL chart after establishing eligibility, and a provisional multi-axial diagnosis consistent with DSM-IV-TR/ICD-9-CM guidelines is determined through the clinical interview process. Clients are evaluated through a psychosocial and mental status exam assessment. During the assessments and the clinical interview process, the therapist incorporates an evaluation summarizing their findings and recommending services to be incorporated into the participant's treatment plan of care.

The assessment process and written evaluation form the basis for the treatment plan of care, which integrates the individual's own goals for better functionality with clinical recommendations for objectives. It delineates the client's diagnostic picture with these treatment objectives and goals. Assessment for psychotropic medication is part of Medication Services, described below. Participants may be referred for neurological assessments if so indicated. The Grievance procedures, clients' rights, HIPAA confidentiality, advance directives and consent for treatment forms are discussed and signed during the initial client intake process.

To fulfill the public behavioral health system's mission of serving as the safety net for San Franciscans, Walden House Adult outpatient services will remain open to accept new referrals from ACCESS and higher levels of care, and for new individuals who call or drop in requesting services. An intake appointment time within two (2) days of initial contact with the referral source or client, whichever comes first, will be offered. Following evaluation, the clinical judgment process will be used to determine the appropriate level of care for treatment at Walden House or referral to another agency.

Treatment Procedures and Program Components: The Walden House Adult Outpatient Mental Health Services program is designed to provide clients who have co-occurring disorders with a range of interventions aimed at reducing or managing symptoms of mental disability. Walden House provides assessments and evaluations, treatment planning, medication support, group and individual therapy, rehabilitative services such as life skills and relapse prevention, and collateral services such as family therapy. The goal is to discharge clients from Walden House to a lower level of care within the mental health system, if such services are still needed.

Based on their individual needs, each week, clients will participate in a number of individual and group sessions as determined by internal or external PURQC. Assessments, treatment plan development, case management, collateral contacts and medication assessment and support services will be provided as dictated by clinical necessity. Individuals will generally also participate in

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Appendix A-11

substance abuse treatment activities, attend WH recreational and group functions, and be a part of the WH family, unless they are part of the Multi-Services outpatient only clinic, whose clients simply come in for weekly services and return home. WH will provide continuity of care to the extent possible within our own range of service options, and will link clients with services in the community. The average length of stay for Adult Outpatient Mental Health and Medication clients is 127.03 days.

Plan Development: A treatment plan of care is developed, which also addresses substance abuse treatment needs insofar as they affect mental health treatment. If the client's substance abuse disorder forms a barrier to mental health treatment, then those issues will be a more prominent part of the plan. Following the assessment and presentation by the intake therapist, the treatment team will decide and provide input to the treating therapist who acts as care manager, on treating and incorporating recommendations into the treatment plan of care. Our psychiatrist's evaluations and recommendations, and previous provider data (if available) are all incorporated into the plan of care. Following this team meeting, the client meets with the team, and once it is agreed upon by all, the participant and psychotherapist sign the plan of care.

Plans of care will be developed within 7- 10 days of admission to WH. WH will contact Care Managers for those clients already care-managed to assure the appropriateness of the plan of care and to obtain updated plans of care. The plan of care will be updated every 12 months, when dictated by clinical necessity or as the client approaches completion to focus on discharge issues (if before 12 months).

Orientation: When it is determined that an individual will reside at one of the Walden House adult facilities, he or she first meets with their caseload counselor and is given a tour of the facility and orientation for new residents. Staff members exercise care when orienting Mental Health Med-CAL clients, paying attention to the individual's symptom picture and need for adjustment to the treatment milieu.

The individual is given a preliminary schedule and assigned a 'big sister" or 'big brother" to offer guidance and support for their first two weeks in treatment. In certain cases the Mental Health Medi-Cal treatment team in conjunction with the outside referral provider may decide to "phase" the individual into treatment by a gradual introduction over a period of days to a Walden House residential facility. Within the first two days of treatment, the individual has a preliminary meeting with his or her designated psychotherapist to establish initial rapport, discuss the role of the care manager, review patients' rights and grievance procedures, and arrange an appointment to formulate a treatment plan.

Medication Support Services: Assessment of the need for medication is conducted by a psychiatrist in a clinical interview, and may include educating the client on anticipated benefits and side effects of medications, as well as obtaining informed consent for any prescription of psychoactive medications. Medication use is an important part of the mental health treatment plan for many individuals diagnosed with co-occurring disorders. Medications are held for the clients in

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

the medication office at each facility for clients who self-administer at appointed times under the monitoring of a qualified medical support staff member. Participants residing within the WH residential substance abuse treatment program are monitored while taking medication to assure compliance.

Counselors, therapists and medical support staff are trained in medication effects on an annual basis, and meet with the psychiatrist on a weekly basis to report progress or problems. The psychiatrist is available each week to see any clients with medication problems or questions, and is on-call for any urgent situations. They are also available for medication consultations with other care providers on an as-needed basis (i.e., upon transfer or discharge to another setting). Counselors discuss compliance to the prescribed course of medication with outpatient clients as part of case management. Staff trainings in medication support are a part of the overall training effort by the agency's human resources and staff development department.

Therapy: Each client will work individually with a licensed or board-registered, waived intern therapist on an agreed upon plan to address psychiatric symptoms and management of functional impairments. Therapy will be time-limited, usually occurring once a week, and will make use of the treatment plan of care to identify specific problem behaviors or symptoms to be addressed. As individuals progress, the frequency of their visits with the therapist will decrease as symptoms abate and functionality improves.

Wellness Recovery Action Plan (Wrap): The plan is a system based on increasing awareness of triggers, improving self-care, and strengthening peer support networks. WRAP is used as an addendum to our regular relapse prevention training process. Walden House clinical staffs are regularly trained in helping our clients to design a WRAP before they are discharged from treatment.

Urgent Care Plan: Walden House residential facilities are staffed 24 hours a day. If an individual is in need of psychiatric attention in an urgent situation (i.e., that same day, but not an emergency, potentially life-threatening situation), a mental health staff person is always on-call and available by pager or cell phone to provide Crisis Intervention services. In addition, all counselors working with mental health Medi-Cal clients receive training in crisis intervention and suicide prevention, as well as training in working with clients diagnosed with co-occurring disorders. If an individual is having extreme problems, and does not respond to counseling or clinical intervention from the on-call therapist, the Mobile Crisis Team, Psychiatric Emergency Services, or the Police are called. Staffs work to address problems before they become emergencies.

Crisis Intervention Services: Crisis Intervention services are provided by therapists and counselors trained in emergency response to psychiatric crises. A crisis may occur at any time, and all staff is trained to respond immediately. Typical examples of crisis situations are: when an individual expresses the desire to harm themselves or someone else; when an individual becomes violent or assaultive; or when a client's behavior becomes psychotic and bizarre,

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

including having severe delusions or hallucinations, to the degree that they are unable to attend treatment activities and/or are unable to respond to staff.

The goal of the crisis intervention is to stabilize the client, assess the severity of the crisis, determine what level of intervention is required, and to stay with the client until the emergency has passed, or until the client has been transported to a more appropriate emergency care site.

Upon identification of a crisis situation, the therapist on duty as officer of the day or the on call therapist is notified. The client is assessed by a qualified mental health professional to determine the acuteness of the crisis and the severity of symptoms. The therapist may make an attempt to have the client sign a behavioral contract to modify the potentially injurious behavior. The therapist may also remain with the client or assign staff to stay with the client, and provide a quieter environment when possible. They may make a referral for a psychiatrist to assess the client's need for medication.

If the crisis is evaluated as being severe, the therapist may make a referral to the Mobile Crisis Team (MCT) and/or to Psychiatric Emergency Services (PES) at SF General Hospital. They may also refer the client to ACCESS for placement into a higher level of care, such as other community mental health programs (Acute Diversion Units). If the client has any outside collateral support, such as a parole officer, outside therapist, or family members, etc., they are contacted regarding the client's new placement. Staff is on alert to watch for problems when a client Appendixs repeated crisis behaviors over a period of time. Clients who are appropriately stabilized at other programs are eligible to be reevaluated and considered for readmission.

## Mental Health Discharge Guidelines:

Walden House is committed to providing quality mental health services and substance abuse treatment to our clients with co-occurring disorders. However, if after a period of treatment, assessment, and clinical review by mental health and substance abuse treatment staff, a client is found to be inappropriate for the Adult Rehabilitation Program at Walden House, Mental Health Discharge Guidelines will be implemented. Discharge from the program may occur under the following circumstances:

Case Management /Rehabilitative Activities: Therapists use a targeted case management approach in the delivery of contacts made on behalf of the client for purposes of linkage and brokerage. Clients diagnosed with mental health disorders often must participate in activities related to a number of other practical problems, such as medical appointments, family issues, and school problems, which are key parts of mental health service delivery.

Integrated Mental Health Treatment: The significant majority of target group clients have cooccurring mental health disorders and, therefore, mental health treatment is fully integrated with the substance abuse interventions and or is coordinated for clients with outside providers. Clients who are assessed to have mental health needs and are not currently in treatment are evaluated by a WH Psychiatrist and, if appropriate, are prescribed medications. Medication

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

treatment is monitored closely for effectiveness and side effects by staff and the mental health providers would share information about client functioning, progress, and problems.

Dually disordered clients also receive psychotherapeutic services individually, in groups, and with their families as appropriate to their particular needs within the program. These services are provided by licensed clinicians and/or registered interns under supervision, and incorporate evidence-based approaches that may include, cognitive behavioral treatment (CBT) as a primary modality, dialectical behavioral treatment (DBT) approaches for clients with emotional dysregulation and impulse problems, Aggression Replacement Therapy to address violent behaviors, and Seeking Safety therapy for individuals with a history of trauma.

Clients who already have a psychiatrist and/or therapist with whom they have been working will be encouraged to maintain their existing relationships. Program staff will monitor clients closely and collaborate with the psychiatrists and therapists who are working with the clients whether the mental health treatment is provided by WH or by other community providers. The Program will establish an MOU with its assigned mental health partner agency to assure linkage and coordination of care within the establishment of a "hub" of integrated behavioral care.

Primary Care Medical Services: Clients complete the self-administered Health Questionnaire at intake, and clients in out of home placement have had recent medical examinations that are received as part of the referral information. These documents are reviewed by the WH Health Coordinator, a registered nurse, who follows up with the clients to assure that they have access to treatment for identified health needs, and who follows through with issues that may require further screenings, assessment and treatment. WH case managers are responsible for coordinating care with medical providers.

Clients who identify behaviors on this questionnaire that put them at risk for HIV, STD's, Hepatitis and other health problems receive health education about the potential consequences of these behaviors and participate in treatment interventions that are intended to reduce their risks for HIV and other health problems. WH will actively link clients to medical providers for those who do not already have a physician or other healthcare services. WH has a long history of effective collaboration with the Tom Waddell Clinic and the primary care programs at San Francisco General Hospital that serve indigent populations.

Clients who are HIV positive and/or Appendix high risk behaviors will be linked to the WH continuum of HIV prevention services that utilize interventions promoted by the Center for Disease Control and adopted by DPH that include Individual Risk Reduction Counseling, Multiple Session Workshops, and Prevention Case Management.

Wraparound/Case Management Services: WH uses a clinical case management model to deliver wraparound supports that respond to all needs and wishes of clients and their families. The clinical case management model integrates assessment, treatment, and active linkage functions. The WH Case Managers will link and coordinate services with the numerous WH

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

service components or to external service providers including the mental health partner assigned by CBHS to this program. The case management approach involves actively linking clients to needed resources. Active linkage requires following through with referrals with both the client and other provider and overcoming barriers to client engagement with other programs. Active linkage goes beyond physically linking a client to a resource and involves continued involvement of the case manager so that the services are coordinated with the substance abuse treatment services and the clients receive the benefit of the resources to which they are referred.

A focus of the wraparound approach is to support access to vocational services and employment. The OASIS program includes workshops to teach clients skills related to resume preparation, job search strategies, and interviewing skills. The WH Case Managers will work with each client individually to support their efforts to obtain employment as well as to provide job coaching supports. OASIS clients may also be linked with the WH Transitional Services or other vocational programming that is appropriate to their needs and wishes. The WH Transitional Services Department works hand in hand with WH Case Managers to provide job-readiness, resume writing, vocational skill building, employment placement and job coaching services. Clients will also be linked to the Department of Rehabilitation and One Stop Employment Centers as appropriate. Finally, appropriate clients with serious mental illnesses will be linked to the RAMS Hire-ability Program and Community Vocational Enterprise within the San Francisco mental health system.

A critical need for clients leaving out of home placement is the need for safe, decent, and affordable <u>housing</u>. This effort is supported by WH's comprehensive programming to assist its clients obtain appropriate housing in a very difficult housing market. This includes participating in a Housing Search Workshop that covers the pros and cons of different types of housing, the use of newspapers, the internet, networking and shared housing arrangements to locate housing opportunities, monthly budgeting, and the role of credit reports and housing references.

WH Case Managers will also help clients apply for subsidized and supportive housing programs for which they are eligible. WH has working relationships with numerous housing organizations that provide or assist in access to housing resources for its clients.

As discussed above, comprehensive services involves establishing partnerships with families and natural support system members who with education and support for themselves can play a key role in supporting the recovery of their family members. The WH Case Manager will work with clients to identify family members who the client agrees are appropriate and who are willing and able to be involved in the client's recovery plan. Services to families include family education and support groups, family therapy with clients, and other family focused program activities

To coordinate treatment and supportive services, the WH Counselor will be responsible for organizing and facilitating <u>case conferences</u> for dually disordered and other multiple need clients. The case conference will bring together WH providers, mental health and primary care treatment and other services staff to review the clients needs and establish a coordinated plan for

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

delivering all of the services the client needs. Clients and, with the client's permission, family members are encouraged to participate in these case conferences, and to be actively involved in all aspects of the treatment process.

The case management function involves providing wraparound supports for <u>all other needs</u> identified by clients that could include access to legal services, recreational activities, transportation, spiritual/religious organizations, or any other resource that can support client recovery. To meet these many needs WH has MOUs with over 60 governmental and community based programs and organizations that describe collaborative relationships for assuring access and establishing mutual expectations for coordinating services. This includes mental health and primary care providers as described in the CCISC implementation section above and many other organizations that provide an array of services.

## Program Staffing:

Integrated mental health and substance abuse service as well as psychiatric care for WRAPS clients will be conducted by a multidisciplinary team of professionals who will regularly assess the client's needs and review the progress toward treatment goals. This team will consist of a licensed or license-eligible therapist, the coordinator of adult mental health services, psychiatrists, the WRAPS peer counselor, and the Director of Mental Health Services.

WRAPS Clients will undergo an initial mental health screening and assessment conducted by the intake assessment psychologist. Information from the assessment will be communicated to the adult services mental health coordinator who is a registered psychologist responsible for assigning clients to primary therapists. After being assigned to a therapist, additional mental health assessments will take place as well as referral to a Walden House psychiatrist when an initial medication screening is required or coordination with existing outside psychiatric services needs to take place on a doctor to doctor basis..

Beyond assessment, the role of the primary therapist is to create a detailed treatment plan outlining the goals of the stabilization treatment episode, submitting the treatment plan and other appropriate paperwork to the Mental Health Coordinator and the Director for review and approval; coordinating with internal and external psychiatric services and enrolling the client in relevant clinical groups and activities such as DBT skills training, Wellness Recovery Action Plan or Seeking Safety groups. Additionally, the primary therapist will take part in the weekly team meetings to review the client's progress towards goals and will take on primary responsibility for discharge planning and related case management tasks.

The role of the adult services mental health coordinator will be to make initial clinical assignments, assist in the scheduling of medication evaluations and follow-up appointments, provide supervision to the primary mental health therapist and conduct/lead weekly team meetings to assure continuity of care. The adult services mental health coordinator reviews treatment plans, progress notes, and other documentation and is available for consultation in addition to regularly scheduled supervisions.

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

The role of the psychiatrist is to perform initial medication evaluations, conduct medication follow-up appointments, provide consultation to other WRAPS staff and Walden House Clinicians, plus take part in weekly team meetings. Additional roles may include coordination of services with outside providers.

The WRAPS Peer Counselor's role is to provide support and encouragement to the client by fostering motivation to change problem behaviors. Functioning as a role model and mentor, the peer counselor will accomplish their goal through formal and informal interactions with the client designed to normalize the client's experience, destignatize the utilization of mental health services and coach the use of newly acquired skills.

WRAPS will recruit current consumers of our mental health services who are in the reentry or continuing care phase of treatment to become WRAPS peer counselors. Clients will be informed of the staff opportunity in a number of ways including announcements in morning/evening meetings, job postings on bulletin boards in all facilities, and postings on Walden House's website as well as disseminating job opportunities via our vocational services department which assists hundreds of clients with job training, vocational services, and education.

Consumers who are selected to become WRAPS peer counselors will take part in skills training opportunities as well as received additional training and mentoring from agency clinical staff. They will take part in new staff orientation which encompasses confidentiality, reporting requirements, cultural competency, basic counseling skills, boundaries, health & safety issues, and ethics. The WRAPS peer counselors will also be required to take part in motivational interviewing and understanding the stages of change seminars. Plus, WRAPS peer counselors may also attend numerous monthly trainings held by Walden House Institute of Training which includes mental health/integrated treatment topics, DBT, Seeking Safety, Wellness Recovery Action Plan, gender-specific, cultural-specific, psychotropic medications, treating dual-diagnosed clients, and so on.

#### 7. Objectives and Measurements

#### A. Performance/Outcome Objectives

#### Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010 Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

- Appendix A-11 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

- 2. 75% of clients who have been served for two months or more will have met or partially met 50% of their treatment objectives at discharge. (A.1e)

  Note: if data available in AVATAR
- 3. Providers will ensure that all clinicians who provide mental health services are certified in the use of the Adult Needs and Strengths Assessment (ANSA). New employees will have completed the ANSA training within 30 days of hire. (A.11)
- 4. Clients with an open episode, for whom two or more contacts had been billed within the first 30 days, should have both the initial MRD/ANSA assessment and treatment plans completed in the online record within 30 days of episode opening. For the purpose of this program performance objective, an 85% completion rate will be considered a passing score. (A.1.m)

## Objective A.3: Increase Stable Living Environment

1. 35% of clients who were homeless when they entered treatment will be in a more stable living situation after 1 year in treatment. (A.3a)

## Objective B.1: Access to Service

75% of uninsured active clients, with a DSM-IV diagnosis code that likely indicates disability, who is open in the program as of July 1, 2010, will have SSI linked Medi-Cal applications submitted

by June 30, 2011. Programs are also strongly encouraged to refer eligible clients to Health

San

Francisco. (B.1a)

#### Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

## Objective C.2: Client Outcomes Data Collection

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

 For clients on atypical antipsychotics, at least 50% will have metabolic monitoring as per American Diabetes Association – American Psychiatric Association Guidelines for the Use of Atypical Antipsychotics in Adults, documented in CBHS Avatar Health Monitoring,

Atypical Antipsychotics in Adults, documented in CBHS Avatar Health Monitoring, or for clinics without access to Avatar, documentation in the Antipsychotic Metabolic Monitoring Form or equivalent. (C.2a)

## Objective F.1: Health Disparity in African Americans

To improve the health, well-being and quality of life of African Americans living in San Francisco CBHS will initiate efforts to identify and treat the health issues facing African American residents of San Francisco. The efforts will take two approaches:

1) Immediate identification of possible health problems for all current African American clients and

new clients as they enter the system of care;

2) Enhance welcoming and engagement of African American clients.

Interventions to address health issues:

- 1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)
- 2. Primary Care provider and health care information
  All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

#### Objective G.1: Alcohol Use/Dependency

1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites.

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11...

Appendix A-11
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

Cultural Competency Unit will compile the informing material on self - help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)

All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based
 Evidence) to meet the needs of the specific population served, and to inform the SOC
 Program Managers about the interventions, (G.1b)

## Objective H.1: Planning for Performance Objective FY 2011 - 2012

- 1. Contractors and Civil Service Clinics will remove any barriers to accessing services by African American individuals and families. System of Care, Program Review, and Quality Improvement unit will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H.1b)

## B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 90% who complete are linked to an appropriate level of continuing care and support as measured by internal outcome measurement system and documented in client files.
- 2. During Fiscal Year 2010-11, 95% who complete are linked to a primary care home as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, 75% will avoid hospitalization for mental health reasons for the duration of their stay as measured by internal outcome measurement system and documented in client files.
- 4. During Fiscal Year 2010-11, at the time of completion 85% will report increased quality of life (versus self report at intake) measured by internal outcome measurement system and documented in client files.

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

## 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing
  issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets
  weekly to respond to any data changes or processes that need reviewing for effectively
  capturing data reflecting client's treatment process & proper billing for all of our contracts.
- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures;
   ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors

Document Date: October 8, 2010-

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.

- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides
  quarterly reports directly to the Executive Council who oversees all committees; reviews
  agency's goals and objectives; sets priorities and responds to committee's reports for actions
  agency-wide; sends out directives to committees; sends out actions/directives to be carried out
  by staff via regular management and staff meetings. And produce the agency's annual
  performance improvement plan for Board Approval. Chaired by the CEO. This committee
  meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

Program: Residential Acute Psychiatric Stabilization

City Fiscal Year: 2010-11

Appendix A-11 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

## Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Contractor: Walden House, Inc. Program: On-Call Crisis Intervention-

Fiscal Year: 2010-11

Appendix A-12 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

1. Program Name: On-Call/Crisis Intervention

Walden House 1550 Evans Ave Comprehensive Child Crisis 3801 Third St. Ste 400 - Bldg B San Francisco CA, 94124

San Francisco, CA 94124

415-9770-7500 415-970-7564 f

2. Nature of Document (check one)

	New	$\boxtimes$	Renewal		Modification
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#### 3. Goal Statement

To provide immediate on-call/ crisis care and follow-up case management services to family members and loved ones of victims of violence, in a professional, culturally-competent, dependable, through a sufficiently-staffed and well-organized program that is sustainable.

#### 4. Target Population

The target population served by the Violence Response Team include victims of violence, their families, and children. These clients are in need of crisis care and follow-up case management services to ensure victims of violence and their loved ones receive increased access to services.

- Victims of Violence
- Children
- Family members

## 5. Modality(ies)/Interventions

The service modality for this Appendix is case management services.

## 6. Methodology:

The Walden House On-Call/ Crisis Intervention (WHCl) consists of a multidisciplinary team of experienced counselors who can provide immediate crisis care and follow-up case management when activated by SFPD/CBHS. WHCl can provide timely urgent crisis care to support victims of violence, their children/family and loved ones. WHCl will be on-call to respond to violence incidents and serve as standby-counselors. WHCl will use Walden House cell phones and pagers when activated for a crisis. Responders on Duty (ROD) will meet at the Comprehensive Child Crisis when activated, or be onsite on scene, at the hospital, or other care facility as needed. ROD will report information on incidents and follow-ups needed to be made with families to the regular program staff for immediate case management services the very next day.

Training: Counselors will be required to attend mandatory orientations. Orientation content will consist of: history of the violence response work; overview of the overall initiative (including the CRN as well as relations with the Mayor's Office and other departments); policies and procedures for responding to incidents, and for doing follow-up case management work; what is required and expected of the responders; further training, and ongoing debriefing support, to be provided to/for responders; logistics for responding (scheduling, communications, uniform, transportation, documentation, protocols, phoned-in and written reports, etc.) Ongoing and advanced training in crisis and trauma, and grief and loss, will be identified and provided to the responders.

Document Date: October 8, 2010

Page 1 of 4

Contractor: Walden House, Inc.
Program: On-Call Crisis Intervention

Fiscal Year: 2010-11

Appendix A-12
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

#### 7. Objectives and Measurements- Not Applicable

## 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

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- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures; ensures
  compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms.
  Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's,
  and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.

Document Date: October 8, 2010

Page 2 of 4

Contractor: Walden House, Inc.
Program: On-Call Crisis Intervention

Fiscal Year: 2010-11

Appendix A-12 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

<u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various subpopulations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the
Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service
programs.

Operations Committee: The aforementioned quality management committee structure provides quarterly reports
directly to the Executive Council who oversees all committees; reviews agency's goals and objectives; sets
priorities and responds to committee's reports for actions agency-wide; sends out directives to committees;
sends out actions/directives to be carried out by staff via regular management and staff meetings. And produce
the agency's annual performance improvement plan for Board Approval. Chaired by the CEO. This committee
meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

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#### Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

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Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies

Document Date: October 8, 2010

Page 3 of 4

Contractor: Walden House, Inc.
Program: On-Call Crisis Intervention

Fiscal Year: 2010-11

Appendix A-12
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

and procedures regarding privacy and confidentiality in the following situations: [1] <u>not</u> related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Document Date: October 8, 2010

Page 4 of 4

City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

1. Program Name: BASN Adult Residential

890 Hayes Street (Men) San Francisco, CA 94117 (415) 241-5566 (415) 621-1033 f 815 Buena Vista (Women) San Francisco, CA 94117 (415) 554-1450

(415) 554-1475 f

2. Nature of Document (check one)

	New	$\boxtimes$	Renewal		Modification
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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

## 4. Target Population

The target population for BASN Residential consists of parolees referred through the Bay Area Services Network. Participants are non-violent offenders who abuse substances. The Walden House BASN Residential Program is part of the larger Bay Area Services Network. It is a variable length residential program (typically four to six months) designed to help paroled substance abusers maintain sobriety and abstinence from alcohol and other drugs, teach self-reliance and improve social functioning, and provide participants with an extensive support system. BASN clients are mainstreamed with other Walden House residential clients. Walden House emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for various populations with specific needs. The program is multicultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes.

- Criminal Justice (BASN) referrals
- Non violent parolees
- Polysubstance abusers

#### 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment

# 6. Methodology

The goal of the BASN Residential Therapeutic Community Services program is to reduce substance abuse and related criminal behavior in individuals referred to WH from the BASN administrator agency. To reach this goal, the project will provide 6 months of structured residential substance abuse treatment services to a static population of 18 individuals within a licensed treatment facility. This program will be integrated into the existing Walden House Residential TC Program

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies,

Document Date: October 8, 2010

Page 1 of 10

City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission to the BASN Residential Program is open to all adult San Francisco parolees referred through the Bay Area Services Network residents with a substance abuse problem who desire treatment in a therapeutic community.

The person served may access Walden House services through an appointment or walk-in at the Intake Department. A referral phone call secures an intake interview appointment at the 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the Walden House continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues for the Prevention/Diversion Department. An interview occurs thereafter with an intake staff member. This interview includes the administration of the Addiction Severity Index (ASI) Lite assessment which creates both a Narrative Summary and Severity Profile of the person served surrounding different life domains (Alcohol/Drug Use; Employment; Family; Legal; Medical; and Psychiatric). The client is provided further services as based on need identified by the severity profile for legal or psychiatric life domains.

If there is an identified need for legal assistance, the client is connected with the legal department to assist with interfacing with the legal system. If any psychiatric symptomology is identified during the assessment process, the client is further assessed by the licensed intake clinician to determine psychiatric status to determine the appropriateness for the Walden House continuum of care to ensure proper placement. At any time should any immediate detoxification or medical need be identified, Walden House will coordinate with medical staff or external emergency medical service personnel. The client is then assessed as appropriate for the Walden House continuum of care or is identified as inappropriate.

When the client is identified as inappropriate for the program will be provided referrals other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability.

Document Date: October 8, 2010 Page 2 of 10

City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

**Program Service Delivery Model:** The BASN residential program is a variable-length program that accommodates up to 6 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

Once onsite at their assigned location, the client immediately enters orientation which includes:

- introduction to staff and peers:
- orientation of their living quarters including common problems of communal living are also explained (i.e. dining times; hygiene times; infection control, etc.);
- "ABC" handbook which outlines program expectations, guidelines, norms, regulations, and rules;
- Recovery Plan self assessment of needs, life problems, and areas for improvement.

## **Program Phases:**

The BASN Residential TC program at Walden House is divided into phases: Phase I, Orientation; Phase II, Therapeutic Community (TC); and Phase III, Pre-Reentry/Reentry, and Phase IV, Continuing Care. These phases are designed to provide a continuum of care for each client.

Orientation: The first 14-30 days at Walden House consists of the Orientation phase of treatment, in which new residents become familiar with the people, procedures and norms of the therapeutic community. Treatment plans are developed at this time. Orientation clients participate in all basic clinical groups, have a job function, and take GED/BAE classes. They are assigned "buddy" companions (clients with more time in program) to accompany them outside the facility. When the client is ready to move on, their case is presented to staff for review. Once approved, the client moves on the TC phase.

TC Phase: The TC phase lasts approximately 3 months, depending on the client's needs and individual treatment plan. During this time the resident begins to receive an increasing number of privileges in accordance with a demonstration of responsibility. They participate in many groups counseling activities, as well as individual counseling and other supportive services.

When it is deemed appropriate by the counselor and client, the client writes a proposal to become an "Elder" in the community and enter the Pre-Reentry phase.

Pre-Reentry/Reentry: The Pre-Reentry phase is a transition between TC and Reentry. It may last a few weeks or a few months, dependent on the client. During this time the resident receives intensive vocational counseling and develops a reentry plan. When the resident has enrolled in vocational training, or has gotten a job or enrolled in school, they may move into one of several satellite apartments in the outside community. Satellites provide supported transitional housing to several clients living as roommates. The Reentry phase focuses on re-socialization, work and family-related issues. This phase lasts several months. Reentry clients pay subsidized rent, and engage in money management, family reunification, independent living and relapse prevention counseling activities. When the client has saved enough money to obtain an independent household, they may enter the Continuing Care/ Aftercare (outpatient) program.

Continuing Care (Aftercare): Continuing Care clients live on their own in the community, but return to Walden House for weekly groups and individual check-ins. They may also participate in Relapse Prevention

Document Date: October 8, 2010 Page 3 of 10

City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

sessions, recreational activities, and all Walden House family celebrations. After several months, these clients complete treatment with a completion ceremony. All clients who have completed during the past year are acknowledged at the large annual Celebration of Achievement ceremony held in June.

Program Service Locations: The BASN residential program will be located at two Walden House facilities, one at 815 Buena Vista West, San Francisco, CA and the other at 890 Hayes Street, San Francisco, CA with additional services to be provided at the 1550 Evans Avenue. The 890 Hayes and 815 Buena Vista facilities house the WH adult substance abuse residential treatment programs. Individual and Group Counseling, MH services, and other substance abuse treatment related activities and services will take place at these facilities. These facilities are staffed 24 hours a day, 7 days a week. Intake will take place at the 1899 Mission Street which also houses the Representative Payee Services Program. Adjunctively the Primary Medical Clinic in partnership with the City and County of San Francisco, Tom Waddell Health Clinic and the Psychiatric Team in partnership with the University of California Medical Center are located at this facility. This facility is open from 8am – 8pm Monday through Friday and 8am – 4pm Saturday.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

## 7. Objectives and Measurements

City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

# A. Performance/Outcome Objectives Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

## Objective A.2: Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer, (A.2c)

## Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

# Objective F.1: Health Disparity in African Americans

To improve the health, well-being and quality of life of African Americans living in San Francisco CBHS will initiate efforts to identify and treat the health issues facing African American residents of San Francisco. The efforts will take two approaches:

1) Immediate identification of possible health problems for all current African American clients and new

clients as they enter the system of care;

Document Date: October 8, 2010

Page 5 of 10

City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

2) Enhance welcoming and engagement of African American clients.

Interventions to address health issues:

- 1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)
- 2. Primary Care provider and health care information
  All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

## Objective G.1: Alcohol Use/Dependency

- 1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- 2. All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

## Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by
  African American individuals and families. System of Care, Program Review, and Quality
  Improvement unit
  will provide feedback to contractor/clinic via new clients survey with suggested interventions.
  The contractor/clinic will establish performance improvement objective for the following
  year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate

-City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on - going review of clinical literature is encouraged. (H.1b)

## B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 90% who complete are linked to an appropriate level of continuing care and support as measured by internal outcome measurement system and documented in client files.
- 2. During Fiscal Year 2010-11, 90% who complete are linked to 12 Step and/or support groups as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, 95% who complete are linked to a primary care home as measured by internal outcome measurement system and documented in client files.
- 4. During Fiscal Year 2010-11, at the time of completion 85% will report increased quality of life (versus self report at intake) as measured by Internal outcome measurement system and documented in client files.

## 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is

City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- <u>Health and Safety</u>: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for
  various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services
  and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss
  ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides quarterly
  reports directly to the Executive Council who oversees all committees; reviews agency's goals and
  objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out
  directives to committees; sends out actions/directives to be carried out by staff via regular management

Document Date: October 8, 2010

Page 8 of 10

Contractor: Walden House, Inc. Program: BASN Adult Residential

City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

and staff meetings. And produce the agency's annual performance improvement plan for Board Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

# Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Document Date: October 8, 2010 Page 9 of 10 Contractor: Walden House, Inc. Program: BASN Adult Residential

City Fiscal Year: 2010-11

Appendix A-13 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

1. Program Name: CARE Variable Length

Program Address:

890 Hayes Street (Men)	815 Buena Vista West (Women)	214 Haight Street (Dual Recovery)
San Francisco, CA 94117	San Francisco, CA 94117	San Francisco, CA 94102
(415) 241-5566	(415) 554-1450	(415) 554-1480
(415) 621-1033 f	(415) 554-1475 f	(415) 934-6867f

2. Nature of Document (check one)

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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

# 4. Target Population

The target populations are poly-substance abusing, persons living with HIV-infection or AIDS who are indigent. Included in these populations are men and women; gays, lesbians, bisexuals and transgenders; all ethnic/racial minorities; young adults 18 to 24 years old, and 16 to 17 year old emancipated minors; veterans; criminal justice involved individuals; persons multiply diagnosed with concomitant mental health and behavioral issues; and homeless people. Enrollment priority will be given to residents of San Francisco who are low income and uninsured or underinsured.

- HIV+/AIDS plus:
  - Substance abusers
  - Homeless

#### 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment

#### 6. Methodology

Walden House's Gender Responsive Residential Substance Abuse Treatment Program is a traumainformed, gender responsive residential substance abuse treatment program. Walden House CARE Variable Length offers a streamlined continuum of care comprehensive residential substance abuse service.

Our Agency's overarching mission is "to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California with services designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles." This mission is directed to the target population we serve who live in San Francisco.

City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

#### Admissions and Intake:

Intake takes place at 1899 Mission Street where the Walden House Intake Department receives all referrals and arranges interviews with the Intake Coordinator. Clients are asked to bring documentation of a recent TB Test, verification of San Francisco residency, HIV Status, and income to the interview in order for the Intake Coordinator to check to ensure that clients are eligible to receive CARE funded services. Clients are advised of their rights to confidentiality; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. In addition, the Intake Coordinator conducts the intake and assessment process that includes an Addiction Severity Index Survey to collect demographical information plus a complete biomedical/psychosocial assessment and obtains a signed consent for treatment form and provides a copy of the form to the client. The new client is assigned a room, and is introduced to their peers at the morning or evening meetings. New clients participate in Orientation groups, in which they learn about the norms and rules of the program.

#### Program Service Delivery Model:

During this component a client works on achieving their individual treatment plan goals, continues to attend various groups including: anger management meetings, art therapy group meetings, men's group, women's group meetings, DBT group meetings, HIV prevention & education meetings, HIV support group meetings, community meetings, Narcotics Anonymous/Alcoholics Anonymous meetings (in house and in the community), and works on finding a 12 step sponsor and an outside HIV support group with which they feel comfortable.

Clients continue with health care appointments, as well as any other outside appointments. At two weeks into the main phase, clients reassess their individual treatment plan goals. This treatment plan is reassessed at 30 days, 60 days and 90 days, at which time the client discusses their progress with the clinical review team and the counselor, to determine what goals will be pursued in the next phase, or upon completion. Client responsibilities are to follow program rules, participate fully in treatment activities, act as a role model for new clients, and do house chores, including making dinner once a week for the house. During this time the resident begins to receive an increasing number of privileges including, but limited to: sending and receiving monitored mail, personally use house electronic equipment, eligibility for community outings, and room privileges (which include posters on walls and the use of radio/tape players). These privileges are granted in accordance with demonstrated responsibility. When it is deemed appropriate by the counselor and client, the client writes a proposal to become a mentor in the community and enter the Pre-Reentry phase of the variable length program.

City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

The Pre-Reentry phase of programming is where the client prepares for the transition between Variable Length and Reentry Phase. During this time the resident develops a reentry plan. In this later stage of treatment, the client focuses on developing strong support systems within the larger community and relapse prevention.

After pre-reentry, clients enter the reentry phase of the program. Clients reside in satellite housing, which is subsidized rent-free transitional supportive housing. Satellite provides the client the opportunity to learn to live independently and save funds to transition to permanent housing.

Reentry goals must include making plans to - return to employment or seek further treatment; become involved in volunteer work or other ongoing outside activities; or seek education or vocational training. Other concerns that the clients must address during reentry include housing, benefits entitlement, creating a stable health care regime, identifying clean and sober recreational resources, and giving back to the program and the community. These issues are addressed in individual counseling sessions and with case managers, to ensure clients are leaving with appropriate information, skills and resources. The length of stay for variable length will ranged between 3 months and 18 months.

Clients who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion is celebrated through a formal ceremony.

Clients are unsuccessfully completed when they leave treatment without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Clients who abandon treatment may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, and/or get contact information; referral information is offered to the client upon discharge. When a client is discharged from the residential programs, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

Admissions/Intakes are conducted at the Multi-Services Center located at 1899 Mission Street. 214 Haight is licensed by California's Dept. of Alcohol and Drug Programs and are handicap accessible with elevator, path of travel and appropriate facilities. Walden House complies with all licensing, certification, health, safety, and fire codes.

Walden House agrees to maintain appropriate referral relationships with key points of access outside of the HIV care system to ensure referral into care of newly diagnosed and people living with HIV disease not in care. Key points of access include emergency rooms, substance use treatment programs, detox centers, adult probation, HIV testing and counseling programs, mental health program, and homeless shelters.

All program services and activities are documented in a client chart that has a separate section for all HIV related information. Charting is consistent with regulations set by Commission on Accreditation of Rehabilitation Facilities and the San Francisco Department of Public Health AIDS Office. Current client files

City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

are securely stored with their counselors at 214 Haight. Discharged client files are locked in secured rooms at 1550 Evans Street.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer information; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, and ensures that the progress notes match the treatment plan within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

### 7. Objectives and Measurements

### A. Performance/Outcome Objectives

City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

### Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.la)

# Objective A.2: Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

# Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

# Objective F.1: Health Disparity in African Americans

To improve the health, well-being and quality of life of African Americans living in San Francisco CBHS will initiate efforts to identify and treat the health issues facing African American residents of San Francisco. The efforts will take two approaches:

- 1) Immediate identification of possible health problems for all current African American clients and new
  - clients as they enter the system of care;
- 2) Enhance welcoming and engagement of African American clients.

City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

# Interventions to address health issues:

1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)

# 2. Primary Care provider and health care information

All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

# Objective G.1: Alcohol Use/Dependency

- 1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- 2. All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by
  African American individuals and families. System of Care, Program Review, and Quality
  Improvement unit
  will provide feedback to contractor/clinic via new clients survey with suggested interventions.
  The contractor/clinic will establish performance improvement objective for the following
  year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The

City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on - going review of clinical literature is encouraged. (H.1b)

### B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 75% of HIV positive clients successfully referred for treatment will complete their substance abuse treatment plan as measured by internal outcome measurement system and documented in client files.
- 2. During Fiscal Year 2010-11, 85% of HIV positive clients determined to be out-of-care [previous six months or longer] when substance abuse services are initiated, will be successfully referred into medical care within four weeks of their referral as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, 50% of the clients who completed one month of treatment and has the need for medication adherence skills included in their treatment, will demonstrate increased understanding of the importance of medication adherence or demonstrate improvements in medication adherence as measured by internal outcome measurement system and documented in client files.

### 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

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Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues.
   Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- <u>Standards & Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
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Contractor: Walden House, Inc. Program: CARE (Variable length) City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Operations Committee: The aforementioned quality management committee structure provides quarterly
reports directly to the Executive Council who oversees all committees; reviews agency's goals and
objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out
directives to committees; sends out actions/directives to be carried out by staff via regular management
and staff meetings. And produce the agency's annual performance improvement plan for Board
Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

# Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

City Fiscal Year: 2010-11

Appendix A-14 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Contractor: Walden House, Inc.

Program: CARE MDSP City Fiscal Year: 2010-11 Appendix A-15 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

1. Program Name: CARE MDSP

214 Haight Street (Dual Recovery) San Francisco, CA 94102 (415) 554-1480 (415) 934-6867f

2. Nature of Document (check one)

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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

### 4. Target Population

The target populations are poly-substance abusing, persons living with HIV-infection or AIDS who are indigent. Included in these populations are men and wornen; gays, lesbians, bisexuals and transgenders; all ethnic/racial minorities; young adults 18 to 24 years old, and 16 to 17 year old emancipated minors; veterans; criminal justice involved individuals; persons multiply diagnosed with concomitant mental health and behavioral issues; and homeless people. Enrollment priority will be given to residents of San Francisco who are low income and uninsured or underinsured.

- HIV+/AIDS plus:
  - Substance abusers
  - Homeless

#### 5. Modality(ies)/Interventions

The service modality for this Appendix is residential mental health and substance abuse treatment.

#### 6. Methodology

Walden House's Gender Responsive Residential Substance Abuse Treatment Program is a traumainformed, gender responsive residential substance abuse treatment program. Walden House CARE MDSP offers a streamlined continuum of care comprehensive residential substance abuse service.

Our Agency's overarching mission is "to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California with services designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles." This mission is directed to the target population we serve who live in San Francisco.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies,

City Fiscal Year: 2010-11

Appendix A-15 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

#### Admissions and Intake:

Intake takes place at 1899 Mission Street where the Walden House Intake Department receives all referrals and arranges interviews with the Intake Coordinator. Clients are asked to bring documentation of a recent TB Test, verification of San Francisco residency, HIV Status, and income to the interview in order for the Intake Coordinator to check to ensure that clients are eligible to receive CARE funded services. Clients are advised of their rights to confidentiality; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. In addition, the Intake Coordinator conducts the intake and assessment process that includes an Addiction Severity Index Survey to collect demographical information plus a complete biomedical/psychosocial assessment and obtains a signed consent for treatment form and provides a copy of the form to the client. The new client is assigned a room, and is introduced to their peers at the morning or evening meetings. New clients participate in Orientation groups, in which they learn about the norms and rules of the program.

## Program Service Delivery Model:

During this component a client works on achieving their individual treatment plan goals, continues to attend various groups including: anger management meetings, art therapy group meetings, men's group, women's group meetings, DBT group meetings, HIV prevention & education meetings, HIV support group meetings, community meetings, Narcotics Anonymous/Alcoholics Anonymous meetings (in house and in the community), and works on finding a 12 step sponsor and an outside HIV support group with which they feel comfortable.

Clients continue with health care appointments, as well as any other outside appointments. At two weeks into the main phase, clients reassess their individual treatment plan goals. This treatment plan is reassessed at 30 days, 60 days and 90 days, at which time the client discusses their progress with the clinical review team and the counselor, to determine what goals will be pursued in the next phase, or upon completion. Client responsibilities are to follow program rules, participate fully in treatment activities, act as a role model for new clients, and do house chores, including making dinner once a week for the house. During this time the resident begins to receive an increasing number of privileges including, but limited to: sending and receiving monitored mail, personally use house electronic equipment, eligibility for community outings, and room privileges (which include posters on walls and the use of radio/tape players). These privileges are granted in accordance with demonstrated responsibility. When it is deemed appropriate by the counselor and client, the client writes a proposal to become a mentor in the community and enter the Pre-Reentry phase of the variable length program.

The Pre-Reentry phase of programming is where the client prepares for the transition between Variable Length and Reentry Phase. During this time the resident develops a reentry plan. In this later stage of treatment, the client focuses on developing strong support systems within the larger community and relapse prevention.

City Fiscal Year: 2010-11

Appendix A-15 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

After pre-reentry, clients enter the reentry phase of the program. Clients reside in satellite housing, which is subsidized rent-free transitional supportive housing. Satellite provides the client the opportunity to learn to live independently and save funds to transition to permanent housing.

Reentry goals must include making plans to - return to employment or seek further treatment; become involved in volunteer work or other ongoing outside activities; or seek education or vocational training. Other concerns that the clients must address during reentry include housing, benefits entitlement, creating a stable health care regime, identifying clean and sober recreational resources, and giving back to the program and the community. These issues are addressed in individual counseling sessions and with case managers, to ensure clients are leaving with appropriate information, skills and resources. The length of stay for variable length will ranged between 3 months and 18 months.

Clients who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion is celebrated through a formal ceremony.

Clients are unsuccessfully completed when they leave treatment without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Clients who abandon treatment may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, and/or get contact information; referral information is offered to the client upon discharge. When a client is discharged from the residential programs, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

Admissions/Intakes are conducted at the Multi-Services Center located at 1899 Mission Street. 214 Haight is licensed by California's Dept. of Alcohol and Drug Programs and are handicap accessible with elevator, path of travel and appropriate facilities. Walden House complies with all licensing, certification, health, safety, and fire codes.

Walden House agrees to maintain appropriate referral relationships with key points of access outside of the HIV care system to ensure referral into care of newly diagnosed and people living with HIV disease not in care. Key points of access include emergency rooms, substance use treatment programs, detox centers, adult probation, HIV testing and counseling programs, mental health program, and homeless shelters.

All program services and activities are documented in a client chart that has a separate section for all HIV related information. Charting is consistent with regulations set by Commission on Accreditation of Rehabilitation Facilities and the San Francisco Department of Public Health AIDS Office. Current client files are securely stored with their counselors at 214 Haight. Discharged client files are locked in secured rooms at 1550 Evans Street.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or

City Fiscal Year: 2010-11

Appendix A-15 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

transfer information; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, and ensures that the progress notes match the treatment plan within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

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### 7. Objectives and Measurements

### A. Performance/Outcome Objectives

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City Fiscal Year: 2010-11

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City Fiscal Year: 2010-11

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City Fiscal Year: 2010-11-

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City Fiscal Year: 2010-11

Appendix A-15 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

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  reports directly to the Executive Council who oversees all committees; reviews agency's goals and
  objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out
  directives to committees; sends out actions/directives to be carried out by staff via regular management

City Fiscal Year: 2010-11

Appendix A-15 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

and staff meetings. And produce the agency's annual performance improvement plan for Board Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

# **Privacy Policy:**

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Contractor: Walden House, Inc. Program: CARE (Variable length) City Fiscal Year: 2010-11 Appendix A-15 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Fiscal Year: 2010-11

contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only):

1. Program Name: CARE Detox/Stabilization

214 Haight Street

San Francisco, CA 94102 Telephone: (415) 554-1480 Facsimile: (415) 934-6867

2. Nature of Document (check one)

New New	Renewal		Modification
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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

### 4. Target Population

The target populations are poly-substance abusing, persons living with HIV-infection or AIDS who are indigent. Included in these populations are men and women; gays, lesbians, bisexuals and transgenders; all ethnic/racial minorities; young adults 18 to 24 years old, and 16 to 17 year old emancipated minors; veterans; criminal justice involved individuals; persons multiply diagnosed with concomitant mental health and behavioral issues; and homeless people. Enrollment priority will be given to residents of San Francisco who are low income and uninsured or underinsured.

- HIV+/AIDS
- Substance abusers
- Homeless

### 5. Modality(ies)/Interventions

The service modality for this Appendix is residential substance abuse treatment

### 6. Methodology

Walden House's Gender Responsive Residential Substance Abuse Treatment Program is a traumainformed, gender responsive residential substance abuse treatment program. Walden House CARE Detox offers a streamlined continuum of care providing comprehensive residential substance abuse service to HIV+ participants in a short time.

Our Agency's overarching mission is "to reduce the impact of substance abuse and its associated problems on the community by offering direct services to people throughout California with services designed to lessen the social cost of addiction disorders by promoting wellness and drug-free lifestyles." This mission is directed to the target population we serve who live in San Francisco.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies,

Fiscal Year: 2010-11

Appendix A-16

Contract Term: 7/1/10-6/30/11

Funding Source: General Fund

participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

# Admissions and Intake:

Intake takes place at 1899 Mission Street where the Walden House Intake Department receives all referrals and arranges interviews with the Intake Coordinator. Clients are asked to bring documentation of a recent TB Test, verification of San Francisco residency, HIV Status, and income to the interview in order for the Intake Coordinator to check to ensure that clients are eligible to receive CARE funded services. Clients are advised of their rights to confidentiality; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures. In addition, the Intake Coordinator conducts the intake and assessment process that includes an Addiction Severity Index Survey to collect demographical information plus a complete biomedical/psychosocial assessment and obtains a signed consent for treatment form and provides a copy of the form to the client. The new client is assigned a room, and is introduced to their peers at the morning or evening meetings. New clients participate in Orientation groups, in which they learn about the norms and rules of the program.

### **Program Service Delivery Model:**

During this component a client works on achieving their individual treatment plan goals, continues to attend various groups including: anger management meetings, art therapy group meetings, men's group, women's group meetings, DBT group meetings, HIV prevention & education meetings, HIV support group meetings, community meetings, Narcotics Anonymous/Alcoholics Anonymous meetings (in house and in the community), and works on finding a 12 step sponsor and an outside HIV support group with which they feel comfortable.

Clients continue with health care appointments, as well as any other outside appointments. At two weeks into the main phase, clients reassess their individual treatment plan goals. This treatment plan is reassessed at 30 days, 60 days and 90 days, at which time the client discusses their progress with the clinical review team and the counselor, to determine what goals will be pursued in the next phase, or upon completion. Client responsibilities are to follow program rules, participate fully in treatment activities, act as a role model for new clients, and do house chores, including making dinner once a week for the house. During this time the resident begins to receive an increasing number of privileges including, but limited to: sending and receiving monitored mail, personally use house electronic equipment, eligibility for community outings, and room privileges (which include posters on walls and the use of radio/tape players). These privileges are granted in accordance with demonstrated responsibility. When it is deemed appropriate by the counselor and client, the client writes a proposal to become a mentor in the community and enter the Pre-Reentry phase of the variable length program.

The Pre-Reentry phase of programming is where the client prepares for the transition between Variable Length and Reentry Phase. During this time the resident develops a reentry plan. In this later stage of

Fiscal Year: 2010-11

Lopendix A-16 Contract Term: 7/1/10-6/30/11

Funding Source: General Fund

treatment, the client focuses on developing strong support systems within the larger community and relapse prevention.

After pre-reentry, clients enter the reentry phase of the program. Clients reside in satellite housing, which is subsidized rent-free transitional supportive housing. Satellite provides the client the opportunity to learn to live independently and save funds to transition to permanent housing.

Reentry goals must include making plans to - return to employment or seek further treatment; become involved in volunteer work or other ongoing outside activities; or seek education or vocational training. Other concerns that the clients must address during reentry include housing, benefits entitlement, creating a stable health care regime, identifying clean and sober recreational resources, and giving back to the program and the community. These issues are addressed in individual counseling sessions and with case managers, to ensure clients are leaving with appropriate information, skills and resources. The length of stay for variable length will ranged between 3 months and 18 months.

Clients who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion is celebrated through a formal ceremony.

Clients are unsuccessfully completed when they leave treatment without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). Clients who abandon treatment may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, and/or get contact information; referral information is offered to the client upon discharge. When a client is discharged from the residential programs, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

Admissions/Intakes are conducted at the Multi-Services Center located at 1899 Mission Street. 214 Haight is licensed by California's Dept. of Alcohol and Drug Programs and are handicap accessible with elevator, path of travel and appropriate facilities. Walden House complies with all licensing, certification, health, safety, and fire codes.

Walden House agrees to maintain appropriate referral relationships with key points of access outside of the HIV care system to ensure referral into care of newly diagnosed and people living with HIV disease not in care. Key points of access include emergency rooms, substance use treatment programs, detox centers, adult probation, HIV testing and counseling programs, mental health program, and homeless shelters.

All program services and activities are documented in a client chart that has a separate section for all HIV related information. Charting is consistent with regulations set by Commission on Accreditation of Rehabilitation Facilities and the San Francisco Department of Public Health AIDS Office. Current client files are securely stored with their counselors at 214 Haight. Discharged client files are locked in secured rooms at 1550 Evans Street.

Fiscal Year: 2010-11

contract Term: 7/1/10-6/30/11

Funding Source: General Fund

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer information; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, and ensures that the progress notes match the treatment plan within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

# 7. Objectives and Measurements

A. Performance/Outcome Objectives

Contractor: Walden House, Inc.

Program: CARE Detox/Stabilization)

Fiscal Year: 2010-11

Appendix A-16
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

### Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

# Objective A.2: Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

# Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

# Objective F.1: Health Disparity in African Americans

To improve the health, well-being and quality of life of African Americans living in San Francisco CBHS will initiate efforts to identify and treat the health issues facing African American residents of San Francisco. The efforts will take two approaches:

- 1) Immediate identification of possible health problems for all current African American clients and new
  - clients as they enter the system of care:
- 2) Enhance welcoming and engagement of African American clients.

Contractor: Walden House, Inc.

Program: CARE Detox/Stabilization)

Fiscal Year: 2010-11

Appendix A-16
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

### Interventions to address health issues:

1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)

# 2. Primary Care provider and health care information

All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

### Objective G.1: Alcohol Use/Dependency

- 1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- 2: All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

- 1. Contractors and Civil Service Clinics will remove any barriers to accessing services by African American individuals and families. System of Care, Program Review, and Quality Improvement unit will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate

Fiscal Year: 2010-11

Appendix A-16
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on - going review of clinical literature is encouraged. (H.1b)

### B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 75% of HIV positive clients successfully referred for treatment will complete their substance abuse treatment plan as measured by internal outcome measurement system and documented in client files.
- 2. During Fiscal Year 2010-11, 85% of HIV positive clients determined to be out-of-care [previous six months or longer] when substance abuse services are initiated, will be successfully referred into medical care within four weeks of their referral as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, 50% of the clients who completed one month of treatment and has the need for medication adherence skills included in their treatment, will demonstrate increased understanding of the importance of medication adherence or demonstrate improvements in medication adherence as measured by internal outcome measurement system and documented in client files.

### 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Fiscal Year: 2010-11

Appendix A-16
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- <u>Standards & Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health
  and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a
  health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake,
  violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.

Contractor: Walden House, Inc.

Program: CARE Detox/Stabilization)

Fiscal Year: 2010-11

Appendix A-16
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

Operations Committee: The aforementioned quality management committee structure provides quarterly
reports directly to the Executive Council who oversees all committees; reviews agency's goals and
objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out
directives to committees; sends out actions/directives to be carried out by staff via regular management
and staff meetings. And produce the agency's annual performance improvement plan for Board
Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

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### **Privacy Policy:**

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule — December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Fiscal Year: 2010-11

Appendix A-16
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Contractor: Walden House, Inc. Program: BRIDGES Outpatient

Fiscal Year: 2010-11

Appendix A-17
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only):

1. Program Name: BRIDGES Outpatient

1885 Mission Street San Francisco, CA 94102 (415) 554-1131

(415) 703-9722 f

2. Nature of Document (check one)

$\boxtimes$	New	Renewal	Modification
<u>&amp; \</u>	7 45.44	RECALCY MX	

#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

# 4. Target Population

The target population served by the Walden House BRIDGES program are adults parolees, mentally ill, poly-substance abusers or dependant on drugs and/or alcohol, considered legal residents of San Francisco.

- CDCR Parolees
- Poly-Substance Abusers
- Mentally III

#### 5. Modality(ies)/Interventions

The service modality for this Appendix is outpatient substance abuse treatment

# 6. Methodology

Walden House offers a streamlined continuum of care comprehensive residential substance abuse services.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals. In addition, because this program's target population are CDCR parolees, the program staff have good referral relationships with the Parole agencies that serve parolees in San Francisco.

Admissions and Intake: Admission to the BRIDGES Program through an initial referral by the Parole Agent. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a

Contractor: Walden House, Inc. Program: BRIDGES Outpatient

Fiscal Year: 2010-11

Appendix A-17 Contract Term: 7/1/10-6/30/11 Funding Source: CDRC

biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the Walden House continuum of care, additional assessments will take place in order to determine current mental status; symptom picture; substance use; living situation; medications; potential for economic self-sufficiency; client strengths; and personal goals. The client will also take part in the Walden House Family/Support Network assessment which seeks to identify professional helpers and avenues of interpersonal support. The three-part assessment includes a questionnaire, completion of a simple genogram and a support system map. Upon admission, the client will complete a baseline "Milestones of Recovery Scale (MORS).

Program Service Delivery Model: BRIDGES is designed to provide intensive case management, skills training, advocacy and recovery support to parolees managing significant reentry challenges including mental illness, addiction, homelessness, poverty, institutionalized patterns of behavior, and poor social support. The program services are arrayed in order to help clients avoid reincarceration and the need for emergency services; meet survival needs; create and maintain a foundation for wellness and recovery; and have more quality of life.

Location & Hours of Operation: The Program will be located at 1885 Mission Street. This location houses a comprehensive array of BRIDGES services. The facility is ADA compliant and is situated in an area that is central to where many potential clients live and for which public transportation is readily accessible. BRIDGES will have outpatient service availability Monday — Friday 8am-8pm and Saturday 10am-6pm

Orientation: Within three days of being admitted to the program, each parolee will receive a face-to-face orientation to the program along with a copy of written policies and procedures.

### Wellness Recovery Action Plan

Upon entering the program, clients will be guided in the creation of their own Wellness Recovery Action plan and share it with their case manager. This plan will include the following:

Wellness Toolbox: Practical things that can be done to stay well and feel better
Daily Maintenance List: Description of feeling right and what needs to happen every day to feel
that way
Triggers: Things that can make you feel worse and an action plan to avoid these.
Early Warning Signs: Subtle internal signs that warn of problems and how to manage these
Things are Breaking Down or Getting Worse: Signs that indicate a crisis is coming and how to respond to these.
Crisis Planning: Instructions for others about how you want to be cared for if you temporarily

Contractor: Walden House, Inc. Program: BRIDGES Outpatient

Fiscal Year: 2010-11

Appendix A-17
Contract Term: 7/1/10-6/30/11
Funding Source: CDRC

☐ Post Crisis Plan: Plans to gradually resume everyday responsibilities in a way as to not feel overwhelmed

WRAP Diary Card: Upon the initial creation of the Wellness Recovery Action Plan, a diary card will be created that is designed to track key elements of the WRAP plan. These elements could include medications; managing anger; self-harm or assault; using or craving substances; asking for help when needed; staying with a budget; following through on important appointments; housing search; etc. Each parolee will have a customized diary card that tracks thoughts, feelings, and behaviors on one side and gives them the opportunity to list skills they have learned and used on the other side. The skills will come from their wellness toolbox which should expand as they participate in the program.

Clients will have their diary cards reviewed by staff every day that they attend program or at least on a once a week basis depending on the treatment plan. Parolees will review their diary card with the case manager who will use the session to do further analysis of problem behaviors, develop alternative strategies for the future, and coach the use of skills when they are most needed. When clients engage in behaviors that move them farther away from their stated goals, the disparity will be noted and the case manager will seek to determine if problems arose because the client did not have a skill to manage the situation or if they had a skill but were not motivated to use it. The answer to that question will determine whether to teach a new skill or use motivational strategies to ensure that the skills are being used.

The program plans to use small, noncash incentives to encourage greater participation in program services. Clients who complete classes or are consistent with their WRAP diary cards can be given personal care products, food, movie tickets, restaurant coupons, etc. Criteria will be developed and peer mentors might be used to manage this process.

Development of the Individual Personal Services Plan: Within seven days of enrollment into the program, a case review will take place and a goal oriented Individual Personal Services Plan will be developed. The plan will guide case management efforts and activities in key areas including establishing income, housing, medical and mental health treatment, social support, etc. Assessments and the Wellness Recovery Action Plan will also inform the process. The goals of the Individual Personal Services Plan will be matched to the clinical schedule of groups and seminars. Clients will be encouraged to use program activities in order to create structure to their daily and weekly schedules.

Program Services are configured in such a way as to provide clients with daily structure and support as they can attend groups and seminars five days a week as well as take part in recreational/socialization activities, eat breakfast and lunch at the program, and participate in opportunities to mentor other clients. In this way, clients will be encouraged to utilize services as a Rehabilitation Day Treatment model with intensive case management services. Clients will receive independent living skills classes, vocational/educational support, wellness classes, social skills training, parenting support, crisis intervention support, DBT mindfulness training, and peer mentoring support.

Contractor: Walden House, Inc.

Program: BRIDGES Outpatient

Fiscal Year: 2010-11

Appendix A-17
Contract Term: 7/1/10-6/30/11
Funding Source: CDRC

The program is relationally oriented and case managers engage clients with respect and empathy and seek to develop a sense of connection with them. Clients are encouraged to manage symptoms and problem behaviors through intentional planning and resource management. The program also works to shore up inadequate or poorly utilized networks of interpersonal support so that help is at hand for clients when they need it the most.

Case Management & Case Conferencing: Case management activities will be directed by the individual services plan and will include linkage to system of care services and follow-up to ensure that services have been established. When appropriate, case managers will refer clients to organizations that can provide advocacy for establishing benefits and will work to ensure that clinical information will be made available to support that process. Appropriate Releases of Information will be sought in order to facilitate case conferencing and with outside agencies and regular case reviews will be scheduled with parole agents.

Staff will addressing criminal thinking and behaviors by utilizing the "Thinking for a Change" curriculum. Parolees will be able to learn how their thoughts, feelings, behaviors, and core belief systems have created problems in the past. Utilizing role play, the curriculum encourages the practice of cognitive, self-change skills in high risk situations to prepare for future challenges. The curriculum will most likely require some modification for the population served in this program.

Recreational Activities and Opportunities to Improve Socialization Skills: Because services will be offered on a daily basis and clients will be encouraged to use the program to structure daily activities, organized recreational activities will be offered. These activities could include parties, movie days, field trips, outings to the park, game days, etc. These activities will also provide important opportunities to practice and apply newly acquired social skills.

The program will seek to involve the family and friends of our clients in creating an effective network of support that will assist the client both while they are being actively case managed and once they are discharged as well. Family/Friends education events will be sponsored in order to provide supporters with information about recovery from mental health and addiction as well as information about involvement in the criminal justice system. If willing, individual members of client support networks could take part in groups or individual counseling sessions that would focus on setting up guidelines for future support. For example, a discussion might take place between a client and a supporter regarding how the supporter should approach the client if they fear he is in a high-risk situation. Using role play and behavioral rehearsal, difficult conversations could be prepared for in advance. Supporters could also take part in curriculum and learn how to help the client do a chain analysis, assist them to fill out the WRAP diary card, or learn principles that support recovery and prevent relapse.

Stabilization Beds: While the program will work to help keep clients out of inpatient care, it is possible that some clients may require either a brief stay in Psychiatric Emergency Services or less intensive services in a residential stabilization program.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing

Fiscal Year: 2010-11

oppendix A-17
Contract Term: 7/1/10-6/30/11
Funding Source: CDRC

within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

# 7. Objectives and Measurements

### A. Performance/Outcome Objectives

# Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

### Objective A.2: Reduce Substance Use

Fiscal Year: 2010-11

Appendix A-17
Contract Term: 7/1/10-6/30/11
Funding Source: CDRC

1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))

- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

### Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

# Objective F.1: Health Disparity in African Americans

To improve the health, well-being and quality of life of African Americans living in San Francisco CBHS will initiate efforts to identify and treat the health issues facing African American residents of San Francisco. The efforts will take two approaches:

1) Immediate identification of possible health problems for all current African American clients and new

clients as they enter the system of care;

2) Enhance welcoming and engagement of African American clients.

Interventions to address health issues:

- 1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)
- 2. Primary Care provider and health care information

Fiscal Year: 2010-11

Appendix A-17
Contract Term: 7/1/10-6/30/11
Funding Source: CDRC

All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

Active engagement with primary care provider
 75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c).

# Objective G.1: Alcohol Use/Dependency

- 1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- 2. All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

### Objective H.1: Planning for Performance Objective FY 2011 - 2012

- 1. Contractors and Civil Service Clinics will remove any barriers to accessing services by African American individuals and families. System of Care, Program Review, and Quality Improvement unit will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H:1b)

### B. Other Measurable Objectives

Fiscal Year: 2010-11

Appendix A-17
Contract Term: 7/1/10-6/30/11
Funding Source: CDRC

1. During Fiscal Year 2010-11, 75% of those who complete will report improved quality of life at discharge (versus self-report at intake) as measured by internal outcome measurement system and documented in client files.

- 2. During Fiscal Year 2010-11, 60% of participants will achieve at least two treatment goals as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, 80% of those who complete will be linked to an appropriate level of continuing care and support as measured by internal outcome measurement system and documented in client files.
- 4. During Fiscal Year 2010-11, 70% will avoid hospitalization for mental health reasons and/or other crisis services during their stay as measured by internal outcome measurement system and documented in client files.

# 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for

Fiscal Year: 2010-11

Contract Term: 7/1/10-6/30/11
Funding Source: CDRC

strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues.
   Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- <u>Standards & Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical</u>: Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides
  quarterly reports directly to the Executive Council who oversees all committees; reviews agency's
  goals and objectives; sets priorities and responds to committee's reports for actions agency-wide;
  sends out directives to committees; sends out actions/directives to be carried out by staff via regular
  management and staff meetings. And produce the agency's annual performance improvement plan for
  Board Approval. Chaired by the CEO. This committee meets weekly.

Fiscal Year: 2010-11

Appendix A-17
Contract Term: 7/1/10-6/30/11
Funding Source: CDRC

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

### Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to

Fiscal Year: 2010-11

Appendix A-17 Contract Term: 7/1/10-6/30/11 Funding Source: CDRC

providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc.; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

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Fiscal Year: 2010-11

...ppendix A-18
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS Office & CHPP only):

1. Program Name: Second Chance SLE

1254 13th St. Units A, E & F, Treasure Island San Francisco, CA 94130 (415) 402-0435 (415) 402-0413 f

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### 3. Goal Statement

To increase access to community resources and provide wrap around case management services in order to reduce recidivism and increase pro-social life skills/choices in the target population.

# 4. Target Population -

The target population served by the Walden House 2nd Chance program is SF County women sentenced to State prison. Services to be provided in-custody and when inmates parole back to San Francisco County.

- CDCR Inmates and Parolees from San Francisco County
- Adult Females

# 5. Modality(ies)/Interventions

The service modality for this Appendix is a residential Sober Living Environment.

### 6. Methodology

Walden House will serve as the primary point of contact and Case Manager for the women involved in the 2nd Chance Program. In conjunction with the programs partners client needs will be assessed and appropriate service referrals will be made.

Outreach and Recruitment: Walden House is well established in the human service provider community and the criminal justice system. We make presentations and maintain working relationships with both community based service agencies and the criminal justice system. In addition, we make direct contact with incarcerated individuals in SF County jail and state prison to make individuals aware of available programs and services through Walden House. In the community as well as in the criminal justice institutions we distribute brochures and publications about our programs. Recruitment is also done through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>, word of mouth and self-referrals both in the community and in the criminal justice system. Specifically, because this program's target population is CDCR parolees, the program staff has good referral relationships with the Parole Agencies that serve parolees in San Francisco. In addition regular outreach visits to the institutions (SF County Jail, VSPW, CCWF, Leo Chesney) will occur in order to identify women that qualify for the program and then presentations will be conducted to educate them on services available.

Fiscal Year: 2010-11

Appendix A-18 Contract Term: 7/1/10-6/30/11

Funding Source: DOJ

Admissions and Intake: Admission to the 2nd Chance Program occurs through an initial referral by the SF Adult Probation Department. A referral form will be faxed to secure an intake interview appointment at the SF County Jail by a Case Manager. The Case Management staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a needs assessment; completes clinical assessments (CAIS, ASI, PCL, URICA); Obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; a detailed explanation of services available in the program, and the grievance procedures.

Upon release from the criminal justice system (SF County Jail, VSPW, CCWF) further intake paperwork will be done in the form of the CalOMS forms so that participants can be appropriately entered into San Francisco County substance abuse/mental health system. Additionally as clients enter the community and are referred to partner agencies those agencies may complete additional assessments.

Program Service Delivery Model: 2nd Chance is designed to provide intensive case management to incarcerated individuals and parolees managing significant reentry challenges including mental illness, addiction, homelessness, poverty, institutionalized patterns of behavior, and poor social support. The program services are arrayed in order to help clients avoid reincarceration, build family relationships, and increase overall quality of life.

Program services will occur in two distinct segments incarceration/post incarceration. Clients will initially be assessed at San Francisco County Jail while they are pending transfer to state prison (CCWF, VSPW, Leo Chesney). Upon their transfer from SF County Jail and into state prison Case Management visits will continue to occur. During the clients time of incarceration services will consist of weekly Case Management visits. During these visits all appropriate Assessments and forms will be completed, a preliminary Individual Personal Services Plan will be established, appropriate referrals will be identified, transportation support will be provided to family members monthly to encourage visits, and upon release the client will be provided transportation to their designated housing by one of the Case Management staff. Upon the client entering San Francisco County and being post release from state prison the referral services will be implemented, a case conference will occur to formalize the Individual Personal Service Plan, weekly case management will continue to occur to ensure properfollow up on needs and referrals, and as appropriate reassessments will occur.

During the case management visits, both while incarcerated and post incarceration, the appropriateness of referrals will continually be assessed and Case Managers will work on building and maintaining. client motivation for treatment.

Location & Hours of Operation: This location houses the Sober Living beds of the case management program.

Fiscal Year: 2010-11

Appendix A-18
Contract Term: 7/1/10-6/30/11
Funding Source: DOJ

Orientation: An initial orientation will occur in SF County Jail where potential clients will be informed of the services available. In the event that a client is identified after transfer from SF County Jail to state prison then this initial orientation will take place at the housing institution (VSPW, CCWF, Leo Chesney). Upon release from the criminal justice system and placement into San Francisco County another orientation will occur within three days, each parolee will receive a face-to-face orientation to the program along with a copy of written policies and procedures. For those clients who will be residing in one of the 15 SLE beds this orientation will take place on the day of arrival.

Development of the Individual Personal Services Plan: Prior to release from state prison the Case Manager and client will have formed a preliminary Individual Personal Services Plan. This plan will be based on the client's objectives, Needs Assessment, and Clinical Assessments. Within seven days of release into San Francisco County, a case conference will take place and a goal oriented Individual Personal Services Plan will be developed. The plan will guide case management efforts and activities in key areas including establishing income, housing, medical and mental health treatment, social support, etc. The clients Needs/Clinical Assessments, the Preliminary Individual Personal Services Plan, Project Partners feedback and client objectives will inform the service plan process. Clients will be encouraged to make full use of available referral services.

Program Services The program is configured in such a way as to provide clients with intensive case management services. Clients will be given Clinical Assessments in the form of the CAIS, ASI, PCL, and URICA in addition to a thorough Needs Assessment, while in the criminal justice system. Where possible the initial assessments will occur while the client is in SF County jail prior to transfer to state prison. Based on this information and the client's stated goals/objectives appropriate service referrals will be made. Services and referrals will be implemented while still incarcerated where it is appropriate to do so.

Upon release into San Francisco County the project partners will be the primary referral source; as needed (based on client need and suitability) other referral sources will also be used. A case conference will be conducted with all applicable partners and the client upon their release from prison to design the Individual Personal Services Plan.

During both the in custody and out custody portion of case management regular follow-up on the service referrals will be made in addition to periodic reassessment of the client and their needs.

The program is relationally oriented and case managers engage clients with respect and empathy and seek to develop a sense of connection with them. The program also works to shore up inadequate or poorly utilized networks of interpersonal support so that help is at hand for clients when they need it the most. One significant way this will be accomplished is by the community referrals. However, monthly, client family members will be provided transportation support to encourage family connection and reunification which will also be a significant part of the interpersonal support process.

Case Management & Case Conferencing: Throughout the entire case management episode services and referrals will be directed by the individual services plan and will include linkage to system of care services and follow-up to ensure that services have been established. When appropriate, case managers will refer clients to organizations that can provide advocacy for establishing benefits and will work to

Fiscal Year: 2010-11

Appendix A-18 Contract Term: 7/1/10-6/30/11 Funding Source: DOJ

ensure that clinical information will be made available to support that process. Appropriate Releases of Information will be sought in order to facilitate case conferencing with outside agencies and regular case reviews will be scheduled with parole agents.

Exit planning: Walden House program staff will engage in exit planning during any transitions of care for any reason or at least 90 days prior to an anticipated discharge. The focus of the exit planning phase will be to ensure a smooth transition of services. Specifically exit planning will occur when clients are preparing to move from the criminal justice system and when a client is preparing to complete their case management services.

Successful completion of program consists of being discharged from parole or having successfully taken part in the 2nd Chance referral services for one year post release from CDCR. Those who complete the program have stabilized their lives and have moved on to safe housing within the community.

Unsuccessful completion includes those who fail to make use of any of the referral services, and those who engage in acts of violence or threats of violence towards staff or other clients. Those who abandoned treatment may return at which time counselors seek to engage back into case management services. Upon discharge, clients are offered referral information and a discharge summary is completed.

Admissions/Intakes are conducted at the SF County Jail and CDCR intuitions prior to release and at 13th St Unit B post release. All sites are ADA compliant and comply with all health, safety, and fire codes.

All program services and referrals are documented in a client chart. Charting is consistent with regulations set by the State, and the San Francisco Department of Public Health. Current client files are securely stored in centralized location in locked cabinets. Discharged client files are locked in secured property at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the clients' needs and issues, and track these along with referrals within the client chart notes.

Program Staffing: Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Program: Second Chance SLE
Fiscal Year: 2010-11

Appendix A-18
Contract Term: 7/1/10-6/30/11
Funding Source: DOJ

### 7. Objectives and Measurements

# A. Performance/Outcome Objectives Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

# Objective A.2: Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

### Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

### Objective F.1: Health Disparity in African Americans

1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section, (F.1a)

Fiscal Year: 2010-11

Appendix A-18
Contract Term: 7/1/10-6/30/11
Funding Source: DOJ

Primary Care provider and health care information
 All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred.

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider
75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

# Objective G.1: Alcohol Use/Dependency

- 1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- 2. All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by
  African American individuals and families. System of Care, Program Review, and Quality
  Improvement unit
  will provide feedback to contractor/clinic via new clients survey with suggested
  interventions. The contractor/clinic will establish performance improvement objective for
  the following year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H.1b)

Fiscal Year: 2010-11

Appendix A-18
Contract Term: 7/1/10-6/30/11
Funding Source: DOJ

# B. Other Measurable Objectives

i. During Fiscal Year 2010-11, 90% of those who will complete will be linked to an appropriate level of continuing care and support as measured by internal outcome measurement system and documented in client files.

- ii. During Fiscal Year 2010-11, 90% of those who complete will have improved housing status at time of discharge as measured by internal outcome measurement system and documented in client files.
- iii. During Fiscal Year 2010-11, 60% will gain, maintain, or regain employment as measured by internal outcome measurement system and documented in client files.
- iv. During Fiscal Year 2010-11, at the time of completion, 85% will report increased quality of life (versus self report at intake) as measured by internal outcome measurement system and documented in client files.
- v. During Fiscal Year 2010-11, 95% who complete will be linked to appropriate continuing care and support as measured by internal outcome measurement system and documented in client files in addition to being captured in AVATAR via or other required tools.

# 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs.

Fiscal Year: 2010-11

Appendix A-18 Contract Term: 7/1/10-6/30/11 Funding Source: DOJ

behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS—contracts annually as required by CBHS.

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  compliance with all confidentiality laws and all regulatory bodies; and the modification and or
  creation of forms. Develops and implements the agency peer review process. Monitors standard
  processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance
  Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
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- Operations Committee: The aforementioned quality management committee structure provides quarterly reports directly to the Executive Council who oversees all committees; reviews agency's

Fiscal Year: 2010-11

contract Term: 7/1/10-6/30/11
Funding Source: DOJ

goals and objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out directives to committees; sends out actions/directives to be carried out by staff via regular management and staff meetings. And produce the agency's annual performance improvement plan for Board Approval. Chaired by the CEO. This committee meets weekly.

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Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If

Fiscal Year: 2010-11

Appendix A-18
Contract Term: 7/1/10-6/30/11
Funding Source: DOJ

is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Appendix A-19 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

1. Program Name: Second Chance CSM

1254 13th St. Unit B, Treasure Island
San Francisco, CA 94130
(415) 402-0435
(415) 402-0413 f

2. Nature of Document (check one)

ZI.	New		Renewal		Modification
	11011	11	Warner At the F	1 1	TANCACTECTOR

#### 3. Goal Statement

To increase access to community resources and provide wrap around case management services in order to reduce recidivism and increase pro-social life skills/choices in the target population.

# 4. Target Population

The target population served by the Walden House 2nd Chance program is SF County women sentenced to State prison. Services to be provided in-custody and when inmates parole back to San Francisco County.

- CDCR Inmates and Parolees from San Francisco County
- Adult Females

### 5. Modality(ies)/Interventions

The service modality for this Appendix is Case Management Auxiliary Services.

### 6. Methodology

Walden House will serve as the primary point of contact and Case Manager for the women involved in the 2nd Chance Program. In conjunction with the programs partners client needs will be assessed and appropriate service referrals will be made.

Outreach and Recruitment: Walden House is well established in the human service provider community and the criminal justice system. We make presentations and maintain working relationships with both community based service agencies and the criminal justice system. In addition, we make direct contact with incarcerated individuals in SF County jail and state prison to make individuals aware of available programs and services through Walden House. In the community as well as in the criminal justice institutions we distribute brochures and publications about our programs. Recruitment is also done through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>, word of mouth and self-referrals both in the community and in the criminal justice system. Specifically, because this program's target population is CDCR parolees, the program staff has good referral relationships with the Parole Agencies that serve parolees in San Francisco. In addition regular outreach visits to the institutions (SF County Jail, VSPW, CCWF, Leo Chesney) will occur in order to identify women that qualify for the program and then presentations will be conducted to educate them on services available.

Appendix A-19 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Admissions and Intake: Admission to the 2nd Chance Program occurs through an initial referral by the SF Adult Probation Department. A referral form will be faxed to secure an intake interview appointment at the SF County Jail by a Case Manager. The Case Management staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a needs assessment; completes clinical assessments (CAIS, ASI, PCL, URICA); Obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; a detailed explanation of services available in the program, and the grievance procedures.

Upon release from the criminal justice system (SF County Jail, VSPW, CCWF) further intake paperwork will be done in the form of the CalOMS forms so that participants can be appropriately entered into San Francisco County substance abuse/mental health system. Additionally as clients enter the community and are referred to partner agencies those agencies may complete additional assessments.

Program Service Delivery Model: Second Chance is designed to provide intensive case management to incarcerated individuals and parolees managing significant reentry challenges including mental illness, addiction, homelessness, poverty, institutionalized patterns of behavior, and poor social support. The program services are arrayed in order to help clients avoid reincarceration, build family relationships, and increase overall quality of life.

Program services will occur in two distinct segments incarceration/post incarceration. Clients will initially be assessed at San Francisco County Jail while they are pending transfer to state prison (CCWF, VSPW, Leo Chesney). Upon their transfer from SF County Jail and into state prison Case Management visits will continue to occur. During the clients time of incarceration services will consist of weekly Case Management visits. During these visits all appropriate Assessments and forms will be completed, a preliminary Individual Personal Services Plan will be established, appropriate referrals will be identified, transportation support will be provided to family members monthly to encourage visits, and upon release the client will be provided transportation to their designated housing by one of the Case Management staff. Upon the client entering San Francisco County and being post release from state prison the referral services will be implemented, a case conference will occur to formalize the Individual Personal Service Plan, weekly case management will continue to occur to ensure proper follow up on needs and referrals, and as appropriate reassessments will occur.

During the case management visits, both while incarcerated and post incarceration, the appropriateness of referrals will continually be assessed and Case Managers will work on building and maintaining client motivation for treatment.

Location & Hours of Operation: The Program will be located at 1254 13th St Unit B on Treasure Island. This location houses the staff offices and Community Meeting Facility for those in 2nd Chance SLE beds. 2nd Chance will have Sober Living beds located in Units A, E and F of the same facility.

Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

Orientation: An initial orientation will occur in SF County Jail where potential clients will be informed of the services available. In the event that a client is identified after transfer from SF County Jail to state prison then this initial orientation will take place at the housing institution (VSPW, CCWF, Leo Chesney). Upon release from the criminal justice system and placement into San Francisco County another orientation will occur within three days, each parolee will receive a face-to-face orientation to the program along with a copy of written policies and procedures. For those clients who will be residing in one of the 15 SLE beds this orientation will take place on the day of arrival.

Development of the Individual Personal Services Plan: Prior to release from state prison the Case Manager and client will have formed a preliminary Individual Personal Services Plan. This plan will be based on the client's objectives, Needs Assessment, and Clinical Assessments. Within seven days of release into San Francisco County, a case conference will take place and a goal oriented Individual Personal Services Plan will be developed. The plan will guide case management efforts and activities in key areas including establishing income, housing, medical and mental health treatment, social support, etc. The clients Needs/Clinical Assessments, the Preliminary Individual Personal Services Plan, Project Partners feedback and client objectives will inform the service plan process. Clients will be encouraged to make full use of available referral services.

Program Services The program is configured in such a way as to provide clients with intensive case management services. Clients will be given Clinical Assessments in the form of the CAIS, ASI, PCL, and URICA in addition to a thorough Needs Assessment, while in the criminal justice system. Where possible the initial assessments will occur while the client is in SF County jail prior to transfer to state prison. Based on this information and the client's stated goals/objectives appropriate service referrals will be made. Services and referrals will be implemented while still incarcerated where it is appropriate to do so.

Upon release into San Francisco County the project partners will be the primary referral source; as needed (based on client need and suitability) other referral sources will also be used. A case conference will be conducted with all applicable partners and the client upon their release from prison to design the Individual Personal Services Plan.

During both the in custody and out custody portion of case management regular follow-up on the service referrals will be made in addition to periodic reassessment of the client and their needs.

The program is relationally oriented and case managers engage clients with respect and empathy and seek to develop a sense of connection with them. The program also works to shore up inadequate or poorly utilized networks of interpersonal support so that help is at hand for clients when they need it the most. One significant way this will be accomplished is by the community referrals. However, monthly, client family members will be provided transportation support to encourage family connection and reunification which will also be a significant part of the interpersonal support process.

Case Management & Case Conferencing: Throughout the entire case management episode services and referrals will be directed by the individual services plan and will include linkage to system of care services and follow-up to ensure that services have been established. When appropriate, case managers will refer clients to organizations that can provide advocacy for establishing benefits and will work to

Appendix A-19
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

ensure that clinical information will be made available to support that process. Appropriate Releases of Information will be sought in order to facilitate case conferencing with outside agencies and regular case reviews will be scheduled with parole agents.

Exit Criteria and process: Walden House program staff will engage in exit planning during any transitions of care for any reason or at least 90 days prior to an anticipated discharge. The focus of the exit planning phase will be to ensure a smooth transition of services. Specifically exit planning will occur when clients are preparing to move from the criminal justice system and when a client is preparing to complete their case management services.

Successful completion of program consists of being discharged from parole or having successfully taken part in the 2nd Chance referral services for one year post release from CDCR. Those who complete the program have stabilized their lives and have moved on to safe housing within the community.

Unsuccessful completion includes those who fail to make use of any of the referral services, and those who engage in acts of violence or threats of violence towards staff or other clients. Those who abandoned treatment may return at which time counselors seek to engage back into case management services. Upon discharge, clients are offered referral information and a discharge summary is completed.

Admissions/Intakes are conducted at the SF County Jail and CDCR intuitions prior to release and at 13th St Unit B post release. All sites are ADA compliant and comply with all health, safety, and fire codes.

All program services and referrals are documented in a client chart. Charting is consistent with regulations set by the State, and the San Francisco Department of Public Health. Current client files are securely stored in centralized location in locked cabinets. Discharged client files are locked in secured property at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the clients' needs and issues, and track these along with referrals within the client chart notes.

# 7. Objectives and Measurements

# A. Performance/Outcome Objectives

### Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute

Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Appendix A-19

inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

# Objective A.2: Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- 2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
- 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

### Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

# Objective F.1: Health Disparity in African Americans

To improve the health, well-being and quality of life of African Americans living in San Francisco CBHS will initiate efforts to identify and treat the health issues facing African American residents of San Francisco. The efforts will take two approaches:

- 1) Immediate identification of possible health problems for all current African American clients and new
  - clients as they enter the system of care;
- 2) Enhance welcoming and engagement of African American clients.

Interventions to address health issues:

Appendix A-19 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)

2. Primary Care provider and health care information

All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

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75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

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- All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

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- Contractors and Civil Service Clinics will remove any barriers to accessing services by African American individuals and families. System of Care, Program Review, and Quality Improvement unit will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)
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pendix A-19 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

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- During Fiscal Year 2010-11, 60% of participants will achieve at least two treatment goals as measured by internal outcome measurement system and documented in client files.
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Appendix A-19 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

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City Fiscal Year: 2010-11

Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

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City Fiscal Year: 2010-11

Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Program: Women and Children Connections

City Fiscal Year: 2010-11

Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

# 1. Program Name: WH Women & Children Connections Program

1550 Evans Avenue	
San Francisco, CA	94124
415-970-7500	
415-970-7575 f	,,

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### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

### 4. Target Population

Target populations include female with children who are polysubstance abusers, chronic mental illness, transition age youth (aged 18-25 years), the African American, Asian Pacific Islander, and Hispanic/Latino communities, the LBTQQ community including transgendered individuals, homeless individuals and families, polysubstance abusers, seniors, and individuals with HIV/AIDS.

- Pregnant Women
- Post-partum Women
- Women with Children

# 5. Modality(ies)/Interventions

The service modality for this Appendix is Outpatient & Casemanagment Services.

#### 6. Methodology

The WH Women & Children Connections Program services are arrayed to address the needs of women with children who are in residential and outpatient services at Walden House. These services focus on family strengthening activities and are designed to assist women in recovery from substance abuse and mental health problems to fulfill important family role obligations and for their children to thrive and grow. Addiction, mental illness, and involvement with the criminal justice system often weaken families and create fragmented social support networks for clients in recovery. The children of individuals suffering from addiction and mental health problems frequently demonstrate problems related to attachment wounding, trauma, and inconsistent nurturing. They often are delayed in reaching developmental milestones, experience emotional and behavioral dysregulation, and exhibit risk behaviors for substance abuse and other problems. The Walden House Nurture program will provide assessment; individual, child, and family therapy; case management; and parenting support to women and their children. Additionally, the program will offer referral and linkage to support reconnection to the greater family network as often, they have, themselves, been impacted by the forces of addiction, mental illness,

Program: Women and Children Connections

City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

and incarceration. The provision of family services not only increases long-term social support for recovery, it also helps to break the intergenerational cycle of addiction, mental illness, and criminal behavior.

Women with children who might benefit from receiving family services are identified through assessment during the orientation phase of treatment. They are then referred to the Family Services Manager who assigns a Nurture Program Case Manager (Masters-level Case Manager III) to conduct further assessment and develop specific family related goals for their treatment plan. Adult clients will be assessed with the ANSA and children with the CANS. Treatment goals for adult clients can include establishing visitation with children, regaining custody when appropriate, fulfilling CPS mandates, improving parenting skills, and obtaining additional services for children and other family members. Treatment goals for children may include addressing behavioral problems, improving school attendance and performance, increasing emotional regulation or supporting acculturation. The Nurture Program case manager assigned to the client will then directly provide or otherwise establish in-house services and develop referral and linkage to appropriate outside services.

Specifically, program services will include adult assessment; child assessment; individual therapy focused on family goals; child therapy; family therapy; case management; and parenting skills training. Family services at Walden House include support and advocacy to establish visitation and possible reunification with minor children by working with family members, Child Protective Services, and client advocates. The program offers skills training for parents (Triple P) along with other groups and activities to support parent-child bonding. Further, when appropriate, clients are linked to agencies and advocates who will assist them to fulfill child support obligations or other CPS mandates. Additionally, program staff organizes and supervise parent-child bonding activities such as holiday gatherings, summer outings, and structured weekend activities.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings — to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

Admissions and Intake: Admission is open to all adult San Francisco residents with a substance abuse problem. The person served may access services through an appointment or walk-in at the Intake Department. The person served may access Walden House services through an appointment or walk-in at the Multi Service center, Intake Department. A referral phone call secures an intake interview appointment at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent

Program: Women and Children Connections

City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

Admissions staff review the self-administered packet and follow up with an interview and structured assessments, including those required by CBHS (such as the CalOMS instrument), the Modified Mini Screen, and the Addiction Severity Index-Lite. The ASI-Lite produces a severity profile and narrative describing problems in the areas of substance use, employment, family, legal, medical and mental health.

Participants then proceed through a series of additional assessments as indicated by their presentation and the information gathered. These may include a legal assessment to clarify issues related to the criminal justice system, and screenings and assessments with medical and mental health staff. Medical screenings ensure that participants can be safely managed in our programs and that those who need detoxification from substance use are appropriate for social detox vs. medical detox services. A psychologist screens participants presenting with mental health and co-occurring disorders to assess risk factors, provide diagnosis, and ensure that the participant is placed in the appropriate treatment setting. The initial screening with a psychologist can also result in a recommendation for an initial medication evaluation with a WH psychiatrist. Following admission to the facility, additional assessments are conducted by staff including a complete mental health assessment and a baseline Milestones of Recovery Scale, which will be repeated every two-week period that the participant remains in treatment. Individuals who are HIV+ or who have been diagnosed with AIDS may receive additional services and to qualify for such the admissions staff requests a letter of diagnosis. Appropriate consents and releases of information are collected from individuals who will enter Walden House programs.

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability.

If a client is identified as inappropriate for the program, he/she will be provided referrals to other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

**Program Service Delivery Model:** The WH HOPE Program is a variable-length program that accommodates up 6 to 12 months. Each client's length of stay in treatment is determined by a variety of factors, including the history and severity of addiction, co-factors such as the need for remedial education and vocational services, family situation, mental health or medical needs, previous treatment experience, and funding restrictions.

The Walden House assessment process will be completed within 12 days of admission and consists of the administration of the ASI, a Psycho-social Assessment, the administration of the PTSD Checklist (to assess trauma) and the University of Rhode Island Change Assessment (URICA) in order to understand the women's motivation to change. The Child Development Specialist will also complete a developmental assessment on each child.

Program: Women and Children Connections

City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

After the Assessment is complete the <u>Treatment Plan</u> will be developed, within 14 days of admission. Treatment planning for female clients is based on each client's identified needs, problems, and resources or strengths. Client inclusion in treatment planning is a key to working with substance abusing women. Helping to craft their own treatment helps women to feel a sense of control, counteracts the impact of trauma, and therefore increases the likelihood of positive outcomes and accountability.

Walden House provides a variety of behavioral health and human services to the client. The components of services include: Wellness and Nutrition, Recovery Education, Individual, Group, and Family Counseling, Alcohol and Drug Counseling, Parenting Skills, Family and Support Network Assessment, Relapse Prevention, Self Help Groups, and Reentry Services.

The Walden House Gender Responsive/Trauma Informed Pomeroy House program service components include:

Case Management: Each woman will be provided with a Case Manager upon admission, who will see her weekly. This Case Manager will work with the woman to identify treatment goals as well as all ancillary needs. All needs that cannot be met through Walden House will be met through linkage and referral to an identified provider agency. The Case Manager will link the participant with all needed services accept those related to benefits, education, employment and housing (these links will be taken care of by the Re-entry services department). Once a partner agency becomes involved with a participant they will become part of her treatment team and will be invited to appropriate case conferences and treatment plan meetings in order to help create an integrated system of care.

Community Re-integration: Walden House operates a Re-entry Services Center at the corporate office on Evans. The Center provides job readiness skills, linkages to vocational training programs, job search skills, employment and housing counseling and linkages, computer training classes and benefits enrollment assistance. Additionally, the Five Keys Charter School operates a classroom at the Evans site that offers GED preparation, linkage to GED testing and high school class work designed to help clients obtain a high school diploma. Participants at the Re-entry stage of their treatment episode are referred to the Re-entry Services Center in order to prepare for employment and begin a housing search or apply for necessary benefits if employment seems unlikely.

Aftercare: Walden House plans to link women with needs for continued care to our Outpatient Services for the purposes of continuity of care. Additionally, Walden House operates a Sober Living facility on Treasure Island for working women therefore women who complete the program and need/want Sober Living housing will be referred to this facility. Women who are less independent and who need additional support will be referred to collaborative partners who offer Transitional Housing. Finally, Case Managers will make sure to secure appointments for women who have needs in other service areas prior to discharge from the program.

### Co-occurring Disorders:

Program: Women and Children Connections

City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

- These eservices include Prevention Workshops designed to educate the participant population about HIV, risk factors and prevention. One of the evidence based practices utilized by WH is Time Our for Me. The curriculum was designed specifically as a tool for HIV prevention and relationship skill building. Walden House also provides referrals for testing and counseling related to testing. For clients who are HIV positive more specific case management is provided in order to assure proper linkage with medical providers and support services within the community. Additionally, WH runs groups for HIV positive participants. Medication storage and access is provided along with assistance in remembering to take medication in a timely manner. All providers involved with the client are considered part of the WH treatment team and as such a more integrated system of care is created.
- Hepatitis C: Walden House also provides prevention education related to Hepatitis C as well as referrals for testing and post test counseling. Clients with Hep C receive enhanced case management designed to improve and solidify access to medical providers. Counseling related to understanding and living with Hep C. is also provided.
- D Mental Health: Understanding that many substance abusing women also present with cooccurring mental health disorders. Walden House provides an array of mental health services including: Mental Health assessment; medication evaluation; and Individual and group therapy in order to help participants cope with and manage symptoms as well as to function within the context of the program and the community. Women impacted by substance use have typically also experienced trauma which greatly affects their ability to cope in the world. To this end WH provides a trauma informed treatment environment as well as a variety of trauma interventions. Trauma is assessed at intake through the use of the PTSD Checklist. Participants who score in the clinical range on this instrument are referred for a Mental Health assessment. Clients with PTSD or other trauma symptoms are offered individual therapy as well as Seeking Safety. The goal of this curriculum is to help participants manage the residual symptoms of trauma and develop and understanding of the impact of trauma and addiction. WH also offers Skills Training for Dialectical Behavioral Therapy. This intervention is the treatment of choice for women who have difficulty with distress tolerance and emotional regulation which are hallmark issues for women who have been traumatized or suffer from a variety of other mental health issues. Finally, a Domestic Violence Group will be offered at the facility.

Children and Children's Services: WH Women & Children Connections Program will operate a Cooperative Therapeutic Parenting Center. Participants will be trained by the Child Development Specialist to work with Child Care staff to operate the Center. Upon entry into the HOPE Program each child will be assessed using the WH Child Assessment Tool. Children who are identified as having developmental delays or behavioral problems will be referred to an appropriate partner agency for further evaluation. All children ages 0-3 will be referred to Early Intervention Services as their mother's addiction and incarceration qualifies them for assessment and services to ameliorate any delays that may have occurred. Children ages 4-5 will be referred to Head Start for pre-school in order to better prepare them for entry into school. Finally, The Incredible Years is an evidence-based social skills curriculum

Program: Women and Children Connections

City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

designed to modify persistent behavioral issues for children. Many children who come to Pomeroy House may have behavior problems due to disrupted attachments and neglect, Walden House will therefore implement Incredible Years Dina Dinosaur Curriculum.

Exit Criteria and Process: Successful completion of program consists of completing the treatment plan. Those who complete the program have stabilized their lives and have moved on to safe housing within the community. Program completion includes a celebrated through a formal ceremony. Unsuccessful completion includes those who left without consent or notification of the program staff, asked to leave treatment based upon a decision made by members of the staff for major rules infractions (violence, threats, and repeated drug use). For those who abandoned treatment, they may return to pick up personal effects, at which time counselors seek to engage them, refer them to another service provider, provide referrals, and/or get contact information. Upon discharge, clients are offered referral information, a discharge summary is completed which includes an evaluation of the treatment process at the time of discharge, plans for future treatment (if any), follow up sessions planned, termination plan, description of current drug usage, and reason for termination.

All program services and activities are documented in a client chart. Charting is consistent with regulations set by the State, Commission on Accreditation of Rehabilitation Facilities, and the San Francisco Department of Public Health. Current client files are securely stored in counselors locked cabinets. Discharged client files are locked in secured rooms at 1550 Evans Avenue.

Counselors fill out admissions/discharge forms and submit such forms to the Information Technology (IT) Data Control Department who tracks all clients by program, including their dates of admit, discharge or transfer; demographic data, and other health or social service information. Fiscal obtains the units of service data from IT data control on a monthly basis which is used for billing purposes. Case managers maintain contact logs, tracking forms, and meet weekly to evaluate the progress of clients, clients' needs and issues, and track such progression (including screenings, assessments, and needs) within the client chart notes. An activity chart within the client's file tracks what group the client has attended. In addition, each group has sign-in sheets, which are passed around in the group for clients to sign, and is stored in a binder for staff review.

# 7. Objectives and Measurements

# Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

Program: Women and Children Connections

City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

# Objective A.2: Reduce Substance Use

- 1. During Fiscal Year 2010-11, at least 40% of discharged clients will have successfully completed treatment or will have left before completion with satisfactory progress as measured by BIS discharge codes. (A.2a (i))
- --2. For Substance Abuse Residential Treatment Providers will show a reduction of AOD use from admission to discharge for 60% of clients who remain in the program as measured from admission to discharge for clients who remain in the program for 30 days or longer.(A.2b)
  - 3. Substance Abuse Treatment Providers will show a reduction of days in jail or prison from admission to discharge for 60% of new clients admitted during Fiscal Year 2010-11, who remained in the program for 60 days or longer. For Substance Abuse Residential Providers, this objective will be measured on new clients admitted during Fiscal Year 2010-11, who remained in the program for 30 days or longer. (A.2c)

# Objective B.2: Treatment Access and Retention

1. During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service days of treatment within 30 days of admission for substance abuse treatment and CYF mental health treatment providers, and 60 days of admission for adult mental health treatment providers as measured by BIS indicating clients engaged in the treatment process. (B.2.a)

# Objective F.1: Health Disparity in African Americans

- 1. Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)
- 2. Primary Care provider and health care information
- All clients and families at intake and annually will have a review of medical history, verify—who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

3. Active engagement with primary care provider 75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

# Objective G.1: Alcohol Use/Dependency

Contractor: Walden House, Inc.

Program: Women and Children Connections

Contract Term

City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

1. For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self - help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)

All contractors and civil service clinics are encouraged to develop clinically appropriate
interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs
of the specific population served, and to inform the SOC Program Managers about the
interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by
   African American individuals and families. System of Care, Program Review, and Quality
   Improvement unit
   will provide feedback to contractor/clinic via new clients survey with suggested interventions.
   The contractor/clinic will establish performance improvement objective for the following
   year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H.1b)

#### B. Other Measurable Objectives

- 1. During Fiscal Year 2010-11, 90% of adult participants will receive an assessment using the Adult Needs and Strengths Assessment (ANSA) as measured by internal outcome measurement and documentation in client files.
- During Fiscal Year 2010-11, 90% of child participants will receive an assessment using the Child Assessment of Needs and Strengths (CANS) as measured by internal outcome measurement and documentation in client files.
- 3. During Fiscal Year 2010-11, 90% of participants requiring services outside of Walden House will be successfully linked to services as measured by internal outcome measurement and documentation in client files.

Program: Women and Children Connections

City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

4. During Fiscal Year 2010-11, 90% of participants requiring parenting support will be enrolled in parenting services as measured by internal outcome measurement and documentation in client files.

5. During Fiscal Year 2010-11 90% of participants will have made some step towards improving parent/child bonding, (i.e. increasing visitations, attendance at Walden House child-parent bonding activities, enrollment in parenting classes, fulfilling CPS mandates, steps toward meeting child support obligations) as measured by internal outcome measurement and documentation in client files:

# 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Program: Women and Children Connections

City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures; ensures
  compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation
  of forms. Develops and implements the agency peer review process. Monitors standard processes &
  systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This
  committee meets monthly.
- <u>Health and Safety</u>: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for
  various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services
  and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss
  ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides quarterly
  reports directly to the Executive Council who oversees all committees; reviews agency's goals and
  objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out
  directives to committees; sends out actions/directives to be carried out by staff via regular management
  and staff meetings. And produce the agency's annual performance improvement plan for Board
  Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide

Program: Women and Children Connections

City Fiscal Year: 2010-11

Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

# Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] <u>not</u> related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden

Program: Women and Children Connections

, City Fiscal Year: 2010-11

Appendix A-20 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

1. Program Name: Reaffirming Educating and Advocating Life (REAL) - PROP

## Program Address:

1550 Evans Avenue San Francisco, CA 94124 415-970-7500 415-970-7575 f

2. Nature of Document (check one)

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#### 3. Goal Statement

To reduce the impact of substance abuse and addiction on the target population by successfully implementing the described interventions.

## 4. Target Population

The REAL program will provide culturally competent treatment services for adults 18 and above who abuse or are dependent on methamphetamine. The target population will focus on individuals who are HIV-positive or at high risk for contracting HIV including the following behavioral risk populations.

- Men who have sex with Men and/or Females (MSM, MSM/F)
- Male-to-female transgenders (MTF) who have sex with men and women (TSM, TSM/F, TSF, TST, TSM/T, and TSF/T).

# 5. Modality(ies)/Interventions

The service modality for this Appendix is Outpatient Services.

# 6. Methodology

Walden House, Inc. (WH), a non-profit, behavioral health services agency serving the San Francisco community, shall provide Methamphetamine — HIV Prevention Outpatient services targeting South of Market, Tenderloin, and Inner Mission neighborhoods with evidence-based practices. These practices include the Positive Reinforcement Opportunity Project (PROP) and the Matrix Model, and state-of-the-art HIV prevention interventions within a comprehensive, integrated and culturally competent substance abuse outpatient treatment services model.

Reaffirming Educating and Advocating Life (REAL)

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

REAL is consistent with the WH Mission that is to establish integrated and comprehensive substance abuse treatment services that integrate mental health and primary care services, and incorporates evidence-based practices and culturally competent programming that meets the needs of diverse multiple need populations. In REAL this is achieved through several distinct but integrating program elements that include: harm reduction strategies, two abstinence focused treatment programs based on new research and evidence-based practices including the Positive Reinforcement Opportunity Project (PROP), and state-of-the-art HIV prevention interventions. REAL specifically incorporates the best known interventions for treating individuals who are addicted to methamphetamines and for preventing HIV infections. WH is committed to implementing these recommendations and will work with CBHS and DPH to modify the program components based both on these recommendations and the outcomes from this program, and to identify and seek additional funding sources as necessary.

Outreach and Recruitment: Walden House is well established in the human service provider community, the criminal justice system, homeless shelters, medical providers, and other substance abuse treatment programs. We make presentations, maintain working relationships with these programs and agencies, participate in community meetings and service provider groups as well as public health meetings -- to recruit, promote, outreach and increase referrals to our program. In addition, we distribute brochures and publications about our programs to community base organizations, individuals, and other interested parties through Walden House's website at <a href="http://www.waldenhouse.org">http://www.waldenhouse.org</a>. Word of mouth and self-referrals also serves as sources for referrals.

In addition to the outreach activities and walk-in procedures that identify and encourage clients to accept treatment and to fully participate so promote their recovery. WH programming incorporates number of strategies to engage both clients and their family members. Specifically, this begins with harm reduction strategies that support clients' safety and health in the pre-contemplation contemplation stages of change and build trust within a working relationship that are necessary so that clients can consider accepting active treatment to reduce or abstain from substance use.

WH reaches out to and actively works with families of clients, because it is well documented that families can undermine treatment efforts if they do not understand the rationale for program requirements or remain aloof and uninvolved in the treatment process. Conversely, family can be a major support for members in recovery if they are educated about substance abuse disorders, and understand their treatment role in supporting the recovery of a family member. Clients are asked identify family and/or other natural support system members who could serve as partners in treatment and recovery. Family members are strongly encouraged to visit the program site regularly and to participate in family meetings with the clients and also in family education groups, family therapy, and other family focused activities. Program will increase the percentage of women and girls participating in program over the course of the contract year by 10% from a baseline established in the first quarter of service delivery.

Admissions and Intake: Admission to the Walden House Behavioral Health programs including Adult Residential and Outpatient Programs are open to all adult San Francisco residents with a substance abuse problem. The person served may access Walden House services through an appointment or walk-in at the Multi Service center, Intake Department. A referral phone call secures an intake interview appointment at the Walden House Multi-Services Center at 1899 Mission Street with an Intake staff. The Intake staff checks to ensure clients are eligible to receive funded services including the verification of San Francisco residency; collects demographical information; completes a biomedical / psychosocial assessment; obtains a signed consent for treatment form, Consents to Release Information form, and provides a copy of the forms to the client; advises

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

the client of their rights to confidentiality and responsibilities; program rules; fee schedules, a detailed explanation of services available in the program, and the grievance procedures.

As a client enters the Walden House continuum of care, the client begins with self-administered questionnaires including health and high-risk behavior issues for the Prevention/Diversion Department. An interview occurs thereafter with an intake staff member. This interview includes the administration of the Addiction Severity Index (ASI) Lite assessment which creates both a Narrative Summary and Severity Profile of the person served surrounding different life domains (Alcohol/Drug Use; Employment; Family; Legal; Medical; and Psychiatric). The client is provided further services as based on need identified by the severity profile for legal or psychiatric life domains.

If there is an identified need for legal assistance, the client is connected with the legal department to assist with interfacing with the legal system. If any psychiatric symptomology is identified during the assessment process, the client is further assessed by the licensed intake clinician to determine psychiatric status to determine the appropriateness for the Walden House continuum of care to ensure proper placement. At any time should any immediate detoxification or medical need be identified, Walden House will coordinate with medical staff or external emergency medical service personnel. The client is then assessed as appropriate for the Walden House continuum of care or is identified as inappropriate.

When the client is identified as inappropriate for the program will be provided referrals other service providers as needed to resolve those issues making the admission inappropriate at intake. The referral source will be notified (as necessary).

When the client is identified as appropriate, a level of care is determine based upon the client's desire for treatment and presenting life problems and the client is then transported from the Intake Department to the assigned Walden House continuum of care location based upon need, funding source and availability.

Also, all potential REAL client and/or their family members are encouraged to walk in or call for services. Through program brochures and other marketing materials, potential clients, family members, and other providers will be informed that they may come by the program or call any WH facility to learn more about these and other services. Whether they walk in or call, all WH staff members are trained to welcome everyone and to congratulate potential clients for their courage in taking the first step in addressing their problem. This is the case, no matter whether the contact is about substance abuse treatment or any other need they may have, or if they are appropriate for any WH service at all. If the contact is by phone, the WH staff quickly assesses the person's request for services and direct them to the most appropriate program within the WH continuum of services and/or the services of other providers including our new mental health provider partners on this project. The client will be given the name of the WH staff person they contacted and will be encouraged to call back for further assistance if the referral does not work out or meet their needs.

If the client is eligible for REAL, they will be scheduled for an intake and invited to visit the program site to see for themselves how it looks and how it works. They will be provided the hours of operation and the name and telephone number of a contact person at the program. Potential clients or family members who walk into the WH Multi Services program site will be greeted immediately and congratulated for coming in. A staff member will be available to meet with them within 15 minutes to briefly assess their needs. If the potential client meets target group criteria for REAL, a current program participant and peer volunteer will describe the program, and the potential client will be invited to sit in on an appropriate treatment group meeting that day to experience how treatment works. If clients do not meet eligibility criteria or if the program is currently full, they will be

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

referred to another program that can provide them with services in a more timely manner. Again, the client will be given the staff persons name and will be encouraged to call back if the referral does not work out or meet their needs.

Comprehensive Assessment and Individualized Treatment Planning: A comprehensive assessment that includes all problems and needs as well as strengths and resources of the client underpins treatment planning and services for clients. This begins with an interview to thoroughly assess the overall needs and issues using the Addiction Severity Index (ASI) Lite that is reliable and has been validated for substance abuse treatment. The ASI-Lite information is then entered into the Drug Evaluation Network (DENS) software. The DENS software uses the information from the ASI- Lite to create both a Narrative Summary and Severity Profile of the client in domains related to substance use, psychiatric issues, medical needs, education/employment history, and family issues.

Clients also complete a self-administered health questionnaire that documents their current health status, issues, treatment and needs as well as high-risk behaviors. It is noted that these assessment procedures may be modified or replaced with other instruments as WH and CBHS work together with other providers in implementing the CCISC model that is expected to establish a fully integrated assessment process. Clients are then asked to use the information that is available from the assessment information to prepare a personalized Recovery Plan that responds to their needs as they understand them and as per their own priorities and wishes. This client centered tool helps to engage clients within a treatment planning process that is a participatory and collaborative. A counselor reviews the Recovery Plan and with input from other staff, family members, and providers, completes an Interpretive Summary that provides a clinical picture of the client's status and needs at the time of admission. The information in the Interpretive Summary is used to create Master Problem List that staff and client can use to track treatment outcomes. The client's identified needs and problems as well as their strengths and resources are then used to generate a Treatment Plan that focuses on enhancing functioning so as to achieve personal goals. The client and a counselor sign off on the treatment plan that identifies the services to be provided, the responsibilities of program staff, and of the clients, and where appropriate, their families, as well as other providers and individuals in carrying out the plan. Treatment plans include specific measurable objectives and time frames for achieving them. As assessment is an ongoing process and, as clients change with treatment over time, the Treatment Plan is every 90 days or with significant changes in the client's status.

Client Orientation: The WH Intake process includes obtaining a "Consent for Treatment" and signed "Releases of Information," as needed. All WH clients are given an individual orientation to the program to which they are admitted. They also receive the Walden ABC book that thoroughly reviews all the agency's privacy policies, client's rights and responsibilities, and other agency policies and procedures.

Harm Reduction Strategies: Harm reduction strategies have proved to be essential in engaging and supporting individuals with substance abuse disorders, and particularly during the pre-contemplation and contemplation stages of change. Harm reduction methodologies demonstrate that substance abuse providers accept them where they are and can be the foundation of a trusting relationship. These strategies educate clients about behaviors that can keep them safer and healthier, and at the same time demonstrate to clients that there are significant risks associated with continuing their behaviors. Harm reductions strategies are used in REAL to engage, educate, and provide support for clients who are not yet ready to accept one of the active treatment components. Information about risky behaviors that clients engage in arise during the engagement activities, and are more fully evaluated in the comprehensive assessment process. WH counselors are trained to identify these behaviors and to suggest to clients things they can do to reduce their risks. The particular strategies used are individualized to each client's needs, issues, and willingness to accept them. A few of the many strategies that counselors will suggest

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

can include: needle cleaning procedures and exchange programs, HIV testing, use of condoms, using a designated driver, using in safer environments, and obtaining healthcare assessments and treatment for health problems associated with the use of methamphetamines.

The PROP Treatment Program: The PROP program is based on new evidence that contingency management techniques can reduce substance use and abuse for clients who have previously been difficult to engage and effectively treat. PROP is a contingency management program model that has been piloted in San Francisco through a collaboration of the San Francisco Department of Public Health, STD prevention & Control Services, The Office of AIDS, Community Behavioral Health Services, the Positive Health Program, Magnet, and Continuum. WH is adopting the model as one element of outpatient treatment milieu at its 1550 Evans Avenue location and will partner with Continuum TLC on 255 Golden Gate in the Tenderloin.

### PROP Intake Procedures

Clients who are interested in participating in PROP will participate in the intake process described in the approved PROP protocol. The intake will screen bio-psychosocial issues. Once intake is complete, the PROP Protocol will be administered in full compliance with the model as described in the PROP Operational Protocol, Using Positive Re-Enforcement to Reduce Methamphetamine Use in Methamphetamine using MSM in San Francisco CA (June 2005)

The following inclusion and exclusion criteria must be met prior to admissions into the program:

#### Inclusion Criteria

- Individual must identify as a man who has sex with other men;
- Test positive for methamphetamine within 7 days of baseline visit;
- Report methamphetamine use at least weekly, on average, in the prior 3 months
- Willing to comply with the requirements of observed urine testing, three times per week.

### Exclusion Criteria

- Unable to commit to three times-a-week clinic visits.
- Currently taking Ritalin or other medication, including those containing pseudophedrine, which may result in false-positive urine samples.
- Will not refrain from the use of Ecstasy and Cocaine during the project.
- Currently participating or enrolled in other residential, outpatient and/or any substance use program. (Participation in a 12-step based program is acceptable).

The positive reinforcement procedure is intended to be brief. It is crucial that all elements of the procedure be completed in 15 minutes or less on each clinic visit. Upon visiting the recruitment or clinical site, participants will be screened and asked if they have used methamphetamines in the past week. Those that have will meet with a health worker for a 45-minute orientation to the positive reinforcement procedures. Participants will be asked to provide a sample of urine for testing; those whose urine test positive for methamphetamine will be eligible for the Positive Reinforcement Opportunity Project (PROP). A medical provider may refer other participants. If this is the case, the participant will provide the Health Worker with the signed and dated Medical Provider Referral Sheet. Eligible participants will be informed that they meet with the health worker on 3 alternate days a week (M/ W/ F) to provide a directly observed urine sample. During these visits reinforcements based upon abstinence from methamphetamine, cocaine, crack, and MDMA are determined and delivered.

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

During their initial visit the reinforcement schedule is explained. In this positive reinforcement treatment program, the voucher for the initial stimulant-free sample is worth \$2.50. Vouchers increase in value by \$1.25 for each consecutive stimulant-free sample to a maximum of \$10.00. Participants earn a \$10.00 bonus voucher for every third consecutive stimulant-free sample. Participants who produce a sample positive for stimulant metabolites, or who fail to submit urine samples, will not receive a voucher for that particular visit and their subsequent voucher value is reduced to the initial \$2.50. A rapid reset procedure allows participants to return to their place in the escalating contingency schedule after producing three urine samples that are negative for stimulant metabolites.

There should be only limited interaction between the participant and the health worker. The health worker provides positive reinforcement for samples indicating abstinence, but provides no form of drug counseling. Results that indicate recent methamphetamine use are handled in a nonjudgmental manner, informing the subject that no voucher is earned for the day, and encouraging the subject to continue pursuing the goal of abstinence. Outcomes are only based upon stimulant use (cocaine, methamphetamine, Ecstasy), as abstinence from stimulant use is the specifically targeted behavior that is being reinforced. Referrals for drug treatment programs and other relevant resources will be provided.

<u>Urine Drug Screening Procedures.</u> Analysis of all urine samples is conducted immediately on-site to determine the presence of select drugs of abuse. The most important concept that must be followed with these participants is that all urine samples are directly observed while providing samples. In addition, participants are informed that use of over-the-counter cold and allergy preparations that contain ephedrine or similar ingredients will be detected by toxicology and will be interpreted as an indication of methamphetamine, Cocaine and/or MDMA use. We anticipate the potential for tampering with samples in an attempt to produce false negative results (e.g. using common household chemicals to nullify positive results and for drinking significant amounts of water (i.e., water-loading). Urine adulterant strips are used as an efficient method for detecting over-hydration and other abnormal variations in pH or constituents. Participants will be directly observed while providing urine samples. Participants are informed at the beginning of the study that evidence suggesting sample tampering will be interpreted as conclusive and results for that day will be recorded as positive for stimulant metabolite.

Urine bottles and potential adulterants (i.e., cleaning supplies) are stored away from participants' reach. For the few participants who cannot urinate under direct observation, bottles containing a temperature strip may be used to minimize the possibility that the sample was mishandled. This protocol will be strictly observed during the time that clients are participating in this contingency management intervention with one minor modification. This is, clients who express interest in or ask for information about other treatment programs, health or mental health services, or other resources will be provided the information and request with contact information.

## Upon Completion of the PROP 12-Week program

The 12-week program is designed to reduce methamphetamine use. After completion, participants shall be referred to other treatment programs for maintenance and supportive therapy as indicated. Repeating PROP is not encouraged but may be available to select participants on a case-by-case basis as determined by the Clinical Staff. If a PROP participant wishes to repeat the PROP project, a written request will be required to review each individual case. Participants may receive a certificate of treatment completion. This certificate may be adequate documentation for some programs, e.g. employers, but may not be sufficient for other programs, e.g. court-mandated drug treatment programs or parole officers. Clients who are not successfully at abstaining from methamphetamine use or who quit the program will be encouraged to participate in the Matrix component of The REAL.

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Integrated HIV Prevention Services: The REAL incorporates evidence-based HIV prevention programming. Health Education and Risk Reduction intervention for individuals who are HIV negative or do not know their serostatus and Prevention with Positive approaches for individuals who are HIV positive. From the assessment process, information is used to identify clients who are at risk for contracting HIV, and those who are known to be HIV positive. All WH clients receive information and education about HIV, its transmission and safer sex strategies. Clients who do not know their HIV status and encouraged to be tested. Those who test positive are linked to healthcare services as well as the DPH partner notification program.

REAL clients who are HIV negative or who do not know their status and who are from an identified behavioral risk population or who participate in high risk behaviors will be eligible for the WH Health Education and Risk Reduction services. Specifically, clients will be linked to one or more interventions that respond to their level of risk and willingness to participate. These include Multiple Session Workshops, Individual Risk Reduction Counseling, and Prevention Case Management programming that are available on site. Individuals who are HIV positive will be actively engaged by WH Prevention with Positives services. These services also include Multiple Session Workshops, Individual Risk Reduction Counseling and Prevention Case Management with a focus on reducing behaviors that could spread the HIV virus to others.

Primary Care Medical Services: Clients complete the self-administered Health Questionnaire at intake, and clients. This document is reviewed by the WH Health Coordinator, a registered nurse, who follows up with the clients to assure that they have access to treatment for identified health needs, and who follows through with issues that may require further screenings, assessment and treatment. WH case managers are responsible for coordinating care with medical providers. They will also actively link clients to medical providers for the clients who do not already have a physician or other healthcare services. Clients who identify behaviors on this questionnaire that put them at risk for HIV, STD's, Hepatitis and other health problems receive health education about the potential consequences of these behaviors and are encouraged to be tested. These clients will also be linked to the evidence-based Health Education and Risk Reduction interventions for preventing HIV infection.

Wraparound/Case Management Services: WH uses a clinical case management model to deliver wraparound supports that respond to all needs and wishes of clients and their families. The clinical case management model integrates assessment, treatment, and active linkage functions. The WH Case Managers will link and coordinate services with the numerous WH service components or to external service providers including the mental health partner assigned by CBHS to this program. The case management approach involves actively linking clients to needed resources. Active linkage requires following through with referrals with both the client and other provider and overcoming barriers to client engagement with other programs. Active linkage goes beyond physically linking a client to a resource and involves continued involvement of the case manager so that the services are coordinated with the substance abuse treatment services and the clients receive the benefit of the resources to which they are referred.

The REAL program includes workshops to teach clients skills related to resume preparation, job search strategies, and interviewing skills. The WH Case Managers works with each client individually to support their efforts to obtain employment as well as to provide job coaching supports. REAL clients may also be linked with the WH Transitional Services or other vocational programming that is appropriate to their needs and wishes. The WH Transitional Services Department works hand in hand with WH Case Managers to provide job-readiness, resume writing, vocational skill building, employment placement and job coaching services. Clients will also be linked to the Department of Rehabilitation and One Stop Employment Centers as appropriate. Finally, appropriate clients with serious mental illnesses will be linked to the RAMS Hire-ability Program and Community Vocational Enterprise within the San Francisco mental health system.

Contractor: Walden House, Inc.

Program: REAL/PROP

City Fiscal Year: 2010-11

City Fiscal Year: 2010-11

Appendix A-21

Contract Term: 7/1/10-6/30/11

Funding Source (AIDS/CHPP only)

A critical need for clients leaving out of home placement is the need for safe, decent, and affordable housing. This effort is supported by WH's comprehensive programming to assist its clients obtain appropriate housing in a very difficult housing market. This includes participating in a Housing Search Workshop that covers the pros and cons of different types of housing, the use of newspapers, the internet, networking and shared housing arrangements to locate housing opportunities, monthly budgeting, and the role of credit reports and housing references. WH Case Managers helps clients to apply for subsidized and supportive housing programs for which they are eligible. WH has working relationship with numerous housing organizations that provide or assist in access to housing resources for its clients. Some of these include the Independent Living Resource Center, Larkin Street Youth Services, Guerrero House, Conard House Supportive Housing Services, North-Gate Transitional Housing (for men and women) the New Leaf Transitional Program, Catholic Charities of San Francisco, and selected sober living facilities and single room occupancy hotels.

Our comprehensive services involve establishing partnerships with families and natural support system members who with education and support for themselves can play a key role in supporting the recovery of their family members. The WH Case Manager will work with clients to identify family members who the client agrees are appropriate and who are willing and able to be involved in the client's recovery plan. Services to families include family education and support groups, family therapy with clients, and other family focused program activities. To coordinate treatment and supportive services, the WH Counselor will be responsible for organizing and facilitating case conferences for dually disordered and other multiple need clients. The case conference will bring together WH providers, mental health and primary care treatment and other services staff to review the client's needs and establish a coordinated plan for delivering all of the services the client needs. Clients and, with the client's permission, family members are encouraged to participate in these case conferences, and to be actively involved in all aspects of the treatment process. The case management function involves providing wraparound supports for all other needs identified by clients that could include access to legal services, recreational activities, transportation, spiritual/religious organizations, or any other resource that can support client recovery.

Transgender Services: Transgender clients experience particularly challenging barriers to acceptance and effective services. Staff and clients are trained at the agency's quarterly Clinical Days program to educate the entire community on transgender needs and issues, and which includes transgender individuals telling their stories. Effective treatment involves acknowledging and addressing the likelihood of a trauma history, the high risk for HTV, and often the experience of being a sex worker as this may be the only way these clients can make a living because of the discrimination they experience with school and employment. Transgender identified youth in the REAL will have access to a transgender therapist and to the Transgender Pride curriculum that WH has developed. This a six-week curriculum includes lecture, role play, films, arts, and crafts to explore the history and cross-cultural experiences of transgender individuals and supports the establishment of an accepting community for these clients.

Tobacco & Nicotine Addiction: Staff, clients and guests of Walden House are required to smoke at least 20 feet away from any doorway and in designated smoking areas. Tobacco use in clients is assessed upon intake. Clients in their orientation phase of treatment receive a tobacco education presentation. Walden House offers stop smoking groups to adult clients in 3 of its facilities with 4 programs on a rotating basis. The stop smoking curriculum currently being used is the American Lung Association's (ALA), Freedom From Smoking. This model is facilitated by ALA trained substance abuse counselors and medical services staff. The six sessions are offered during a 6 week period and each session is 1 1/2 hours long. Clients are provided nicotine replacement therapy only if they participate in a group.

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Incorporating CCISC Principles in REAL: WH is committed to incorporating the principles of the CCISC model within all of its services and to collaborate with the full array of behavioral health, primary care, and social service providers, and particularly its assigned mental health partner to establish a comprehensive and integrated system of care to meet the particular needs of all individuals with substance abuse disorders and their families. The REAL program is designed to be welcoming, accessible, and culturally competent and to deliver individualized services. All clients are assessed or mental health, primary care and other needs as part of a comprehensive assessment, and receive or are linked to treatment and other services. Families are encouraged to be full partners in treatment. The interventions delivered through this program represent an array of evidence base practices that meet clients where there are, and provide comprehensive supports. This includes state-of-the-art substance abuse interventions that are integrated and/or coordinated with mental health treatment, access to and primary care screenings and services, and linkage to the all needed community resources. Services are delivered in a hopeful and empathic manner and are designed to promote recovery so that clients can pursue their goals and productively participate in community life.

Location & Hours of Operation: The Program will be located at 1550 Evans Avenue. The facility is ADA compliant and is situated in an area that is central to where many potential methamphetamine clients live and for which public transportation is readily accessible. REAL will have outpatient service availability Monday – Friday 8am-8pm and Saturday 10am-6pm

# 7. Objectives and Measurements

# A. Performance/Outcome Objectives

- 1. During Fiscal Year 2010-2011, each month, 40% of participants' urine test results will be negative for methamphetamines.
- 2. During Fiscal Year 2010-2011, each month, 50% of participants will have consecutive negatives results for methamphetamine.
- 3. During Fiscal Year 2010-2011, at 3 months, 75% of participants will self-report reduced use of methamphetamines, through follow-up by email/phone.

### 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- <u>Standards & Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures
  compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms.
  Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's,
  and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various subpopulations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the
  Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service
  programs.
- Operations Committee: The aforementioned quality management committee structure provides quarterly reports
  directly to the Executive Council who oversees all committees; reviews agency's goals and objectives; sets
  priorities and responds to committee's reports for actions agency-wide; sends out directives to committees;

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

sends out actions/directives to be carried out by staff via regular management and staff meetings. And produce the agency's annual performance improvement plan for Board Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

## Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client Information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or

Program: REAL/PROP City Fiscal Year: 2010-11 Appendix A-21 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Contractor: Walden House, Inc.
Program: HIV Set Aside Coordinator

City Fiscal Year: 2010-11

Appendix A-22 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

1.	Program	Name:	HIV	Set A	side	Coordinator
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2. Nature of Document (check one)

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## 3. Goal Statement

To provide technical assistance and training to providers in servicing substance abusers with high-risk HIV behaviors. Reduction of high-risk sexual behaviors by substance abusers will be reduced as a result of the technical assistance provided.

# 4. Target Population

The target population served by Walden House Health Program Coordinator for HIV Counseling and Testing provides technical assistance to the HIV Counseling, Testing and Linkages Providers in San Francisco.

- Counseling, Testing and Linkages Providers in San Francisco
- Providers and Programs serving Substance Abuse issues.
- HIV Prevention and Substance Abuse Providers

# 5. Modality(ies)/Interventions

The service modality for this Appendix is HIV Early Intervention (65)

# 6. Methodology

This position performs highly complex tasks relative to the operation of the HIV Counseling, Testing and Linkages Program. This position is responsible for providing technical assistance and insuring the quality of counseling and testing at CTL programs that are part of the San Francisco Network, with a special emphasis on those programs that serve persons with substance abuse issues. This position will work with the CTL team and the CTL Manager in setting policy/procedures and supporting the network of CTL providers in San Francisco.

The essential job functions of this position:

- Works closely with substance use service providers in San Francisco to assess the need for HIV counseling and testing of their clients
- Develops plans to insure clients in alcohol and drug programs in San Francisco are able to access testing services
- Provides technical assistance and appropriate training to programs that serve persons with substance use issues
- Implements continuous quality improvement efforts for CTL programs, data, testing and counseling.
- Participates in various CTL and HIV Prevention Section and Substance Abuse Services working groups, committees, meetings and task forces as needed

Contractor: Walden House, ARC.
Program: HIV Set Aside Coordinator

City Fiscal Year: 2010-11

Appendix A-22 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

• Working with the Manager for CTL and the CTL team, helps to monitor and analyze CTL data and CTL reports for QA, trends, evaluation and planning as needed.

• Monitors programs for the appropriate use of Substance Abuse Prevention and Treatment Block Grant HIV Early Intervention Set Aside funds.

# Staff Required Qualifications:

Education and special training: Minimum-possession of a bachelor's degree; preferred possession of a Master's in Public Health, Social Work or Public Administration.

Practical experience: One year of experience managing a public health program requiring training, insuring quality of services, team work, public speaking, planning and evaluation.

Licenses or Certificates required: California certification as an HIV test counselor or willingness to become a certified HIV test counselor within 6 months of hire.

Verification/Waiver: Verification of qualifying experience, education, and/or training is required at the time of filing and application. Candidates unable to do so may submit a letter requesting a waiver of this requirement indication the reason(s) verification cannot be obtained.

# Staff Desired Qualifications

- Knowledge and experience of HIV counseling, testing and linkage programs and services;
- knowledge and experience working with alcohol and drug programs in San Francisco:
- excellent written and oral communication skills;
- sensitivity to and experience working with ethnically, culturally and sexually diverse individuals, communities, agencies and organizations;
- knowledge of and experience with data, program and quality assurance;
- knowledge of HIV rapid testing technology and application.

## 7. N/A

# 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate

Contractor: Walden House, Inc. Program: HIV Set Aside Coordinator

City Fiscal Year: 2010-11

Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

- <u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.
- <u>Standards & Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.

City Fiscal Year: 2010-11

Appendix A-22 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for
  various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services
  and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss
  ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides
  quarterly reports directly to the Executive Council who oversees all committees; reviews agency's
  goals and objectives; sets priorities and responds to committee's reports for actions agency-wide;
  sends out directives to committees; sends out actions/directives to be carried out by staff via regular
  management and staff meetings. And produce the agency's annual performance improvement plan for
  Board Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

### Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various

Contractor: Walden House, Inc.

Program: HIV Set Aside Coordinator

City Fiscal Year: 2010-11

Appendix A-22 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

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Fiscal Year: 2010-11

Appendix A-23
Contract Term: 7/1/10-6/30/11
Funding Source(AIDS office only)

# 1. Program Name: Adult Outpatient Mental Health & Medication Services (Medi-Cal)

Program Site I 1550 Evans Avenue San Francisco, CA 94124 Telephone: (415) 970-7500 Facsimile: (415) 970-7575f Program Site II 815 Buena Vista West San Francisco, CA 94117 Telephone: (415) 554-1450 Facsimile: (415) 863-1305f Program Site III 890 Hayes Street San Francisco, CA 94117 Telephone: (415) 701-5100 Facsimile: (415) 863-1305f

Program Site IV 214 Haight Street San Francisco, CA 94102 (415) 554-1480 (415) 934-6867f

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#### 3. Goal Statement

To assist participants to maintain or restore personal independence and/or functioning consistent with requirements for learning, development, and enhanced self-sufficiency through treatment of their mental health disorders in the settings of residential substance abuse treatment, substance abuse day treatment or outpatient office visits.

## 4. Target Population

This component serves individuals in the community whose psychiatric disorders are accompanied by comorbid substance abuse or dependence. In many cases, individuals present with longstanding psychiatric histories, numerous psychiatric hospitalizations and crisis services. Walden House serves individuals from all racial and cultural backgrounds and from all economic classes. Participants in this program are either Medi-CAL eligible or qualify under the Short-Doyle law. The agency will provide these outpatient services for clients referred through ACCESS, San Francisco General Hospital, Swords to Plowshares, Baker Places, our treatment partners and from within other WH programs. These clients must meet medical and service necessity criteria as defined for Medi-CAL services.

- Adult psychiatric disorders
- Co-morbid substancé abuse or dependence
- MediCal eligible or Short-Dovle

#### 5. Modalities/Interventions

Assessment Services
Collateral Services
Case Management Services
Crisis Intervention

Group Therapy Services Medication Support Services Individual Therapy Services (Provided in CRDC)

### 6. Methodology

Walden House is a comprehensive behavioral health program providing a wide range of high quality services to adult San Francisco residents. Walden House emphasizes self-help and peer support in a humanistic therapeutic community and offers special programs for individuals with specific needs. The WH environment is multi-cultural, and actively promotes understanding and kinship between people of different backgrounds by encouraging a family atmosphere, the sharing of personal histories, and respect for each individual's challenges and successes. The philosophy of Walden House reflects an emphasis on self-reliance, shared community values, and the development of supportive peer relationships. Each individual learns to take responsibility for his/her own actions, and to share in the daily operations of each treatment site. Group and individual counseling helps individuals focus on issues related to their substance abuse and mental disorders. Coordinated efforts with ACCESS are designed to maintain appropriate service options for participants. The agency has had extensive experience with multiply-diagnosed adult clients.

DPH STANDARDIZED CONTRACT PROGRAM NARRATIVE

**FORMAT** 

Fiscal Year: 2010-11

Appendix A-23 Contract Term: 7/1/10-6/30/11 Funding Source: General Fund

In recognition of the complex needs of multiply diagnosed clients, Walden House provides integrated mental health and substance abuse treatment services. From the initial point of intake through continuing care and discharge, the agency recognizes the importance of treating addiction and other mental health disorders concurrently with a multidisciplinary staff.

The Admissions department at the Walden House Multi Services facility, located at 1899 Mission Street, is staffed with a registered psychologist who performs mental health screenings and assessments. The object of these screenings is to identify the mental health needs of clients entering residential and day treatment programs. Additional psychiatric screenings or medication evaluation appointments are also made available on an as-needed basis with our regular Psychiatrists and Doctors.

All Walden House community-based programs are staffed with licensed, waived or registered mental health professionals who provide assessments, plan development, individual and group therapy, collateral, case management and crisis intervention services. Additionally these staffs have been trained in the use of **Dialectical Behavior Therapy** as a treatment modality. DBT skills training and cognitive behavioral therapy are currently being used as an agency standard and are available in all outpatient facilities. **Seeking Safety treatment** has also been adopted as a best practice for clients with PTSD diagnoses and issues with traumatic experiences, which are common with those who have histories of substance abuse. **Motivational Interviewing** is also in the process of being introduced as a best practice this year, bringing a client-centered, directive method for enhancing intrinsic motivation to change by exploring and resolving ambivalence.

Walden House staffs in general, including some administrative staffs, receive numerous trainings on treating multiply diagnosed clients. This training begins with a four-week intensive Clinical Training conducted for all new staffs having contact with clients. This training includes an introduction to mental health assessment, an introduction to dual diagnosis services and an interactive exercise focused on when and how to refer a client to a Walden House therapist. Additionally, the staff attends monthly mental health trainings organized by the Walden House Human Resources and Staff Development department. These topics include: depression, trauma, dialectical behavior therapy, integrating mental health services and the therapeutic community, eating disorders, psychopharmacology, confidentiality, root cause analysis techniques and other risk management techniques, etc.

As an agency, Walden House endeavors to broaden access to treatment in a welcoming way and to identify and eliminate barriers to seeking and remaining in treatment. Potential clients who take prescription medications for medical or psychological disorders and/or utilize methadone or other agonist therapies are welcome to receive services at Walden House.

Harm reduction principles are applied in all of our programs, including our abstinence-based residential programs. Walden House teaches formal relapse prevention techniques to all of its clients, using the Bio-Psycho-Spiritual-Social model and ways of effectively self-analyzing and stopping pre-relapse behaviors. Classes are held regularly to help all of our residential and day treatment clients recognize and deal with the behavior that leads to relapse.

Reclaiming a life damaged by alcohol and drugs is complex and change is often a circular and not a linear process. Whatever the client's treatment goals, relapse is often part of the cycle of change. While agency staff are trained to assist clients to prevent relapse, when it does occur Walden House is committed to retaining the client in treatment and to reducing the emotional and physical damage created by the relapse.

The Walden House Outpatient Mental Health Medi-CAL Program participates in the CBHS Advanced Access Initiative:

•Walden House provides intake assessment within 24-48 hours of referral.

Fiscal Year: 2010-11

Appendix A-23
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

- Program provides Medication evaluation (as needed) within 7-10 days of request.
- •Walden House will ensure timely collection and reporting of data to CBHS as required.
- Program will provide quarterly measure of new client demand according to Advanced Access methodology and more frequently if required by CBHS.
- Program will also measure delay or access for both new and ongoing clients on at least a monthly basis according to Advanced Access reporting methodology and more frequently if required by CBHS.

Because of limited and shrinking mental health resources, coupled with the need to immediately serve many new acute patients coming in the front door, the program will consistently apply utilization review and discharge/exit criteria to alleviate increasing caseload pressure and to prioritize services to those most in need. Clinicians will consider such factors as: risk of harm, functional status, psychiatric stability and risk of de-compensation, medication compliance, progress and status of care plan objectives and the client's overall environment to determine which clients can be discharged from MHS/CMB services into medication-only or to Private Provider Network/Primary care services. The program will also begin utilizing more of time-efficient brief therapy and group interventions to maximize the number of clients that can be helped, which has been started by sending clinicians to trainings on these modalities.

Admission Criteria: The Mental Health Medi-CAL component of Walden House's Co-Occurring Disorders program provides mental health services to residents of San Francisco County who meet the County's criteria for medical and service necessity.

Process for Initiating Services and Securing Authorization: Outpatient Mental Health services offered to individuals with dual disorders fall under San Francisco County's category, planned services. By definition, planned services require prior authorization within the San Francisco Behavioral Health Plan.

When an individual applies for or is referred for planned mental health services, the Walden House intake staff will first ascertain that person's eligibility for Mental Health Medi-Cal services by locating the client's BIS ID number and care management status on the MHS-140 report. Clients not yet registered into the BHBIS system will be registered at Walden House. In addition, the client must possess current Medi-CAL eligibility for the month in which he or she is requesting services. Current eligibility will be verified by referring to the Cal Meds printout, which can be obtained from the INSYST data operators in our IT or clinical departments. Under this contract, Walden House also serves a percentage of indigent clients who do not have Medi-CAL benefits as part of our compliance with the Short-Doyle-Lanterman-Petris act.

The Walden House Intake Assessment Psychologist, a registered clinician, will complete the assessment form and complete the paperwork necessary to open the client's chart.

Prior to the client's acceptance into treatment, it is the responsibility of the Assessment Psychologist to establish whether the individual has an existing open episode with another provider in the County or has insurance through another source than Medi-CAL. If the individual has care management through another San Francisco County provider, the psychologist will contact that care manager to discuss the client's current treatment and necessity for specialized treatment at Walden House.

In the event that an individual has other health care coverage from a private provider, in addition to Medi-CAL, Walden House staff must obtain a letter of denial of services, in order to be able to bill Medi-CAL.

Clients under Walden House care management are authorized by the Walden House PURQC committee.

Once authorization is received, the Intake Assessment Psychologist will notify the Coordinator of Adult Mental Health Services to arrange to present the individual's case at the weekly Walden House outpatient. MediCal staff meeting.

Assessments/ Diagnosis & Written Evaluation: The Multi-Service Center, located at 1899 Mission Street in San Francisco, is the central intake site for adult mental health services. After referral from ACCESS, the

DPH STANDARDIZED CONTRACT PROGRAM NARRATIVE FORMAT

Fiscal Year: 2010-11

Appendix A-23 Contract Term: 7/1/10-6/30/11 Funding Source: General Fund

Walden House intake department, self-referral or any other appropriate referral source, individuals go through the intake assessment process. Intakes to Mental Health Medi-CAL services are scheduled five days a week. Once referral is made, clients are interviewed and given an appointment for assessment usually on the spot and within 48 hours.

Prior to admission, all WH prospective participants are screened to determine type and severity of psychiatric and substance abuse disorders in order to determine appropriate level of care. WH will also assess clients already in WH substance abuse treatment who indicate a need for mental health services. Individuals referred from ACCESS will be pre-screened; i.e., not be in need of medical detoxification services, appropriate for this sub-acute mental health setting, and also have a co-occurring substance abuse problem. Mental health staff will also be available to do intake assessments in the field, i.e., within a hospital or incarcerated setting, if the client has been pre-screened as appropriate for WH by ACCESS.

General intake includes the review of demographic information, a complete biomedical and psychosocial assessment and discussion of program norms and rules with the client. Primary medical services are referred, if needed, and staff support is provided. Information from other/previous service providers when it is available, or from a client's current Care Manager, will be incorporated into the intake assessment and evaluation to better coordinate the continuum of care available.

The mental health assessment and diagnosis process is usually conducted after the general intake/ admission form is filled out with an intake counselor. A psychologist or therapist who is trained and knowledgeable in co-occurring disorders and supervised by the program director, records the intake information into a new Mental Health Medi-CAL chart after establishing eligibility, and a provisional multi-axial diagnosis consistent with DSM-IV-TR/ICD-9-CM guidelines is determined through the clinical interview process. Clients are evaluated through a psychosocial and mental status exam assessment. During the assessments and the clinical interview process, the therapist incorporates an evaluation summarizing their findings and recommending services to be incorporated into the participant's treatment plan of care.

The assessment process and written evaluation form the basis for the treatment plan of care, which integrates the individual's own goals for better functionality with clinical recommendations for objectives. It delineates the client's diagnostic picture with these treatment objectives and goals. Assessment for psychotropic medication is part of Medication Services, described below. Participants may be referred for neurological assessments if so indicated. The Grievance procedures, clients' rights, HIPAA confidentiality, advance directives and consent for treatment forms are discussed and signed during the initial client intake process.

To fulfill the public behavioral health system's mission of serving as the safety net for San Franciscans, Walden House Adult outpatient services will remain open to accept new referrals from ACCESS and higher levels of care, and for new individuals who call or drop in requesting services. An intake appointment time within two (2) days of initial contact with the referral source or client, whichever comes first, will be offered. Following evaluation, the clinical judgment process will be used to determine the appropriate level of care for treatment at Walden House or referral to another agency.

Treatment Procedures and Program Components: The Walden House Adult Outpatient Mental Health Services program is designed to provide clients who have co-occurring disorders with a range of interventions aimed at reducing or managing symptoms of mental disability. Walden House provides assessments and evaluations, treatment planning, medication support, group and individual therapy, rehabilitative services such as life skills and relapse prevention, and collateral services such as family therapy. The goal is to discharge clients from Walden House to a lower level of care within the mental health system, if such services are still needed.

Based on their individual needs, each week, clients will participate in a number of individual and group sessions as determined by internal or external PURQC. Assessments, treatment plan development, case management, collateral contacts and medication assessment and support services will be provided as

Fiscal Year: 2010-11

Appendix A-23
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

dictated by clinical necessity. Individuals will generally also participate in substance abuse treatment activities, attend WH recreational and group functions, and be a part of the WH family, unless they are part of the Multi-Services outpatient only clinic, whose clients simply come in for weekly services and return home. WH will provide continuity of care to the extent possible within our own range of service options, and will link clients with services in the community. The average length of stay for Adult Outpatient Mental Health and Medication clients is 127.03 days.

Plan Development: A treatment plan of care is developed, which also addresses substance abuse treatment needs insofar as they affect mental health treatment. If the client's substance abuse disorder forms a barrier to mental health treatment, then those issues will be a more prominent part of the plan. Following the assessment and presentation by the intake therapist, the treatment team will decide and provide input to the treating therapist who acts as care manager, on treating and incorporating recommendations into the treatment plan of care. Our psychiatrist's evaluations and recommendations, and previous provider data (if available) are all incorporated into the plan of care. Following this team meeting, the client meets with the team, and once it is agreed upon by all, the participant and psychotherapist sign the plan of care.

Plans of care will be developed within 7- 10 days of admission to WH. WH will contact Care Managers for those clients already care-managed to assure the appropriateness of the plan of care and to obtain updated plans of care. The plan of care will be updated every 12 months, when dictated by clinical necessity or as the client approaches completion to focus on discharge issues (if before 12 months).

**Orientation:** When it is determined that an individual will reside at one of the Walden House adult facilities, he or she first meets with their caseload counselor and is given a tour of the facility and orientation for new residents. Staff members exercise care when orienting Mental Health Med-CAL clients, paying attention to the individual's symptom picture and need for adjustment to the treatment milieu.

The individual is given a preliminary schedule and assigned a 'big sister' or 'big brother' to offer guidance and support for their first two weeks in treatment. In certain cases the Mental Health Medi-Cal treatment team in conjunction with the outside referral provider may decide to "phase" the individual into treatment by a gradual introduction over a period of days to a Walden House residential facility. Within the first two days of treatment, the individual has a preliminary meeting with his or her designated psychotherapist to establish initial rapport, discuss the role of the care manager, review patients' rights and grievance procedures, and arrange an appointment to formulate a treatment plan,

Medication Support Services: Assessment of the need for medication is conducted by a psychiatrist in a clinical interview, and may include educating the client on anticipated benefits and side effects of medications, as well as obtaining informed consent for any prescription of psychoactive medications. Medication use is an important part of the mental health treatment plan for many individuals diagnosed with co-occurring disorders. Medications are held for the clients in the medication office at each facility for clients who self-administer at appointed times under the monitoring of a qualified medical support staff member. Participants residing within the WH residential substance abuse treatment program are monitored while taking medication to assure compliance.

Counselors, therapists and medical support staff are trained in medication effects on an annual basis, and meet with the psychiatrist on a weekly basis to report progress or problems. The psychiatrist is available each week to see any clients with medication problems or questions, and is on-call for any urgent situations. They are also available for medication consultations with other care providers on an as-needed basis (i.e., upon transfer or discharge to another setting). Counselors discuss compliance to the prescribed course of medication with outpatient clients as part of case management. Staff trainings in medication support are a part of the overall training effort by the agency's human resources and staff development department.

Therapy: Each client will work individually with a licensed or board-registered, waived intern therapist on an agreed upon plan to address psychiatric symptoms and management of functional impairments. Therapy will

Fiscal Year: 2010-11

Appendix A-23
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

be time-limited, usually occurring once a week, and will make use of the treatment plan of care to identify specific problem behaviors or symptoms to be addressed. As individuals progress, the frequency of their visits with the therapist will decrease as symptoms abate and functionality improves.

**Wellness Recovery Action Plan (Wrap):** The plan is a system based on increasing awareness of triggers, improving self-care, and strengthening peer support networks. WRAP is used as an addendum to our regular relapse prevention training process. Walden House clinical staffs are regularly trained in helping our clients to design a WRAP before they are discharged from treatment.

Urgent Care Plan: Walden House residential facilities are staffed 24 hours a day. If an individual is in need of psychiatric attention in an urgent situation (i.e., that same day, but not an emergency, potentially life-threatening situation), a mental health staff person is always on-call and available by pager or cell phone to provide Crisis Intervention services. In addition, all counselors working with mental health Medi-Cal clients receive training in crisis intervention and suicide prevention, as well as training in working with clients diagnosed with co-occurring disorders. If an individual is having extreme problems, and does not respond to counseling or clinical intervention from the on-call therapist, the Mobile Crisis Team, Psychiatric Emergency Services, or the Police are called. Staffs work to address problems before they become emergencies.

Crisis Intervention Services: Crisis Intervention services are provided by therapists and counselors trained in emergency response to psychiatric crises. A crisis may occur at any time, and all staff is trained to respond immediately. Typical examples of crisis situations are: when an individual expresses the desire to harm themselves or someone else; when an individual becomes violent or assaultive; or when a client's behavior becomes psychotic and bizarre, including having severe delusions or hallucinations, to the degree that they are unable to attend treatment activities and/or are unable to respond to staff.

The goal of the crisis intervention is to stabilize the client, assess the severity of the crisis, determine what level of intervention is required, and to stay with the client until the emergency has passed, or until the client has been transported to a more appropriate emergency care site.

Upon identification of a crisis situation, the therapist on duty as officer of the day or the on call therapist is notified. The client is assessed by a qualified mental health professional to determine the acuteness of the crisis and the severity of symptoms. The therapist may make an attempt to have the client sign a behavioral contract to modify the potentially injurious behavior. The therapist may also remain with the client or assign staff to stay with the client, and provide a quieter environment when possible. They may make a referral for a psychiatrist to assess the client's need for medication.

If the crisis is evaluated as being severe, the therapist may make a referral to the Mobile Crisis Team (MCT) and/or to Psychiatric Emergency Services (PES) at SF General Hospital. They may also refer the client to ACCESS for placement into a higher level of care, such as other community mental health programs (Acute Diversion Units). If the client has any outside collateral support, such as a parole officer, outside therapist, or family members, etc., they are contacted regarding the client's new placement. Staff is on alert to watch for problems when a client Appendixs repeated crisis behaviors over a period of time. Clients who are appropriately stabilized at other programs are eligible to be reevaluated and considered for readmission.

### **Mental Health Discharge Guidelines:**

Walden House is committed to providing quality mental health services and substance abuse treatment to our clients with co-occurring disorders. However, if after a period of treatment, assessment, and clinical review by mental health and substance abuse treatment staff, a client is found to be inappropriate for the Adult Rehabilitation Program at Walden House, Mental Health Discharge Guidelines will be implemented. Discharge from the program may occur under the following circumstances:

Fiscal Year: 2010-11

-Appendix A-23 Contract Term: 7/1/10-6/30/11 Funding Source: General Fund

Completion of treatment: Completion of treatment is jointly determined by clinical staff, the client, and applicable, outside coordinating care managers. Decisions about the completion of treatment are informed by the status of goals on the treatment plan as well as behavioral and lifestyle markers. Ideally, a discharge plan should be developed at least two weeks before the completion of the program. The discharge plan will be coordinated with other mental health providers in the client's network of care and should address issues regarding continued mental health treatment, medication support, and linkage to other appropriate service providers for medical, vocational, educational, and housing needs.

Client elects to withdraw before the completion of treatment: In the event that the client chooses to withdraw from the program before the completion of significant treatment goals, a discharge plan should be developed. During a face-to-face session with the client, clinical staff will review the client's progress or lack thereof and offer appropriate referrals dealing with the above-mentioned areas. If the client was receiving medication services through the program, special care will be taken to ensure that the client does not experience a gap in services. In the event that the client suddenly withdraws from treatment and is not available to develop a treatment plan, every effort will be made to contact the client and offer them a face-to-face discharge planning session and follow up with the Walden House psychiatrist.

Client discharged by Walden House before completion of treatment: Clients who engage in threatening or assaultive behavior, repeatedly violate rules, destroy or steal property, or refuse to cooperate with treatment will be discharged from the. Clients and outside case managers will be notified of the discharge and a plan will be created in order to ensure continued services. The specific nature of these plans will be determined by the situation and the nature of the client's existing care network.

## Reasons For Discharge:

- 1. Client has engaged in assaultive or threatening behavior to Walden House staff or peers.
- Client introduced or used drugs or alcohol on the adult residential facility premises.
- Client is a threat to self; e.g., intentionally causes physical injury to self threatens suicide, or engages in suicidal gestures.
- Client destroys Walden House property.
- Client repeatedly violates program rules and norms.
- Client refuses to comply with psychotropic medication recommendation resulting in a worsening of symptoms.
- 7. Despite a reasonable time in treatment, client fails to demonstrate stabilization or improvement of symptoms, thereby indicating a need for a higher level of care.

**Discharge Planning**: All Mental Health Medi-CAL clients transferred from one of Walden House's adult residential facilities will have a transfer of services plan in place that deals with the following issues:

- 1. Psychiatric medication
- Continuation of mental health treatment at our own outpatient clinic at Multi-Services or with another provide in the community, if the internal referral is impossible. Such referrals need to be cleared with ACCESS.
- 3. Referral to necessary and appropriate collateral services, e.g., medical.
- 4. Housing or shelter.

#### Referral:

- The care manager will secure temporary or permanent housing or shelter and arrange to continue
  providing mental health and case management services at the Harm Reduction Outpatient
  Program at Multi Services. The care manager will contact the Multi Services staff to arrange for
  space to perform these services. The objective is to continue the current plan of care without
  disruption of mental health services, including psychotherapy, case management, psychiatric or
  related medical services.
- 2. For some individuals who require a different approach because of persistent relapse and/or

Fiscal Year: 2010-11

Appendix A-23
Contract Term: 7/1/10-6/30/11

Funding Source: General Fund

inability to comply with rules and norms at Walden House's residential facilities, the care manager will coordinate a transfer of mental health services to the Walden House Day Treatment Program or associated Harm Reduction Outpatient Programs located at the Walden House Multi Services center. The care manager will notify the Coordinator of those programs of their intent to transfer services. The Coordinator of Day Treatment Services will arrange for an intake appointment. If the client meets the criteria for admission into the Day Treatment and/or Harm Reduction Outpatient programs, the Coordinator will complete the Request for authorization of Services and fax this to the appropriate PURQC committee.

3. The care manager will inform the Intake Department of the Client's transfer plan and take steps to ensure that the client's file is updated and in compliance with Medi-Cal regulations.

Continuity Of Care: Providing continuity of care is essential to both a positive treatment outcome and stabilization of symptoms. If a client elects to leave treatment early or is in need of a different level of care, the Walden House Mental Health treatment team meets to decide on the next phase of treatment. It is important to minimize disruption of mental health services to our Mental Health Medi-Cal clients. When the psychotherapist is not acting as the care manager, he or she will coordinate with the care manager from an outside agency to provide for ongoing mental health services. In most cases, clients will continue to meet with their psychotherapist at the Walden House Multi Services site on an ongoing basis until an appropriate transfer of services can be arranged. The exception to this policy occurs in situations where there is an imminent threat of suicide or homicide or destruction of property. In such instances, mental health staff will follow standard emergency policy and initiate 5150 procedures. In the event that a client is actively using substances and intoxicated while registered for mental health services from Walden House, that individual will not be allowed on Walden House premises until returning in a sober state or, if necessary, referred for detoxification to another program. It is the responsibility of the Walden House psychotherapist, in conjunction with the care manager, if this is an outside provider, to bring all matters involving transfer of care to the attention of the Coordinator of Adult Mental Health Services for Walden House and to notify the CBHS Program Manager or ACCESS.

Transfer of Care Policy And Procedure: In the interest of ensuring continuity of care and in accordance with San Francisco Community Behavioral Health guidelines, Walden House's Adult Mental Health Services maintains that any San Francisco County Medi-Cal eligible client who meets service necessity guidelines will have ongoing access to mental health services upon exiting treatment. At the time of a client's transfer from Walden House treatment services, the client will continue to be followed by their Walden House care manager who, in most cases, is his or her psychotherapist. This WH care manager will coordinate with any primary care manager the client may have. The care manager will facilitate transfer of services to another appropriate provider. In the event that a client is involuntarily discharged or elects to leave treatment prematurely (AWOL) and does not wish to return to treatment with Walden House, that client will be referred, if possible, to receive temporary mental health services from Walden House at the Multi-Services facility in the Day Treatment or Outpatient programs until an appropriate transfer of services outside the agency can be arranged. All clients who were prescribed psychotropic medications and are continuing to take those medications at the time of transfer will leave with three days' supply of medication. If clients have been prescribed psychoactive medications, arrangements are made to ensure that the clients have continued access to their medications. A short - term transition plan and case management will establish medication services outside of Walden House residential facilities.

## 7. Objectives and Measurements

# A. Performance/Outcome Objectives

## Objective A.1: Reduced Psychiatric Symptoms

1. The total number of acute inpatient hospital episodes used by clients in Fiscal Year 2010-2011 will be reduced by at least 15% compared to the number of acute inpatient

Fiscal Year: 2010-11

Appendix A-23
Contract Term: 7/1/10-6/30/11

Funding Source: General Fund

hospital episodes used by these same clients in Fiscal Year 2009-2010. This is applicable only to clients opened to the program no later than July 1, 2010. Data collected for July 2010 – June 2011 will be compared with the data collected in July 2009 – June 2010. Programs will be exempt from meeting this objective if more than 50% of the total number of inpatient episodes was used by 5% or less of the clients hospitalized. (A.1a)

2. 75% of clients who have been served for two months or more will have met or partially met 50% of their treatment objectives at discharge. (A.1e)

Note: if data available in AVATAR

- 3. Providers will ensure that all clinicians who provide mental health services are certified in the use of the Adult Needs and Strengths Assessment (ANSA). New employees will have completed the ANSA training within 30 days of hire. (A.1I)
- 4. Clients with an open episode, for whom two or more contacts had been billed within the first 30 days, should have both the initial MRD/ANSA assessment and treatment plans completed in the online record within 30 days of episode opening. For the purpose of this program performance objective, an 85% completion rate will be considered a passing score. (A.1.m)

# Objective A.3: Increase Stable Living Environment

1. 35% of clients who were homeless when they entered treatment will be in a more stable living situation after 1 year in treatment. (A.3a)

## Objective B.1: Access to Service

75% of uninsured active clients, with a DSM-IV diagnosis code that likely indicates disability, who is open in the program as of July 1, 2010, will have SSI linked Medi-Cal applications submitted by June 30, 2011. Programs are also strongly encouraged to refer eligible clients to Health San Francisco. (B.1a)

### Objective B.2: Treatment Access and Retention

During Fiscal Year 2010-2011, 70% of treatment episodes will show three or more service
days of treatment within 30 days of admission for substance abuse treatment and CYF
mental health treatment providers, and 60 days of admission for adult mental health
treatment providers as measured by BIS indicating clients engaged in the treatment process.
(B.2.a)

### Objective C.2: Client Outcomes Data Collection

 For clients on atypical antipsychotics, at least 50% will have metabolic monitoring as per American Diabetes Association –American Psychiatric Association Guidelines for the Use of Atypical Antipsychotics in Adults, documented in CBHS Avatar Health Monitoring, or for clinics without access to Avatar, documentation in the Antipsychotic Metabolic Monitoring Form or equivalent. (C.2a)

### Objective F.1: Health Disparity in African Americans

Fiscal Year: 2010-11

Appendix A-23 Contract Term: 7/1/10-6/30/11 Funding Source: General Fund

To improve the health, well-being and quality of life of African Americans living in San Francisco CBHS will initiate efforts to identify and treat the health issues facing African American residents of San Francisco. The efforts will take two approaches:

- 1) Immediate identification of possible health problems for all current African American clients and new clients as they enter the system of care;
- 2) Enhance welcoming and engagement of African American clients.

### Interventions to address health issues:

- Metabolic screening (Height, Weight, & Blood Pressure) will be provided for all behavioral health clients at intake and annually when medically trained staff and equipment are available. Outpatient providers will document screening information in the Avatar Health Monitoring section. (F.1a)
- Primary Care provider and health care information
   All clients and families at intake and annually will have a review of medical history, verify who the primary care provider is, and when the last primary care appointment occurred. (F.1b)

The new Avatar system will allow electronic documentation of such information.

Active engagement with primary care provider
 75% of clients who are in treatment for over 90 days will have, upon discharge, an identified primary care provider. (F.1c)

## Objective G.1: Alcohol Use/Dependency

- For all contractors and civil service clinics, information on selfhelp alcohol and drug addiction Recovery groups (such as Alcoholics Anonymous, Alateen, Alanon, Rational Recovery, and other 12-step or self-help programs) will be kept on prominent display and distributed to clients and families at all program sites. Cultural Competency Unit will compile the informing material on self - help Recovery groups and made it available to all contractors and civil service clinics by September 2010. (G.1a)
- All contractors and civil service clinics are encouraged to develop clinically appropriate interventions (either Evidence Based Practice or Practice Based Evidence) to meet the needs of the specific population served, and to inform the SOC Program Managers about the interventions. (G.1b)

# Objective H.1: Planning for Performance Objective FY 2011 - 2012

- Contractors and Civil Service Clinics will remove any barriers to accessing services by African American individuals and families. System of Care, Program Review, and Quality Improvement unit will provide feedback to contractor/clinic via new clients survey with suggested interventions. The contractor/clinic will establish performance improvement objective for the following year, based on feedback from the survey. (H.1a)
- 2. Contractors and Civil Service Clinics will promote engagement and remove barriers to retention by African American individuals and families. Program evaluation unit will evaluate retention of African American clients and provide feedback to contractor/clinic. The contractor/clinic will establish performance improvement objective for the following year, based on their program's client retention data. Use of best practices, culturally appropriate clinical interventions, and on going review of clinical literature is encouraged. (H.1b)

Fiscal Year: 2010-11

-Appendix A-23
Contract Term: 7/1/10-6/30/11
Funding Source: General Fund

## B. Other Measurable Objectives

1. During Fiscal Year 2010-11, 75% of those who complete will report improved quality of life at discharge (versus self-report at intake) as measured by internal outcome measurement system and documented in client files.

- 2. During Fiscal Year 2010-11, 60% of participants will achieve at least two treatment goals as measured by internal outcome measurement system and documented in client files.
- 3. During Fiscal Year 2010-11, 80% of those who complete will be linked to an appropriate level of continuing care and support as measured by internal outcome measurement system and documented in client files.
- During Fiscal Year 2010-11, 70% will avoid hospitalization for mental health reasons and/or other crisis services during their stay as measured by internal outcome measurement system and documented in client files.

## 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

WH practices harm reduction in quality service provision to our clients. Our harm reduction strategy focuses on supporting clients in making positive changes in their lives to reduce harm caused by their substance use or sexual behaviors. The primary goal of harm reduction in the program is to incorporate individualized harm reduction approaches that reduce barriers for clients in realizing the goal(s) of their care/treatment plan. These strategies will include a continuum of options that support the reduction of risk behaviors related to clients' harmful substance use and sexual practices that create these barriers. This will require members of the multidisciplinary team to engage in ongoing culturally appropriate discussions with their clients regarding their pattern of substance use and/or their current sexual practices and how it impacts their care plan in order to inform them of the array of harm reduction options.

Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability. Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

Walden House has overarching committees consisting of various executive stakeholders within Walden House's Executive Council. The committees have regularly scheduled meetings centrally related to each of the committee responsibilities:

<u>Data Integrity</u>: Monitors and maintains agency utilization, allocation methodology, and billing issues.
 Chaired by the IT Managing Director and the Budget Manager. This committee meets weekly to respond

Fiscal Year: 2010-11

Appendix A-23
Contract Term: 7/1/10-6/30/11

Funding Source: General Fund

to any data changes or processes that need reviewing for effectively capturing data reflecting client's treatment process & proper billing for all of our contracts.

<u>Standards & Compliance</u>: Develops, monitors, and maintains agency policies and procedures; ensures
compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of
forms. Develops and implements the agency peer review process. Monitors standard processes &
systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This
committee meets monthly.

- Health and Safety: Inspects, develops, monitors, and ensures each facility for compliance to fire, health
  and safety codes. Chaired by the Compliance Director. This committee meets quarterly, facilitates a
  health and safety training quarterly with intermitted scheduled and surprise drills (fire, earthquake,
  violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.
- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
- <u>Clinical:</u> Reviews clinical outcomes, client needs, program quality and review quality of services for various sub-populations, advises clinical staff. Chaired by the Managing Director of Clinical Services and a co-chaired by the Director of Adult Clinical Services. This committee meets weekly to discuss ongoing issues within all service programs.
- Operations Committee: The aforementioned quality management committee structure provides quarterly
  reports directly to the Executive Council who oversees all committees; reviews agency's goals and
  objectives; sets priorities and responds to committee's reports for actions agency-wide; sends out
  directives to committees; sends out actions/directives to be carried out by staff via regular management
  and staff meetings. And produce the agency's annual performance improvement plan for Board
  Approval. Chaired by the CEO. This committee meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

To review and audit files we have utilized the Quality Record Review, an essential component to Walden House's documentation system. All supervisors are responsible for reviewing the work of their department. Walden House has identified a standardized tool to be used in all programs to audit at least 10% of their clients charts monthly and submit to quality management. The reviews cover the records content areas. In addition to 10% of the client charts being QA'd, each chart is QA'd when a client discharges or transferred to another program within WH. The Coordinator or Manager reviews the chart and then provides supervision to the counselor if any improvements are needed.

# Privacy Policy:

DPH Privacy Policy has been integrated in the program's governing policies and procedures along with regulations related to Confidentiality of Alcohol and Drug Abuse Patient Records (42 CFR Part 2); "Standards for Privacy of Individually Identifiable Health Information" final rule (Privacy Rule – December 2000), pursuant to the Administrative Simplification provisions of the Health Insurance Portability and

Fiscal Year: 2010-11

Appendix A-23
Contract Term: 7/1/10-6/30/11

Funding Source: General Fund

Accountability Act of 1996 (HIPAA), 45 CFR Parts 160 and 164, Subparts A and E; California Mandated Blood Testing and Confidentiality to Protect Public Health Act and all amendments, regarding AIDS/HIV issues; California Health and Safety Code Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

New staff receives an overview of confidentiality regulations and requirements during the new staff orientation monthly seminars. New clinical staff is given a more in-depth 2-hour training the various regulations regarding patient privacy and confidentiality as part of the four-week new clinical staff-training program that occurs quarterly.

Staff receives didactic presentations specific to privacy and confidentiality regulations affecting clients in addition to Walden House in-house training department's privacy and confidentiality trainings annually. All trainings have sign-in sheets as well as clinical supervision documentation showing the training took place.

Intake staff advises clients about their privacy and confidentiality rights, obtains a signed consent for treatment form including a privacy notice, the original goes into the client file, a copy is given the client, and the privacy officer randomly audits client files to ensure practices conform with policies. If is not available in the client's relevant language, verbal translation is provided. The Privacy Notice is also posted and visible in registration and common areas of treatment facility.

Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc. [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

Contractor: Walden House, Inc.
Program: Project Homeless Connect

Fiscal Year: 2010-11

Appendix A-24
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

1. Program Name: Walden House PHC TA Cooperative Program

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#### 3. Goal Statement

To reduce the impact of homelessness by providing technical assistance to Project Homeless Connect.

# 4. Target Population

The target population served by Walden House PHC TA Cooperative Program will be the population served by Project Homeless Connect Program. The program will serve as technical assistance to Project Homeless Connect as both a fiscal and staffing intermediary.

- Homeless
- Project Homeless Connect Volunteer
- Project Homeless Connect Funders

# 5. Modality(ies)/Interventions

The service modality for this Appendix is Cooperative Projects (63)

#### 6. Methodology

Project Homeless Connect (PHC) is an initiative spearheaded by San Francisco Mayor Gavin Newsom in coordination with the Human Services Agency and the Department of Public Health. PHC is a bimonthly event where homeless individuals and families are connected to housing and social/medical services. The project provides assistance to over 2,000 homeless clients at each event and relies on the assistance of some 1500 volunteers to facilitate this process.

Walden House Project Homeless Connect Cooperative Program will be the staffing and fiscal intermediary for the Project Homeless Connect (PHC) Program. PHC Director will supervise the Volunteer/Grants Coordinator who will manage grants and volunteers; Development/Public. Relations Coordinator who will provide public relations support and fund development to sustain Project Homeless Connect; the Administrative Assistant will assist with all administrative functions as necessary including scheduling meetings, filing, assist in progress reports, and so on; a PHC Office Administrator to manage the PHC office; consultants to do data analysis for report generation.

#### 7. N/A

#### 8. Continuous Quality Improvement

Walden House strives for continuous quality improvement by installing a quality management system to promote communication and efficiency, spur effective continuous quality improvement, and having vital information disseminate effectively agency-wide. Walden House has an internal CQI process that includes all levels of staff and consumers ensuring accountability to agency

DPH STANDARDIZED CONTRACT PROGRAM NARRATIVE FORMAT

Contractor: Walden House, inc.

Program: Project Homeless Connect

Fiscal Year: 2010-11

Appendix A-24
Contract Term: 7/1/10-6/30/11
Funding Source (AIDS/CHPP only)

wide quality standards that simultaneously meets standards & compliance guidelines of SF Health Commission, Local, State, Federal and/or Funding Sources that guide our existence.

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Walden House is committed to being culturally and linguistically competent by ensuring that staff has the capacity to function effectively as treatment providers within the context of the cultural beliefs, behaviors, and needs presented by the consumers of our services and their communities. This capacity is achieved through ongoing assessment activities, staff training, and maintaining a staff that is demographically compatible with consumers and that possesses empathic experience and language capability.

Satisfaction surveys are distributed annually (agency wide) to recruit feedback from our participants on how we are doing and for areas of improvement. We utilize this information in developing goals for strategic planning in our Steering Committee. We also administer Satisfaction Surveys for most CBHS contracts annually as required by CBHS.

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  issues. Chaired by the IT Managing Director and the Budget Manager. This committee meets
  weekly to respond to any data changes or processes that need reviewing for effectively
  capturing data reflecting client's treatment process & proper billing for all of our contracts.
- Standards & Compliance: Develops, monitors, and maintains agency policies and procedures; ensures compliance with all confidentiality laws and all regulatory bodies; and the modification and or creation of forms. Develops and implements the agency peer review process. Monitors standard processes & systems, P & P's, and evaluates for & implements changes. Chaired by the Compliance Director. This committee meets monthly.
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Contractor: Walden House, Inc.

Program: Project Homeless Connect

Fiscal Year: 2010-11

Appendix A-24
Contract Term: 7/1/10-6/30/11

Funding Source (AIDS/CHPP only)

(fire, earthquake, violence in the workplace, power outage, storm, terrorist, biohazard, etc.) throughout the year.

- <u>Training</u>: Develops and maintains agency professional development programs for all staff as well as cultural competent programs. Chaired by the Manager of Training. The Training Committee meets monthly.
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- Operations Committee: The aforementioned quality management committee structure provides
  quarterly reports directly to the Executive Council who oversees all committees; reviews
  agency's goals and objectives; sets priorities and responds to committee's reports for actions
  agency-wide; sends out directives to committees; sends out actions/directives to be carried out
  by staff via regular management and staff meetings. And produce the agency's annual
  performance improvement plan for Board Approval. Chaired by the CEO. This committee
  meets weekly.

The Quality, Licensing, Contracts, and Compliance Director who is a member of the Operations Committee reviews all monitoring reports and contracts before they are submitted. In addition, to above mentioned committees most program staff participate in various on-going management meetings that provide opportunities for discussing the effectiveness and quality of specific services and programs, including individual supervision meetings, and monthly Contract Compliance meetings.

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DPH STANDARDIZED CONTRACT PROGRAM NARRATIVE FORMAT

Contractor: Walden House, Inc.
Program: Project Homeless Connect

Fiscal Year: 2010-11

Appendix A-24 Contract Term: 7/1/10-6/30/11 Funding Source (AIDS/CHPP only)

Section 11812(c); and California Welfare and Institutions Code Section 5328 et seq., known as the Lanterman-Petris-Short Act ("LPS Act") regarding patient privacy and confidentiality.

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Prior to release of client information, an authorization for disclosure form is required to be completed, documented by program staff, and reviewed by the Program Manager to ensure it does not violate our policies and procedures regarding privacy and confidentiality in the following situations: [1] not related to treatment, payment or health care operations; [2] for the disclosure for any purpose to providers or entities who (a) are not part of the San Francisco System of Care, (b) are not affiliated with Walden House, Inc., or (c) do not have a contractual relationship with Walden House, Inc; [3] for the disclosure of information pertaining to an individual's mental health treatment, substance abuse treatment, or HIV/AIDS treatment when not disclosed to a provider or contract provider for treatment purposes; [4] for the disclosure of information pertaining to from DPH City Clinic or other communicable disease treatment by DPH Community Health Epidemiology when not related to infectious disease monitoring procedures.

# Appendix B Calculation of Charges

#### 1. Method of Payment

A. Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to the Contract Administrator and the CONTROLLER and must include the Contract Progress Payment Authorization number or Contract Purchase Number. All amounts paid by CITY to CONTRACTOR shall be subject to audit by CITY. The CITY shall make monthly payments as described below. Such payments shall not exceed those amounts stated in and shall be in accordance with the provisions of Section 5, COMPENSATION, of this Agreement.

Compensation for all SERVICES provided by CONTRACTOR shall be paid in the following manner. For the purposes of this Section, "General Fund" shall mean all those funds which are not Work Order or Grant funds. "General Fund Appendices" shall mean all those appendices which include General Fund monies.

#### (1) Fee For Service (Monthly Reimbursement by Certified Units at Budgeted Unit Rates)

CONTRACTOR shall submit monthly invoices in the format attached, Appendix F, and in a form acceptable to the Contract Administrator, by the fifteenth (15th) calendar day of each month, based upon the number of units of service that were delivered in the preceding month. All deliverables associated with the SERVICES defined in Appendix A times the unit rate as shown in the appendices cited in this paragraph shall be reported on the invoice(s) each month. All charges incurred under this Agreement shall be due and payable only after SERVICES have been rendered and in no case in advance of such SERVICES.

# (2) <u>Cost Reimbursement (Monthly Reimbursement for Actual Expenditures within Budget):</u>

CONTRACTOR shall submit monthly invoices in the format attached, Appendix F, and in a form acceptable to the Contract Administrator, by the fifteenth (15th) calendar day of each month for reimbursement of the actual costs for SERVICES of the preceding month. All costs associated with the SERVICES shall be reported on the invoice each month. All costs incurred under this Agreement shall be due and payable only after SERVICES have been rendered and in no case in advance of such SERVICES.

# B. Final Closing Invoice

#### (1) Fee For Service Reimbursement:

A final closing invoice, clearly marked "FINAL," shall be submitted no later than forty-five (45) calendar days following the closing date of each fiscal year of the Agreement, and shall include only those SERVICES rendered during the referenced period of performance. If SERVICES are not invoiced during this period, all unexpended funding set aside for this Agreement will revert to CITY. CITY'S final reimbursement to the CONTRACTOR at the close of the Agreement period shall be adjusted to conform to actual units certified multiplied by the unit rates identified in Appendix B attached hereto, and shall not exceed the total amount authorized and certified for this Agreement.

#### (2) <u>Cost Reimbursement</u>:

A final closing invoice, clearly marked "FINAL," shall be submitted no later than forty-five (45) calendar days following the closing date of each fiscal year of the Agreement, and shall include only those costs incurred during the referenced period of performance. If costs are not invoiced during this period, all unexpended funding set aside for this Agreement will revert to CITY.

- C. Payment shall be made by the CITY to CONTRACTOR at the address specified in the section entitled "Notices to Parties."
- D. Upon the effective date of this Agreement, contingent upon prior approval by the CITY'S Department of Public Health of an invoice or claim submitted by Contractor, and of each year's revised Appendix A (Description of Services) and each year's revised Appendix B (Program Budget and Cost Reporting Data Collection Form), and within each fiscal year, the CITY agrees to make an initial payment to CONTRACTOR not to exceed twenty-five per cent (25%) of the General Fund and Prop 63 portion of the CONTRACTOR'S allocation for the applicable fiscal year.

CONTRACTOR agrees that within that fiscal year, this initial payment shall be recovered by the CITY through a reduction to monthly payments to CONTRACTOR during the period of October 1 through March 31 of the applicable fiscal year, unless and until CONTRACTOR chooses to return to the CITY all or part of the initial payment for that fiscal year. The amount of the initial payment recovered each month shall be calculated by dividing the total initial payment for the fiscal year by the total number of months for recovery. Any termination of this Agreement, whether for cause or for convenience, will result in the total outstanding amount of the initial payment for that fiscal year being due and payable to the CITY within thirty (30) calendar days following written notice of termination from the CITY.

#### 2. Program Budgets and Final Invoice

A. Program Budgets are listed below and are attached hereto.

**Budget Summary** 

Appendix B-1	Adult Residential
Appendix B-2	Satellite Residential
Appendix B-3	WHITS Residential
Appendix B-4	Bridges Residential
Appendix B-5	Adult Residential Post SFGH
Appendix B-6	Transgender Residential
Appendix B-7	LODESTAR
Appendix B-8	Women's Hope
Appendix B-9	Central City OASIS
Appendix B-10	RPI
Appendix B-11	Prop 63
Appendix B-12	Crisis Intervention
Appendix B-13	BASN Residential
Appendix B-14	CARE Variable Length
Appendix B-15	CARE MDSP
Appendix B-16	CARE Detox
Appendix B-17	Bridges Outpatient
Appendix B-18	Second Chances Supportive Housing
Appendix B-19	Second Chances Case Management
Appendix B-20	Connections program

Appendix B-21	PROP
Appendix B-22	HIV Set Aside Coordinator
Appendix B-23	Health Services & Medication Support
Appendix B-24	Project Homeless Connect

# B. COMPENSATION

Compensation shall be made in monthly payments on or before the 30th day after the DIRECTOR, in his or her sole discretion, has approved the invoice submitted by CONTRACTOR. The breakdown of costs and sources of revenue associated with this Agreement appears in Appendix B, Cost Reporting/Data Collection (CR/DC) and Program Budget, attached hereto and incorporated by reference as though fully set forth herein. The maximum dollar obligation of the CITY under the terms of this Agreement shall not exceed Fifty Four Million Two Hundred Fifty Six Thousand Five Hundred Forty Five Dollars (\$54,256,545) for the period of July 1, 2010 through December 31, 2015.

CONTRACTOR understands that, of this maximum dollar obligation, \$5,813,201 is included as a contingency amount and is neither to be used in Appendix B, Budget, or available to CONTRACTOR without a modification to this Agreement executed in the same manner as this Agreement or a revision to Appendix B, Budget, which has been approved by the Director of Health. CONTRACTOR further understands that no payment of any portion of this contingency amount will be made unless and until such modification or budget revision has been fully approved and executed in accordance with applicable CITY and Department of Public Health laws, regulations and policies/procedures and certification as to the availability of funds by the Controller. CONTRACTOR agrees to fully comply with these laws, regulations, and policies/procedures.

- (1) For each fiscal year of the term of this Agreement, CONTRACTOR shall submit for approval of the CITY's Department of Public Health a revised Appendix A, Description of Services, and a revised Appendix B, Program Budget and Cost Reporting Data Collection form, based on the CITY's allocation of funding for SERVICES for the appropriate fiscal year. CONTRACTOR shall create these Appendices in compliance with the instructions of the Department of Public Health. These Appendices shall apply only to the fiscal year for which they were created. These Appendices shall become part of this Agreement only upon approval by the CITY.
- (2) CONTRACTOR understands that, of the maximum dollar obligation stated above, the total amount to be used in Appendix B, Budget and available to CONTRACTOR for the entire term of the contract is as follows, not withstanding that for each fiscal year, the amount to be used in Appendix B, Budget and available to CONTRACTOR for that fiscal year shall conform with the Appendix A, Description of Services, and a Appendix B, Program Budget and Cost Reporting Data Collection form, as approved by the CITY's Department of Public Health based on the CITY's allocation of funding for SERVICES for that fiscal year,

July 1, 2010 through December 31, 2010 (BPHM07000070)	· \$4,250,907
December 31, 2010 through June 30, 2011	\$5,973,660
July 1, 2011 through June 30, 2012	\$9,489,324
July 1, 2012 through June 30, 2013	\$8,208,415

July 1, 2013 through June 30, 2014	\$8,208,415
July 1, 2014 through June 30, 2015	\$8,208,415
July 1, 2015 through December 31, 2015	\$4,104,208
July 1, 2010 through December 31, 2015	\$48,443,344

- (3) CONTRACTOR understands that the CITY may need to adjust sources of revenue and agrees that these needed adjustments will become part of this Agreement by written modification to CONTRACTOR. In event that such reimbursement is terminated or reduced, this Agreement shall be terminated or proportionately reduced accordingly. In no event will CONTRACTOR be entitled to compensation in excess of these amounts for these periods without there first being a modification of the Agreement or a revision to Appendix B, Budget, as provided for in this section of this Agreement.
- (4) CONTRACTOR further understands that, \$4,250,907of the period from July 1, 2010 through December 31, 2010 in the Contract Number BPHM07000070 is included with this Agreement. Upon execution of this Agreement, all the terms under this Agreement will supersede the Contract Number BPHM07000070 for the Fiscal Year 2010-11.
- C. CONTRACTOR agrees to comply with its Budget as shown in Appendix B in the provision of SERVICES. Changes to the budget that do not increase or reduce the maximum dollar obligation of the CITY are subject to the provisions of the Department of Public Health Policy/Procedure Regarding Contract Budget Changes. CONTRACTOR agrees to comply fully with that policy/procedure.
- D. No costs or charges shall be incurred under this Agreement nor shall any payments become due to CONTRACTOR until reports, SERVICES, or both, required under this Agreement are received from CONTRACTOR and approved by the DIRECTOR as being in accordance with this Agreement. CITY may withhold payment to CONTRACTOR in any instance in which CONTRACTOR has failed or refused to satisfy any material obligation provided for under this Agreement.
  - E. In no event shall the CITY be liable for interest or late charges for any late payments.
- F. CONTRACTOR understands and agrees that should the CITY'S maximum dollar obligation under this Agreement include State or Federal Medi-Cal revenues, CONTRACTOR shall expend such revenues in the provision of SERVICES to Medi-Cal eligible clients in accordance with CITY, State, and Federal Medi-Cal regulations. Should CONTRACTOR fail to expend budgeted Medi-Cal revenues herein, the CITY'S maximum dollar obligation to CONTRACTOR shall be proportionally reduced in the amount of such unexpended revenues. In no event shall State/Federal Medi-Cal revenues be used for clients who do not qualify for Medi-Cal reimbursement.

DPH 1: Department			act Budget	Summary		
CONTRACT TYPE - This contract is: New	Renewal	Modification	la de la companya de la companya de la companya de la companya de la companya de la companya de la companya de	444000000000000000000000000000000000000		en de la companya de la companya de la companya de la companya de la companya de la companya de la companya de
If modification, Effective Date of Mod.:	# of Mod:		VENDORADA	DPH-USE ONE	0	
LEGAL ENTITY NUMBER: 19454		<u>,,</u>		V-1		-
LEGAL ENTITY/CONTRACTOR NAME: Walden Hou			-		THE CONTRACTOR OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF	To
APPENDIX NUMBER	B-1	B-2	B-3	B-4	B-5	B-6
	383805	200057	ļ.		383805	383805
PROVIDER NUMBER	383834 383806	383357 383806	383805	383805	383834 383806	383834 383806
PROVIDER NUMBER	363600	303800	203000	303003	383800	363600
	Adult	Satellite	WHITS	Bridges	SFGH	Transgender
PROVIDER NAME:		Residential	Residential	Residential	Residential	Residential
CBHS FUNDING TERM:	7/1/10-6/30/11	7/1/10-6/30/11	7/1/10-6/30/11	7/1/10-6/30/11	7/1/10-6/30/11	7/1/10-6/30/11
FUNDING USES:			STATE OF THE STATE OF			
SALARIES & EMPLOYEE BENEFITS	2,382,623	158,074	209,573	85,956	282,379	237,326
OPERATING EXPENSE	1,206,773	116,816	65,441	40,940	117,745	95,442
CAPITAL OUTLAY (COST \$5,000 AND OVER)		-	_	-	<del> </del>	-
SUBTOTAL DIRECT COSTS		274,890	275,014	126,896	400,124	332,768
INDIRECT COST AMOUNT		32,988	33,002	15,228	48,015	39,932
INDIRECT %	<del> </del>	12%	12%	12%	12%	12%
TOTAL FUNDING USES:	4,020,123	307,878	308,016	142,124	448,139	372,700
CBHSMENTAL HEALTH FUNDING SOURCES						
FEDERAL REVENUES						
SDMC Regular FFP (50%) HMHMCC730515						
ARRA SDMC FFP (11.59%) HMHMCC730515						
STATE REVENUES						
MHSA PMHS63-1105			,			
MHSA PMHS63-1113						
GRANTS .						
PRIOR YEAR ROLL OVER						
WORK ORDERS						
3RD PARTY PAYOR REVENUES				·		
REALIGNMENT FUNDS HMHMCC730518						
COUNTY GENERAL FUND HMHMCC730515						****
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	-	-		-	-
CBHS SUBSTANCE ABUSE FUNDING SOURCES				<b>FAULT</b>	13000	
FEDERAL REVENUES						
SAPT Fed Discretionary #93,959 HMHSCCRES227	889,990					
SAPT HIV Set-aside #93.959 HMHSCCRES227						1
STATE REVENUES						
BASN HMHSCCRES227						
GRANTS/PROJECTS				·		
State CDCR ISMIP HMAD01-11				71,062		
State CDCR ISMIP HMAD02-11				71,062		
Fed USDOJ Second Chance #16.202 HCSA02-10						
WORK ORDERS						
HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM377	821,121					
COUNTY GENERAL FUND HMHSCCRES227		298,286	308,016		419,156	342,303
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE	مسيسين مسينات بريدها	298,286	308,016	142,124	419,156	342,303
TOTAL DPH REVENUES	3,611,505	298,286	308,016	142,124	419,156	342,303
NON-DPH REVENUES						
Patient/Client Fees	408,618	9,592			28,983	30,397
TOTAL NON-DPH REVENUES	408,618	9,592	7	-	28,983	30,397
TOTAL REVENUES (DPH AND NON-DPH)	4,020,123	307,878	308,016	142,124	448,139	372,700
Prepared by / Phone #: Brian Herrera / 415-970-7517						

DPI	11: Department	of Public He	ealth Contra	act Budget	Summary		
CONTRACT TYPE - This contract	ct is: New	Renewal	Modification				
If modification, Effective Date of N	flod.;	# of Mod:		VENDORAD (	DPH USE ONL	19:22:23:28	
LEGAL ENTITY NUME	3ER: 19454				i		
LEGAL ENTITY/CONTRACTOR NA	ME: Walden Hou	se, Inc.		T. T. V. VIII III III II II II II II II II II II			
<i></i>	APPENDIX NUMBER	8-7	B-8	B-9	B-10	B-11	B-12
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1							
F	ROVIDER NUMBER	383806	TBA	383873	383835	383805	n/a
	_		Women's				On Call/Crisis
	PP 01 110 FP 1141F.	Lodestar	Hope	OASIS	Rep Payee	WRAPS	Intervention
OD:	PROVIDER NAME: IS FUNDING TERM:	Residential 7/1/10-6/30/11	Residential 7/1/10-6/30/11	Outpatient 7/1/10-6/30/11	Case Mgmt	Residential 7/1/10-6/30/11	Outpatient 7/1/10-6/30/11
AND DESCRIPTION OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERT	13 FUNDING TERM.	//1/10-6/30/11	////10-6/30/11	771710-6/30/11	7/1/10-6/30/11	711110-6/30/11	7/1/10-6/30/11
FUNDING USES:					<b>在原始的</b>		
	PLOYEE BENEFITS	97,104	423,032	385,505	118,782	61,745	14,975
**************************************	ERATING EXPENSE	42,327	128,372	213,390	23,872	14,891	-
CAPITAL OUTLAY (COST		-	65,707		-		<u> </u>
\$ <del></del>	TAL DIRECT COSTS	139,431	617,111	598,895	142,654	76,636	14,975
INDIRE	CT COST AMOUNT	16,731	74,054	71,867	17,118	9,196	1,797
	INDIRECT %	12%	12%		12%	12%	
TOTAL FUNDING USES:		156,162	691,165	670,762	159,772	85,832	16,772
CEHS MENTAL HEALTH FUNDING	SOURCES						
FEDERAL REVENUES		ļ					
SDMC Regular FFP (50%)	HMHMCC730515						
ARRA SDMC FFP (11.59%)	HMHMCC730515						7,490
STATE REVENUES							
MHSA	PMHS63-1105			·		82,400	
MHSA	PMHS63-1113						
GRANTS							
PRIOR YEAR ROLL OVER							
WORK ORDERS							
3RD PARTY PAYOR REVENUES							
REALIGNMENT FUNDS	HMHMCC730515						
COUNTY GENERAL FUND	HMHMCC730515						9,282
TOTAL CBHS MENTAL HEALTH FUI	NDING SOURCES		P-	-	-	82,400	16,772
CBHS SUBSTANCE ABUSE FUNDI	NG SOURCES:						
FEDERAL REVENUES							
SAPT Fed Discretionary #93.959	HMHSCCRES227		633,519				<del></del>
SAPT HIV Set-aside #93.959	HMHSCCRES227						
STATE REVENUES			<u> </u>				
BASN	HMHSCCRE\$227						
GRANTS/PROJECTS							
State CDCR ISMIP	HMAD01-11			l ,			
State CDCR ISMIP	HMAD02-11	<del> </del>		<u> </u>		<u> </u>	<del> </del>
Fed USDOJ Second Chance #16.2	***************************************		<del> </del>	,			
WORK ORDERS	1100/102/10		<u> </u>	<del> </del>			
HSA FSET: USDA FNS SNAP #10	561 HMHSCCADM277	<del>                                     </del>		<del> </del>			
COUNTY GENERAL FUND	HMHSCCRES227	156,162	<del></del>	670,762	77,437		
TOTAL CBHS SUBSTANCE ABUSE			633,519	670,762	77,437		
TOTAL OBIG SUBSTANCE ABOSE.	. Jimino oconom	156,162	633,519	670,762	77,437	82,400	16,772
NON-DEH REVENUES		100,102	000,019	070,702	11,131	02,400	TO, 112
			F7 0 40	CONTRACTOR OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE	一	ENTARE MEGINE	<b>克莱克斯兰克莱克斯</b>
Patient/Client Fees TOTAL NON-DPH REVENUES	· · · · · · · · · · · · · · · · · · ·		57,646 57,646		82,335	3,432	
TOTAL NON-DPH REVENUES TOTAL REVENUES (DPH AND NON	UDD/	156,162	57,646 691,165	670.700	82,335	3,432	10 775
Prepared by / Phone #: Brian Herrera		100,102	091,105	670,762	159,772	85,832	16,772
riepared by i Prione #: Brian Herrera	1410-9/0-/01/						

CONTRACT TYPE This Properties Along		***************************************	ior Baagor .	Junitary		
CONTRACT TYPE - This contract is: New	Renewal	Modification			and the second second second second	
If modification, Effective Date of Mod.:	# of Mod:		NEWDOR 30 (1	DPH/USE/ONE		
LEGAL ENTITY NUMBER: 19454	······································	<del></del>				······································
LEGAL ENTITY/CONTRACTOR NAME: Walden Hou	-		-	<del></del>		
APPENDIX NUMBER	4	B-14	B-15	B-16	B-17	B-18
•	383805	383805				
DOOLUDED ALL GADED	383834 383806	383834 383806	383805	383805	383835	383807
PROVIDER NUMBER	363600	CARE	CARE	CARE	363633	Chances
·	BASN	Variable Length	MDSP	DETOX	Bridges	Supportive
PROVIDER NAME	1	Residential	Residential	Residential	Outpatient	Housing
CBHS FUNDING TERM	7/1/10-6/30/11	7/1/10-6/30/11	7/1/10-6/30/11	7/1/10-6/30/11	7/1/10-6/30/11	7/1/10-3/31/11
FUNDING USES						
SALARIES & EMPLOYEE BENEFITS	264,997	146,247	263,410	146,815	480,390	2,135
OPERATING EXPENSE	<del></del>	66,134	67,280	38,778	253,314	23,178
CAPITAL OUTLAY (COST \$5,000 AND OVER)	<del></del>			7 7 7 7 7		
SUBTOTAL DIRECT COSTS		212,381	330,690	185,593	733,704	25,313
INDIRECT COST AMOUNT	***************************************	25,486	39,683	22,271	88,044	3,037
INDIRECT %			***********		12%	12%
TOTAL FUNDING USES:	462,537	237,867	370,373	207,864	821,748	28,350
CBHS MENTAL HEALTH FUNDING SOURCES	402,037	201,007	37V,373	NAMES OF TAXABLE PARTY.	021,140	20,330
FEDERAL REVENUES	e voe verene en en en en en en en en en en en en	024516-0246-0346-03			**************************************	The Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Co
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SDMC Regular FFP (50%) HMHMCC730518	· · · · · · · · · · · · · · · · · · ·			<b></b>		
ARRA SDMC FFP (11.59%) HMHMCC730515		<del></del>	<del> </del>			
STATE REVENUES	<u> </u>	<b> </b>				
MHSA PMHS63-1105	<del></del>	ļ				
MHSA PMHS63-1113	}	· · · · · · · · · · · · · · · · · · ·				
GRANTS			· · · · · · · · · · · · · · · · · · ·			<u> </u>
PRIOR YEAR ROLL OVER						
WORK ORDERS	1					
3RD PARTY PAYOR REVENUES		<del></del>	<u> </u>		<u> </u>	
REALIGNMENT FUNDS HMHMCC730518	<del></del>					· · · · · · · · · · · · · · · · · · ·
COUNTY GENERAL FUND HMHMCC730518	5			<u> </u>		
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-				-	-
CBHS SUBSTANCE ABUSE FUNDING SOURCES			<b>开始的</b>			
FEDERAL REVENUES						
SAPT Fed Discretionary #93,959 HMHSCCRES22	7	<u></u>				
SAPT HIV Set-aside #93,959 HMHSCCRES22	7			<u> </u>		
STATE REVENUES	·					
BASN HMHSCCRES22	7 432,525				-	·
GRANTS/PROJECTS						
State CDCR ISMIP HMAD01-11	H				428,738	
State CDCR ISMIP HMAD02-11					393,010	
Fed USDOJ Second Chance #16.202 HCSA02-10						28,350
WORK ORDERS						
HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM37	7					
COUNTY GENERAL FUND HMHSCCRES22	7	213,253	348,750	207,864		
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE	432,525	213,253	348,750	207,864	821,748	28,350
TOTAL DPH REVENUES	432,525	213,253	348,750	207,864	821,748	28,350
NON-DPH REVENUES						
Patient/Client Fees	30,012	24,614	21,623	The second of the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second secon	and the same that the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of	
TOTAL NON-DPH REVENUES	30,012		<del></del>	-		-
TOTAL REVENUES (DPH AND NON-DPH)	462,537		370,373	207,864	821,748	28,350
			( *   *   *		11 10	,,,,,,,

DPH 1: Department	of Public He	ealth Contra	ict Budget	Summary	······································	
CONTRACT TYPE - This contract is: New	Renewal	Modification				.,,
If modification, Effective Date of Mod.:	# of Mod:		VENDOR ID4	PHUSE ONL	Y) Fig. 15 Sept.	
LEGAL ENTITY NUMBER: 19454						
LEGAL ENTITY/CONTRACTOR NAME: Walden Ho	use, inc.					
APPENDIX NUMBER	B-19	B-20	B-21	B-22	B-23	B-24
						· ·
PROVIDER NUMBER		383835	383873	n/a	38AK	n/a
	Second	C	CDOD	LIBI Cat Aslda	Adult OP MH	Project
PROVIDER NAME	Chances Case Mgmt	Connections Outpatient	PROP Outpatient	HIV Set Aside Coordinator	Services & Medication	Homeless Connect
CBHS FUNDING TERM		<del></del>		7/1/10-6/30/11	7/1/10-6/30/11	
FUNDING/USES						
SALARIES & EMPLOYEE BENEFITS	152,045	145,410	10,800	91,700	204,152	369,026
OPERATING EXPENSE	<del></del>	33,161	1,596	8,549	21,973	27,723
	<del></del>	33,101	1,390	0,549	21,973	21,123
CAPITAL OUTLAY (COST \$5,000 AND OVER SUBTOTAL DIRECT COSTS		178,571	12.396	100 040	1000 400	205 240
SUBTOTAL DIRECT COSTS  INDIRECT COST AMOUNT		21,429	<b></b>	100,249	226,125	396,749 47,609
INDIRECT (ST AMOUN) INDIRECT %			1,486 12%	12,030 12%	27,135 12%	47,609
TOTAL FUNDING USES:	389.856	200,000	13,882	112,279	253,260	
CBHSMENTAL HEALTH FUNDING SOURCES	303,000	200,000	13,002	112,219	233,200	444,358
FEDERAL REVENUES	_	<u> </u>	·		40.540	
SDMC Regular FFP (50%) HMHMCC73051					40,540	
ARRA SDMC FFP (11.59%) HMHMCC73061	2				1,907	
STATE REVENUES		<b></b>				
MHSA PMHS63-110	<del></del>					
MHSA PMHS63-1113	3	<u> </u>	· · · · · · · · · · · · · · · · · · ·	·		45,427
GRANTS	·				·	
PRIOR YEAR ROLL OVER			·			
WORK ORDERS	<del> </del>			**********		·····
3RD PARTY PAYOR REVENUES		<u> </u>				
REALIGNMENT FUNDS HMHMCC73051					181,181	500.500
COUNTY GENERAL FUND HMHMCC73051	5				29,632	262,563
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	- Katalana kanana kanana kanana	-			253,260	307,990
CBHS/SUBSTANCE ABUSE FUNDING SOURCES	2/2/42/25			<b>は</b> 単一の 単一に は		
FEDERAL REVENUES		ļ				
SAPT Fed Discretionary #93.959 HMHSCCRES22	<del></del>					
SAPT HIV Set-aside #93.959 HMHSCCRES22	7			112,279		
STATE REVENUES		ļ				
BASN HMHSCCRES22	7		<b></b>			
GRANTS/PROJECTS						
State CDCR ISMIP HMAD01-1		<del></del>				
State CDCR ISMIP HMAD02-1	<del></del>	<u> </u>				
Fed USDOJ Second Chance #16.202 HCSA02-1	389,856	<u> </u>				
WORK ORDERS		<del> </del>				
HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM37	<del></del>	200 500	40.000			100.00-
COUNTY GENERAL FUND HMHSCCRES22		200,000	13,882			136,368
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE		200,000	13,882	112,279	*	136,368
TOTAL DPH REVENUES	389,856	200,000	13,882	112,279	253,260	444,358
NON DPH REVENUES		ALEXANDER OF				
Patient/Client Fees						
TOTAL NON-DPH REVENUES		-		1	-	
TOTAL REVENUES (DPH AND NON-DPH)	389,856	200,000	13,882	112,279	253,260	444,358
Prepared by / Phone #: Brian Herrera / 415-970-7517						

	H 1: Department	of Public He	ealth Contra	act Budget	Summary		······································
CONTRACT TYPE - This contra	· · · · · · · · · · · · · · · · · · ·	Renewal	Modification	Materia de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania del compania del compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania de la compania del compania de la compania de la compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania del compania de		National Company of the Company	
If modification, Effective Date of		# of Mod:		VENDOR ID	DPHUSEONU	<b>n</b>	
LEGAL ENTITY NUM					······································	······································	
LEGAL ENTITY/CONTRACTOR N	AME: Walden Hou	se, Inc.		The second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second secon			
	APPENDIX NUMBER				٠.		
			•				
	PROVIDER NUMBER						
	PROVIDER NAME:						TOTAL
CE	HS FUNDING TERM:		······································				
FUNDING USES:							
The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s	MPLOYEE BENEFITS	11999 151,000					6,734,201
	PERATING EXPENSE						2,933,718
CAPITAL OUTLAY (COS				<del></del>			83,707
	TAL DIRECT COSTS						9,751,626
······································	ECT COST AMOUNT						1,170,193
114011	INDIRECT %			<del> </del>	<del> </del>		12%
TOTAL FUNDING USES:	1101120170		_	<del> </del>			10,921,819
CBHS MENTAL HEALTH FUNDING	SOURCES			2002 200 200 200			10,021,010
FEDERAL REVENUES	(A	distriction desired to the second	PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF TH	Service resident and Color		Water Street Street Street	SONO SALASSANIA SALAS
SDMC Regular FFP (50%)	HMHMCC730515			<u> </u>		ļ	40,540
ARRA SDMC FFP (11.59%)	HMHMCC730515		<del></del>				9,397
STATE REVENUES	HWHWCC/30515			<del></del>	<u> </u>		9,397
MHSA .	PMHS63-1105						82,400
MHSA	PMHS63-1113		10	<b></b>			45,427
GRANTS	7 WI 1000-1110			<u> </u>			45,427
PRIOR YEAR ROLL OVER							
WORK ORDERS	· · · · · · · · · · · · · · · · · · ·				· · · · · · · · · · · · · · · · · · ·		
3RD PARTY PAYOR REVENUES	44/4						-
REALIGNMENT FUNDS	1 M M M M M M M M M M M M M M M M M M M						494 494
COUNTY GENERAL FUND	HMHMCC730515 HMHMCC730515		<u></u>				181,181 301,477
TOTAL CBHS MENTAL HEALTH FL				<u> </u>			660,422
CBHS SUBSTANCE ABUSE FUND							000,422
FEDERAL REVENUES	MOSOUNGLOWS			**************************************	(4) (4) (4) (4) (4) (4) (4) (4) (4) (4)	<b>2000年8月17日 1800年8月</b>	
	144100000000		<del> </del>	ļ			1 800 500
SAPT Fed Discretionary #93.959	HMHSCCRES227						1,523,509
SAPT HIV Set-aside #93.959	HMHSCCRES227						112,279
STATE REVENUES BASN	HMHSCCRES227			<u> </u>	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		420 505
GRANTS/PROJECTS	- HMHSCURE8221					<del></del>	432,525
State CDCR ISMIP	HMAD01-11						499,800
State CDCR ISMIP	HMAD01-11	<del></del>	<del> </del>				
Fed USDOJ Second Chance #16.		<del> </del>				<del> </del>	464,072
WORK ORDERS	ZUZ ITUGAUZ-1U			<u>                                     </u>	<u> </u>	<u> </u>	418,206
HSA FSET: USDA FNS SNAP #1	N FR1 WANDOOM DESCRIPTION					<del> </del>	201.104
COUNTY GENERAL FUND	U.561 HMHSCCADM377 HMHSCCRES227			<b></b>			821,121 5,292,633
TOTAL CBHS SUBSTANCE ABUSE			<del> </del>	<del> </del>	<u> </u>	<u> </u>	9,564,145
TOTAL OBHS SUBSTANCE ABOSE	UNDING GOURGES	<del> </del>		<del> </del>	<u> </u>	<del></del>	10,224,567
NON-DRH-REVENUES				S02-020-00-00		is the second service	10,224,307
71, 197 1, 17, 7				· \$2000000000000000000000000000000000000			507 CC
Patient/Client Fees TOTAL NON-DPH REVENUES		<del> </del>	<del> </del>	<del> </del>			697,252
TOTAL REVENUES (DPH AND NO	N. DDH)		<del>                                     </del>				697,252
Prepared by / Phone #: Brian Herrer		<u></u>	<u> </u>		<u> </u>		10,921,819
richated by / Phone #: Blian Heffer	a / 410-8/0-/51/					· ·	



DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

LEGAL ENTITY NAME	DPH 2: Department of Put		oer Kebeui	ng/Data Co	nection (CR		D 4
### Adult Residential ### Blues Vista, Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes & Hayes &	and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second s		**************************************			APPENIDX #:	B-1
Buens Vista, Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne & Hayne &					PROVIDER # :	383805, 383	806 & 383834
REPORTING UNIT NAME: Haight Res   Haight Res   Haight Res   38662   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38542   38	PROVIDER NAME:	Adult Resid	lential	d18894	<del></del>	<del></del>	~
REPORTING UNIT: 38572  MODE OF SVCS / SERVICE FUNCTION CODE: 05/65-79  Adult SERVICE DESCRIPTION: Residential CHIS FUNDING SERV. 7/1/10-5/30/11  FUNDINGUSES: SALARIES & EMPLOYEE BENEFITS: 2,392-623  SALARIES & EMPLOYEE BENEFITS: 1,206,773  CAPITAL OUTLAY (COST \$5,000 AND OVER)	REPORTING UNIT NAME::	Hayes &	Abrilia h				
SERVICE DESCRIPTION   CHHS FUNDING TERM: 7/17/16-5/30/11		38342 38572				,	•
SERVICE DESCRIPTION   Residential   TOTAL	MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79					•
SALARIES & EMPLOYEE BENEFITS OPERATING EXPENSE 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773 1,206,773		Residential					TOTAL
OPERATING EXPENSE 1,206,773	FUNDING USES						
CAPITAL QUILAY (COST \$5,000 AND OVER)  SUBTOTAL DIRECT COSTS 3,569,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508,396  1,508	SALARIES & EMPLOYEE BENEFITS	2,382,623					2,382,623
SUBTOTAL DIRECT COSTS 3,589,396	OPERATING EXPENSE	1,206,773					1,206,773
INDIRECT COST AMOUNT 430,727  INDIRECT COST AMOUNT 430,727  IOTAL FUNDING USES: 4,020,123  JEHSMENTALIJHEALTJE PUNDING SOURCES: 4,020,123  JEHSMENTALIJHEALTJE PUNDING SOURCES: 5  FEDERAL REVENUES  STATE REVENUES  STATE REVENUES  STATE REVENUES  PRIOR YEAR ROLL OVER  NORK ORDERS  RICH PARTY PAYOR REVENUES  RED PARTY PAYOR REVENUES  RED PARTY PAYOR REVENUES  SEALIGNMENT FUNDS  JOUNTY GENERAL FUND  TOTAL CBHS MENTAL HEALTH FUNDING SOURCES  JEDES SUBSTANCE PAUSE FUNDING SOURCES  SAPT Fed Discretionary #93.959 HMHSCCRES227  SAPT Fed Discretionary #93.959 HMHSCCRES227  SAPT Fed Discretionary #93.959 HMHSCCRES227  SAPT Fed Discretionary #93.959 HMHSCCRES227  SOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND  JOUNTY GENERAL FUND	CAPITAL OUTLAY (COST \$5,000 AND OVER)	,					-
TOTAL FUNDING USES:   4,020,123   -   -   4,020,123   -   -   4,020,123   -   -   4,020,123   -   -   4,020,123   -   -   4,020,123   -   -   4,020,123   -   -   -   4,020,123   -   -   -   -   4,020,123   -   -   -   -   -   -   -   -   -		3,589,396	_	,	_	-	3,589,396
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FEDERAL REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATES  PRIOR YEAR ROLL OVER  NORK ORDERS  REALIGNMENT FUNDS COUNTY GENERAL FUND TOTAL CBHS MENTAL HEALTH FUNDING SOURCES FEDERAL REVENUES SAPT FED DIscretionary #93.959 HMHSCCRES227 889.990 STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE REVENUES STATE RE		4,020,123	-	-		-	4,020,123
STATE REVENUES  GRANTS  PRIOR YEAR ROLL OVER  MORK ORDERS  RED PARTY PAYOR REVENUES  REALIGNMENT FUNDS  COUNTY GENERAL FUND  COTAL CBHS MENTAL HEALTH FUNDING SOURCES  PEDERAL REVENUES  SAPT Fed Discretionary #93.959 HMHSCCRES227  FEDERAL REVENUES  SAPT Fed Discretionary #93.959 HMHSCCRES227  STATE REVENUES  SAPT Fed Discretionary #93.959 HMHSCCRES227  RORK ORDERS  HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM377  S21,121  COUNTY GENERAL FUND  HMHSCCRES227  HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM377  FOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES  3,611,505  FOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES  3,611,505  FOTAL CBHS RUSHANCE ABUSE FUNDING SOURCES  3,611,505  FOTAL CBHS RUSHANCE ABUSE FUNDING SOURCES  3,611,505  FOTAL CBHS RUSHANCE ABUSE FUNDING SOURCES  408,618  FRIEDRIC HENDES  PRIEDRIC HENDES  PRIEDRIC HENDES  UNITS OF SERVICE 41,720  UNITS OF SERVICE 41,720  UNITS OF FERVICE 41,720  UNITS OF TIME COUNTY OF TIME 51  COST PER UNIT-CONTRACT RATE GIPH REVENUES ONLY)  96.36  COST PER UNIT-OPH RATE GIPH REVENUES ONLY)  86.57  PUBLISHED RATE (MEDICAL PROVIDERS ONLY)  86.57  PUBLISHED RATE (MEDICAL PROVIDERS ONLY)  86.57					100		
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PRIOR YEAR ROLL OVER  MORK ORDERS  SIRD PARTY PAYOR REVENUES  REALIGNMENT FUNDS  COUNTY GENERAL FUND  TOTAL CBHS MENTAL HEALTH FUNDING SOURCES  PEDERAL REVENUES  SAPT Fed Discretionary #93.959 HMHSCCRES227  B89,990  STATE REVENUES  SRANTS/PROJECTS  MORK ORDERS  HSA FSET: USDA FNS SNAP #10.561 HMHSCCALDM377  B21,121  COUNTY GENERAL FUND  HMHSCCRES227  HSA FSET: USDA FNS SNAP #10.561 HMHSCCALDM377  B21,121  COUNTY GENERAL FUND  HMHSCCRES227  HSA FSET: USDA FNS SNAP #10.561 HMHSCADM377  B21,121  COUNTY GENERAL FUND  HMHSCCRES227  HSA FSET: USDA FNS SNAP #10.561 HMHSCADM377  B21,121  COUNTY GENERAL FUND  HMHSCCRES227  HSA FSET: USDA FNS SNAP #10.561 HMHSCADM377  B21,121  COUNTY GENERAL FUND  HMHSCCRES227  HSA FSET: USDA FNS SNAP #10.561 HMHSCADM377  B21,121  COUNTY GENERAL FUND  HMHSCCRES227  HSA FSET: USDA FNS SNAP #10.561 HMHSCADM377  B21,121  COUNTY GENERAL FUND  HMHSCCRES227  HSA HSET USDA FNS SNAP #10.561 HMHSCADM377  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,121  B21,12							·
NORK ORDERS   SRD PARTY PAYOR REVENUES   SRD PARTY PAYOR REVENUES   SRD PARTY PAYOR REVENUES   SRD PARTY PAYOR REVENUES   SRD PARTY GENERAL FUND   STATE REVENUES   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL REVENUES   SRD PARTY GENERAL REVENUES   SRD PARTY GENERAL REVENUES   SRD PARTY GENERAL REVENUES   SRD PARTY GENERAL REVENUES   SRD PARTY GENERAL REVENUES   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PARTY GENERAL FUND   SRD PA	GRANTS						
REALIGNMENT FUNDS COUNTY GENERAL FUND COTAL CBHS MENTAL HEALTH FUNDING SOURCES							
REALIGNMENT FUNDS COUNTY GENERAL FUND COTAL CBHS MENTAL HEALTH FUNDING SOURCES							·
COUNTY GENERAL FUND  TOTAL CBHS MENTAL HEALTH FUNDING SOURCES  CEDERAL REVENUES  SAPT Fed Discretionary #93.959 HMHSCCRES227  SB9,990  STATE REVENUES  SPANTS/PROJECTS  WORK ORDERS  HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM377  B21,121  COUNTY GENERAL FUND  HMHSCCRES227  HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM377  B21,121  COUNTY GENERAL FUND  HMHSCCRES227  H,900,394  TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES  3,611,505  3,611,505  TOTAL DPH REVENUES  Patient/Client Fees  406,618  TOTAL NON-DPH REVENUES  Patient/Client Fees  408,618  TOTAL REVENUES (DPH AND NON-DPH)  4,020,123  40,20,123  COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)  96,36  COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)  86,57							-
COTAL CBHS MENTAL HEALTH FUNDING SOURCES							
### Patient/Client Fees ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A08,618 ### A0	Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Company of the Compan		*****				***************************************
EDERAL REVENUES  SAPT Fed Discretionary #93.959 HMHSCCRES227 889,990 889,990  STATE REVENUES  GRANTS/PROJECTS  WORK ORDERS  HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM377 821,121 821,121 821,121  COUNTY GENERAL FUND HMHSCCRES227 1,900,394 1,900,394 1,900,394  FOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES 3,611,505 3,611,505  FOTAL DPH REVENUES 3,611,505 3,611,505  NON-DPH REVENUES 408,618 408,618  FOTAL NON-DPH REVENUES 408,618 408,618  FOTAL NON-DPH REVENUES 408,618 408,618  FOTAL REVENUES (DPH AND NON-DPH) 4,020,123 4,020,123  COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES) 96,36  COST PER UNIT-DPH RATE (DPH & NON-DPH REVENUES) 96,36  COST PER UNIT-DPH RATE (DPH REVENUES ONLY) 86,57  PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)		-	-	-			ned to describe the
SAPT Fed Discretionary #93.959 HMHSCCRES227 889,990 889,990  STATE REVENUES							
### STATE REVENUES ### SPRANTS/PROJECTS ### WORK ORDERS ### HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM377 ### B21,121 ### S21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,121 ### B21,1		000,000					200 000
### COST PER UNIT-CONTRACT RATE (DPH REVENUES U.S.)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT RATE (DPH REVENUES ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST PER UNIT-CONTRACT (MEDI-CAL PROVIDERS ONLY)  ### COST		009,990					999,990
## WORK ORDERS  HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM377 821,121 821,121 821,121  COUNTY GENERAL FUND HMHSCCRES227 1,900,394 1,900,394  FOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES 3,611,505 3,611,505  FOTAL DPH REVENUES 3,611,505 3,611,505  **NON-DPH REVENUES 408,618 408,618 408,618  FOTAL NON-DPH REVENUES 408,618 408,618  FOTAL REVENUES (DPH AND NON-DPH) 4,020,123 4,020,123  **DEHS UNITS OF SVCSTIME AND UNIT COST 41,720 41,720  UNITS OF TIME COST 41,720 41,720  UNITS OF TIME COST 96.36  COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES ONLY) 86.57  PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY) 86.57							ATT - COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF THE COUNTY OF
HSA FSET: USDA FNS SNAP #10.561 HMHSCCADM377   821,121   821,121   821,121   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394							
1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,900,394   1,90		821.121			·		821 121
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES 3,611,505 3,611,505  TOTAL DPH REVENUES 3,611,505 3,611,505  Patient/Client Fees 408,618 408,618  TOTAL NON-DPH REVENUES 408,618 408,618  TOTAL REVENUES (DPH AND NON-DPH) 4,020,123 4,020,123  BHS UNITS OF SVCSTIME AND UNIT COST 41,720 41,720  UNITS OF TIME2  COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES) 96.36  COST PER UNIT-DPH RATE (DPH REVENUES ONLY) 86.57  PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)		· · · · · · · · · · · · · · · · · · ·					<del>*************************************</del>
TOTAL DPH REVENUES   3,611,505   -   -   -   3,611,505     Patient/Client Fees   408,618   408,618   408,618     TOTAL NON-DPH REVENUES   408,618   -   -   -   4020,123     TOTAL REVENUES (DPH AND NON-DPH)   4,020,123   -   -   -   -   4,020,123     CHARLES OF SVCSITIME AND UNIT COST   41,720   41,720   41,720     UNITS OF SERVICE   41,720   41,720   41,720     COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)   96,36   96,36     COST PER UNIT-DPH RATE (DPH REVENUES ONLY)   86,57   86,57     PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)   86,57   90,36   36,57     PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)   86,57   90,36   36,57     COST PER UNIT-DPH RATE (MEDI-CAL PROVIDERS ONLY)   86,57   90,36   36,57     COST PER UNIT-DPH RATE (MEDI-CAL PROVIDERS ONLY)   86,57   90,36   36,57     COST PER UNIT-DPH RATE (MEDI-CAL PROVIDERS ONLY)   86,57   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   90,36   9	TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES		*	-		-	
Patient/Client Fees	TOTAL DPH REVENUES			4	-	-	3,611,505
Patient/Client Fees	NON-DPH REVENUES						
### TOTAL NON-DPH REVENUES		408,618					408,618
### COST PER UNIT-DPH RATE (DPH REVENUES ONLY)  PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)  ###################################	TOTAL NON-DPH REVENUES	408,618	-	-	-		408,618
UNITS OF SERVICE ¹ 41,720 41,720  UNITS OF TIME ² COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES) 96.36 96.36  COST PER UNIT-DPH RATE (DPH REVENUES ONLY) 86.57  PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)	TOTAL REVENUES (DPH AND NON-DPH)	4,020,123	-	-		-	4,020,123
UNITS OF TIME ² COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES) 96.36 96.36  COST PER UNIT-DPH RATE (DPH REVENUES ONLY) 86.57 86.57  PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)	CBHS UNITS OF SVCSITIME AND UNIT COST						
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)         96.36         96.36           COST PER UNIT-DPH RATE (DPH REVENUES ONLY)         86.57         86.57           PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)         86.57         86.57	UNITS OF SERVICE ¹	41,720					41,720
COST PER UNIT-DPH RATE (DPH REVENUES ONLY) 86.57  PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY) 86.57	UNITS OF TIME ²						
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)	COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)	96.36					96.36
	COST PER UNIT-DPH RATE (DPH REVENUES ONLY)	86.57					86.57
UNDUPLICATED CLIENTS 342 342							
	UNDUPLICATED CLIENTS	342	<u> </u>				342

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

Provider Number:

383805, 383806 & 383834

Provider Name:

Walden House, Inc. - Adult Residential

APPENDIX #:

10/08/10

Document Date:

				RAL FUND &	Gl	RANT#1:	GF	RANT #2:	<b>,</b>	ORDER #1:	WORK	ORDER #2:												
-		TOTAL	(Agenc	y-generated)			<u> </u>			SA FSET														
				REVENUE		rant title)	(grant title)		\$		<u> </u>		. <u> </u>		. <u> </u>			ept. name) (dept. name)						
		roposed		roposed		roposed	Proposed		į '		E '		[		į		E '		į ,		Proposed		Proposed	
		ansaction		nsaction		ansaction	Transaction		Transaction		Transaction			insaction										
		7/1/10-6/30/11		/1/10-6/30/11	Term		Tem			//1/10-6/30/11	Term:													
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES												
V.P. of Programs	0.240	31,202	0.191	24,829					0.049	6,373														
Program Director	1,528	90,801	1.216	72,255					0.312	18,546														
Clinical Coordinator	0.377	14,500	0.300	11,538					0.077	2,962														
Administrative Manager	0.493	20,701	0.392	16,473			<u> </u>		0.101	4,228														
Director of QA & Compliance	0.433	31,013	0.345	24,679					880.0	6,334														
Manager of Licensing & Certification	0.585	29,242	0.466	23,269					0.119	5,973														
Director of Admissions	0.345	19,696	0,275	15,673					0.070	4,023		`												
Admissions Counselor	0.691	22,308	0.550	17,752	·				0.141	4,556														
Court Liaison	0.474	14,344	0.377	11,414					0.097	2,930														
Counselor	12.282	386,705	9.773	307,719					2.509	78,986														
Night Counselor	2.049	56,421	1.630	44,897					0.419	11,524														
Weekend Counselor	1.695	53,745	1.349	42,767					0.346	10,978														
Reentry Coordinator	Q.785	27,460	0.625	21,851					0.160	5,609														
T.C. Admin. Assistant (Nexus)	1.362	48,080	1.084	38,260					0.278	9,820														
T.C. Coordinator	0.694	27,658	0.552	22,009					0.142	5,649														
Maintenance Manager	0.263	16,608	0.209	13,216					0.054	3,392														
Maintenance Supervisor	0.333	14,201	0.265	11,300	·				0.068	2,901														
Maintenance Worker	1.307	40,445	1.040	32,184					0.267	8,261														
Transportation & Facility Manager	0.439	27,959	0.349	22,248					0.090	5,711														
Warehouse Coordinator	0.600	26,343	0.477	20,962	-,-,-				0.123	5,381														
Driver	1.797	56,678	1.430	45,101					0.367	11,577														
Cook/Food Service	2.301	90,211	1.831	71,785					0.470	18,426														
Client Services Manager	0.412	31,676	0.328	25,206					0.084	6,470														
Client Services Support	0.850	23,675	0,676	18,839	<del></del>				0.174	4,836														
Family Services Coordinator	0.527	26,268	0.419	20,903	·				0.108	5,365														
Medical Services Director	0.500	. 40,093	0.398	31,904					0.102	8,189	***************************************													
Medical Services Support	1.593	50,996	1.268	40,580	***************************************	······································			0.325	10,416														
Physician	0.553	2,653	0.440	2,111					0.113	542														
V.P. of Mental Health Services	0.328	39,844	0.261	31,706					0.067	8,138														
Mental Health Training Director	0.417	25,918	0.332	20,624	····				0.085	5,294		` `												
Administrative Assistant	0.710	23,099	0.565	18,381					0.145	4,718														
Intake Assessment Specialist	0.261	11,197	0.208	8,910					0.053	2,287														
Therapist	2.321	107,233	1.847	85,330					0.474	21,903														
Mental Health Manager	1.316	60,990	1.047	48,533					0.269	12,457														
Director of Workflow Development	0.488	37,391	0.388	29,754					0.100	7,637		,												
Education Coordinator	0.557	21,750	0.443	17,308					0.114	4,442														
Housing & Community Services Spec	0.544	19,068	0.433	15,173				-	0,111	3,895														
Employment Counselor	1.279	44,921	1.018	35,746					0.261	9,175														

DPH 3: Salaries & Benefits Detail

Provider Number:

383805, 383806 & 383834

Provider Name:

Walden House, Inc. - Adult Residential

APPENDIX #: _ Document Date:

10/08/10

·		ота.		AL FUND &	GI	RANT #1:	G	RANT #2:	1	ORDER #1:	WOR	ORDER #2:
	1	OTAL		y-generated) RREVENUE	(a	rant title)		rant title)		SA FSET pt. name)		pt. name)
	Pr	oposed		oposed		roposed		roposed		roposed	····	roposed
	Tra	nsaction	⊸Tra	nsaction	Tra	ansaction	Tra	ansaction	Tra	insaction	Tr	ansaction
	Term: 7	/1/10-6/30/11	Term: 7	/1/10-6/30/11	Term		Term		Term: 7	//1/10-6/30/11	Term	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
Computer Lab Instructor	0.643	20,584	0.512	16,380					0.131	4,204		
IT Specialist - Data Control	0.555	21,959	0.442	17,474					0.113	4,485		
Psychiatrist	0.888	63,161	0,707	50,260					0.181	12,901		
TOTALS	45.815	1,818,797	36.458	1,447,303		-			9.357	371,494	-	-
EMPLOYEE FRINGE BENEFITS	31%	563,826	31%	448,663		-	,		31%	115,163	······································	_
TOTAL SALARIES & BENEFITS		2,382,623		1,895,966				-		486,657		

# **DPH 4: Operating Expenses Detail**

383805, 383806 & 383834

Provider Number: Provider Name: Walden House, Inc. - Adult Residential

APPENDIX #: Document Date: 10/08/10

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;	TOTAL	GENERAL FUND &	GRANT #1:	GRANT #2:	,	WORK ORDER #2:
	IOIAL	(Agency-generated) OTHER REVENUE	(grant title)	(grant title)	HSA FSET (dept. name)	(dept. name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	340,787	271,180			69,607	
Utilities (Elec, Water, Gas, Phone, Scave	233,829	186,069			47,760	
Office Supplies, Postage	· 13,136	10,453			2,683	
Building Maintenance Supplies & Repair	106,817	84,999		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	21,818	
Printing and Reproduction		· .				
Insurance	70,759	56,306			14,453	
Staff Training	1,649	1,312			337	
Staff Travel (Local & Out of Town)	2,016	1,604			412	
Rental of Equipment	47,589	37,869			9,720	
CONSULTANT/SUBCONTRACTOR			,			
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OTHER .					2.050	
Client Costs	104,036	82,786			21,250	
Transportation & Vehicles	14,185	11,288			2,897	
Food and Food Preparation	154,467	122,917			31,550	-
General Operating	. 117,503	93,503		· · · · · · · · · · · · · · · · · · ·	24,000	
	-	-			-	
TOTAL OPERATING EXPENSE	1,206,773	960,286		-	246,487	•

APPENDIX #:

B-1

Fiscal Year:

2010-11

Provider Number: 383805, 383806 & 383834
Program Name: Walden House, Inc. - Adult Residential 10/08/10 Document Date:

Salaries and Benefits	FTE	Salaries
V.P. of Programs - Annual Salary = \$130,008	0.240	31,202
Program Director - Annual Salary = \$59,425	1.528	90,801
Clinical Coordinator - Annual Salary =\$38,462	0.377	14,500
Administrative Manager - Annual Salary =\$41,990	. 0.493	20,701
Director of QA & Compliance - Annual Salary =\$71,624	. 0.433	31,013
Manager of Licensing & Certification - Annual Salary =\$49,986	0.585	29,242
Director of Admissions - Annual Salary =\$57,090	0.345	19,696
Admissions Counselor - Annual Salary =\$32,284	0.691	22,308
Court Liaison - Annual Salary =\$30,262	0.474	14,344
Counselor - Annual Salary =\$31,486	12.282	386,705
Night Counselor - Annual Salary =\$27,536	2,049	56,421
Weekend Counselor - Annual Salary =\$31,708	1,695	53,745
Reentry Coordinator - Annual Salary =\$34,981 .	0.785	27,460
T.C. Admin. Assistant (Nexus) - Annual Salary =\$35,301	1,362	48,080
T.C. Coordinator - Annual Salary =\$39,853	0.694	27,658
Maintenance Manager - Annual Salary =\$63,148	0.263	16,608
Maintenance Supervisor - Annual Salary =\$42,646	0.333	14,201
Maintenance Worker - Annual Salary =\$30,945	1.307	40,445
Transportation & Facility Manager - Annual Salary =\$63,688 .	0.439	27,959
Warehouse Coordinator - Annual Salary =\$43,905	0.600	26,343
Driver - Annual Salary =\$31,540	1.797	56,678
Cook/Food Service - Annual Salary =\$39,205	2.301	90,211
Client Services Manager - Annual Salary =\$76,883	0,412	31,676
Client Services Support - Annual Salary =\$27,853	0.850	23,675
Family Services Coordinator - Annual Salary =\$49,844	0.527	26,268
Medical Services Director - Annual Salary =\$80,186	0.500	40,093
Medical Services Support - Annual Salary =\$32,013	1.593	50,996
Physician - Annual Salary =\$4,797	0.553	2,653
V.P. of Mental Health Services - Annual Salary =\$12,1476	0.328	39,844
Mental Health Training Director - Annual Salary =\$62,153	0.417	25,918
Administrative Assistant - Annual Salary =\$32,534	0.710	23,099
Intake Assessment Specialist - Annual Salary =\$42,900	0,261	11,197
Therapist - Annual Salary =\$46,201	2.321	107,233
Mental Health Manager - Annual Salary =\$46,345	1,316	60,990
Director of Workflow Development - Annual Salary =\$76,621	0.488	37,391
Education Coordinator - Annual Salary =\$39,048	0.557	21,750
Housing & Community Services Spec Annual Salary =\$35,051	0.544	19,068
Employment Counselor - Annual Salary =\$35,122	1.279	44,921
Computer Lab Instructor - Annual Salary =\$32,012	0.643	20,584
IT Specialist - Data Control - Annual Salary =\$39,566	0,555	21,959
Psychiatrist - Annual Salary =\$71,127	0.888	63,161
Total Salaries	45.815	1,818,797
	·	
State Unemployment Insurance - 5.46%		99,306
FICA - 7.37%		134,045
Workers' Compensation - 2.69%		48,926
Health Benefits - 12.28%		223,347
Retirement - 3.2%		58,202
Total Benefits		563,826

Provider Number: 383805, 383806 & 383834

APPENDIX #: Document Date:

B-1 10/08/10

Program Name: Fiscal Year:

Walden House, Inc. - Adult Residential 2010-11

Total Salaries and Benefits	2,382,623
Operating Expenses	
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total amount divided by	12 months for a monthly allocation
Occupancy:	,
Rent	
Rental of Office space and individual & Group Therapy rooms	340,787
\$8.168 per Bed Day	
Utilities:	
Water, gas, electricity and waste disposal	233,829
\$5.604 per Bed Day	
Building Maintenance:	
Maintenance & repairs of building	106,817
\$2.560 per Bed Day	
Total Occupancy:	681,433
Materials and Supplies:	
Office Supplies:	
Office supplies for Program staff	13,136
\$286.718 per FTE of 45.815	•
Client Costs	
Office & activity supplies, transportation of clients	104,036
\$2,493 per Bed Day	
Food and Food Preparation	•
Meals and food related expense	154,467
\$3.702 per Bed Day	
Total Materials and Supplies:	271,639
General Operating:	
Insurance:	
22.9745% of Agency Total of \$307,988	70,759
Staff Training:	,
Costs to train staff in best practices	1,649
\$35.99 per FTE of 45.815	
Rental of Equipment:	
Copier Rental	47,589
\$1.140 per Bed Day	·
Transportation & Vehicles	
Gas, vehicles maintenance and registration fees	14,185
\$ .34 per Bed Day	

Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-1

Program Name: Fiscal Year:

Walden House, Inc. - Adult Residential 2010-11

Document Date:

10/08/10

Other General Operating	
Urine analysis, Licensing, memberships, job advertising, graduation	117,503
events, depreciation and miscellaneous expenses	
\$2.816 per Bed Day	
Total General Operating:	251,685
  Staff Travel (Local & Out of Town):	
Local staff travel	2,016
\$ 44.003 per FTE of 45.815	2,010
	**************************************
	2,016
Consultants/Subcontractors:	
	*
Total Consultants/Subcontractors:	
Total Operating Expenses	1,206,773
Capital Expenditures	-
Total Direct Costs	3,589,396
Indirect Costs	430,727
CONTRACT TOTAL	4,020,123

# DPH 6: Contract-Wide Indirect Detail

CONTRACTOR NAME: Walden House, Inc.

DATE: 10/08/10

LEGAL ENTITY #: 19454

FISCAL YEAR: 2010-11

# 1. SALARIES & BENEFITS

Position Title	FTE	Salaries
CEO	0.264	52,812
CFO	0.264	46,210
CIO	0.293	39,374
V.P. of Development	0.220	22,004
Exec. Admin Asst.	0.293	16,137
Director of Fiscal Projects	0.293	14,670
Budget Manager	0.351	26,112
Human Resources Manager	0.439	22,004
HR Admin. Assistant	0.293	9,386
HR Clerk	0.293	7,629
Manager IT Information Serv.	0.220	13,533
Manager IT-Data Control	0.293	15,257
Manager Transport. & Facility	0.003	183
Payroll Manager	0.293	20,538
A/R Coordinator	0.074	3,521
Accounts Payable II	0.293	13,200
Accounts Payable II	0.293	13,200
AP SUPERVISOR	0.293	16,724
Benefits Administrator	0.293	11,736
Budget/Fiscal Analyst	0.293	17,604
Client Programmer II	0.074	4,768
Controller	0.293	30,807
Budget Coordinator	0.293	14,671
Development Director	0.146	9,535
Dir of Workforce Development	0.021	1,584
File Clerk	0.293	10,985
G/L Accountant	0.293	15,844
Grants Director	0.293	20,538
I.T. Specialist data entry	0.293	9,551
IT Analyst	. 0.293	14,230
IT Specialist - Data Control	0.258	8,385
IT Specialist -Data Specialist	0.293	9,682
IT Tech Support	0.146	7,115
PC Support Analyst	0.293	14,230
Senior IT Specialist-Data Cont	0.293	10,563
SR Database Application Analys	0.293	22,298
Procrement Manager	0.293	14,670
Maintenance Department	0.311	8,971
Driver/Procurement	0.011	346
EMPLOYEE FRINGE BENEFITS	31%	189,287
TOTAL SALARIES & BENEFITS	10.144	799,894

# 2. OPERATING COSTS

Expenditure Category	Amount
Rental of Property	60,545
Utilities(Eiec, Water, Gas, Phone, Scavenger)	28,411
Office Supplies, Postage	7,802.
Building Maintenance Supplies and Repair	9,565
Insurance	23,169
Staff Training	608
Staff Travel (Local & Out of Town)	14,642
Rental of Equipment	13,181
Client Costs	90
Transportation & Vehicles	1,836
Food and Food Preparation	113
General Operating	210,337
TOTAL OPERATING COSTS	370,299

TOTAL INDIRECT COSTS (Salaries & Benefits + Operating Costs)

1,170,193

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Pub FISCAL YEAR:		ost Keporu	ng/Data Co	lection (CR	APPENIDX #:	B-2
LEGAL ENTITY NAME:		una Ina		3DO\4DCD.#.		
PROVIDER NAME:		<del></del>		PROVIDER # :	<b>ა</b> ნა	806 & 383857
PROVIDER NAME:		sidentiai		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
REPORTING UNIT NAME::	Satellite Residential					
REPORTING UNIT:	TBA & 88077					
MODE OF SVCS / SERVICE FUNCTION CODE:	05/60-64					
SERVICE DESCRIPTION:	Residential Other					TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11					
FUNDINGUSES						
SALARIES & EMPLOYEE BENEFITS	158,074					158,074
OPERATING EXPENSE	116,816			7 W T '77 '77 '18E '1.1		116,816
CAPITAL OUTLAY (COST \$5,000 AND OVER)						·
SUBTOTAL DIRECT COSTS		_	-		-	274,890
INDIRECT COST AMOUNT	32,988					32,988
TOTAL FUNDING USES:	307,878	-		-	-	307,878
CBHS MENTAL HEATH-FUNDING SOURCES						
FEDERAL REVENUES			, , , , , , , , , , , , , , , , , , , ,			
STATE REVENUES						
GRANTS						-
PRIOR YEAR ROLL OVER						-
WORK ORDERS						
3RD PARTY PAYOR REVENUES			WILL STREET			
REALIGNMENT FUNDS						<u> </u>
COUNTY GENERAL FUND	<u> </u>					-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-		-	-	-	-
CBHS SUBSTANCE ABUSE FUNDING SOURCES						
FEDERAL REVENUES		· · · · · · · · · · · · · · · · · · ·				
STATE REVENUES						
GRANTS/PROJECTS						
WORK ORDERS						
COUNTY GENERAL FUND HMHSCCRES227	298,286	,,,,,,,,,,,				298,286
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE		-		-	-	298,286
TOTAL DPH REVENUES	298,286	*	•	-	*	298,286
NON-DPH REVENUES						
Patient/Client Fees	9,592					9,592
TOTAL NON-DPH REVENUES	9,592		-	-	_	9,592
TOTAL REVENUES (DPH AND NON-DPH)	307,878	*	ar (A) O Calley Company of Annual Science Science Co.	-	See See John Commission Commission	307,878
CBHS UNITS OF SVCS/TIME AND UNIT COST						SELECTION OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF THE PERSON OF TH
UNITS OF SERVICE				,		6,899
UNITS OF TIME ²	<del> </del>					
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)	<del></del>					44.63
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)	<del></del>					43.24
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)		<u> </u>		***************************************		
UNDUPLICATED CLIENTS	84			<u> </u>		84

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

# DPH 3: Salaries & Benefits Detail

Provider Number: Provider Name:

383806 & 383857

Walden House, Inc. - Satellite Residential

APPENDIX #:

B-2

Document Date:

10/08/10

				RAL FUND &	GI	RANT #1:	GF	RANT #2:	WOR	ORDER#1:	WORK	ORDER #2:
	.	TOTAL		y-generated) REVENUE	(g	rant title)	(g	rant title)	(de	ept. name)	(de	pt. name)
		roposed insaction		roposed insaction	P	roposed ansaction	P	roposed ansaction	Į	roposed ansaction		roposed insaction
		/1/10-6/30/11		/1/10-6/30/11	Term		Term		Term		Tem	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FIE	SALARIES
V.P. of Programs	0.024	3,169	0.024	3,169								
Program Director	0.059	4,843	0.059	4,843								
Administrative Manager	0.090	3,780	0.090	3,780								
Director of QA & Compliance	0.034	2,420	0.034	2,420								
Court Liaison	0.053	1,648	0.053	1,648								
Counselor	1.954	58,536	1.954	58,536								
Maintenance Manager	0.030	1,915	0.030	1,915								
Maintenance Worker	0.215	7,611	0.215	7,611								
Transportation & Facility Manager	0,010	639	0.010	639								
Driver	0.042	1,197	0.042	1,197								•
Cook/Food Service	0.106	6,920	0.106	6,920								
Administrative Assistant	0.005	174	0.005	174								
Therapist	0.180	8,493	0.180	8,493		:						
Mental Health Manager	0.049	3,169	0.049	3,169								
Director of Workflow Development	0.028	2,214	0.028	2,214			1					
Education Coordinator	0.057	2,210	0.057	2,210		,						
Housing & Community Services Spec	0.064	2,250	0.064	2,250								
Employment Counselor	0.029	1,086	0.029	1,086								
Computer Lab Instructor	0.038	. 1,212	0.038	1,212								
IT Specialist - Data Control	0.107	4,228	0.107	. 4,228								
Psychiatrist	0.022	2,953	0.022	2,953								
	- 1			-								`
	-	-	-			· .						· ·
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	•	-	-									
·	-	-	-	-								
	-	-	-	-								
	-	-		-								
	-	-	-									
	-	-	- 1									
TOTALS	3,196	120,667	3.196	120,667	-	-			-			
EMPLOYEE FRINGE BENEFITS	31%	37,407	31%	37,407						1		*
TOȚAL SALARIES & BENEFITS		158,074		158,074	:	7-		-				

# DPH 4: Operating Expenses Detail

Provider Number:

383806 & 383857 Walden House, Inc. - Satellite Residential Provider Name:

APPENDIX #: Document Date: 10/08/10

			•			
		GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2
·	TOTAL	(Agency-generated) OTHER REVENUE	(mant title)	(2224 1242	/domb = =====	/alh
	PROPOSED	PROPOSED	(grant title) PROPOSED	(grant title) PROPOSED	(dept. name) PROPOSED	(dept. name) PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	39,787	39,787				
Utilities (Elec, Water, Gas, Phone, Scave	29,921	29,921				
Office Supplies, Postage	331	331				
Building Maintenance Supplies & Repair	21,321	21,321			·	
Printing and Reproduction						·
Insurance	. 3,713	3,713	-			
Staff Training	50	50				
Staff Travel (Local & Out of Town)	236	236				
Rental of Equipment	4,167	4,167	•			
CONSULTANT/SUBCONTRACTOR	•					
	-	-	'			
	-	-			·	
					•	
					·	
OTHER		:	- ,			
Client Costs	2,263	2,263				
Transportation & Vehicles	. 483	. 483			<u>.</u>	
Food and Food Preparation	13,577	13,577				
General Operating	. 967	967		-	·	
	_					
				•		
TOTAL OPERATING EXPENSE	116,816	116,816	-	· -		

Provider Number: 383806 & 383857 APPENDIX #: B-2 Walden House, Inc. - Satellite Residential 2010-11 Document Date: 10/08/10

Program Name: Fiscal Year:

Salaries and Benefits	FTE	Salaries
V.P. of Programs Annual Salary = \$132042	0.024	3,169
Program Director Annual Salary = \$82,085	0.059	4,843
Administrative Manager Annual Salary = \$42,000	0.090	. 3,780
Director of QA & Compliance Annual Salary = \$71,176	0.034	2,420
Court Liaison Annual Salary = \$31,094	0.053	1,648
Counselor Annual Salary = \$29,957	1,954	58,536
Maintenance Manager Annual Salary = \$63,833	0.030	1,915
Maintenance Worker Annual Salary = \$35,400	0.215	7,611
Transportation & Facility Manager Annual Salary = \$63,900	. 0.010	639
Driver Annual Salary = \$28,500	0.042	1,197
Cook/Food Service Annual Salary = \$65,283	0.106	6,920
Administrative Assistant Annual Salary = \$34,800	0.005	174
Therapist Annual Salary = \$47,183	0.180	8,493
Mental Health Manager Annual Salary = \$64,673	0.049	3,169
Director of Workflow Development Annual Salary = \$79,071	0.028	2,214
Education Coordinator Annual Salary = \$38,772	0.057	2,210
Housing & Community Services Spec. Annual Salary = \$35,156	0.064	2,250
Employment Counselor Annual Salary = \$37,448	0.029	. 1,086
Computer Lab Instructor Annual Salary = \$31,895	0.038	1,212
IT Specialist - Data Control Annual Salary = \$39,514	0.107	4,228
Psychiatrist Annual Salary = \$134,227	0.022	2,953
Total Salaries	3.196	120,667
	,	
State Unemployment Insurance - 5.46%		6,588
FICA - 7.37%		- 8,893
Workers' Compensation - 2.69%	•	· 3,246
Health Benefits - 12.28%		14,819
Retirement - 3.2%		3,861
Total Benefits		37,407
Total Salaries and Benefits	<u> </u>	158,074
Operating Expenses		
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot	al amount divided by 12 months fo	r a monthly allocation.
Occupancy:	•	` .
Rent:	• •	Ì
Rental of office space and group therapy rooms		39,787
\$5.767 per Bed Day	***************************************	·
1 1 1 1 1 0		····
Utilities:		20.024
Water, gas, electricity and waste disposal	<del></del>	29,921
\$4.337 per Bed Day		
Building Maintenance:		
Maintenance and repairs of building		21,321
\$3.09 per Bed Day		<u> </u>
goloo per bad bay		
Total Occupancy:		91,028
Materials and Supplies:		, 01,020
materials and odphies.		

Provider Number: 383806 & 383857

APPENDIX #:

. B-2

Walden House, Inc. - Satellite Residential 2010-11

Document Date:

10/08/10

Program Name: Fiscal Year:

Office Supplies:	
Office supplies for program staff	331
\$103.56 per FTE of 3.196	O C
0 100.00 per 1 1E of 0.190	
Client Costs	
Office and activity supplies, transportation of clients	2,263
\$.328 per Bed Day	£, £ Q \$
,	
Food and Food Preparation	Name of the second control of the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second sec
Meals and food related expense	13,577
\$1.967 per Bed Day	
Total Materials and Supplies:	16,171
· · · · · · · · · · · · · · · · · · ·	10,11
General Operating:	·
Insurance:	•
.012055% of Agency Total of \$307,988	3,713
	01/10
Staff Training:	
Costs to train staff in best practices	50
\$15.64 per FTE of 3,196	
910,04 poi 1 1 L 01 0,100	
Rental of Equipment:	· · · · · · · · · · · · · · · · · · ·
Copier rental	4,167
\$.604 per Bed Day	7,107
v.oo per beu bay	
Transportation & Vehicles	
Gad, vehicles maintenance and registration fees	483
\$.07 per Bed Day	403
Q.OT per bee buy	
Other General Operating	
Urine analysis, Licensing, memberships, job advertising graduation	
events, depreciation and miscellaneous expenses	
\$.14 per Bed Day	967
Total General Operating:	9,380
Total Ocheral Operating.	
Staff Travel (Local & Out of Town):	
Local staff travel	236
\$73.84 per FTE of 3.196	230
\$75.04 pci 1 12 di 3.790	
·	236
	2.00
Consultants/Subcontractors:	
	National Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of t
Total Consultants/Subcontractors:	
rotal Consultants/Subcontractors.	-

Provider Number: 383806 & 383857

Walden House, Inc. - Satellite Residential

APPENDIX #: Document Date:

B-2 10/08/10

Program Name: Fiscal Year:

2010-11

Total Operating Expenses	116,816
Capital Expenditures	
Total Direct Costs	274,890
Indirect Costs	32,988
CONTRACT TOTAL	307.878

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Pul		oot reporti	ng/Data oo.	iconion (or	APPENIDX#:	· B-3
LEGAL ENTITY NAME:		use. Inc.		1	PROVIDER #:	383805
PROVIDER NAME:						
REPORTING UNIT NAME::	WH Resid					<u> </u>
REPORTING UNIT:	38632					
MODE OF SVCS / SERVICE FUNCTION CODE:	Res-51					
SERVICE DESCRIPTION:					_	TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11					
FUNDINGUSES						
SALARIES & EMPLOYEE BENEFITS	····					209,573
OPERATING EXPENSE	65,441					65,441
CAPITAL OUTLAY (COST \$5,000 AND OVER)			·····			
SUBTOTAL DIRECT COSTS		-	-		-	275,014
INDIRECT COST AMOUNT TOTAL FUNDING USES:	33,002 . 308,016	*****	*****	**************************************		33,002 308,016
CBHS MENTAL HEALTH FUNDING SOURCES	308,010	Principal Communication				010,000
FEDERAL REVENUES						
STATE REVENUES						
GRANTS						
PRIOR YEAR ROLL OVER						
WORK ORDERS						······································
3RD PARTY PAYOR REVENUES			,			
REALIGNMENT FUNDS						-
COUNTY GENERAL FUND						
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	~	-	-	-	
CBHS SUBSTANCE ABUSE FUNDING SOURCES			建筑建建			
FEDERAL REVENUES						
STATE REVENUES						
GRANTS/PROJECTS			·		<u> </u>	
WORK ORDERS						
COUNTY GENERAL FUND HMHSCCRES227						308,016
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE		-	-	+	-	308,016
TOTAL DPH REVENUES	308,016	esso-busines direction with the s	200782000000000000000000000000000000000	-	4 Compact - brospansky complete (SC)	308,016
NON-DOH REVENUES						
Patient/Client Fees						-
TOTAL DEVENUES (DDL AND NON DOL)	200.040		-		-	200.040
TOTAL REVENUES (DPH AND NON-DPH)	308,016				n de any julie en ses	308,016
CBHS UNITS OF SVCS/TIME AND UNIT COST.  UNITS OF SERVICE	4 640					
UNITS OF SERVICE  UNITS OF TIME	1,643	-	<u> </u>			1,643
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES	<del> </del>				<u> </u>	187.47
COST PER UNIT-DPH RATE (DPH REVENUES ONLY						187.47
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY		<u> </u>				107,47
UNDUPLICATED CLIENTS		<del>                                     </del>	<b> </b>			40

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

**DPH 3: Salaries & Benefits Detail** 

Provider Number: Provider Name: 383805

Walden House, Inc. - WHITS Residential

APPENDIX #: Document Date:

B-3 10/08/10

			GENE	RAL FUND &	GF	RANT #1:	GF	RANT #2:	WORK	ORDER #1:	WORK	ORDER #2:
	. 1	TOTAL		y-generated)		· · · · · · · · · · · · · · · · · · ·						
			OTHE	R REVENUE	(grant title) (grant title		rant title)	(dept. name)		(dept. name)		
	Pi	oposed	Pi	roposed	Proposed Proposed		Proposed		Proposed			
	Tra	nsaction	Tra	nsaction	Transaction Transaction		Tri	Transaction		ansaction		
	Term: 7	/1/10-6/30/11	Term: 7	/1/10-6/30/11	Term		Term:		Term:		Term:	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
V.P. of Programs	0.017	2,122	0.017	2,122								
Program Director	0.154	10,826	0.154	10,826						<u> </u>	<u> </u>	
Administrative Manager	0.030	1,264	0.030	1,264							<u> </u>	
Therapist	0.323	14,572	0.323	14,572					l		<u> </u>	
V.P. of Mental Health Services	0.026	3,252	0.026	3,252							<u> </u>	
Mental Health Manager	0.204	10,478	0.204	10,478							<u> </u>	
Mental Health Training Director	0.025	1,603	0.025	1,603								
Counselor	1.036	34,017	1.036	34,017								
Night Counselor	0.156	4,720	0,156	4,720				•				
Family Service Coordinator	0.012	542	0.012	542	·						<u> </u>	
Client Services Manager	0.022	1,829	0.022	1,829							<u> </u>	
Client Services Support	0.053	1,475	0.053	1,475								
Manager of Licensing & Certification	0.021	1,003	0.021	1,003								
Director Of Medical Services	0.061	4,915	0.061	4,915								
Medical Services Assistant	0.156	5,034	0.156	5,034								
Physician	0.035	165	0,035	165								
MH Medi-Cal Admin Coordinator	0.063	2,893	0.063	2,893								
HIV/AIDS Program Clinical Coordinate	0,302	11,788	0.302	11,788								
HIV/AIDS Program Admin. Asst	0.179	5,549	0.179	5,549							,	
Psychiatrist	0.058	7,670	0.058	7,670								
HIV/AIDS Program Admissions	0.182	7,369	0.182	7,369								
HIV/AIDS Program Legal	0.001	44	0.001	44								
IT Specialist - Data Control	0.029	1,149	0.029	1,149								
Manager Of Tranportation & Facility	0.053	3,370	0.053	3,370								
Driver	0.209	6,757	0.209	6,757				",				
Cook/Food Service	0.177	6,645	0.177	6,645								
Director of QA & Compliance	0.027	2,023	0.027	2,023	į					•		
Intake Assessment Specialist	0.025	1,083	0,025	1,083	· · · · · · · · · · · · · · · · · · ·							
Operations (Janitor., Maint.)	0.142	5,822	0.142	5,822	·							
	-	-	*	-								,
TOTALS	3.778	159,979	3.778	159,979	-	**	-	-		-	-	-
EMPLOYEE FRINGE BENEFITS	31%	49,594	31%	49,594		-						-
TOTAL SALARIES & BENEFITS		209,573		209,573	***************************************	*	<u> </u>	-	<u> </u>	***	]	

# **DPH 4: Operating Expenses Detail**

Provider Number: Provider Name: 383805

ne: Walden House, Inc. - WHITS Residential

APPENDIX #: Document Date:

B-3 10/08/10

· · · · · · · · · · · · · · · · · · ·	GENERAL FUND &	GRANT #1:	GRANT #2	WORK ORDER #1	WORK ORDER #2
TOTAL	(Agency-generated)				
	OTHER REVENUE	(grant title)	(grant title)	(dept. name)	(dept. name)
PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
17,074	17,074				
15,897	15,897				
786	786				
5,720	5,720				
6,081	6,081				
60	60				
172	172				
4,525	4,525				
-					
_	~			`	
-					
_					
-	-			·	
3,605	3,605				
828	828		•		
7,972	7,972	•			
. 2,721	2,721				
, pa.					
GE A44	GE 444				
	PROPOSED TRANSACTION  Term: 7/1/10-6/30/11	PROPOSED TRANSACTION Term: 7/1/10-6/30/11 Term: 7/1/10-6/30/11 17,074 17,074 15,897 15,897 786 786 5,720 5,720	TOTAL (Agency-generated) OTHER REVENUE (Grant title)  PROPOSED TRANSACTION TRANSACTION TRANSACTION  Term: 7/1/10-6/30/11 Term: 7/1/10-6/30/11 Term:  17,074 17,074  15,897 15,897  786 786  5,720 5,720  - 6,081 6,081  60 60 60  172 172  4,525 4,525	TOTAL	TOTAL

Provider Number: 383805

Walden House, Inc. - WHITS Residential 2010-11

APPENDIX #:

B-3 10/08/10

15,897

Program Name: Fiscal Year:

Water, gas, electricity and waste disposal

Document Date:

FTE 0.017	Salaries 2,122
0.154	10,826
	1,264
1	14,572
	3,252
	10,478
	1,603
	34,017
	4,720
	542
	1,829
	1,475
<u> </u>	1,003
L	4,915
	5,034
	165
	2,893
	11,788
	5,549
	7,670
	7,369
· · · · · · · · · · · · · · · · · · ·	44
	1,149
I	3,370
	6,757
	6,645
	2,023
	1,083
<u> </u>	5,822
	159,979
	100,070
	8,735
	11,790
	. 4,303
	19,647
	5,119
	49,594
	,0,00
	209,573
,	
ount divided by 12 months fo	r a monthly allocation
	,
•	
	17,074
	,37.1
	0.030 0.323 0.026 0.204 0.025 1.036 0.156 0.012 0.022 0.053 0.021 0.061 0.156 0.035 0.063 0.302 0.179 0.058 0.182 0.001 0.001 0.029 0.053 0.209 0.177 0.027 0.025 0.142 3.778

Provider Number: 383805 Program Name: **Walden** 

APPENDIX #:

B-3

Fiscal Year:

Walden House, Inc. - WHITS Residential 2010-11

Document Date:

10/08/10

9.675 per Bed Day	
Building Maintenance:	
	5,720
Maintenance & repairs of building 3.481 per Bed Day	0,120
3.401 per beu Day	
Total Occupancy	38,692
Total Occupancy:  Materials and Supplies:	. 30,092
Office Supplies:	
	786
Office supplies for program staff::208.04 per FTE of 3,778	100
208.04 per F I E of 3,778	
Client Costs	
	3,605
Office & activity supplies, transportation of clients	. 3,000
2.194 per Bed Day	
Food and Food Proporation	
ood and rood reparation	= ^-
Meals and food related expense	. 7,972
4.852 per Bed Day	10.000
otal Materials and Supplies:	12,363
General Operating:	
nsurance:	
0197% of Agency Total of \$307,988	6,08
Staff Training:	· · · · · · · · · · · · · · · · · · ·
Costs to train staff in best practices	60
	. 0
.0365 per Bed Day	
Rental of Equipment:	•
Copier Rental	4,525
2.764 per Red Day	4,020
2.754 per Bed Day	
ransportaion & Vehicles	
Gas, vehicles maintenance and registration fees	•
5.503 per Bed Day	828
	<u> </u>
Other General Operating	·
Irine analysis, Licensing, memberships, job advertising, graduation	· · · · · · · · · · · · · · · · · · ·
Allic alialysis, Electising, inclineralips, for advertising, graduation	
events, depreciation and miscellaneous expenses	2 72
	. 2,72
events, depreciation and miscellaneous expenses	
vents, depreciation and miscellaneous expenses 1.651 per Bed Day  otal General Operating:	
ovents, depreciation and miscellaneous expenses 1.651 per Bed Day  Total General Operating:  Staff Travel (Local & Out of Town):	14,21
events, depreciation and miscellaneous expenses 1.651 per Bed Day  Total General Operating:  Staff Travel (Local & Out of Town):  Local staff travel	2,72° 14,21! 17:
ovents, depreciation and miscellaneous expenses 1.651 per Bed Day  Total General Operating:  Staff Travel (Local & Out of Town):	14,21

Provider Number: 383805

APPENDIX #:

B-3

Program Name: Fiscal Year:

Walden House, Inc. - WHITS Residential 2010-11

1

Document Date:

10/08/10

Consultants/Subcontractors:			
Total Consultants/Subcontractors:			
Total Operating Expenses		·	65,441
Capital Expenditures	·		
Total Direct Costs			275,014
Indirect Costs		÷	33,002
CONTRACT TOTAL			308,016

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Put		ost report	ng/Data Go	neotion (or	APPENIDX #:	B-4
LEGAL ENTITY NAME:		uea Inc	b.		PROVIDER#:	383805
PROVIDER NAME:		363003				
PROVIDER NAME:		Sidemilai		<u> </u>		
REPORTING UNIT NAME::	WH Integrated Mentaly III Res					
REPORTING UNIT:	85572					
MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79					
	Adult					
SERVICE DESCRIPTION:	Residential					TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11					to the same of the same of the same
FUNDING USES.						
SALARIES & EMPLOYEE BENEFITS	<del>[</del>	**************************************				85,956
OPERATING EXPENSE						40,940
CAPITAL OUTLAY (COST \$5,000 AND OVER)						
SUBTOTAL DIRECT COSTS				<u> </u>	,	126,896
INDIRECT COST AMOUNT	15,228					15,228
TOTAL FUNDING USES:	142,124				toodkalous-Suväällelli	142,124
CBHS MENTAL HEALTH FUNDING SOURCES						
FEDERAL REVENUES	ļ					
STATE REVENUES						-
GRANTS						
PRIOR YEAR ROLL OVER						<u></u>
WORK ORDERS				<u> </u>		
3RD PARTY PAYOR REVENUES				***************************************		
REALIGNMENT FUNDS COUNTY GENERAL FUND				<u> </u>		
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	_	· · · · · · · · · · · · · · · · · · ·				
CBHS SUBSTANCE ABUSE FUNDING SOURCES						
FEDERAL REVENUES	155555555555555555555555555555555555555	etresocrational distribution	Lights Time of the desired in			MEDERAL PROPERTY.
STATE REVENUES				·		
GRANTS/PROJECTS						
State CDCR ISMIP HMAD01-11	71,062	50.00%			·	71,062
State CDCR ISMIP HMAD02-11	<del></del>	50.00%				71,062
WORK ORDERS	71,002	00.007				71,002
COUNTY GENERAL FUND						
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES	142,124	-	-			142,124
TOTAL DPH REVENUES	142,124	-				142,124
NON-DPH REVENUES						
Patient/Client Fees	*		and the second second second second second	2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
TOTAL NON-DPH REVENUES	-		-	-	-	•
TOTAL REVENUES (DPH AND NON-DPH)	142,124	-	-		-	142,124
CBHS UNITS OF SVCS/ITIME AND UNIT COST	20.00					
UNITS OF SERVICE	1,095					1,095
UNITS OF TIME ²						
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)	129,79					129.79
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)	129.79					129.79
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)						
UNDUPLICATED CLIENTS	24					24

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

# DPH 3: Salaries & Benefits Detail

Provider Number:

383805

Provider Name: Walden House, Inc. - Bridges Residential

APPENDIX #:

Document Date:

B-4 10/08/10

			GENE	RAL FUND &	GF	RANT #1:	GF	CANT #2:	WORK	K ORDER #1: WORK ORDER #2		CORDER #2:	
	٦	TOTAL	(Agend	cy-generated)	CDCR IS	MIP (HMAD01)	CDCR IS	MIP (HMAD02)					
·				R REVENUE	(91	rant title)	1	rant title)	(de	pt. name)	(de	ept name)	
·	Pi	roposed	P	roposed	P	roposed	P	roposed	P	roposed	Proposed		
ļ	Tra	insaction	Tr	ansaction	Tra	nsaction		ansaction		Transaction Term:		Transaction	
	Term: 7	/1/10-6/30/11	Term	:	Term: 7	//1/10-6/30/11	Ł .	71/10-6/30/11	Term			•	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	
V.P. of Programs	0.007	951			0.0035	475	0.0035	476					
Program Director	0.078	5,473			0.0390	2,736	0.0390	2,737					
Administrative Manager	0.015	615	······································		0.0075	307	0.0075	308					
Therapist	0.001	59	*****		0.0005	29	0.0005	30					
V.P. of Mental Health Services	0.012	1,580			0.0060	790	0.0060	790					
Mental Health Manager	0.079	. 4,039			0.0395	2,019	0.0395	2,020					
Mental Health Training Director	0.015	888			0.0075	444	0.0075	444					
Counselor	0.518	17,007	····		0.2590	8,503	0.2590	8,504		·			
Night Counselor	0.079	2,384			0.0395	1,192	0.0395	1,192					
Family Service Coordinator	0.006	293			0.0030	146	0.0030	147		·			
Client Services Manager	0.012	934	***************************************		0.0060	467	0.0060	467					
Client Services Support	0.030	815	<del></del>		0.0150	407	0.0150	408					
Manager of Licensing & Certification	0.011	554			0.0055	277	0,0055	277					
Director Of Medical Services	0,028	2,344			0.0140	1,172	0.0140	1,172		·			
Medical Services Assistant	0.079	2,546			0,0395	1,273	0.0395	1,273					
Physician	0.018	88			0.0090	44	0.0090	44					
MH Medi-Cal Admin Coordinator	0.049	2,256			0.0245	1,128	0.0245	1,128					
HIV/AIDS Program Clinical Coordinate	0.152	5,941			0.0760	2,970	0.0760	2,971					
HIV/AIDS Program Admin, Asst	0.112	3,616	-		0.0560	1,808	0.0560	1,808					
HIV/AIDS Program Admissions	0.003	156			0.0015	78	0.0015	78	· · · · · · · · · · · · · · · · · · ·				
IT Specialist - Data Control	0.011	434			0.0055	217	0.0055	217					
Manager Of Tranportation & Facility	0.024	1,558			0.0120	<b>7</b> 79	0.0120	779				<u> </u>	
Driver	0.102	3,308			0.0510	1,654	0.0510	1,654					
Cook/Food Service	0.089	3,322			0.0445	1,661	0.0445	1,661					
Director of QA & Compliance	0.016	1,107			0.0080	553	0.0080	554					
Intake Assessment Specialist	0.015	637			0.0075	318	0.0075	319					
Operations (Janitor., Maint.)	0.066	2,711	· · · · · · · · · · · · · · · · · · ·		0.0330	1,361	0.0330	1,350					
	-	-1			-	-	-						
	-				- 1		-						
	-	-			- 1	-	-						
TOTALS	1.627	65,616	-	-	0.8135	32,808	0.8135	32,808		-	-	-	
									<del></del>	·			
EMPLOYEE FRINGE BENEFITS	31%	20,340	i	•	31%	10,170	31%	10,170		-		_	
TOTAL SALARIES & BENEFITS	!	85,956		<u> </u>		42,978		42,978		-			

# DPH 4: Operating Expenses Detail

Provider Number: Provider Name:

383805.

Walden House, Inc. - Bridges Residential

	•	GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
	TOTAL		CDCR ISMIP (HMAD01)	3		
		OTHER REVENUE		(grant title)	(dept. name)	(dept. name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term:	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:
Rental of Property :	11,401		5,700	5,701		
Utilities (Elec, Water, Gas, Phone, Scave	8,865		4,432	4,433		
Office Supplies, Postage	506		253	253		
Building Maintenance Supplies & Repair	3,522		1,761	1,761		
Printing and Reproduction	•		_	-		
Insurance	2,716		1,358	1,358		
Staff Training	54		27	27		
Staff Travel (Local & Out of Town)	165		82	83		
Rental of Equipment	2,610		1,305	. 1,305		
CONSULTANT/SUBCONTRACTOR		,				
	-		-	-		
			-			
			-			
	-		-	<del>-</del>		
OTHER				· ·	•	
Client Costs	3,409		1,704	1,705		
Transportation & Vehicles	635		317	318		
Food and Food Preparation	5,047		2,523	2,524		
General Operating	2,010		1,008	1,002		
<u> </u>	-			-		
	•					·
TOTAL OPERATING EXPENSE	40,940		20,470	20,470	-	-

Provider Number: 383805 APPENDIX #: B-4 Walden House, Inc. - Bridges Residential 2010-11 Document Date: 10/08/10

Program Name: Fiscal Year:

Salaries and Benefits	FTE	Salaries
V.P. of Programs - Annual Salary = \$ 135,857	0.007	951
Program Director - Annual Salary = \$ 70,167	0.078	5,473
Administrative Manager - Annual Salary = \$ 41,000	0.015	615
Therapist - Annual Salary = \$ 59,000	0.001	59
V.P. of Mental Health Services - Annual Salary = \$131,667	0.012	1,580
Mental Health Manager - Annual Salary = \$ 51,127	0.079	4,039
Mental Health Training Director - Annual Salary = \$ 59,200	0.015	888
Counselor - Annual Saiary = \$ 32,832	0.518	17,007
Night Counselor - Annual Salary = \$ 30,177	0.079	2,384
Family Service Coordinator - Annual Salary = \$ 48,833	0.006	293
Client Services Manager - Annual Salary = \$ 77,833	0.012	934
Client Services Support - Annual Salary = \$ 27,167	0.030	815
Manager of Licensing & Certification - Annual Salary = \$ 50,364	0.011	554
Director Of Medical Services - Annual Salary = \$83,714	0.028	2,344
Medical Services Assistant - Annual Salary = \$ 32,228	0.079	2,546
Physician - Annual Salary = \$ 4,889	0.018	88
MH Medi-Cal Admin Coordinator - Annual Salary = \$ 46,041	0.049	2,256
HIV/AIDS Program Clinical Coordinator - Annual Salary = \$ 39,086	0.152	5,941
HIV/AIDS Program Admin. Asst - Annual Salary = \$ 32,286	0.112	3,616
HIV/AIDS Program Admissions - Annual Salary = \$ 52,000	0.003	156
IT Specialist - Data Control - Annual Salary = \$ 39,455	0.011	434
Manager Of Transportation & Facility - Annual Salary = \$ 64,917	0.024	1,558
Driver - Annual Salary = \$ 32,431	0.102	3,308
Cook/Food Service - Annual Salary = \$ 37,326	0.089	. 3,322
Director of QA & Compliance - Annual Salary = \$ 69,188	0.016	1,107
Intake Assessment Specialist - Annual Salary = \$ 42,467	0.015	637
Operations (Janitor., Maint.) - Annual Salary = \$ 41,061	0.066	2,710
Total Salaries	1.627	65,615
TOTAL GALACTES	1,027 )	03,013
State Unemployment Insurance - 5.46%		3,583
FICA - 7.37%		4,836
Workers' Compensation - 2.69%		1,765
Health Benefits - 12.28%		8,057
Retirement - 3,2%		2,100
Total Benefits	· · · · · · · · · · · · · · · · · · ·	20,341
Total Salaries and Benefits	,	85,956
Operating Expenses	•	
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total	al amount divided by 12 months fo	r a monthly allocation.
Occupancy:		
Rent:		1
Rental of office space and individual and group therapy rooms		11,401
\$10.412 per bed day		
9 of U.S.L.		
Utilities:		
Water, gas, electricity and waste disposal		8,865
\$8.095 per bed day		

Provider Number: 383805 Program Name: Walden

APPENDIX #:

B-4

Walden House, Inc. - Bridges Residential 2010-11

Document Date:

Fiscal	l Year:	2010

Building Maintenance;	
Maintenance and repairs of building	3,522
\$3.216 per bed day	0,022
yoz. To bei bed day	.,
Total Occupancy:	23,788
Materials and Supplies:	25,700
Office Supplies:	
	roc.
Office supplies for program staff	506
\$311.00 per FTE of 1.627	
211-40-42	
Client Costs	n' 400
Office & activity supplies, transportation of clients	3,409
\$3.113 per bed day	······································
Food and Food Preparation	••
Meals and food related expense	5,047
64.609 per bed day	
Total Materials and Supplies:	8,962
General Operating:	
nsurance:	•
5.0088% of Agency Total of \$307,988	2,716
	•
	****
Staff Training:	
Costs to train staff in best practices	54
\$33.189 per FTE of 1.627	
Rental of Equipment:	· · · · · · · · · · · · · · · · · · ·
Copier Rental	2,610
52.383 per bed day	
Fransportation & Vehicles	
Gas, vehicles maintenance and registration fees	635
5.579 per bed day	
Other General Operating	•
Jrine analysis, Licensing, memberships, job advertising, graduation	2,010
events, depreciation and ,miscellaneous expenses	2,010
\$1.835 per bed day	0.005
Total General Operating:	8,025
The ff Transport II and Count of Transport	
Staff Travel (Local & Out of Town):	-AL
_ocal staff travel	165
\$101.41 per FTE of 1.627	······································
· · · · · · · · · · · · · · · · · · ·	165
	•
Consultants/Subcontractors:	
•	

Provider Number: 383805

APPENDIX #:

B-4

Program Name: Fiscal Year:

Walden House, Inc. - Bridges Residential

Document Date:

10/08/10

2010-11

	,
Total Consultants/Subcontractors:	•
Total Operating Expenses	40,940
Capital Expenditures	-
Total Direct Costs	126,896
Indirect Costs	15,228
CONTRACT TOTAL	142,124

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Pull FISCAL YEAR:		ost Keporu	ng/Data Co		APPENIDX #:	B-5
LEGAL ENTITY NAME:		uss Inc			·	
		<del></del>		PROVIDER#:	383805, 383	8806 & 383834
PROVIDER NAME:	SFGH Resi	dential				
	Buena Vista,					
SCHOOTING LIFETALANCE	Hayes &					
REPORTING UNIT NAME::	Haight Res					
	38062					
DEPORTING UNIT	38342 38572					
REPORTING UNIT:  MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79	-7	· <del>····································</del>			
MODE OF SVO37 SERVICE FORCHOV CODE.					:	
SERVICE DESCRIPTION:	Adult Residential	,				TOTAL
CBHS FUNDING TERM:						IOIAL
FUNDINGUSES						
SALARIES & EMPLOYEE BENEFITS	282,379	A THE RESERVE THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE 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OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF THE PROPERTY OF	And the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second 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state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the	282,379
OPERATING EXPENSE	<del></del>		,			117,745
CAPITAL OUTLAY (COST \$5,000 AND OVER)	<del></del>	· · · · · · · · · · · · · · · · · · ·	***************************************		,	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
SUBTOTAL DIRECT COSTS		<u> </u>			<i>+</i>	400,124
INDIRECT COST AMOUNT						48,015
TOTAL FUNDING USES:	448,139	*	-	-	-	448,139
CHIS MENTAL HEALTH FUNDING SOURCES	arany sa					
FEDERAL REVENUES						-
STATE REVENUES						-
GRANTS						_
PRIOR YEAR ROLL OVER						-
WORK ORDERS						-
3RD PARTY PAYOR REVENUES		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				-
REALIGNMENT FUNDS						
COUNTY GENERAL FUND						
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	_	W0320072-1004	-	-	-
CBHS SUBSTANCE ABUSE FUNDING SOURCES						
FEDERAL REVENUES	ļ .				· · · · · · · · · · · · · · · · · · ·	
STATE REVENUES						
GRANTS/PROJECTS						
WORK ORDERS COUNTY GENERAL FUND HMHSCCRES227	419,156					440 450
	<u> </u>					419,156
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES TOTAL DPH REVENUES	419,156 419,156				-	419,156 419,156
NGN-DEH REVENUES	710,100				CK ALVESTON A	416,100
Patient/Client Fees	28,983	Section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the section of the sectio	STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET, STREET,	meles edecemental general	HOUSE THE PROPERTY OF	28,983
TOTAL NON-DPH REVENUES	28,983		-		*	28,983
TOTAL REVENUES (DPH AND NON-DPH)	448,139	_	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	_	₽	448,139
CBHS UNITS OF SVCS/TIME AND UNIT COST						
UNITS OF SERVICE ¹	3,285	and the second section of the second section of the second section of the second section of the second section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section section				3,285
UNITS OF TIME ²	<del></del>					
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)	136.42					136.42
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)	<del> </del>					127.60
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)						
UNDUPLICATED CLIENTS	28					28

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

# DPH 3: Salaries & Benefits Detail

Provider Number:

383805, 383806 & 383834

Provider Name: Walden House, Inc. - SFGH Residential

APPENDIX #:

B-5 10/08/10

Document Date:

			GENE	RAL FUND &	GI	RANT #1:	GI	RANT #2:	WORK	CORDER #1:	WOR	ORDER #2:
	٦	TOTAL	(Agend	y-generated)					<u> </u>	-		
				R REVENUE	(g	rant title)	(g	rant title)	(de	pt. name)	(de	pt. name)
1	P	roposed	Р	roposed	P	roposed		roposed	P	roposed	Proposed	
	Tre	insaction	Tra	ansaction	Tr	ansaction	Tr	ansaction	Tr	ansaction	Tr	ansaction
	Tem: 7	/1/10-6/30/11	Term: 7	7/1/10-6/30/11	Term	•	Term		Term	·	Term	-
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
V.P. of Programs	0.020	2,631	0.020	2,631								
Program Director	0.172	12,282	0.172	12,282								
Administrative Manager	0.052	2,372	0.052	2,372								
Director of QA & Compliance	0.042	3,255	0.042	3,255		·						
Manager of Licensing & Certification	0.044	2,308	0.044	2,308								
Director of Admissions	0_054	3,393	0.054	3,393								
Admissions Counselor	0.110	3,842	0.110	3,842								
Court Liaison	0.018	582	0.018	582								
Counselor	1.540	56,258	1.540	56,258								
Night Counselor	0.202	6,426	0.202	6,426								
Weekend Counselor	0.086	2,706	0.086	2,706								
Reentry Coordinator	0.022	787	0.022	787					<u> </u>			
T.C. Admin. Assistant (Nexus)	0.064	2,510	0.064	2,510								
T.C. Coordinator	0.022	929	0.022	929								
Maintenance Manager	0.026	1,745	0.026	1,745								
Maintenance Supervisor	0,032	1,420	0.032	1,420						}	}	
Maintenance Worker	0.112	3,930	0.112	3,930								
Transportation & Facility Manager	0.056	3,962	0.056	3,962								
Warehouse Coordinator	0.048	2,320	0.048	2,320				\				
Driver	0.226	7,899	0.226	7,899								
Cook/Food Service	0.248	10,712	0.248	10,712								·
Client Services Manager	0.036	2,998	0.036	2,998		-						
Client Services Support	0.078	2,426	0.078	2,426								
Family Services Coordinator	0.036	1,956	0.036	1,956								
Medical Services Director	0.060	5,426	0,060	5,426			1		T T			
Medical Services Support	0.176	6,171	0.176	6,171			<u> </u>					
Physician	0.052	277	0.052	277								
V.P. of Mental Health Services	0.032	4,253	0.032	4,253	1						Ī	
Mental Health Training Director	0.040	2,637	0.040	2,637					]		]	
Administrative Assistant	0.152	5,410	0.152	5,410					1			
Intake Assessment Specialist	0.034	1,558	0.034	1,558							I	
Therapist	0.180	9,226	0.180	9,226		· · · · · · · · · · · · · · · · · · ·						
Mental Health Manager	0.382	16,759	0.382	16,759								
Director of Workflow Development	0.036	2,821	0.036	2,821					1			
Education Coordinator	0.040	1,627	0.040	1,627							l	
Housing & Community Services Spec	0.032	1,160	0.032	1,160			1			}	<del>                                     </del>	
Employment Counselor	0.038	1,483	0.038	1,483								
Computer Lab Instructor	0.006	235	0.006	235							· · · · · · · · · · · · · · · · · · ·	
								*		Transport of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the s		

# DPH 3; Salaries & Benefits Detail

Provider Number: Provider Name:

383805, 383806 & 383834

Walden House, Inc. - SFGH Residential

APPENDIX #: B-5
Document Date: 10/08/10

		TOTAL		RAL FUND & γ-generated)	G	RANT #1:	GI	RANT #2:	. WORK	ORDER #1;	WORK	ORDER #2:
				REVENUE	(g	rant title)	(g	rant title)	(de	pt. name)	(de	pt. name)
	Pı	oposed	Pr	oposed	F	roposed	P	roposed	Р	roposed	P	roposed
	Tra	nsaction	Tra	nsaction	· Tr	ansaction	Tr	ansaction	Ŧre	ansaction	Tre	ensaction
	Term: 7	/1/10-6/30/11	Term: 7	/1/10-6/30/11	Term	-	Term		Term	·	Term	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
IT Specialist - Data Control	0.060	2,636	0.060	2,636								
Psychiatrist .	0.100	14,229	0.100	14,229								
TOTALS	4.766	215,557	4.766	215,557	. ~		-	-	-		7	-
EMPLOYEE FRINGE BENEFITS	31%	66,822	31%	66,822				-		_		
TOTAL SALARIES & BENEFITS		282,379		282,379	· · · · · · · · · · · · · · · · · · ·	-		-		-		_

# **DPH 4: Operating Expenses Detail**

Provider Number:

383805, 383806 & 383834

Provider Name: Walden House, Inc. - SFGH Residential

APPENDIX #:_

B-5

Document Date: 10/08/10

1		A 15 4 3 199 (1 4	A = 4117 110		11.
	1	GRANT#1:	GRANT#2:	WORK ORDER #1:	WORK ORDER #2
TOTAL					
			(grant title)	(dept. name)	(dept. name)
<b>*</b>	, · · · · · · · · · · · · · · · · · · ·			1	PROPOSED
TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term:	Term:
31,567	31,567				
24,276	24,276		•		
1,097	1,097				
12,063	12,063				
	-				
8,589	8,589			·	
198	198		·	·	
225	225				
5,704	. 5,704				
	-	•			
-	-				
-	-				
~					
_	•				
10,193	10,193	-			
1,409	<del>}</del>				
16,101	16,101				
6,323	6,323				
-	-				
117,745	117,745	_	<u>.</u>	-	-
	31,567 24,276 1,097 12,063 - 8,589 198 225 5,704 10,193 1,409 16,101	PROPOSED TRANSACTION Term: 7/1/10-6/30/11  31,567  24,276  1,097  12,063  198  198  225  5,704  10,193  10,193  1,409  16,101  6,323  CTANSACTION  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7/1/10-6/30/11  Term: 7	TOTAL (Agency-generated) OTHER REVENUE (grant title) PROPOSED TRANSACTION TRANSACTION TRANSACTION  Term: 7/1/10-6/30/11 Term: 7/1/10-6/30/11 Term:  31,567 31,567 24,276 24,276 1,097 1,097 12,063 12,063	TOTAL	TOTAL

Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-5

Program Name: Fiscal Year:

Walden House, Inc. - SFGH Residential 2010-11

Document Date:

Program Director - Annual Salary = \$ 71,407	Salaries and Benefits	FTE	Salaries
Administrative Manager - Annual Salary = \$ 45,615	V.P. of Programs - Annual Salary = \$ 130,248	. 0.020	2,631
Administrative Manager - Annual Salary = \$ 45,615	Program Director - Annual Salary = \$ 71,407	0.172	12,282
Director of QA & Compilance - Annual Salary = \$ 77,500         0.042         3.255           Manager of Licensing & Certification - Annual Salary = \$ 52,455         0.044         2,308           Director of Admissions - Annual Salary = \$ 34,927         0.110         3,842           Court Liaison - Annual Salary = \$ 34,927         0.110         3,842           Court Liaison - Annual Salary = \$ 32,333         0.018         582           Courselor - Annual Salary = \$ 35,531         1.540         66,258           Night Counselor - Annual Salary = \$ 31,812         0.002         6,426           Weekend Counselor - Annual Salary = \$ 31,812         0.002         6,426           Weekend Counselor - Annual Salary = \$ 31,465         0.086         2,706           Reentry Coordinator - Annual Salary = \$ 342,227         0.022         787           T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 39,219         0.064         2,510           T.C. Cadmin. Assistant (Nexus) - Annual Salary = \$ 442,227         0.022         929           Maintenance Manager - Annual Salary = \$ 443,375         0.032         1,420           Maintenance Worker - Annual Salary = \$ 34,4375         0.032         1,420           Maintenance Worker - Annual Salary = \$ 44,333         0.046         2,320           Driver - Annual Salary = \$ 34,951         0.226         <		0.052	2,372
Manager of Licensing & Certification - Annual Salary = \$ 62,833         0.044         2,306           Director of Admissions - Annual Salary = \$ 62,833         0.054         3,393           Admissions Counselor - Annual Salary = \$ 32,333         0.018         582           Court Liaison - Annual Salary = \$ 32,333         0.018         582           Counselor - Annual Salary = \$ 32,333         0.018         582           Night Counselor - Annual Salary = \$ 31,812         0.202         6,426           Weekend Counselor - Annual Salary = \$ 31,865         0.066         2,706           Reentry Coordinator - Annual Salary = \$ 35,773         0.022         787           T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 39,219         0.064         2,510           T.C. Coordinator - Annual Salary = \$ 42,227         0.022         929           Maintenance Manager - Annual Salary = \$ 47,115         0.026         1,745           Maintenance Worker - Annual Salary = \$ 44,375         0.032         1,420           Maritoriance Worker - Annual Salary = \$ 48,333         0.046         2,320           Driver - Annual Salary = \$ 48,333         0.046         2,320           Driver - Annual Salary = \$ 4,3194         0.248         10,712           Client Services Manager - Annual Salary = \$ 4,8333         0.046         2,320 <t< td=""><td></td><td>0.042</td><td>3,255</td></t<>		0.042	3,255
Director of Admissions - Annual Salary = \$ 62,833         0,054         3,383           Admissions Counselor - Annual Salary = \$ 34,927         0,110         3,842           Court Liaison - Annual Salary = \$ 32,333         0,018         582           Counselor - Annual Salary = \$ 36,531         1,540         66,258           Night Counselor - Annual Salary = \$ 31,465         0,086         2,706           Reentry Coordinator - Annual Salary = \$ 35,773         0,022         787           T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 39,219         0,064         2,510           T.C. Cardinator - Annual Salary = \$ 42,227         0,022         929           Maintenance Manager - Annual Salary = \$ 44,375         0,032         1,420           Maintenance Supervisor - Annual Salary = \$ 43,975         0,032         1,420           Maintenance Worker - Annual Salary = \$ 43,989         0,112         3,930           Warehouse Coordinator - Annual Salary = \$ 48,333         0,048         2,320           Driver - Annual Salary = \$ 4,3194         0,248         10,712           Client Services Manager - Annual Salary = \$ 4,3194         0,248         10,712           Client Services Support - Annual Salary = \$ 4,3194         0,248         10,712           Client Services Support - Annual Salary = \$ 4,3194         0,248         10,712 <td></td> <td></td> <td>2,308</td>			2,308
Admissions Counselor - Annual Salary = \$ 34,927  Court Liaison - Annual Salary = \$ 32,333  Oo18  552  Counselor - Annual Salary = \$ 36,531  1,540  56,258  Night Counselor - Annual Salary = \$ 31,812  Weekend Counselor - Annual Salary = \$ 31,465  Reentry Coordinator - Annual Salary = \$ 31,465  Reentry Coordinator - Annual Salary = \$ 31,465  Reentry Coordinator - Annual Salary = \$ 31,465  Reentry Coordinator - Annual Salary = \$ 31,465  Reentry Coordinator - Annual Salary = \$ 31,465  Reentry Coordinator - Annual Salary = \$ 31,465  Reentry Coordinator - Annual Salary = \$ 39,219  Double 1, C. Coordinator - Annual Salary = \$ 39,219  Maintenance Manager - Annual Salary = \$ 42,227  Maintenance Worker - Annual Salary = \$ 44,375  Maintenance Worker - Annual Salary = \$ 44,375  Maintenance Worker - Annual Salary = \$ 44,375  Maintenance Worker - Annual Salary = \$ 44,375  Marrian Salary = \$ 34,951  Transportation & Facility Manager - Annual Salary = \$ 70,750  Marehouse Coordinator - Annual Salary = \$ 44,333  More Marrian Salary = \$ 34,951  Cookfrood Service - Annual Salary = \$ 43,3194  Cookfrood Service - Annual Salary = \$ 43,3194  Cookfrood Service - Annual Salary = \$ 83,278  Client Services Manager - Annual Salary = \$ 31,103  Dorient Services Manager - Annual Salary = \$ 31,103  Dorient Services Deport - Annual Salary = \$ 31,433  Medical Services Director - Annual Salary = \$ 54,333  Medical Services Deport - Annual Salary = \$ 31,433  Medical Services Director - Annual Salary = \$ 40,433  Medical Services Director - Annual Salary = \$ 40,433  Medical Services Director - Annual Salary = \$ 40,433  Medical Services Director - Annual Salary = \$ 40,433  Medical Services Director - Annual Salary = \$ 40,435  Medical Services Director - Annual Salary = \$ 40,435  Medical Services Director - Annual Salary = \$ 40,435  Medical Services Director - Annual Salary = \$ 40,633  Medical Services Director - Annual Salary = \$ 40,635  Medical Services Director - Annual Salary = \$ 40,605  Medical Services Director - Annual Salary = \$ 40,605  Medical			
Court Liston - Annual Salary = \$ 32,333         0,018         582           Counselor - Annual Salary = \$ 38,531         1,540         56,256           Night Counselor - Annual Salary = \$ 31,465         0,022         6,426           Weekend Counselor - Annual Salary = \$ 31,465         0,086         2,706           Reentry Coordinator - Annual Salary = \$ 35,773         0,022         787           T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 39,219         0,064         2,510           T.C. Coordinator - Annual Salary = \$ 42,227         0,022         928           Maintenance Manager - Annual Salary = \$ 67,115         0,026         1,745           Maintenance Worker - Annual Salary = \$ 44,375         0,032         1,420           Maintenance Worker - Annual Salary = \$ 35,089         0,112         3,930           Transportation & Facility Manager - Annual Salary = \$ 70,750         0,056         3,962           Warehouse Coordinator - Annual Salary = \$ 48,333         0,048         2,320           Driver - Annual Salary = \$ 34,914         0,226         7,899           Cook/Food Service - Annual Salary = \$ 43,934         0,226         7,899           Coil Services Support - Annual Salary = \$ 43,333         0,048         2,320           Driver - Annual Salary = \$ 34,851         0,226         7,899		0.110	
Counselor - Annual Salary = \$ 36,631         1,540         56,258           Night Counselor - Annual Salary = \$ 31,812         0,202         6,426           Weekend Counselor - Annual Salary = \$ 31,465         0,086         2,706           Reentry Coordinator - Annual Salary = \$ 35,773         0,022         787           T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 39,219         0,064         2,510           T.C. Coordinator - Annual Salary = \$ 42,227         0,022         929           Maintenance Manager - Annual Salary = \$ 44,275         0,022         329           Maintenance Supervisor - Annual Salary = \$ 44,275         0,032         1,420           Maintenance Worker - Annual Salary = \$ 44,375         0,032         1,420           Maintenance Courles - Annual Salary = \$ 44,375         0,032         1,420           Marintenance Worker - Annual Salary = \$ 44,375         0,032         1,420           Marintenance Coordinator - Annual Salary = \$ 48,333         0,048         2,320           Driver - Annual Salary = \$ 34,951         0,226         7,899           Clock/Food Service - Annual Salary = \$ 4,3194         0,248         10,712           Client Services Manager - Annual Salary = \$ 33,103         0,048         2,322           Client Services Manager - Annual Salary = \$ 54,333         0,036         2,988			582
Night Counselor - Annual Salary = \$ 31,812         0.202         6,268           Weekend Counselor - Annual Salary = \$ 31,465         0.096         2,706           Reentry Coordinator - Annual Salary = \$ 35,773         0.022         787           T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 39,219         0.064         2,510           T.C. Coordinator - Annual Salary = \$ 42,227         0.022         929           Maintenance Manager - Annual Salary = \$ 67,115         0.026         1,745           Maintenance Worker - Annual Salary = \$ 44,375         0.032         1,420           Maintenance Worker - Annual Salary = \$ 35,089         0.112         3,930           Transportation & Facility Manager - Annual Salary = \$ 70,750         0.056         3,962           Warehouse Coordinator - Annual Salary = \$ 48,333         0.048         2,320           Driver - Annual Salary = \$ 34,951         0.226         7,899           Cook/Food Service - Annual Salary = \$ 4,3194         0.248         10,712           Client Services Manager - Annual Salary = \$ 83,278         0.036         2,988           Client Services Support - Annual Salary = \$ 31,103         0.078         2,426           Family Services Coordinator - Annual Salary = \$ 34,333         0.078         2,426           Family Services Director - Annual Salary = \$ 30,433         0.060			
Weekend Counselor - Annual Salary = \$ 31,465         0.086         2,706           Reentry Coordinator - Annual Salary = \$ 35,773         0.022         787           T.C. Admin, Assistant (Nexus) - Annual Salary = \$ 39,219         0.064         2,510           T.C. Coordinator - Annual Salary = \$ 42,227         0.022         929           Maintenance Manager - Annual Salary = \$ 47,375         0.032         1,420           Maintenance Supervisor - Annual Salary = \$ 44,375         0.032         1,420           Maintenance Worker - Annual Salary = \$ 35,089         0.112         3,930           Transportation & Facility Manager - Annual Salary = \$ 70,750         0.056         3,962           Warehouse Coordinator - Annual Salary = \$ 48,333         0.048         2,320           Driver - Annual Salary = \$ 34,951         0.226         7,899           Cook/Food Service - Annual Salary = \$ 43,334         0.048         2,320           Driver - Annual Salary = \$ 34,951         0.226         7,899           Cook/Food Service - Annual Salary = \$ 4,3334         0.048         2,320           Driver - Annual Salary = \$ 34,951         0.226         7,899           Cook/Food Service - Annual Salary = \$ 8,3278         0.036         1,948           Client Services Wanager - Annual Salary = \$ 8,327         0.036         1,948			
Reentry Coordinator - Annual Salary = \$35,773   0.022   787   T.C. Admin. Assistant (Nexus) - Annual Salary = \$39,219   0.064   2,510   T.C. Coordinator - Annual Salary = \$42,227   0.022   929   Maintenance Manager - Annual Salary = \$67,115   0.032   1,420   Maintenance Worker - Annual Salary = \$44,375   0.032   1,420   Maintenance Worker - Annual Salary = \$44,375   0.032   1,420   Maintenance Worker - Annual Salary = \$48,389   0.112   3,930   Transportation & Facility Manager - Annual Salary = \$70,750   0.056   3,962   Warehouse Coordinator - Annual Salary = \$48,333   0.048   2,320   Driver - Annual Salary = \$34,961   0.226   7,899   Cook/Food Service - Annual Salary = \$4,3194   0.248   10,712   Client Services Manager - Annual Salary = \$83,278   0.036   2,998   Client Services Support - Annual Salary = \$31,103   0.078   2,426   Family Services Coordinator - Annual Salary = \$54,333   0.036   1,966   Medical Services Director - Annual Salary = \$90,433   0.060   5,426   Medical Services Director - Annual Salary = \$350,63   0.176   6,171   Physician - Annual Salary = \$350,63   0.176   6,171   Physician - Annual Salary = \$5,327   0.052   277   V.P. of Mental Health Services - Annual Salary = \$132,906   0.032   4,253   Mental Health Training Director - Annual Salary = \$45,824   0.034   1,558   Mental Health Training Director - Annual Salary = \$45,824   0.034   1,558   Mental Health Training Director - Annual Salary = \$45,824   0.034   1,558   Mental Health Manager - Annual Salary = \$45,824   0.034   1,558   Mental Health Manager - Annual Salary = \$45,872   0.362   0.162   5,410   Intake Assessment Specialist - Annual Salary = \$45,824   0.034   1,558   Mental Health Manager - Annual Salary = \$45,872   0.362   0.060   2,636   Mental Health Manager - Annual Salary = \$40,872   0.060   2,636   Mental Health Manager - Annual Salary = \$40,872   0.060   2,636   Mental Health Manager - Annual Salary = \$40,872   0.060   2,636   Mental Health Manager - Annual Salary = \$40,872   0.060   2,636   Mental Health Manager - Annual			
T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 39,219  T.C. Coordinator - Annual Salary = \$ 42,227  T.C. Coordinator - Annual Salary = \$ 42,227  Naintenance Manager - Annual Salary = \$ 44,375  Maintenance Supervisor - Annual Salary = \$ 44,375  Maintenance Worker - Annual Salary = \$ 35,089  Note: Annual Salary = \$ 35,089  Note: Annual Salary = \$ 35,089  Note: Annual Salary = \$ 34,951  Cook/Food Service - Annual Salary = \$ 48,333  Driver - Annual Salary = \$ 34,951  Cook/Food Service - Annual Salary = \$ 34,951  Client Services Manager - Annual Salary = \$ 31,103  Client Services Manager - Annual Salary = \$ 31,103  Client Services Support - Annual Salary = \$ 31,103  Medical Services Coordinator - Annual Salary = \$ 31,103  Medical Services Coordinator - Annual Salary = \$ 31,103  Medical Services Support - Annual Salary = \$ 35,063  Medical Services Support - Annual Salary = \$ 35,063  Medical Services Support - Annual Salary = \$ 35,063  Medical Services Support - Annual Salary = \$ 35,063  Medical Services Support - Annual Salary = \$ 35,063  Medical Services Support - Annual Salary = \$ 35,063  Medical Services Support - Annual Salary = \$ 35,063  Medical Services Support - Annual Salary = \$ 35,063  Medical Services Support - Annual Salary = \$ 35,063  Mental Health Training Director - Annual Salary = \$ 132,006  Medical Services Support - Annual Salary = \$ 35,052  Mental Health Training Director - Annual Salary = \$ 45,825  Mental Health Training Director - Annual Salary = \$ 45,825  Mental Health Training Director - Annual Salary = \$ 45,825  Mental Health Training Director - Annual Salary = \$ 45,825  Mental Health Training Director - Annual Salary = \$ 45,825  Mental Health Training Director - Annual Salary = \$ 45,825  Mental Health Training Director - Annual Salary = \$ 45,825  Mental Health Training Director - Annual Salary = \$ 45,825  Mental Health Manager - Annual Salary = \$ 45,825  Mental Health Manager - Annual Salary = \$ 45,825  Mental Health Manager - Annual Salary = \$ 45,825  Mental Health Manager - Annual Salary			
T.C. Coordinator - Annual Salary = \$42,227  Maintenance Manager - Annual Salary = \$67,115  Maintenance Supervisor - Annual Salary = \$44,375  Maintenance Supervisor - Annual Salary = \$44,375  Maintenance Worker - Annual Salary = \$35,089  Transportation & Facility Manager - Annual Salary = \$70,750  Maintenance Coordinator - Annual Salary = \$48,333  Driver - Annual Salary = \$48,333  Driver - Annual Salary = \$48,333  Driver - Annual Salary = \$48,333  Driver - Annual Salary = \$4,3194  Clook/Food Service - Annual Salary = \$43,194  Client Services Manager - Annual Salary = \$83,278  Client Services Manager - Annual Salary = \$83,278  Client Services Support - Annual Salary = \$83,278  Client Services Coordinator - Annual Salary = \$90,433  Medical Services Coordinator - Annual Salary = \$90,433  Medical Services Director - Annual Salary = \$90,433  Medical Services Director - Annual Salary = \$90,433  Medical Services Director - Annual Salary = \$90,633  Medical Services Pricetor - Annual Salary = \$90,633  Medical Services Pricetor - Annual Salary = \$90,633  Mental Health Training Director - Annual Salary = \$132,906  Mental Health Training Director - Annual Salary = \$132,906  Mental Health Training Director - Annual Salary = \$132,906  Mental Health Training Director - Annual Salary = \$132,906  Mental Health Training Director - Annual Salary = \$45,822  Mental Health Manager - Annual Salary = \$45,824  Mental Health Manager - Annual Salary = \$45,824  Mental Health Manager - Annual Salary = \$40,675  Mental Health Manager - Annual Salary = \$40,675  Mental Health Manager - Annual Salary = \$40,675  Mental Health Manager - Annual Salary = \$40,875  Mental Health Manager - Annual Salary = \$40,875  Mental Health Manager - Annual Salary = \$40,875  Mental Health Manager - Annual Salary = \$40,875  Mental Health Manager - Annual Salary = \$40,875  Mental Health Manager - Annual Salary = \$40,875  Mental Health Manager - Annual Salary = \$40,875  Mental Health Manager - Annual Salary = \$40,875  Mental Health Manager - Annual Salary = \$40,875  M			
Maintenance Manager - Annual Salary = \$ 67,115         0.026         1,745           Maintenance Supervisor - Annual Salary = \$ 44,375         0.032         1,420           Maintenance Worker - Annual Salary = \$ 30,89         0.112         3,930           Transportation & Facility Manager - Annual Salary = \$ 70,750         0.056         3,962           Warehouse Coordinator - Annual Salary = \$ 48,333         0.048         2,320           Driver - Annual Salary = \$ 34,951         0.226         7,899           Cook/Food Service - Annual Salary = \$ 4,3194         0.248         10,712           Client Services Manager - Annual Salary = \$ 83,278         0.036         2,988           Client Services Support - Annual Salary = \$ 31,103         0.078         2,426           Family Services Coordinator - Annual Salary = \$ 54,333         0.036         1,986           Medical Services Director - Annual Salary = \$ 54,333         0.036         1,986           Medical Services Support - Annual Salary = \$ 54,333         0.060         5,426           Medical Services Director - Annual Salary = \$ 54,333         0.060         5,426           Medical Services Support - Annual Salary = \$ 58,527         0.052         277           V.P. of Mental Health Services - Annual Salary = \$ 12,290         0.032         4,253           Mental Health Training Director - Annu			
Maintenance Supervisor - Annual Salary = \$ 44,375       0.032       1,420         Maintenance Worker - Annual Salary = \$ 35,089       0.112       3,930         Transportation & Facility Manager - Annual Salary = \$ 70,750       0.056       3,982         Warehouse Coordinator - Annual Salary = \$ 48,333       0.048       2,320         Driver - Annual Salary = \$ 34,951       0.226       7,899         Cook/Food Service - Annual Salary = \$ 4,3194       0.248       10,712         Client Services Manager - Annual Salary = \$ 83,278       0.036       2,998         Client Services Support - Annual Salary = \$ 31,103       0.078       2,426         Family Services Coordinator - Annual Salary = \$ 54,333       0.036       1,956         Medical Services Director - Annual Salary = \$ 54,333       0.036       1,956         Medical Services Director - Annual Salary = \$ 50,63       0.176       6,171         Physician - Annual Salary = \$ 5,327       0.052       277         V.P. of Mental Health Services - Annual Salary = \$ 85,925       0.040       2,637         Administrative Assistant - Annual Salary = \$ 35,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$ 45,824       0.034       1,558         Therapist - Annual Salary = \$ 44,872       0.382       16,759         Director of W			
Maintenance Worker - Annual Salary = \$ 35,089         0.112         3,930           Transportation & Facility Manager - Annual Salary = \$70,750         0.056         3,962           Warehouse Coordinator - Annual Salary = \$48,333         0.048         2,320           Driver - Annual Salary = \$34,951         0.226         7,889           Cook/Food Service - Annual Salary = \$4,3194         0.248         10,712           Client Services Manager - Annual Salary = \$83,278         0.036         2,998           Client Services Support - Annual Salary = \$31,103         0.078         2,426           Family Services Coordinator - Annual Salary = \$54,333         0.036         1,956           Medical Services Director - Annual Salary = \$90,433         0.060         5,426           Medical Services Director - Annual Salary = \$350,63         0.176         6,171           Physician - Annual Salary = \$5,327         0.052         277           V.P. of Mental Health Services - Annual Salary = \$132,906         0.032         4,253           Mental Health Training Director - Annual Salary = \$85,925         0.040         2,637           Administrative Assistant - Annual Salary = \$35,592         0.152         5,410           Intake Assessment Specialist - Annual Salary = \$40,675         0.040         1,625           Director of Workflow Development - Annual Salary			
Transportation & Facility Manager - Annual Salary = \$ 46,333         0.048         2,320           Warehouse Coordinator - Annual Salary = \$ 46,333         0.048         2,320           Driver - Annual Salary = \$ 34,951         0.226         7,899           Cook/Food Service - Annual Salary = \$ 4,3194         0.248         10,712           Client Services Manager - Annual Salary = \$ 83,278         0.036         2,998           Client Services Support - Annual Salary = \$ 31,103         0.078         2,426           Family Services Coordinator - Annual Salary = \$ 43,333         0.036         1,968           Medical Services Director - Annual Salary = \$ 54,333         0.060         5,426           Medical Services Support - Annual Salary = \$ 54,333         0.060         5,426           Medical Services Support - Annual Salary = \$ 350,63         0.176         6,171           Physician - Annual Salary = \$ 5,327         0.052         277           V.P. of Mental Health Services - Annual Salary = \$ 85,925         0.040         2,637           Administrative Assistant - Annual Salary = \$ 85,925         0.040         2,637           Administrative Assistant - Annual Salary = \$ 45,824         0.034         1,558           Therapist - Annual Salary = \$ 43,872         0.382         16,759           Director of Workflow Development - Annual Salary = \$ 78			
Warehouse Coordinator - Annual Salary = \$ 48,333         0.048         2,320           Driver - Annual Salary = \$ 34,951         0.226         7,899           Cook/Food Service - Annual Salary = \$ 43,194         0.248         10,712           Client Services Manager - Annual Salary = \$ 83,278         0.036         2,998           Client Services Support - Annual Salary = \$ 31,103         0.078         2,426           Family Services Coordinator - Annual Salary = \$ 54,333         0.036         1,956           Medical Services Director - Annual Salary = \$ 90,433         0.060         5,426           Medical Services Support - Annual Salary = \$ 350,63         0.176         6,171           Physician - Annual Salary = \$ 5,327         0.052         277           V.P. of Mental Health Services - Annual Salary = \$ 132,906         0.032         4,253           Mental Health Training Director - Annual Salary = \$ 35,592         0.140         2,637           Administrative Assistant - Annual Salary = \$ 35,592         0.152         5,410           Intake Assessment Specialist - Annual Salary = \$ 45,824         0.034         1,558           Therapist - Annual Salary = \$ 43,872         0.382         16,759           Director of Workflow Development - Annual Salary = \$ 78,361         0.036         2,821           Education Coordinator - Annual Salary = \$ 39			
Driver - Annual Salary = \$ 34,951         0.226         7,899           Cook/Food Service - Annual Salary = \$ 4,3194         0.248         10,712           Client Services Manager - Annual Salary = \$ 83,278         0.036         2,998           Client Services Support - Annual Salary = \$ 31,103         0.078         2,426           Family Services Coordinator - Annual Salary = \$ 54,333         0.036         1,956           Medical Services Director - Annual Salary = \$ 90,433         0.050         5,426           Medical Services Support - Annual Salary = \$ 350,63         0.176         6,171           Physician - Annual Salary = \$ 5,327         0.052         277           V.P. of Mental Health Services - Annual Salary = \$ 132,906         0.032         4,253           Mental Health Training Director - Annual Salary = \$ 85,925         0.040         2,637           Administrative Assistant - Annual Salary = \$ 35,592         0.152         5,410           Intake Assessment Specialist - Annual Salary = \$ 45,824         0.034         1,558           Therapist - Annual Salary = \$ 1,256         0.180         9,226           Mental Health Manager - Annual Salary = \$ 43,872         0.362         16,759           Director of Workflow Development - Annual Salary = \$ 40,675         0.040         1,627           Housing & Community Services Spec Annual S			
Cook/Food Service - Annual Salary = \$ 4,3194         0.248         10,712           Client Services Manager - Annual Salary = \$ 83,278         0.036         2,988           Client Services Support - Annual Salary = \$ 54,333         0.078         2,426           Family Services Coordinator - Annual Salary = \$ 54,333         0.060         5,426           Medical Services Director - Annual Salary = \$ 90,433         0.060         5,426           Medical Services Support - Annual Salary = \$ 350,63         0.176         6,171           Physician - Annual Salary = \$ 5,327         0.052         277           V.P. of Mental Health Services - Annual Salary = \$ 132,906         0.032         4,253           Mental Health Training Director - Annual Salary = \$ 185,925         0.040         2,637           Administrative Assistant - Annual Salary = \$ 35,592         0.152         5,410           Intake Assessment Specialist - Annual Salary = \$ 45,824         0.034         1,558           Therapist - Annual Salary = \$ 51,256         0.040         2,637           Mental Health Manager - Annual Salary = \$ 43,872         0.382         16,759           Director of Workflow Development - Annual Salary = \$ 78,361         0.036         2,821           Education Coordinator - Annual Salary = \$ 40,675         0.040         1,627           Housing & Community Services			
Client Services Manager - Annual Salary = \$ 83,278       0.036       2,998         Client Services Support - Annual Salary = \$ 31,103       0.078       2,426         Family Services Coordinator - Annual Salary = \$ 90,433       0.060       5,426         Medical Services Director - Annual Salary = \$ 90,433       0.060       5,426         Medical Services Support - Annual Salary = \$ 350,63       0.176       6,171         Physician - Annual Salary = \$ 5,327       0.052       277         V.P. of Mental Health Services - Annual Salary = \$ 132,906       0.032       4,253         Mental Health Training Director - Annual Salary = \$ 135,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$ 35,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$ 45,824       0.034       1,558         Therapist - Annual Salary = \$ 51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$ 43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 39,167       0.036       2,836         Employment Counselor - Annual Salary = \$ 39,167       0.006       235 <td></td> <td></td> <td></td>			
Client Services Support - Annual Salary = \$ 31,103       0.078       2,426         Family Services Coordinator - Annual Salary = \$ 54,333       0.036       1,956         Medical Services Director - Annual Salary = \$ 90,433       0.060       5,426         Medical Services Support - Annual Salary = \$ 350,63       0.176       6,171         Physician - Annual Salary = \$ 5,327       0.052       277         V.P. of Mental Health Services - Annual Salary = \$ 132,906       0.032       4,253         Mental Health Training Director - Annual Salary = \$ 65,925       0.040       2,637         Administrative Assistant - Annual Salary = \$ 35,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$ 45,824       0.034       1,558         Therapist - Annual Salary = \$ 51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$ 43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 39,026       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.032       1,160         Computer Lab Instructor - Annual Salary = \$ 39,026       0.036       2,836			
Family Services Coordinator - Annual Salary = \$ 54,333       0.036       1,956         Medical Services Director - Annual Salary = \$ 90,433       0.060       5,426         Medical Services Support - Annual Salary = \$ 350,63       0.176       6,171         Physician - Annual Salary = \$ 5,327       0.052       277         V.P. of Mental Health Services - Annual Salary = \$ 132,906       0.032       4,253         Mental Health Training Director - Annual Salary = \$ 65,925       0.040       2,637         Administrative Assistant - Annual Salary = \$ 35,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$ 45,824       0.034       1,558         Therapist - Annual Salary = \$ 51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$ 43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       2,35         IT Specialist - Data Control - Annual Salary = \$ 43,833       0.000       2,630 </td <td></td> <td></td> <td></td>			
Medical Services Director - Annual Salary = \$90,433       0.060       5,426         Medical Services Support - Annual Salary = \$350,63       0.176       6,171         Physician - Annual Salary = \$5,327       0.052       277         V.P. of Mental Health Services - Annual Salary = \$132,906       0.032       4,253         Mental Health Training Director - Annual Salary = \$65,925       0.040       2,637         Administrative Assistant - Annual Salary = \$35,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$45,824       0.034       1,558         Therapist - Annual Salary = \$51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$78,361       0.036       2,821         Education Coordinator - Annual Salary = \$40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$39,026       0.032       1,160         Employment Counselor - Annual Salary = \$39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$43,933       0.060       2,636         Psychiatrist - Annual Salary = \$142,290       0.100       14,229         Total Salaries       4,766       215,557         State Unemployment Insurance -			
Medical Services Support - Annual Salary = \$ 350,63       0.176       6,171         Physician - Annual Salary = \$ 5,327       0.052       277         V.P. of Mental Health Services - Annual Salary = \$ 132,906       0.032       4,253         Mental Health Training Director - Annual Salary = \$ 65,925       0.040       2,637         Administrative Assistant - Annual Salary = \$ 35,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$ 45,824       0.034       1,558         Therapist - Annual Salary = \$ 51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$ 43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec, - Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       2,35         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4,766       215,557         State Unemployme			
Physician - Annual Salary = \$5,327         0.052         277           V.P. of Mental Health Services - Annual Salary = \$132,906         0.032         4,253           Mental Health Training Director - Annual Salary = \$65,925         0.040         2,637           Administrative Assistant - Annual Salary = \$35,592         0.152         5,410           Intake Assessment Specialist - Annual Salary = \$45,824         0.034         1,558           Therapist - Annual Salary = \$51,256         0.180         9,226           Mental Health Manager - Annual Salary = \$43,872         0.382         16,759           Director of Workflow Development - Annual Salary = \$78,361         0.036         2,821           Education Coordinator - Annual Salary = \$40,675         0.040         1,627           Housing & Community Services Spec Annual Salary = \$36,250         0.032         1,160           Employment Counselor - Annual Salary = \$39,167         0.036         2,35           IT Specialist - Data Control - Annual Salary = \$43,933         0.060         2,636           Psychiatrist - Annual Salary = \$142,290         0.100         14,229           Total Salaries         4.766         215,557           State Unemployment Insurance - 5,46%         11,769           FICA - 7.37%         5,798           Health Benefits - 12,28%         <			
V.P. of Mental Health Services - Annual Salary = \$ 132,906       0.032       4,253         Mental Health Training Director - Annual Salary = \$ 65,925       0.040       2,637         Administrative Assistant - Annual Salary = \$ 35,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$ 45,824       0.034       1,558         Therapist - Annual Salary = \$ 51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$ 43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FIGA - 7.37%       5,798         Health Benefits - 12,28%       6,898         Total Benefits			
Mental Health Training Director - Annual Salary = \$65,925       0.040       2,637         Administrative Assistant - Annual Salary = \$35,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$45,824       0.034       1,558         Therapist - Annual Salary = \$51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$78,361       0.036       2,821         Education Coordinator - Annual Salary = \$40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$36,250       0.032       1,160         Employment Counselor - Annual Salary = \$39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$43,933       0.060       2,636         Psychiatrist - Annual Salary = \$142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2,69%       5,798         Health Benefits - 12,28%       6,898         Total Benefits       66,822			
Administrative Assistant - Annual Salary = \$ 35,592       0.152       5,410         Intake Assessment Specialist - Annual Salary = \$ 45,824       0.034       1,558         Therapist - Annual Salary = \$ 51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$ 43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4,766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7,37%       15,887         Workers' Compensation - 2,69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3,2%       6,898         Total Benefits       66,822			
Intake Assessment Specialist - Annual Salary = \$ 45,824       0.034       1,558         Therapist - Annual Salary = \$ 51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$ 43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7,37%       15,887         Workers' Compensation - 2,69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3,2%       6,898         Total Benefits       66,822			
Therapist - Annual Salary = \$ 51,256       0.180       9,226         Mental Health Manager - Annual Salary = \$ 43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2,69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3,2%       6,898         Total Benefits       66,822			
Mental Health Manager - Annual Salary = \$ 43,872       0.382       16,759         Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       2,35         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
Director of Workflow Development - Annual Salary = \$ 78,361       0.036       2,821         Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5.46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12.28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
Education Coordinator - Annual Salary = \$ 40,675       0.040       1,627         Housing & Community Services Spec Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
Housing & Community Services Spec Annual Salary = \$ 36,250       0.032       1,160         Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7,37%       15,887         Workers' Compensation - 2,69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3,2%       6,898         Total Benefits       66,822			
Employment Counselor - Annual Salary = \$ 39,026       0.038       1,483         Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
Computer Lab Instructor - Annual Salary = \$ 39,167       0.006       235         IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2,69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3,2%       6,898         Total Benefits       66,822			
IT Specialist - Data Control - Annual Salary = \$ 43,933       0.060       2,636         Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
Psychiatrist - Annual Salary = \$ 142,290       0.100       14,229         Total Salaries       4.766       215,557         State Unemployment Insurance - 5,46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12.28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
Total Salaries       4.766       215,557         State Unemployment Insurance - 5.46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12.28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
State Unemployment Insurance - 5,46%       11,769         FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12,28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12.28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822	Total Galaries	4.700	210,001
FICA - 7.37%       15,887         Workers' Compensation - 2.69%       5,798         Health Benefits - 12.28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822	State Unemployment Insurance - 5.46%		11 769
Workers' Compensation - 2.69%       5,798         Health Benefits - 12.28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
Health Benefits - 12.28%       26,470         Retirement - 3.2%       6,898         Total Benefits       66,822			
Retirement - 3.2%         6,898           Total Benefits         66,822			
Total Benefits 66,822			
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Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-5

Program Name: Fiscal Year.

2010-11

Walden House, Inc. - SFGH Residential Document Date: 10/08/10

Operating Expenses  Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total amount divided by 12 months for a monoccupancy.  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  Rent:  R	24,276 12,063
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total amount divided by 12 months for a moleculpancy; leant: leant: leant: leant of office space and individual and group therapy rooms 9.609 per Bed Day  Writities: Vater, gas, electricity, and waste disposal 7.389 per Bed Day  Writiding Maintenance: Maintenance & repairs of Building 3.672 per Bed Day  Writidian Supplies:  Writidian Supplies:  Writidian Supplies for program staff 230.172 per FTE of 4.766  Writient Costs  Writidian Supplies, transportation of clients 3.103 per Bed Day  Ood and Food Preparation 4.901 per Bed Day  Ootal Materials and Supplies:  General Operating: Issurance:  Supplies:  Supplies:  Supplies:  Supplies:  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program staff  Supplies for program st	24,276 12,063
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3.103 per Bed Day  ood and Food Preparation 4.901 per Bed Day  otal Materials and Supplies:  General Operating: Insurance: 10278% of Agency Total of \$307,988	·- · · · · · · · · · · · · · · · · · ·
3.103 per Bed Day  ood and Food Preparation 4.901 per Bed Day  otal Materials and Supplies:  General Operating: Insurance: 10278% of Agency Total of \$307,988	10,193
4.901 per Bed Day  otal Materials and Supplies:  General Operating: Insurance: D278% of Agency Total of \$307,988	
4.901 per Bed Day  otal Materials and Supplies:  General Operating: Insurance: D278% of Agency Total of \$307,988	
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General Operating: nsurance: 0278% of Agency Total of \$307,988	
General Operating: nsurance: 0278% of Agency Total of \$307,988	
nsurance: 0278% of Agency Total of \$307,988	27,391
nsurance: 0278% of Agency Total of \$307,988	
0278% of Agency Total of \$307,988	
	8,589
	0,008
toff Training.	
taff Training: costs to train staff in best practices	198
41.544 per FTE of 4.766	190
+1.544 per F1E 0: 4.700	
ental of Equipment:	
opier Rental	5,704
1,196.81 per FTE of 4.766	1
ransportation & Vehicles	'
as, Vehicles maintenance and registration fees	4 400
.429 per Bed Day	1,409
	1,409
other General Operating	1,409

Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-5 10/08/10

Program Name: Fiscal Year:

2010-11

Walden House, Inc. - SFGH Residential Document Date:

Urine analysis, Licensing, memberships, job advertising, grad	uation	6,323
events, depreciation and miscellaneous expenses		
\$1.925 per Bed Day		
Total General Operating:	•	22,223
	·	
Staff Travel (Local & Out of Town):		
Local Staff travel		225
\$47.21 per FTE of 4.766		<del></del>
		OAC
		225
Consultants/Subcontractors:		
Donald No. Od South actions.		•
Total Consultants/Subcontractors:		
Total Consultants/Subcontractors.		-
Total Operating Expenses	,	117,745
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Capital Expenditures		
Total Direct Costs		400,124
Indirect Costs		48,015
CONTRACT TOTAL		440 400
VUITIMOLIVIAL	W	448,139

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Put		ost Kepotti	ng/Data Co	nection (CR		
FISCAL YEAR:					APPENIDX #;	B-6
LEGAL ENTITY NAME:	Walden Ho	use, Inc.		PROVIDER#:	383805, 383	806 & 383834
PROVIDER NAME:	Transgend	er Resident	ial			
6	Buena Vista,					
	Hayes &					
REPORTING UNIT NAME::	Haight Res					
	38062					
	38342					
REPORTING UNIT:	38572		***************************************			
MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79					
	Adult					
SERVICE DESCRIPTION:	Residential					TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11					Indiana in the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the sta
FUNDINGUSES						
SALARIES & EMPLOYEE BENEFITS	237,326					237,326
OPERATING EXPENSE	95,442					95,442
CAPITAL OUTLAY (COST \$5,000 AND OVER)	-					
SUBTOTAL DIRECT COSTS	332,768	-		-		332,768
INDIRECT COST AMOUNT	39,932					39,932
TOTAL FUNDING USES:	372,700	-	electric biological convo			372,700
GBHS MENTAL HEALTH FUNDING SOURCES					Para Santa	
FEDERAL REVENUES			**************************************			
STATE REVENUES						*
GRANTS						
PRIOR YEAR ROLL OVER	<u> </u>	· · · · · · · · · · · · · · · · · · ·				
WORK ORDERS						
3RD PARTY PAYOR REVENUES		<del> </del>				
REALIGNMENT FUNDS COUNTY GENERAL FUND	<del> </del>					
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES						
CBHS SUBSTANCE ABUSE FUNDING SOURCES			*	enter de la cilia de		
	35-24-45-20-20-20-2					
FEDERAL REVENUES			ļ			
STATE REVENUES GRANTS/PROJECTS	<u> </u>					
WORK ORDERS						
COUNTY GENERAL FUND HMHSCCRES227	342,303	<b></b>				342,303
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE					-	342,303
TOTAL DPH REVENUES	342,303					342,303
NON-DPH REVENUES						
Patient/Client Fees	30,397	And the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second o	A THE MORNING PROPERTY.		- TO SECURE AND A SECURE ASSESSMENT	30,397
TOTAL NON-DPH REVENUES	30,397	-	-		-	30,397
TOTAL REVENUES (DPH AND NON-DPH)	372,700	-	-	-	-	372,700
CBHS UNITS OF SYCSITIME AND UNIT COST						
UNITS OF SERVICE	2,628			The second of the Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Second Secon	Anna and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second sec	2,628
UNITS OF TIME ²		<b> </b>				
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)	141.82	<u> </u>			1	141.82
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)	130.25					130.25
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)	<del></del>					
UNDUPLICATED CLIENTS						16

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

383805, 383806 & 383834

Provider Number: Provider Name: Walden House, Inc. - Transgender Residential

APPENDIX #:

Document Date:

B-6 10/08/10

·			GENE	RAL FUND &	· G	RANT#1:	GF	tant #2:	WORK	ORDER #1:	WOR	ORDER #2:
	[ ז	OTAL	(Agenc	y-generated)	***************************************							
		•	OTHE	R REVENUE	(g	rant title)	(g	rant title)	(de	pt. name)	(de	pt. name)
·	· Pr	oposed	· Pı	roposed	. Р	roposed	P	roposed	· Þ	roposed	P	roposed
	Tra	nsaction	Tra	Insaction	Tra	ansaction	Tre	ansaction	Tra	ansaction	Tr	ansaction
	Term: 7	/1/10-6/30/11	Term: 7	//1/10-6/30/11	Tem	:	Term		Term		Term	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
Transgender Recovery Counselor	1,000	38,000	1.000	38,000								
V.P. of Programs	0.018	2,326	0.018	2,326								
Program Director	0.106	6,291	0.106	6,291								
Administrative Manager	0.044	1,883	- 0.044	1,883	:							1
Director of QA & Compliance	0.036	2,590	0.036	2,590								
Manager of Licensing & Certification	0.016	762	0.016	762					`		<u> </u>	
Director of Admissions	0.005	291	0.005	291								
Admissions Counselor	0.011	330	0,011	330								
Court Liaison	0.011	316	0.011	316								
Counselor	0.861	26,994	0.861	26,994								
Night Counselor	0.112	3,390	0.112	3,390								
Weekend Counselor	0.115	3,891	0.115	. 3,891	,,,,,							
Reentry Coordinator	0.083	2,911	0.083	2,911								
T.C. Admin. Assistant (Nexus)	0.089	3,121	0.089	3,121								
T.C. Coordinator	0.084	3,383	0.084	3,383								
Maintenance Manager	0.018	1,135	0.018	· 1,135								
Maintenance Supervisor	0.022	979	0.022	979								
Maintenance Worker	0.106	3,299	0.106	3,299								
Transportation & Facility Manager	0.036	2,283	0.036	2,283								
Warehouse Coordinator	0.040	1,806	0.040	1,806						·		
Driver	0.141	4,551	0.141	4,551								
Cook/Food Service	0.145	6,228	0.145	6,228								
Client Services Manager	0.029	2,360	0.029	2,360		i ii						
Client Services Support	0.065	1,790	0.065	1,790		•						
Family Services Coordinator	0.040	2,036	0.040	2,036								
Medical Services Director	0.038	3,169	0.038	3,169								
Medical Services Support	0.107	3,451	0.107	3,451								
Physician	0.042	199	0.042	199								
V.P. of Mental Health Services	0.098	12,325	0.098	12,325								
Mental Health Training Director	0.029	1,873	0.029	1,873							п	
Administrative Assistant	0,118	3,887	0.118	3,887			·					
Intake Assessment Specialist	0.019	829	0.019	829				•				
Therapist	0.089	4,060	0.089	4,060								
Mental Health Manager	0.086	3,585	0.086	3,585	-							
Director of Workflow Development	0.067	4,975	0.067	4,975								
Education Coordinator	0.062	2,434	0.062	2,434								

**DPH 3: Salaries & Benefits Detail** 

Provider Number:

383805, 383806 & 383834

Provider Name: Walden House, Inc. - Transgender Residential

APPENDIX #:

Document Date:

			GENE	RAL FUND &	GI	RANT #1:	Gf	RANT #2:	WOR	CORDER#1:	WORL	ORDER #2:
·	1	TOTAL	(Agenc	y-generated)				<del> </del>			l	
			OTHER	REVENUE	(g	rant title)	(g	rant title)	(de	ept. name)	(d∈	pt. name)
	. Pi	roposed	Pi	oposed	· F	roposed	Р	roposed	P	roposed	P	roposed
ļ ·	Tre	nsaction	Tra	nsaction	Tr	ansaction	Tra	ansaction	Tr	ansaction	Tr	ansaction
	Term: 7	/1/10-6/30/11	Term: 7	/1/10-6/30/11	Term	·	Term	·	Term	•	Term	·
POSITION TITLE .	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
Housing & Community Services Spec	0.057	2,005	0.057	2,005								
Employment Counselor	0.196	6,909	0.196	6,909								
Computer Lab Instructor	0.067	2,130	0.067	2,130								
IT Specialist - Data Control	0.044	1,775	0.044	1,775								
Psychiatrist	0.129	4,613	0.129	4,613								
TOTALS	4.481	181,165	4.481	181,165		-	-	-	+	-		•
EMPLOYEE FRINGE BENEFITS	31%	56,161	31%	56,161				_		-		-
TOTAL SALARIES & BENEFITS		237,326		237,326				•				-

# **DPH 4: Operating Expenses Detail**

Provider Number:

383805, 383806 & 383834

Provider Name: Walden House, Inc. - Transgender Residential

B-6 10/08/10

		GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
	TOTAL	(Agency-generated) OTHER REVENUE	(grant title)	(grant title)	(dept. name)	(dept. name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	25,100	25,100	•		·	
Utilities (Elec, Water, Gas, Phone, Scave	19,495	19,495				
Office Supplies, Postage	1,042	1,042				
Building Maintenance Supplies & Repair	7,928	7,928	,			
Printing and Reproduction			**************************************			
Insurance	5,706	5,706				
Staff Training	96	96				
Staff Travel (Local & Out of Town)	149	149				·
Rental of Equipment	3,600	3,600				
CONSULTANT/SUBCONTRACTOR						
	-					
		-				
		-				
	-	-				
	_					
OTHER						
Client Costs	7,930	7,930				
Transportation & Vehicles	951	951				
Food and Food Preparation	11,908	11,908				
General Operating .	11,537	11,537				
						:
TOTAL OPERATING EXPENSE	95,442	95,442		*	_	

Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-6

Program Name:

Walden House, Inc. - Transgender Residential

Document Date:

10/08/10

Fiscal Year. 2010-11

Salaries and Benefits	FTE	Salaries
Transgender Recovery Counselor - Annual Salary = \$ 38,000	1.000	38,000
V.P. of Programs - Annual Salary = \$ 129,222	0.018	2,326
Program Director - Annual Salary = \$ 59,349	0.106	6,291
Administrative Manager - Annual Salary = \$ 42,795	0.044	1,883
Director of QA & Compliance - Annual Salary = \$ 71,944	0.036	2,590
Manager of Licensing & Certification - Annual Salary = \$ 47,625	0.016	762
Director of Admissions - Annual Salary = \$ 58,200	0.005	291
Admissions Counselor - Annual Salary = \$ 30,000	0.011	330
Court Liaison - Annual Salary = \$ 28,727	0.011	. 316
Counselor - Annual Salary = \$ 31,352	0.861	26,994
Night Counselor - Annual Salary = \$ 30,268	0.112	3,390
Weekend Counselor - Annual Salary = \$ 33,835	0.115	3,891
Reentry Coordinator - Annual Salary = \$ 35,072	0.083	2,911
T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 35,067	0.089	3,121
T.C. Coordinator - Annual Salary = \$ 40,274	0.084	3,383
Maintenance Manager - Annual Salary = \$ 63,056	0.018	1,135
Maintenance Supervisor - Annual Salary = \$ 44,500	0.022	979
Maintenance Worker - Annual Salary = \$ 31,123	0.106	3,299
Transportation & Facility Manager - Annual Salary = \$ 63,417	0.036	2,283
Warehouse Coordinator - Annual Salary = \$ 45,150	0.040	1,806
Driver - Annual Salary = \$ 32,277	0.141	4,551
Cook/Food Service - Annual Salary = \$ 42,952	0.145	6,228
Client Services Manager - Annual Salary = \$ 81,379	0.029	2,360
Client Services Support - Annual Salary = \$ 27,538	0.065	1,790
Family Services Coordinator - Annual Salary = \$ 50,900	0.040	2,036
Medical Services Director - Annual Salary = \$ 83,395	0.038	3,169
Medical Services Support - Annual Salary = \$ 32,252	0.107	3,451
Physician - Annual Salary = \$ 4,738	0.042	199
V.P. of Mental Health Services - Annual Salary = \$ 125,765	0.098	12,325
Mental Health Training Director - Annual Salary = \$ 64,586	0.029	1,873
Administrative Assistant - Annual Salary = \$ 32,941	0.118	3,887
Intake Assessment Specialist - Annual Salary = \$ 43,632	0.019	829
Therapist - Annual Salary = \$ 45,618	0.089	4,060
Mental Health Manager - Annual Salary = \$ 41,686	0.086	3,585
Director of Workflow Development - Annual Salary = \$ 74,254	0.067	4,975
Education Coordinator - Annual Salary = \$ 39,258	0.062	2,434
Housing & Community Services Spec Annual Salary = \$ 35,175	0.057	2,005
Employment Counselor - Annual Salary = \$ 35,250	0.196	6,909
Computer Lab Instructor - Annual Salary = \$ 31,791	0.067	2,130
IT Specialist - Data Control - Annual Salary = \$ 40,341	0.044	1,775
Psychiatrist - Annual Salary = \$ 35,760	0.129	4,613
Total Salaries	4.481	181,165
State Unemployment Insurance - 5.46%		9,892
FICA - 7.37%		13,352
Workers' Compensation - 2.69%		4,873
Health Benefits - 12.28%		22,247
Retirement - 3.2%		5,797
Total Benefits		56,161
I Arai Meileig		00,101

**Total Salaries and Benefits** 

Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-6

Program Name: Fiscal Year:

Walden House, Inc. - Transgender Residential 2010-11

Document Date:

10/08/10

Operating Expenses	•

237,326

Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total amount divided by 12 months for a monthly allocation. Occupancy:

Rent:

Rental of Office space and individual & group therapy rooms

25,100

\$9.550 per bed day

Utilities:

Water, gas, electricity and waste disposal

19,495

\$7,418 per bed day

Building Maintenance:

Maintenance & repairs of building 7,928

\$3.016 per bed day

52,523

Total Occupancy: Materials and Supplies:

Office Supplies:

Office supplies for program staff

1,042

\$232.53 per FTE of 4.481

Client Costs Office & activity supplies, transportation of clients 7,930

\$3.017 per bed day

Food and Food Preparation

Meals and food related expense \$4.531 per bed day

11,908 20,880

Total Materials and Supplies:

General Operating:

Insurance:

.0185 % of Agency Total of \$307,988

5,706

Staff Training:

Costs to train staff in best practices \$21.423 per FTE of 4.481

Rental of Equipment:

Copier Rental

3,600

\$1.369 per bed day

951

Gas, vehicles maintenance and registration fees \$ .361 per bed day

Transportation & Vehicles

Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-6

Program Name:

Walden House, Inc. - Transgender Residential

Document Date:

10/08/10

Fiscal Year:

2010-11

Other General Operating	······································		······			
Urine analysis, Licensing, memberships, job a	dvertising, gradu	ation				11,537
events, depreciation and miscellaneous exper	ises					
\$4,390 per bed day						
					<del></del>	
Total General Operating:				•		21,890
			•			
Staff Travel (Local & Out of Town):						4.40
Local staff travel			······································	P		149
\$33,251 per FTE of 4,481			·····	, <u>.</u>		
			·		<del></del>	149
-						
Consultants/Subcontractors:					•	
	<u> </u>				·	<del> </del>
T-4-1 Computation (Code and the state of						
Total Consultants/Subcontractors:				•		<b>*</b>
Total Operating Expenses		•				95,442
Total Operating Expenses	•					30,442
Capital Expenditures		•				
	•					
Total Direct Costs						332,768
	•	• •			•	
Indirect Costs				•		39,932
					•	
CONTRACT TOTAL	•					372,700

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Put FISCAL YEAR:		our reports	ing/Data Oo.	icotton (Ort	APPENIDX #:	B-7
LEGAL ENTITY NAME:		use. Inc.			PROVIDER#:	383806
PROVIDER NAME:			9 a 1 A 1 A 1 A 1 A 1 A 1 A 1 A 1 A 1 A 1		, , , , , , , , , , , , , , , , , , , ,	000000
	Buena Vista					
REPORTING UNIT NAME::	Residential					
REPORTING UNIT:	38062					
MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79					
	Adult					
SERVICE DESCRIPTION:			·····			TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11			articeted consideration		tik kati se takat Wakat
FUNDING USES						
SALARIES & EMPLOYEE BENEFITS						97,104
OPERATING EXPENSE						42,327
CAPITAL OUTLAY (COST \$5,000 AND OVER)	<del></del>					(20.456
SUBTOTAL DIRECT COSTS INDIRECT COST AMOUNT	139,431 16,731		*			139,431 16,731
TOTAL FUNDING USES:	156,162				_	156,162
CBHS MENTAL HEACTHEUNDING SOURCES	150-250-250		The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s		0.6706.7876.345.3576.5	150,102
FEDERAL REVENUES						
STATE REVENUES		1-1-U-pada/k-a//		40.0-4.4-4.4-4.4-4.4		
GRANTS						
PRIOR YEAR ROLL OVER						-
WORK ORDERS			<del></del>			-
3RD PARTY PAYOR REVENUES						
REALIGNMENT FUNDS						-
COUNTY GENERAL FUND						
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	-	*	-		
CBHS SUBSTANCE ABUSE FUNDING SOURCES						
FEDERAL REVENUES						-
STATE REVENUES	<u> </u>					
GRANTS/PROJECTS	<u> </u>					*
WORK ORDERS						
COUNTY GENERAL FUND HMHSCCRES227					ļ	156,162
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE		#		-		156,162
TOTAL DPH REVENUES	156,162		Sattlichers Statistical	-		156,162
NON-DPH REVENUES						
Patient/Client Fees					<u> </u>	-
TOTAL NON-DPH REVENUES TOTAL REVENUES (DPH AND NON-DPH)	156,162	<u> </u>	-	<u> </u>		156,162
CBHS UNITS OF SVCS/TIME AND WHIT COST	150,162				is and the same files	100,102
UNITS OF SERVICE	1 207			er en en en en en en en en en en en en en		4 007
UNITS OF SERVICE	1,807	,			<del> </del>	1,807
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES	<del> </del>	<del> </del>	ļ ————		<del> </del>	86.42
COST PER UNIT-DPH RATE (DPH REVENUES ONLY	· <del>}</del>		<del></del>		<u> </u>	86.42
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY	<del></del>					00.42
UNDUPLICATED CLIENTS		<u> </u>	<del></del>			17

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

# DPH 3: Salaries & Benefits Detail

Provider Number: Provider Name:

383806

Walden House, Inc. - Lodestar Residential

APPENDIX #:

Document Date:

			GENE	RAL FUND &	GI	RANT #1:	GI	RANT #2:	WORK	ORDER #1:	WOR	ORDER #2:
	Т	TOTAL	(Ageno	y-generated)	l							
		ł		R REVENUE	· (g	rant title)	(g	rant title)	(de	ept. name)	(de	pt. name)
•	Pr	oposed	Pi	roposed	. P	roposed		roposed	P	roposed	Proposed	
<u> </u>	Tra	nsaction		nsaction		ansaction	<b>!</b>	Transaction Transaction		Transaction		
	Term: 7,	/1/10-6/30/11	Term: 7	/11/10-6/30/11	Term	i	Term	;	Term		Term:	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
V.P. of Programs	0.010	1,233	0.010	1,233		1			1			
Program Director	0.056	3,338	0.056	3,338								
Administrative Manager	0.024	999	0.024	999								
Director of QA & Compliance	0.019	1,375	0.019	1,375								
Manager of Licensing & Certification	8,00.0	403	0.008	403								
Director of Admissions	0.003	158	0.003	158								
Admissions Counselor	0.005	177	0.005	177								
Court Liaison	0.005	168	0.005	168								
Counselor	0,443	13,825	0.443	13,825								
Night Counselor	880.0	2,049	0.068	2,049								
Weekend Counselor	0.061	1,973	0.061	1,973								
Reentry Coordinator	0.044	1,556	0.044	1,556								
T.C. Admin. Assistant (Nexus)	0.044	1,548	0.044	1,548								
T.C. Coordinator	0.042	1,683	0.042	1,683								
Maintenance Manager	0.010	601	0.010	601	77.							
Maintenance Supervisor	0.013	521	0.013	521								
Maintenance Worker	0.059	1,734	0.059	1,734								
Transportation & Facility Manager	0.018	1,216	0.018	1,216								·
Warehouse Coordinator	0.023	962	0.023	962								
Driver	0.076	2,421	0.076	2,421								
Cook/Food Service	0.074	3,218	0.074	3,218								
Client Services Manager	0.016	1,249	0.016	1,249								
Client Services Support	0.033	945	0.033	945								
Family Services Coordinator	0.023	1,095	0.023	1,095								
Medical Services Director	0.020	1,682	0.020	1,682								
Medical Services Support	0.054	1,737	0.054	1,737								
Physician	0.023	107	0.023	107								
V.P. of Mental Health Services	0.042	5,217	0.042	5,217								
Mental Health Training Director	0.016	994	0.016	994	·,							
Administrative Assistant	0.055	1,781	0.055	1,781	***************************************							
Intake Assessment Specialist	0.005	210	0.005	. 210				_				
Therapist	0.073	3,328	0.073	3,328								
Mental Health Manager	0.046	1,860	0.046	1,860								
Director of Workflow Development	0.036	2,709	0.036	2,709								
Education Coordinator	0.033	1,298	0.033	1,298								
Housing & Community Services Spec	0.030	1,063	0.030	1,063	_							

DPH 3: Salaries & Benefits Detail

Provider Number:
Provider Name:

383806

Walden House, Inc. - Lodestar Residential

APPENDIX #:

8-7

Document Date: 10/08/10

			GENE	RAL FUND &	Gl	RANT #1:	G	RANT #2:	WOR	K ORDER #1:	WOR	ORDER #2:
	1	TOTAL	(Ageno	cy-generated)		-		·			l	
·			OTHE	R REVENUE	(g	rant title)	(g	rant title)	(đe	ept. name)	(de	ept. name)
	· P	roposed	Pi	roposed	P	roposed	P	roposed	F	roposed	F	, toboseq.
	Tra	insaction	Tra	Insaction	Tr	ansaction	Tr	ansaction	Tr	ansaction	Tr	ansaction
	Term: 7	//1/10-6/30/11	Tem: 7	//1/10-6/30/11	Term	·	Term	:	Term	:	Tem	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
Employment Counselor	0.088	3,154	0.088	3,154								
Computer Lab Instructor	0.036	1,135	0.036	1,135								
IT Specialist - Data Control	0.024	945	0.024	945								
Psychiatrist	0.068	2,458	0.068	2,458								
TOTALS	1.826	74,125	1.826	74,125	-		-	-	-	7	-	-
EMPLOYEE FRINGE BENEFITS	31%	22,979	31%	22,979		-		_		-		
TOTAL SALARIES & BENEFITS		· 97,104		97,104		-				-		

# **DPH 4: Operating Expenses Detail**

Provider Number:

383806

Provider Name: Walden House, Inc. - Lodestar Residential

APPENDIX #:

B-7

Document Date:

	TOTAL	GENERAL FUND & (Agency-generated)		GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
	·	OTHER REVENUE	(grant title)	(grant title)	(dept. name)	(dept. name)
	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSEÓ TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term; 7/1/10-6/30/11	Term:
Rental of Property	, 7,772	. 7,772				
Utilities (Elec, Water, Gas, Phone, Scave	10,718	10,718				
Office Supplies, Postage	570	570				
Building Maintenance Supplies & Repair	2,711	2,711				
Printing and Reproduction						
Insurance	3,136	3,136				
Staff Training	45	45				
Staff Travel (Local & Out of Town)	82	82			<i></i>	
Rental of Equipment	1,979	1,979				
CONSULTANT/SUBCONTRACTOR						
		-				
	-					
OTHER						***************************************
Client Costs	4,360	4,360			ı	
Transportation & Vehicles	520	520				
Food and Food Preparation	7,334	7,334				
General Operating	3,100	3,100				
TOTAL OPERATING EXPENSE	42,327	42,327	-			~

Provider Number: 383806

APPENDIX #:

B-7

Program Name:

Walden House, Inc. - Lodestar Residential

10/08/10 Document Date:

Fiscal Year:	2010-11	

Salaries and Benefits	FTE	Salaries
V.P. of ProgramsAnnual salary = \$123,300	0.010	1,233
Program DirectorAnnual salary = \$59,607	0.056	3,338
Administrative ManagerAnnual salary = \$41,625	0.024	999
Director of QA & ComplianceAnnual salary = \$72,368	0.019	1,375
Manager of Licensing & CertificationAnnual salary = \$50,375	0.008	403
Director of AdmissionsAnnual salary = \$52,667	0.003	158
Admissions CounselorAnnual salary = \$35,400	0.005	177
Court LiaisonAnnual salary = \$33,600	0.005	168
CounselorAnnual salary = \$31,208	0.443	13,825
Night CounselorAnnual salary = \$30,132	0.068	2,049
Weekend CounselorAnnual salary = \$32,344	0.061	1,973
Reentry CoordinatorAnnual salary = \$35,364	0.044	1,556
T.C. Admin. Assistant (Nexus)Annual salary = \$35,182	. 0.044	1,548
T.C. Coordinator Annual salary = \$40,071	0.042	1,683
Maintenance ManagerAnnual salary = \$60,100	0.010	. 601
Maintenance SupervisorAnnual salary = \$40,077	0.013	521
Maintenance WorkerAnnual salary = \$29,390	0.059	1,734
Transportation & Facility ManagerAnnual salary = \$67,556	0.018	1,216
Warehouse CoordinatorAnnual salary = \$41,826	0.023	962
DriverAnnual salary = \$31,855	0.076	2,421
Cook/Food ServiceAnnual salary = \$43,486	0.074	3,218
Client Services ManagerAnnual salary = \$78,063	0.016	1,249
Client Services SupportAnnual salary = \$28,636	0.033	945
Family Services CoordinatorAnnual salary = \$47,609	0.023	1,095
Medical Services DirectorAnnual salary = \$84,100	0.023	1,682
Medical Services SupportAnnual salary = \$32,167	0.020	1,737
PhysicianAnnual salary = \$4,652	0.023	1,737
V.P. of Mental Health ServicesAnnual salary = \$124,214	0.023	5,217
Wental Health Training DirectorAnnual salary = \$124,214  Mental Health Training DirectorAnnual salary = \$62,125	0.042	
Administrative AssistantAnnual salary = \$32,382	0.055	994
		1,781
Intake Assessment SpecialistAnnual salary = \$42,000	0.005	210
TherapistAnnual salary = \$45,589		3,328
Mental Health ManagerAnnual salary = \$40,435	0.046	1,860
Director of Workflow DevelopmentAnnual salary = \$75,250	0.036	2,709
Education CoordinatorAnnual salary = \$39,333	0.033	1,298
Housing & Community Services Spec.Annual salary = \$35,433	0.030	1,063
Employment CounselorAnnual salary = \$35,841	0.088	3,154
Computer Lab InstructorAnnual salary = \$31,528	0.036	1,135
IT Specialist - Data ControlAnnual salary = \$39,375	0.024	945
Psychiatrist Annual salary = \$36,147	0.068	2,458
Total Salaries	1.826	74,125
Citata Diseased assessment in the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Co		
State Unemployment Insurance - 5.46%		4,047
FICA - 7.37%		5,463
Workers' Compensation - 2.69%		1,994
Health Benefits - 12.28%		9,103
Retirement - 3.2%	· · · · · · · · · · · · · · · · · · ·	2,372
Total Benefits		22,979

Provider Number: 383806

APPENDIX #:

B-7

Program Name:

Walden House, Inc. - Lodestar Residential

Document Date:

10/08/10

Fiscal Year:

2010-11

Total Salaries and Benefits	97,104
Operating Expenses	
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total amount divi	ded by 12 months for a monthly allocation
Occupancy:	act by 12 months for a monthly allocation.
Rent:	
Rental of Ofice space and individual & group therapy rooms	7,772
\$4.301 per Bed Day	11172
φ4.50 i per Bed Day	
Utilities:	
Water, gas, electricity and waste disposal	10,718
\$5.931 per Bed Day	
Dr. tileling K. Kalishan anger	
Building Maintenance: Maintenance and repairs of building	2,711
\$1.50 per Bed Day	2,7,1
Total Occupancy:	21,201
Materials and Supplies:	•
Office Supplies:	
Office supplies for program staff	
\$312.15 per FTE of 1.826	
/	
Clients Costs	
Office & asctivity supplies, transportation of clients	4,360
\$2.412 per Bed Day	
Food and Food Preparation	7,334
Meals and food related expense	7,004
\$4.058 per Bed Day	
Total Materials and Supplies:	12,264
Total Waterials and Supplies.	(2,204
General Operating:	
Insurance:	•
.010% of Agency Total of \$307,988	3,136
Staff Training:	
Costs to train staff in best practices	45
\$24.64 per FTE of 1.826	
Rental of Equipment:	
Copier Rental	1,979
\$1.095 per Bed Day	
Transportation & Vehicles	520
\$ .28 per Bed Day	
y po, now buy	
Other General Operating	
Urine analysis, Lecensing, memberships, job advertising, graduation	3,100

Provider Number: 383806

APPENDIX #:

B-7

Walden House, Inc. - Lodestar Residential 2010-11

Document Date:

10/08/10

Program Name: Fiscal Year:

events, depreciation and miscellaneoud expenses				
\$1.715 per Bed Day				
			4-4-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1	
	***************************************			······································
Total General Operating:				8,780
	•			
Staff Travel (Local & Out of Town):		•		00
Local staff travel \$44.906 per FTE of 1.826	·····			82
Φ44.500 per F1E 011.820				,
				82
Consultants/Subcontractors:				
		· · · · · · · · · · · · · · · · · · ·		
	·			· · · · · · · · · · · · · · · · · · ·
	·			
Total Consultants/Subcontractors:	ī	·		
, otal conduction outdon in actors.			• .	
Total Operating Expenses	·			42,327
	•	•		•
Capital Expenditures			•	-
	:		,	
Total Direct Costs			•	139,431
institut of Outfo		•	•	40 704
Indirect Costs		•		16,731
CONTRACT TOTAL				156,162
		·		100,102

DPH 2: Department of Pul		ost Reporti	ng/Data Co	lection (CR		
FISCAL YEAR:	<u> </u>	·····		·	APPENIDX #:	B-8
LEGAL ENTITY NAME:	Walden Ho	use, Inc.			PROVIDER#:	TBA
PROVIDER NAME:	Women's I	lope Reside	ential			
REPORTING UNIT NAME::	n/a	TBA				
REPORTING UNIT:	n/a	TBA				
MODE OF SVCS / SERVICE FUNCTION CODE:	n/a	05/60-64				
SERVICE DESCRIPTION:	Startup	Residential Other				TOTAL
CBHS FUNDING TERM:	7/1/10-9/30/10	10/1/10-6/30/11				
FUNDINGUSES						
SALARIES & EMPLOYEE BENEFITS	57,332	365,700				423,032
OPERATING EXPENSE	18,371	110,001				128,372
CAPITAL OUTLAY (COST \$5,000 AND OVER)	65,707	· · · ·				65,707
SUBTOTAL DIRECT COSTS	141,410	475,701	7	•	-	617,111
INDIRECT COST AMOUNT	16,970	57,084	·			74,054
TOTAL FUNDING USES:	158,380	532,785	_		-	691,165
CBHS MENTAL HEALTH FUNDING SOURCES			<b>动性通数</b> 实			
FEDERAL REVENUES						
STATE REVENUES						
GRANTS	}					-
PRIOR YEAR ROLL OVER						
WORK ORDERS				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
3RD PARTY PAYOR REVENUES		·				
REALIGNMENT FUNDS						<u> </u>
COUNTY GENERAL FUND					,	-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	-	+	-	-	_
CBHS SUBSTANCE ABUSE FUNDING SOURCES	TEST LESS					
FEDERAL REVENUES						-
SAPT Fed Discretionary #93.959 HMHSCCRES227	158,380	475,139				633,519
STATE REVENUES						-
GRANTS/PROJECTS						-
WORK ORDERS						-
COUNTY GENERAL FUND						-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE	158,380	475,139	-	-		633,519
TOTAL DPH REVENUES	158,380	475,139		-	-	633,519
NON-DPH REVENUES	75 2/4/12/03					
Patient/Client Fees	T -	57,646				57,646
TOTAL NON-DPH REVENUES	-	57,646	-	-	-	57,646
TOTAL REVENUES (DPH AND NON-DPH)	158,380	532,785	-	-	-	691,165
CBHS UNITS OF SVCS/TIME AND UNIT COST						
UNITS OF SERVICE	1	3,011				3,012
UNITS OF TIME	<del> </del>					-1- /-
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES	<del></del>	176.95			<del>                                     </del>	229.47
COST PER UNIT-DPH RATE (DPH REVENUES ONLY	·	157.80		***************************************		210.33
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)		1			<b> </b>	
UNDUPLICATED CLIENTS	·\$	16				n/a

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

# DPH 3: Salaries & Benefits Detail

Provider Number: Provider Name;

TBA

Walden House, Inc. - Women's Hope Residential

APPENDIX #:

B-8 10/08/10

Document Date:

	T	:	GENE	RAL FUND &	GENE	RAL FUND &	(	RANT:	WOR	CORDER #1:	WORK	ORDER #2:	
	1	TOTAL .	(Ageno	y-generated)	(Agend	y-generated)							
				R REVENUE	OTHE	REVENUE	(g	rant title)	(de	(dept. name)		(dept. name)	
	Pı	roposed	P	roposed	Р	roposed	P	roposed	F	roposed	Р	roposed	
	Tra	insaction	Tra	ansaction	Tra	insaction	Tra	ansaction	Tr	ansaction	Tr	ansaction	
·	Term: 7	/1/10-6/30/11	Term: 7	//1/10-9/30/10	Term: 1	0/1/10-6/30/11	Term	,	Term	:	Term	·	
POSITION TITLE	FTE	SALARIES	FIE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	
Program Manager	0.750	41,250	0.225	6,980	0.525	34,270							
Clinical Coordinator	0.708	26,208	0.212	4,625	0.496	21,583							
Care Manager	0.708	21,250	0.212	3,750	0.496	17,500							
Care Manager	0.667	19,998	0.200	2,500	0.467	17,498					·		
Employment Counselor	0.817	20,400	0.300	2,835	0.517	17,565					<u> </u>		
Overnight Staff	1,000	31,000	0.300	1,411	0.700	29,589							
Weekend Overnight Staff	0.400	12,000	-	-	0.400	12,000							
Weekend Coordinator	0.667	23,333	0.200	2,917	0.467	20,416							
Therapist	0.750	39,000	0.225	6,500	0.525	32,500							
Parenting Counselor	0.667	20,665	0.200	2,583	0.467	18,082							
Parenting Counselor	0.667	20,665	0.200	2,583	0.467	18,082							
Psychiatrist	0.017	3,333	0.005	417	0.012	2,916							
Client Services	0.126	5,528	0.038	691	0.088	4,837							
Cook	0.667	21,333	0.200	1,500	0.467	19,833						[	
IT Data Entry Specialist	0.071	2,337	0.021	292	0.050	2,045							
Intake Staff	0.100	3,000	0.030	529	0.070	2,471							
Drivers	0.167	5,167	0.050	423	0.117	4,744							
Maintenance Workers	0.208	6,458	0.062	3,229	0.146	3,229						·	
	-	-											
		+											
·	-	-											
		-		:	,								
·	-	-											
	-												
					·						·		
	-	-											
	-												
	- 1	-											
	-	-											
	-	- 1											
TOTALS	9.157	322,925	2.680	43,765	6.477	279,160		-	•	-		-	
*													
EMPLOYEE FRINGE BENEFITS	31%	100,107	31%	13,567	31%	86,540				*		-	
TOTAL SALARIES & BENEFITS		423,032		57,332		365,700				-			

# **DPH 4: Operating Expenses Detail**

Provider Number: TBA
Provider Name: Walden House, Inc. - Women's Hope Residential

APPENDIX #: B-8
Document Date: 10/08/10

		1	GENERAL FUND &	GRANT:	WORK ORDER #1:	WORK ORDER #2:
·	TOTAL		(Agency-generated)			
	PROPOSED	1	OTHER REVENUE	(grant title) PROPOSED	(dept. name) PROPOSED	(dept. name) PROPOSED
	TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
			·			
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-9/30/10	Term: 10/1/10-6/30/11	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	-					
Utilities (Elec, Water, Gas, Phone, Scave	25,500	1,742	23,758	····		
Office Supplies, Postage	1,875	234	1,641			
Building Maintenance Supplies & Repair	15,793	4,213	11,580			
Printing and Reproduction		-	-			
Insurance .	11,250	1,398	9,852			
Staff Training	375	-	375			
Staff Travel (Local & Out of Town)	375		- 375			
Rental of Equipment	11,000	5,625	5,375			
CONSULTANT/SUBCONTRACTOR						
				····		
	-		-			
OTHER			_		,	
Client Related Costs	15,000	875	14,125			
Food	24,200	3,025	21,175			
Household	1,875	230	1,645			
Fees	2,250	675	1,575		·	
Communications	6,750	354	6,396			
Client Medical	1,125	_	1,125			
Transportation	4,750	-	4,750		·	
General Operating	6,254	-	6,254			
	-					
TOTAL OPERATING EXPENSE	128,372	18,371	110,001	-		

# **DPH 5: Capital Expenditures Detail**

Provider Number:	TBA
Provider Name:	Walden House, Inc Women's Hope Residential

APPENDIX #:

B-8

Document Date:

10/08/10

1. Equipment

<ol> <li>Equipment</li> </ol>				
No.	ITEM/DESCRIPTION	FUNDING SOURCE	PURCHASE COST EACH	TOTAL COST
				-
	•			_
				44
				-
				-
				-
				-
TOTAL EQUIPM	IENT COST	,		
2. Remodeling			,	
Déscription:				•
	carpet and replace with linoleum			36,767
2. Replace the				18,940
3. Replace the				5,000
	erior of the building			5,000
TOTAL REMODI	ELING COST			65,707
TOTAL CAPITAL	_EXPENDITURE (Equipment plus Remodeling)	Cost)		65,707

Provider Number: 'TBA

Materials and Supplies:

APPENDIX #:

B-8

Program Name:

Walden House, Inc. - Women's Hope Residential

Document Date:

10/08/10

Fiscal Year:

2010-11

	•	
Salaries and Benefits	FTE	Salaries
Program Manager Annual Salary = \$31,022	0.750	41,250
Clinical Coordinator Annual Salary = \$21,816	0.708	26,208
Care Manager Annual Salary = \$17,689	0.708	21,250
Care Manager Annual Salary = \$12,500	0.667	19,998
Employment Counselor Annual Salary = \$9,450	0.817	20,400
Overnight Staff Annual Salary = \$4,703	1.000	31,000
Weekend Overnight Staff Annual Salary = \$ 30,000	0.400	12,000
Weekend Coordinator Annual Salary = \$14,583	0.667	23,33
Therapist Annual Salary = \$28,889	0.750	39,00
Parenting Counselor Annual Salary = \$12,915	0.667	20,66
Parenting Counselor Annual Salary = \$12,915	0.667	20,66
Psychiatrist Annual Salary = \$83,400	0.017	3,33
Client Services Annual Salary = \$18,185	0.126	5,52
Cook Annual Salary = \$7,500	0.667	21,33
T Data Entry Specialist Annual Salary = \$13,914	0.071	2,33
ntake Staff Annual Salary = \$17,633	0.100	3,000
Drivers Annual Salary = \$8,460	0.167	5,16
Maintenance Workers Annual Salary = \$52,081	. 0.208	6,45
Total Salaries	9.157	322,92
Otata Namuela manda para F 400/		47.00
State Unemployment Insurance - 5.46%	<del></del>	17,63
*IQA = 7.37%		23,80
Workers' Compensation - 2.69%		8,68
Health Benefits - 12.28%		39,65
Retirement - 3.2%		10,33 100,10
Total Benefits		100,10
Total Salaries and Benefits		423,03
Operating Expenses	• •	
	- intel amount distand by 40 mounts to	
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a	a total amount divided by 12 months to	r a monuniy allocado
Occupancy: Communications:	•	
		G 75
Telephone, Online/Internet, and Postage/Mail service		6,750
\$2.124 per Bed Day		
Utilities:		
Water, gas, electricity, communications and waste disposal.		25,50
57.890 per Bed Day		
nsurance		
030 % of Agency Total of &307,988		11,25
Building Maintenance:		
Maintenance & repairs of building being rented		······································
\$3.596 per Bed Day		15,79
		10110
Total Occupancy:		59,29

Provider Number: TBA

APPENDIX #:

B-8

Program Name: Fiscal Year.

Walden House, Inc. - Women's Hope Residential 2010-11

Document Date:

Office Supplies:	
Office supplies for program staff. Initial start up supply. \$262.14 per FTE	1.875
\$282.14 per r 1 t	1,013
Printing/Reproduction:	· · · · · · · · · · · · · · · · · · ·
Timeng/Teproduction:	
	**************************************
	·
Program/Medical Supplies:	**************************************
Total Materials and Supplies:	1,875
	,
General Operating:	/
Fees:	0.050
Subscriptions, Licensing, Memberships, taxes and Printing	2,250
\$4.50 per bed day	
days	
Transportation	•
Gas, vehicles maintenance and registration fees	4,750
\$1.245 per Bed Day	1,100
	water , manufacture and the comment
Client Related Costs	
Office & activity supplies, transportation of clients	15,000
\$12.50 per bed day	
Food and Food Preparation	
Meals and food related expense	24,200
\$7.032 per Bed Day	· · · · · · · · · · · · · · · · · · ·
11	
Household Laundry supplies, clothing and personal needs	1,875
\$ .546 per Bed Day	1,070
\$ .540 per bed bay	PATE SANS AND AND AND AND AND AND AND AND AND AND
Client Medical	***************************************
Medication, services, supplies, and urinalysis	1,125
\$ .373 per Bed Day	
· · · · · · · · · · · · · · · · · · ·	
Other General Operating	
Resident events, line of credit, depreciation and miscellaneous expenses	6,254
\$2.045 per Bed Day	
Staff Training:	
Costs to train staff in best practices	375
\$59.90 per FTE of 6.260	
Postal of Equipment	
Rental of Equipment:  Copier Rental	11,000
\$ 1.453 per Bed Day	11,000
\$ 1.700 Per Dev Day	

Provider Number: TBA

CONTRACT TOTAL

APPENDIX #:

B-8

Program Name: Fiscal Year.

Walden House, Inc. - Women's Hope Residential 2010-11

Document Date:

10/08/10

691,165

Total General Operating:	·	, 66,829
Staff Travel (Local & Out of Town): Local staff travel		
\$59.90 per FTE		
		375
Consultants/Subcontractors:		
Total Consultants/Subcontractors:		-
Total Operating Expenses		128,372
Capital Expenditures		65,707
Total Direct Costs		617,111
Indirect Costs		74,054



FISCAL YEAR	2010-11			•	APPENIDX#:	B-9
LEGAL ENTITY NAME	Walden Ho	use, Inc.			PROVIDER#:	383873
PROVIDER NAME						
REPORTING UNIT NAME:	WH OP DASIS!	WH OP OASIS! Centrel City	WH OP OASIS/ Central City			
REPORTING UNIT	87351	87351	87351			
MODE OF SVCS / SERVICE FUNCTION CODE	: Nonres-33	Nonres-34	SecPrev-19			
SERVICE DESCRIPTION	Nonresidential ODF Grp	Nonresidential ODF Indv	Sec Prev Outreach			TOTAL
CBHS FUNDING TERM	: 7/1/10-6/30/11	7/1/10-6/30/11	7/1/10-6/30/11			<del></del>
FUNDING USES		<b>CONTRACTOR</b>			經數學是集團	
SALARIES & EMPLOYEE BENEFITS	250,578	1 15,652	19,275			385,505
OPERATING EXPENSE	138,703	64,017	10,670			213,390
CAPITAL OUTLAY (COST \$5,000 AND OVER						
SUBTOTAL DIRECT COSTS		179,669	29,945		-	598,895
INDIRECT COST AMOUN		21,560	3,593			71,867
TOTAL FUNDING USES:	435,995	201,229	33,538			670,762
CBHSMENTALHEALTHEUNDING SOURCES	a transmission	物性主义自然	<b>ENGLISHED</b>		学的2000年	
FEDERAL REVENUES						
STATE REVENUES		<u> </u>				-
GRANTS						
PRIOR YEAR ROLL OVER					·	
WORK ORDERS			•		,	
3RD PARTY PAYOR REVENUES				·		٠.
REALIGNMENT FUNDS						
COUNTY GENERAL FUND				·	·	-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	-		-	-	_
CBHS SUBSTANCE ABUSE FUNDING SOURCES		<b>学型的种种</b>				<b>有其他的</b>
FEDERAL REVENUES						
STATE REVENUES		-				-
GRANTŚ/PROJECTS		·	1			. ,.
WORK ORDERS .						-
COUNTY GENERAL FUND . HMHSCCRES22	7 435,995	201,229	33,538			670,762
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE	435,995	201,229	33,538			670,762
TOTAL DPH REVENUES	435,995	201,229	33,538	-	-	670,762
NONIDPHREVENUES测量是基本的		<b>特型状态</b>	階級問題	<b>美国共享的</b>		
Patient/Client Fees						-
TOTAL NON-DPH REVENUES			-		-	~
TOTAL REVENUES (DPH AND NON-DPH)	435,995	201,229	33,538	-	-	670,762
CBHS JUNITS OF SYCS TIME AND JUNIT COST						
UNITS OF SERVICE	5,590	2,579	431			8,600
. UNITS OF TIME	167,700		12,930			258,000
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUE	s) 78.00	·	77,81			78.00
COST PER UNIT-DPH RATE (DPH REVENUES ONL)	n 78.00	78.03	77.81			78.00
PUBLISHED RATE (MEDI-CAL PROVIDERS ONL	Y)					
UNDUPLICATED CLIENT	S 148	68	12	• .		228

¹Units of Service: Days, Client Day, Full Day/Half-Day ²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours



Provider Number: Provider Name:

383873 Walden House, Inc. - OASIS

APPENDIX #:

Document Date:

			GENE	RAL FUND &	GI	RANT #1;	GI	RANT #2:	WOR	K ORDER #1:	WOR	ORDER #2;
-	Т	OTAL.	(Agenc	y-generated)								
			OTHER	REVENUE	(g	rant title)	(g	rant title)	(de	ept. name)	(de	pt. name)
	· Pr	oposed	· Pi	roposed	P	roposed	Р	roposed	F	roposed	osed Proposed	
· ·	Tra	nsaction	Tra	insaction	Tr	ansaction	· Tr	ansaction	Tr	ansaction	Tr	ansaction
	Term: 7/	/1/10-6/30/11	Term: 7	/1/10-6/30/11	Term	·	Term	£	Term	:	Term	:
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
V.P. of Mental Health Services	0.032	3,979	0.032	3,979						T		
Director of Out Patient Services	1.000	76,230	1.000	76,230				·				
Admissions Department	0.580	23,922	0.580	23,922								
Legal Department	0.084	2,594	0.084	2,594								
Director Of QA & Compliance	0.118	8,479	0.118	8,479								
Administrative Manager	0.037	1,555	0.037	1,555								
Administrative Assistant ,	0.020	647	0.020	647							<u> </u>	
Clinical Case Manager Level III	1.000	49,008	1.000	49,008								-
Clinical Case Manager Level I	2.000	65,584	2.000	65,584								
Director Of Workforce Development	0.035	2,614	0.035	2,614				·				,
Vocational/Housing, Emploment Case	0.302	10,711	0.302	10,711								
Therapist	0.014	640	0.014	640								
Family Service Coordinator	0.111	5,554	0.111	5,554								
Mental Health Training Director	0.196	12,226	0.196	12,226								
Psychiatrist	0.018	2,459	0.018	2,459					1			
Food Services	0.117	3,398	0.117	3,398								
Manager of Transportation & Facility	0.108	6,957	0.108	6,957								
Driver	0.433	12,399	0.433	12,399	· · · · · · · · · · · · · · · · · · ·						<u> </u>	
IT Specialist - Data Control	0.044	1,732	0.044	1,732						]		,
Operations and Maintenance Departm	0.085	3,591	0.085	3,591		,			<del> </del>	<u> </u>		
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	-	**	- 1	-					<u> </u>			
TOTALS .	6.334	294,279	6.334	294,279	-	-	-	-	~	-		
										<u> </u>		•
EMPLOYEE FRINGE BENEFITS	31%	91,226	31%	91,226		_		-			•	_
			······································	·····	•			<del></del>		·		· · · · · · · · · · · · · · · · · · ·
TOTAL SALARIES & BENEFITS		385,505		385,505					<u> </u>	-		-

## **DPH 4: Operating Expenses Detail**

Provider Number:

383873

Provider Name: Walden House, Inc. - OASIS

APPENDIX #:

B-9 . 10/08/10

Document Date:

		GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
	TOTAL -	(Agency-generated)				
		OTHER REVENUE	(grant title)	(grant title)	(dept_name)	(dept. name)
,	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	105,717	105,717				
Utilities (Elec, Water, Gas, Phone, Scave	33,533	33,533				
Office Supplies, Postage	2,986	2,986				
Building Maintenance Supplies & Repair	19,805	19,805				
Printing and Reproduction	-					¥ .
Insurance	5,811	5,811				
Staff Training	218	218				
Staff Travel (Local & Out of Town)	- 210	210		·		·
Rental of Equipment	6,330	6,330				
CONSULTANT/SUBCONTRACTOR						
	-					
	-					
	•	-				
		-				
			•			
OTHER	· ·					
Client Costs	8,272	8,272				
Transportation & Vehicles	4,319	4,319		•	,	
Food and Food Preparation	6,292	6,292				
General Operating	.19,897	19,897				
		-				
TOTAL OPERATING EXPENSE	213,390	213,390	-	-	-	-

Provider Number: 383873

APPENDIX #:

B-9

Fiscal Year:	2010-11	Document Date:	11
Salaries and Be	nefits	FTE	S
V.P. of Mental H	ealth Services - Annual Salary = \$ 124 344	0.033	

Salaries and Benefits	FTE	Salaries
V.P. of Mental Health Services - Annual Salary = \$ 124,344	0.032	3,979
Director of Out Patient Services - Annual Salary = \$ 76,230	1.000	76,230
Admissions Department - Annual Salary = \$ 41,245	0,580	23,922
Legal Department - Annual Salary = \$ 30,881	0.084	. 2,594
Director Of QA & Compliance - Annual Salary = \$ 71,856	8;479	
Administrative Manager - Annual Salary = \$ 42,027	0.037	1,555
Administrative Assistant - Annual Salary = \$ 32,350	0.020	647
Clinical Case Manager Level III - Annual Salary = \$ 49,008	1.000	49,008
Clinical Case Manager Level I - Annual Salary = \$ 32,792	2.000	65,584
Director Of Workforce Development - Annual Salary = \$ 74,686	0.035	2,614
Vocational/Housing, Emploment Case Manager - Annual Salary = \$ 35,467	0.302	10,711
Therapist - Annual Salary = \$ 45,714	0.014	640
Family Service Coordinator - Annual Salary = \$ 50,036	0.111	5,554
Mental Health Training Director - Annual Salary = \$ 62,378	0.196	12,226
Psychiatrist - Annual Salary = \$ 136,611	0.018	2,459
Food Services - Annual Salary = \$ 29,043	0.117	3,398
Manager of Transportation & Facility - Annual Salary = \$ 64,417	0.108	6,957
Driver - Annual Salary = \$ 28,635	0.433	12,399
IT Specialist - Data Control - Annual Salary = \$ 39,364	0.044	1,732
Operations and Maintenance Department - Annual Salary = \$ 42,247	0.085	3,591
Total Salaries	6.334	294,279
State Unemployment Insurance - 5.46%		16,068
FICA - 7.37%		21,688
Workers' Compensation - 2.69%		7,916
Health Benefits - 12.28%		. 36,137
Retirement - 3.2%		9,417
Total Benefits		91,226
Total Salaries and Benefits		385,505
	, , , , , , , , , , , , , , , , , , , ,	
Operating Expenses		
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total an	nount divided by 12 months f	or a monthly allocation.
Occupancy:	2. 22 A	
Rent:		
Rental of office space and individual & group therapy rooms		
\$1.964 per square foot time 4,485 sq. ft. times 12 months		105,717
Utilities:		
Water, gas, electricity, communications and waste disposal.		
\$.623 per square foot time 4,485 sq. ft. times 12 months		33,533
Building Maintenance:		
MaIntenance & repairs of building being rented		
\$.368 per square foot time 4,485 sq. ft. times 12 months	·	19,805
·		
Total Occupancy:		159,055
Materials and Supplies:	•	
Office Supplies:		
		•

Provider Number: 383873

APPENDIX #:

B-9

Program Name: Walden House, Inc. - OASIS

Document Date:

Office supplies for program staff.	
\$.347 per contact times 8,600 contacts	2,986
Client Costs	**************************************
Office & activity supplies, transportation for clients.	
\$.962 per contact times 8,600 contacts	8,272
	<del></del>
Food and Food Preparation	
Lunch for clients.	
\$.732 per contact times 8,600 contacts	6,292
Total Materials and Supplies:	17,550
Total Maria Cappillac.	,
General Operating:	
Insurance:	
1.89% of Agency Total of \$307,988	5,811
1.00 /0 01 /1901107   1000	
Staff Training:	
Costs to train staff in best practices.	
\$34.44 per FTE	218
904.44 per FIE	210
Dontal of Equipment	
Rental of Equipment:	
Copier rental \$.736 per contact times 8,600 contacts	6,330
\$.736 per contact times 8,600 contacts	0,330
Transportation () Vahislas	
Transportation & Vehicles  Costs to run van shuttles for clients ( Gas and vehicle maintenance)	
\$.502 per contact times 8,600 contacts	4,319
5.502 per contact times 6,000 contacts	4,319
Other Consul Organistics	
Other General Operating Urine analysis Licensing memberships job advertising graduation	<del></del>
Chine ditalyold, Electroning, montpoliships, Jes autoritering, gladediteri	······································
events, depreciation and miscellaneous expenses.	40.007
\$2.314 per contact times 8,600 contacts	19,897
Total General Operating:	36,575
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Staff Travel (Local & Out of Town):	
Local staff travel.	
\$33,18 per FTE	210
	210
Consultants/Subcontractors:	
	·
	1000 (C. 1000000 (C.))
Total Consultants/Subcontractors:	-
·	
Total Operating Expenses	213,390

Provider Number: 383873 Program Name:

Walden House, Inc. - OASIS

APPENDIX #:

B-9

Fiscal Year:

2010-11

Document Date:

10/08/10

Capital Expenditures

Total Direct Costs

598,895

Indirect Costs

71,867

CONTRACT TOTAL

670,762

DPH 2: Department of Pub		ost Reporti	ng/Data Col	lection (CR	DC)		
FISCAL YEAR: 2010-11						B-10	
LEGAL ENTITY NAME: Walden House, Inc. PRO					PROVIDER#:	383835	
PROVIDER NAME: Representative Payee Case Mgmt							
	WH CM Rep						
REPORTING UNIT NAME::	Payee						
REPORTING UNIT:	88359					<b></b>	
MODE OF SVCS / SERVICE FUNCTION CODE:	Anc-68	· · · · · · · · · · · · · · · · · · ·					
	Ancillary Svcs				-	+244	
SERVICE DESCRIPTION: CBHS FUNDING TERM:	Case Mgmt					TOTAL	
FÜNDING USES	771710-6730711						
SALARIES & EMPLOYEE BENEFITS	118,782					118,782	
OPERATING EXPENSE	23,872					23,872	
CAPITAL OUTLAY (COST \$5,000 AND OVER)	25,072				A. (m)	20,012	
SUBTOTAL DIRECT COSTS	142,654				-	142,654	
INDIRECT COST AMOUNT	17,118					17,118	
TOTAL FUNDING USES:	159,772	-		-	-	159,772	
CBHS MENTAL HEALTH FUNDING SOURCES							
FEDERAL REVENUES						-	
STATE REVENUES						-	
GRANTS						-	
PRIOR YEAR ROLL OVER				·		-	
WORK ORDERS						٠	
3RD PARTY PAYOR REVENUES							
REALIGNMENT FUNDS							
COUNTY GENERAL FUND						-	
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES		*	Advineri bisi arel incrementare	Walter of the spice of the state of the	-	Kanting and a supplementary	
CBHS SUBSTANCE ABUSE FUNDING SOURCES							
FEDERAL REVENUES							
STATE REVENUES	<del> </del>	<b> </b>					
GRANTS/PROJECTS							
WORK ORDERS COUNTY GENERAL FUND HMHSCCRES227	77,437	<u> </u>			· · · · · · · · · · · · · · · · · · ·	77,437	
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE		<u> </u>			_	77,437	
TOTAL DPH REVENUES	77,437		,		_	77,437	
NON-DPH-REVENUES							
Patient/Client Fees	82,335					82,335	
TOTAL NON-DPH REVENUES	82,335	-	_	-	-	82,335	
TOTAL REVENUES (DPH AND NON-DPH)	159,772	-		-	-	159,772	
CBHS UNITS OF SVCS/TIME AND UNIT COST							
UNITS OF SERVICE ¹	948					948	
UNITS OF TIME ²							
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)	168.54					168.54	
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)	81.68					81.68	
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY	<u></u>						
UNDUPLICATED CLIENTS	200					200	

¹Units of Service: Days, Client Day, Full Day/Half-Day ²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

Provider Number: Provider Name: 383835

Walden House, Inc. - Representative Payee Case Mgmt

APPENDIX #:

B-10

Document Date:

e:	10/08/	1(

	,			RAL FUND &	G	RANT #1:	G	RANT #2:	WORK	ORDER #1:	WORK	ORDER #2:		
	Т	OTAL		y-generated)										
				R REVENUE		rant title)		rant title)		(dept. name)				
•		oposed		roposed		roposed		roposed		roposed	Proposed			
		nsaction		ensaction		ansaction	1	ansaction	1	ansaction	}	Transaction		
		/1/10-6/30/11		//1/10-6/30/11	Term		Term		Term		Tem			
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES		
Client Service Manager	0.270	21,289	0.270	21,289	*****		ļ <u>.</u>				ļ			
RPI Accounting Coordinator	1.000	39,819	1.000	39,819			ļ							
Receptionist/Clerk	1.000	28,360	1.000	28,360										
Maintenance Staff	0.026	1,041	0.026	1,041			ļ							
IT Specialist - Data Control	0.004	164	0.004	164										
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TOTALS	2.300	90,673	2.300	90,673										
I O FUE	2.300	80,013	4.500	30,073			<del>-</del>		<u> </u>		<u> </u>			
EMPLOYEE FRINGE BENEFITS	31%	28,109	31%	28,109				-		-		_		
TOTAL SALARIES & BENEFITS		118,782		118,782				_		-		-		

# **DPH 4: Operating Expenses Detail**

Provider Number:

383835

Provider Name: Walden House, Inc. - Representative Payee Case Mgmt

APPENDIX #:_

B-10

Document Date:

	TOTAL	GENERAL FUND & (Agency-generated)	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2
	IOIAL	OTHER REVENUE	(grant title)	(grant title)	(dept. name)	(dept. name)
	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	11,668	11,668				
Utilities (Elec, Water, Gas, Phone, Scave	4,971	4,971				
Office Supplies, Postage	1,055	1,055		,		
Building Maintenance Supplies & Repair	1,105	. 1,105				·
Printing and Reproduction	-					
Insurance	596	596				·
Staff Training	-					-
Staff Travel (Local & Out of Town)	78	78				
Rental of Equipment	2,028	2,028				
CONSULTANT/SUBCONTRACTOR	-					
·						
	_	, pa			,	
	_	· _				
	-	-				
OTHER						
Transportation & Vehicles	68	68				<u> </u>
General Operating	2,303	2,303				:
		_				
		-		<u> </u>		
	•	_				
TOTAL OPERATING EXPENSE	23,872	23,872	-	· -		-

Provider Number: 383835

APPENDIX #:

B-10

Program Name: Fiscal Year:

Walden House, Inc. - Representative Payee Case Mgmt

Document Date:

10/08/10

2010-11

Salaries and Benefits	FTE	Salaries
Client Service Manager - Annual Salary = \$ 78,848	0.270	21,289
RPI Accounting Coordinator - Annual Salary = \$ 39,819	1.000	39,819
Receptionist/Clerk - Annual Salary = \$ 28,360	1.000	28,360
Maintenance Staff - Annual Salary = \$ 40,038	0.026	1,041
IT Specialist - Data Control - Annual Salary = \$ 41,000	0.004	164
Total Salaries	2.300	90,673
		~~~~ <u>~</u>
State Unemployment Insurance - 5.46%	***************************************	4,951
FICA - 7.37%		6,683
Workers' Compensation - 2.69%		2,439
Health Benefits - 12.28%		11,134
Retirement - 3.2%		2,902
Total Benefits		28,109
	SWANN CLASS TO THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF THE CONTRACT OF	**************************************
Total Salaries and Benefits		118,782
Operating Expenses		
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a to	otal amount divided by 12 months	for a monthly allocation.
Occupancy:	·	
Rent:		
Rental of office space and individual & group therapy rooms	•	11,668
\$12.308 per Contact		
		· · · · · · · · · · · · · · · · · · ·
Utilities:	· · · · · · · · · · · · · · · · · · ·	
Water, gas, electricity and waste disposal		4,971
\$5.243 per Contact	•	
		•
Building Maintenance:		
Maintenance and repairs of building	·	1,105
\$1.165 per Contact	,	.,,

Total Occupancy:		17,744
Materials and Supplies:		
Office Supplies:		•
Office supplies for program staff	$(x_1, \dots, x_n) \mapsto (x_1, \dots, x_n) = (x_1, \dots, x_n) \mapsto (x_1, \dots, x_n) = (x_1, \dots, x_n)$	1,055
\$458.69 per FTE of 2.300		1,000
ψτου,ου μοι τ τις στ 2.1000		• • • • • • • • • • • • • • • • • • • •
Client Costs	•	
Official Codits		
	1000	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
	•	
Program/Medical Supplies:	•	
r rogialitimisuloai ouppliss.		
Total Materials and Supplies:	MANA.	1,055
Total Materials and Supplies.	,	לפט,ו
Conoral Operating		•
General Operating:	•	
Insurance: .0019% of Agency Total of \$307,988		596
THE THAT AT A CAPACIT TOTAL OF WALL MAKE		508

Provider Number: 383835

APPENDIX #:

B-10

Program Name: Fiscal Year:

Walden House, Inc. - Representative Payee Case Mgmt 2010-11

Document Date:

	*
Staff Training:	
Rental of Equipment:	
Copier Rental	2,028
\$881.739 per FTE of 2.300	
Transportation & Vehicles	68
Gas, vehicles maintenance and registration fees	
\$.071 per Contact	
Other General Operating	
Urine analysis, Licensing, memberships, job advertising, graduation	2,303
events, depreciation and miscellaneous expenses	2,303
\$2.429 per Contact	
Total General Operating:	. 4,995
Total Control of Policing.	. 4,000
Staff Travel (Local & Out of Town):	
Local staff travel	. 78
\$33.913 per FTE of 2.300	
	·
	. 78
Consultants/Subcontractors:	
	•
Total Consultants/Subcontractors:	-
Total Operating Expenses	23,872
A. M. 1999	
Capital Expenditures	• -
Tatal Diseast Conta	440.054
Total Direct Costs	142,654
Indirect Costs	A** A A A
midnect Costs	17,118
CONTRACT TOTAL	159,772
CONTINUE	109,//2

DPH 2: Department of Pub FISCAL YEAR:		ost Keponii	igiDala Col	iection (CR	APPENIDX #:	B-11
The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s					PROVIDER # :	383805
	LEGAL ENTITY NAME: Walden House, Inc. PF PROVIDER NAME: Walden Res Acute Psych Stabilization (WRAPS					
PROVIDER NAME:		s Acute Psy	ch Stabiliza	ition (WRAI	75)	***************************************
REPORTING UNIT NAME::	WRAPS Program					Wood for the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state
REPORTING UNIT:	. 38C1A1	7947	**************************************	14, 1 = 14, 14 = 1		
MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79					
SERVICE DESCRIPTION:	-					TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11					
FUNDING USES						
SALARIES & EMPLOYEE BENEFITS	61,745					61,745
OPERATING EXPENSE	14,891					14,891
CAPITAL OUTLAY (COST \$5,000 AND OVER)						·
SUBTOTAL DIRECT COSTS	76,636	-	-			76,636
INDIRECT COST AMOUNT	9,196					9,196
TOTAL FUNDING USES:	85,832			-	-	85,832
CBHS MENTAL HEALTH FUNDING SOURCES						
FEDERAL REVENUES			******************************			-
STATE REVENUES .						<u> </u>
MHSA PMHS63-1105	82,400	-				82,400
GRANTS						-
PRIOR YEAR ROLL OVER						-
WORK ORDERS						
3RD PARTY PAYOR REVENUES						
REALIGNMENT FUNDS						
COUNTY GENERAL FUND						-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	82,400	-	-	-	-	82,400
CBHS SUBSTANCE ABUSE FUNDING SOURCES					医高量支援的	
FEDERAL REVENUES						•
STATE REVENUES				• (
GRANTS/PROJECTS						
WORK ORDERS			<u> </u>			
COUNTY GENERAL FUND						-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE			-		-	**************
TOTAL DPH REVENUES	82,400		>		-	82,400
NON-DPH-REVENUES						
Patient/Client Fees	3,432					3,432
TOTAL NON-DPH REVENUES	3,432	-	-	-	-	3,432
TOTAL REVENUES (DPH AND NON-DPH)	85,832	-	-		-	85,832
CBHS UNITS OF SVCS/TIME AND UNIT COST						
UNITS OF SERVICE	730					730
UNITS OF TIME ²				···· · · · · · · · · · · · · · · · · ·		
COST PER UNIT-CONTRACT RATE (DPH & NON-OPH REVENUES)	<u> </u>		ļ			117.58
COST PER UNIT-DPH RATE (DPH REVENUES ONLY	112.88				ļ	112.88
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY		<u> </u>				
UNDUPLICATED CLIENTS	16		<u> </u>			16

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

Provider Number:
Provider Name:

383805

Walden House, Inc. - Walden Res Acute Psych Stabilization (WRAPS)

APPENDIX #:

B-11 0/08/10

Document	Date:	10

	Ţ	TOTAL	(Agend	RAL FUND & cy-generated)		ROJECT: <u>MHSA</u>		RANT:		CORDER #1:		ORDER #2:
· .				R REVENUE		oject title)		rant title)		(dept. name)		pt. name)
		oposed		тороѕед	1	roposed		roposed	1	roposed	3	roposed
·		ınsaction	Tra	ansaction	4	ansaction	Tn	ansaction		ansaction	Tr	ansaction
		/1/10-6/30/11	Term			7/1/10-6/30/11	Term		Term		Term	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
V.P. of Programs	0.003	388			0.003	388					<u> </u>	
Program Director	0.032	2,274			0.032	2,274					<u> </u>	ļi
Administrative Manager	0.007	280			0.007	280				,		<u> </u>
Therapist	0.251	11,297			0.251	11,297						
V.P. of Mental Health Services	0.006	636			0.006	636						
Mental Health Manager	0.079	4,681			0.079	4,681						
Mental Health Training Director	0.006	365			0.006	365						
Counselor	0.220	7,210			0.220	7,210						
Night Counselor	0.033	994			0.033	994						
Family Service Coordinator	0.002	115			0.002	115						
Client Services Manager	0.005	365			0.005	365				•		
Client Services Support	0.012	341			0.012	341						
Manager of Licensing & Certification	0.005	243			0.005	243						
Director Of Medical Services	0.013	1,052			0.013	1,052					l	
Medical Services Assistant	0.033	1,059			0.033	1,059						
Physician	0.008	36			0.008	36						
MH Medi-Cal Admin Coordinator	0.030	1,382			0.030	1,382	· · · · · · · · · · · · · · · · · · ·				1	
HIV/AIDS Program Clinical Coordinate	0.064	2,502			0.064	2,502	***************************************					
HIV/AIDS Program Admin, Asst	0.038	1,203			0.038	1,203	***************************************					
Psychiatrist	0.033	4,459			0.033	4,459						
HIV/AIDS Program Admissions	0.018	661			0.018	661						
IT Specialist - Data Control	0.006	236			0.006	236		***************************************				
Manager Of Tranportation & Facility	0.011	687			0.011	687						
Driver	0.042	1,366			0.042	1,366						
Cook/Food Service	0.038	· 1,440			0.038	1,440						
Director of QA & Compliance	0.007	465			0,007	465			-			
Intake Assessment Specialist	0.006	234			0.006	234						
Operations (Janitor., Maint.)	0.029	1,162			0.029	1,162				<u> </u>	<u> </u>	
	- 1	-			-	-	-					
	-	-				_						
TOTALS	1.037	47,133	-	-	1.037	47,133		-		-	<u> </u>	
										ļ ·		
EMPLOYEE FRINGE BENEFITS	31%	14,612		-	31%	14,612						_
TOTAL SALARIES & BENEFITS		61,745		:	•	61,745		_		_		_

DPH 4: Operating Expenses Detail

Provider Number: Provider Name:

383805

Walden House, Inc. - Walden Res Acute Psych Stabilization (WRAPS)

APPENDIX #: Document Date: B-11 10/08/10

	TOTAL	GENERAL FUND &	i i	GRANT:	WORK ORDER #1:	WORK ORDER #2:
	IOIAL	(Agency-generated) OTHER REVENUE		(grant title)	(dept. name)	(dept. name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
·	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term; 7/1/10-6/30/11	Term:	Term: 7/1/10-6/30/11	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	3,606		3,606			
Utilities (Elec, Water, Gas, Phone, Scave	3,328		3,328			
Office Supplies, Postage	144		144			
Building Maintenance Supplies & Repair	1,241	·	1,241			
Printing and Reproduction	_					
Insurance	2,247		2,247			
Staff Training	14	•	14			
Staff Travel (Local & Out of Town)	. 37		37			
Rental of Equipment	· 971		971		·	
CONSULTANT/SUBCONTRACTOR						
	**		_			
	**					
	-	,	_			
·			-			
	-	•	•			
OTHER	•		· .			
Client Costs	831		831			
Transportation & Vehicles	171		171			
Food and Food Preparation	1,692		1,692			
General Operating	609		, 609			. •
					·	
	•					
TOTAL OPERATING EXPENSE	14,891	-	14,891	**		

Provider Number: 383805 APPENDIX #: B-11 Walden House, Inc. - Walden Res Acute Psych Stabilization (WRAPS) Document Date: 10/08/10

Program Name: Fiscal Year: 2010-11

Salaries and Benefits	FTE	Salaries
V.P. of Programs- Annual Salary = \$129,333	0.003	388
Program Director - Annual Salary = \$71,063	0.032	2,274
Administrative Manager- Annual Salary = \$40,000	0.007	280
Therapist- Annual Salary = \$45,008	0.251	11,297
V.P. of Mental Health Services- Annual Salary = \$106,000	0.006	636
Mental Health Manager- Annual Salary = \$59,253	0.079	4,681
Mental Health Training Director- Annual Salary = \$60833	0.006	365
Counselor- Annual Salary = \$32,773	0.220	7,210
Night Counselor- Annual Salary = \$30,121	0.033	994
Family Service Coordinator- Annual Salary = \$57,500	0.002	115
Client Services Manager- Annual Salary = \$73,000	0.005	365
Client Services Support- Annual Salary = \$28,417	0.012	341
Manager of Licensing & Certification- Annual Salary = \$48,600	0.005	243
Director Of Medical Services- Annual Salary = \$80,923	0.013	1,052
Medical Services Assistant- Annual Salary = \$32,091	0.033	1,059
Physician- Annual Salary = \$4,500	0.008	36
MH Medi-Cal Admin Coordinator- Annual Salary = \$46,067	0.030	1,382
HIV/AIDS Program Clinical Coordinator- Annual Salary = \$39,094	0.064	2,502
HIV/AIDS Program Admin. Asst- Annual Salary = \$31,658	0.038	1,203
Psychiatrist- Annual Salary = \$135,121	0,033	4,459
HIV/AIDS Program Admissions- Annual Salary = \$36,722	0.018	661
IT Specialist - Data Control- Annual Salary = \$39,333	0.006	236
Manager Of Transportation & Facility- Annual Salary = \$62,455	0.011	687
Driver- Annual Salary = \$32,524	0.042	1,366
Cook/Food Service- Annual Salary = \$37,895	0.038	1,440
Director of QA & Compliance- Annual Salary = \$66,429	0.007	465
Intake Assessment Specialist- Annual Salary = \$39,000	0.006	234
Operations (Janitor., Maint.)- Annual Salary = \$40,069	0.029	1,162
Total Salaries	1,037	47,133
		11,100
State Unemployment Insurance - 5.46%		2,573
FICA - 7.37%		. 3,474
Workers' Compensation - 2.69%		1,268
Health Benefits - 12.28%		5,789
Retirement - 3,2%		1,508
Total Benefits		14,612
		111,012
Total Salaries and Benefits		61,745
Operating Expenses		
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total	al amount divided by 12 months for	r a monthly allocation.
Occupancy:		,
Rent:		
Rental of office space and individual & group therapy rooms	· · · · · · · · · · · · · · · · · · ·	3,606
\$4.939 per Bed Day		
Utilities:		
Water, gas, electricity and waste disposal	À	3,328
\$4.558 per Bed Day	The second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second secon	

Provider Number: 383805

APPENDIX #:

B-11

Program Name:

Walden House, Inc. - Walden Res Acute Psych Stabilization (WRAPS)

Document Date:

10/08/10

Fiscal Year:

2010-11

Building Maintenance:	
Maintenance & repairs of building	. 1,241
\$1.70 per Bed Day	· · · · · · · · · · · · · · · · · · ·
Total Occupancy:	8,175
Materials and Supplies:	5, 5
Office Supplies:	
Office supplies for program staff	144
\$138.86 per FTE of 1.037	•
Client Costs	
Office & activity supplies, transportation of clients	831
\$1.138 per Bed Day	
Food and Food Preparation	
Meals and food related expense	1,692
\$2.317 per Bed Day	
Total Materials and Supplies:	2,667
General Operating:	•
Insurance:	•
.007% of Agency Total of \$307,988	2,247
Staff Training:	
Costs to train staff in best practices	14
\$13.50 per FTE of 1,037	
Rental of Equipment:	
Copier Rental	971
\$1.330 per Bed Day	
	-
Transportation & Vehicles	
Gas, vehicles maintenance and registration fees	171
\$.234 per Bed Day	
Other General Operating	
Urine analysis, Licensing, memberships, job advertising, graduation	
events, depreciation and miscellaneous expenses	
\$.834 per Bed Day	609
T.1.1 O	4020
Total General Operating:	4,012
Stoff Travel (Legal 9 Out of Town)	,
Staff Travel (Local & Out of Town):	07
Local staff travel	37
\$.050 per Bed Day	· · · · · · · · · · · · · · · · · · ·
	. 37
	. 3/

Provider Number: 383805 Program Name: Walden H Fiscal Year: 2010-11 APPENDIX #: B-11 10/08/10 **Document Date:** Walden House, Inc. - Walden Res Acute Psych Stabilization (WRAPS)

2010-11

Consultants/Subcontractors:	
Total Consultants/Subcontractors:	
Total Operating Expenses	14,89
Capital Expenditures	
Total Direct Costs	76,636
Indirect Costs	9,196
CONTRACT TOTAL	85,832

FISCAL	YEAR:	2010-11				APPENIDX #:	B-12
LEGAL ENTITY	NAME:	Walden Ho	use, Inc.			PROVIDER #:	n/a
PROVIDER	PROVIDER NAME: On Call / Crisis Intervention						
REPORTING UNIT	NAME::	ŋ/a					
REPORTING	3 UNIT:	n/a					
MODE OF SVCS / SERVICE FUNCTION	CODE:	15/70-79					
SERVICE DESCRI		Crisis Intervention- OP					TOTAL
CBHS FUNDING	TERM:	7/1/10-6/30/11					
FUNDING USES							
SALARIES & EMPLOYEE BEI		14,975	*********	<u> </u>			14,975
OPERATING EX						 	
CAPITAL OUTLAY (COST \$5,000 AND		-			<u> </u>		
SUBTOTAL DIRECT		.14,975	-	-	-	 	14,975
INDIRECT COST AI TOTAL FUNDING USES:	MOON	1,797 16,772		<u> </u>			1,797 16,772
CORS MENTAL HEALTH FUNDING SOURCES		10,112					10,172
FEDERAL REVENUES	सम्बद्धाः हिंद	ALGER GERGER ATTEMPTS	PRODUCTION OF THE PERSON	or an annual property		te en en en en en en en en en en en en en	
ARRA SDMC FFP (11.59%) HMHMC	0730515	7,490					7,490
STATE REVENUES	07 000 10	7,.00					1,400
GRANTS							<u> </u>
PRIOR YEAR ROLL OVER							
WORK ORDERS							-
3RD PARTY PAYOR REVENUES	-						*
REALIGNMENT FUNDS							-
COUNTY GENERAL FUND HMHMC	C730515	9,282					9,282
TOTAL CBHS MENTAL HEALTH FUNDING SOUR		16,772		-	•	-	16,772
CBHS SUBSTANCE ABUSE FUNDING SOURCE	S語語				101151	医学验的	
FEDERAL REVENUES							
STATE REVENUES							
GRANTS/PROJECTS							
WORK ORDERS		<u></u>		<u> </u>			-
COUNTY GENERAL FUND	NIDOE1						
TOTAL CBHS SUBSTANCE ABUSE FUNDING SO TOTAL DPH REVENUES	JURCES	16,772		-	*		- - - - - - - - - - - - - - - - - - -
	ani na kata na kata na kata na kata na kata na kata na kata na kata na kata na kata na kata na kata na kata na Kata na kata na kata na kata na kata na kata na kata na kata na kata na kata na kata na kata na kata na kata n	10,772	saciolis de la companio			- 26/20/20/20/20/20/20/20/20/20/20/20/20/20/	16,772
NON-DPH REVENUES Patient/Client Fees		100 May 200 May 200 May 200 May 200 May 200 May 200 May 200 May 200 May 200 May 200 May 200 May 200 May 200 Ma National Anna and Anna and Anna and Anna and Anna and Anna and Anna and Anna and Anna and Anna and Anna and An			100		history and
TOTAL NON-DPH REVENUES		-	_				-
TOTAL REVENUES (DPH AND NON-DPH)		16,772	_	 	_		16,772
CBHS UNITS OF SVCS/TIME AND UNIT COST							10,172
UNITS OF SE	RVICE ¹	n/a	and the second second	and the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second 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second second second second second second second second second second second second second s	Action to Native Secretary Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security 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UNITS O				 			
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH)	REVENUES)	CR					CR
COST PER UNIT-DPH RATE (DPH REVENU	ES ONLY)	CR					CR
PUBLISHED RATE (MEDI-CAL PROVIDE	RS ONLY)						
UNDUPLICATED C	LIENTS	n/a					n/a

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

Provider Number: Provider Name:

n/a

Walden House, Inc. - On Call / Crisis Intervention

APPENDIX #:

B-12

Document	Date:	10/08/10

		,		RAL FUND &	GI	RANT #1:	GI	RANT #2:	WOR	K ORDER #1:	WOR	ORDER #2:
	TO	OTAL		y-generated)								·
	<u></u>			R REVENUE		rant title)		rant title)		ept. name)		pt. name)
ĺ		posed		roposed		roposed		roposed		Proposed		roposed
		saction		ansaction		ansaction	*	ansaction	Ł	ansaction		ansaction
		/10-6/30/11		//1/10-6/30/11	Term		Term		Term		Term	·
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
Crisis Intervention Counselor	0.977	2,791	0.977	2,791								
Crisis Intervention Counselor	0.977	8,640	0.977	8,640								
	-	-	-									
	-	-	-	-								
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	 _ 		-						†		<u> </u>	
	 						 		 			
TOTALS	1.954	11,431	1.954	11,431				<u> </u>	-	 		
,	1		1.554	7 (5-1-27)	, 				 	, 	<u> </u>	
EMPLOYEE FRINGE BENEFITS	31%	3,544	31%	3,544				-		<u> </u>		
TOTAL SALARIES & BENEFITS		14,975		14,975		-		_		•		

Provider Number: n/a

APPENDIX #:

B-12

Program Name: Fiscal Year:

Walden House, Inc. - On Call / Crisis Intervention 2010-11

Document Date:

Salaries and Benefits	FTE	Salaries
Crisis Intervention Counselor Annual Salary = \$2,856.70	0.977	2,79
Crisis Intervention Counselor Annual salary = \$8,843.40	0.977	8,64
Total Salaries	1.954	11,43
State Unemployment Insurance - 5.46%		62
FICA - 7.37%		. 84
Workers' Compensation - 2.69%		30
Health Benefits - 12,28%		1,40
Retirement - 3.2%		36
Total Benefits		3,54
Total Salaries and Benefits		14,97
Operating Expenses		
Occupancy:	•	
Materials and Supplies:	,	
General Operating:		•
Staff Travel (Local & Out of Town):	•	
Consultants/Subcontractors:		<u> </u>
Total Operating Expenses		
Capital Expenditures		
Total Direct Costs		14,97
Indirect Costs		1,79
CONTRACT TOTAL		16,77

DPH 2: Department of Pub	lic Heath C	ost Reporti	ng/Data Co	llection (CR	DC)	
FISCAL YEAR:	2010-11				APPENIDX #:	B-13
LEGAL ENTITY NAME:	Walden Ho	use, Inc.		PROVIDER # :	383805, 383	806 & 383834
PROVIDER NAME:	BASN Resi	dential		***************************************	, M	
	Buena Vista.					
·	Hayes &					
REPORTING UNIT NAME::					1	
, , , , , , , , , , , , , , , , , , , ,	38062		· · · · · · · · · · · · · · · · · · ·			
·	38342					
REPORTING UNIT:	38572					•
MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79					
	Adult					, <u> </u>
SERVICE DESCRIPTION:	Residential					TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11					
FUNDINGUSES				100.000.00		
SALARIES & EMPLOYEE BENEFITS	264,997				**************************************	264,997
OPERATING EXPENSE	147,982					147,982
CAPITAL OUTLAY (COST \$5,000 AND OVER)						
SUBTOTAL DIRECT COSTS	412,979	-	-	-		412,979
INDIRECT COST AMOUNT	49,558					49,558
TOTAL FUNDING USES:	462,537		*	P-	-	462,537
CBHS MENTALHEALTH FUNDING SOURCES						
FEDERAL RÉVENUES						-
STATE REVENUES			· · · · · · · · · · · · · · · · · · ·			
GRANTS						
PRIOR YEAR ROLL OVER				·		-
WORK ORDERS						-
3RD PARTY PAYOR REVENUES					***************************************	-
REALIGNMENT FUNDS						
COUNTY GENERAL FUND		·				-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	Ţ	*		-	
CBHS SUBSTANCE ABUSE FUNDING SOURCES			2016 Television			
FEDERAL REVENUES						
STATE REVENUES			., , , , , , , , , , , , , , , , , , ,			
BASN HMHSCCRES227	432,525					432,525
GRANTS/PROJECTS	t	·				-
WORK ORDERS						-
COUNTY GENERAL FUND						-
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE	432,525	-	-	-	-	432,525
TOTAL DPH REVENUES	432,525		-	-	-	432,525
NON-OPH REVENUES		1972/2019				
Patient/Client Fees	30,012					30,012
TOTAL NON-DPH REVENUES	30,012	-	-	-	-	30,012
TOTAL REVENUES (DPH AND NON-DPH)	462,537	*	-	-	-	462,537
CBHS UNITS OF SVCSTIME AND UNIT COST						
UNITS OF SERVICE	4,599	1		[4,599
UNITS OF TIME						
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES	100.57	1				100.57
COST PER UNIT-DPH RATE (DPH REVENUES ONLY						94.05
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY	 				,	
UNDUPLICATED CLIENTS						. 28

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

Provider Number: Provider Name:

383805, 383806 & 383834 Walden House, Inc. - BASN Residential

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こうけい ま	8-13
ment Date:	10/08/10

		<u>:</u>	GENE	RAL FUND &	GF	RANT #1:	GI	RANT #2:	WORK	ORDER #1:	WORK	ORDER #2:
		TOTAL	(Agend	Agency-generated)								
:		;	OTHER	REVENUE	(g	rant title)	(grant title)		(de	pt. name)	(de	pt. name)
	P	roposed	Pi	oposed	P	roposed	P	Proposed .		roposed	þ	roposed
	Tra	insaction	Tra	nsaction	Tra	ansaction	Tra	ansaction.	Transaction		Transaction	
	Term: 7	/1/10-6/30/11	Term: 7	/1/10-6/30/11	· Term:		Term	-	Term:		Term:	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	· SALARIES	FTE SALARIES		FTE	SALARIES
V.P. of Programs	0.025	3,251	0.025	3,251								
Program Director	0.209	12,129	0.209	12,129								
Administrative Manager	0.053	2,199	0.053	2,199								
Director of QA & Compliance	0.043	3,112	0.043	3,112				•				
Manager of Licensing & Certification	0.066	3,357	0.066	3,357								
Director of Admissions	0.034	1,958	0.034	1,958	• •							
Admissions Counselor	0.068	2,214	0.068	2,214								
Court Liaison	0.100	3,098	0.100	3,098								
Counselor	1.721	55,879	1.721	55,879								
Night Counselor	0.401	8,820	0.401	8,820				·				
Weekend Gounselor	0.257	8,311	0.257	8,311								
Reentry Coordinator	0.043	1,515	0.043	1,515								
T.C. Admin. Assistant (Nexus)	0.218	7,989	0.218	7,989							ļ	
T.C. Coordinator	0.039	1,551	0.039	1,551		·						
Maintenance Manager	0.021	1,378	0.021	1,378								
Maintenance Supervisor	0.040	1,707	0.040	1,707			,					
Maintenance Worker	0.148	4,815	0.148	4,815								
Transportation & Facility Manager	0.042	2,691	0.042	2,691								
Warehouse Coordinator	0.088	3,878	0.088	3,878								
Driver	0.169	5,398	0.169	5,398								
Cook/Food Service	0.313	12,017	0.313	12,017								
Client Services Manager	0.044	3,506	0.044	3,506								
Client Services Support	0.094	2,618	0.094	2,618		•						
Family Services Coordinator	0.059	2,936	0.059	2,936						, , , , , , , , , , , , , , , , , , , 		
Medical Services Director	0.044	3,643	0.044	. 3,643								· · · · · · · · · · · · · · · · · · ·
Medical Services Support	0.220	7,053	0.220	7,053								
Physician	0.003	14	0.003	14							<u> </u>	
V.P. of Mental Health Services	0.032	4,023	0.032	4,023	***************************************	·						
Mental Health Training Director	0.050	3,126	0.050	3,126							-	
Administrative Assistant	0.054	1,779	0.054	1,779								
Intake Assessment Specialist	0.022	982	0.022	982								
Therapist	0.058	2,677	0.058	2,677								
Mental Health Manager	0.020	964	0.020	964	•	·						
Director of Workflow Development	0.043	3,331	0.043	3,331								
Education Coordinator	0.082	3,196	0.082	3,196								
Housing & Community Services Spec	0.062	2,158	0.062	2,158								
Employment Counselor	0.097	3,607	0.097	3,607						· · · · · · · · · · · · · · · · · · ·		
Computer Lab Instructor	0.021	661	0.021	661								,

Provider Number: Provider Name: 383805, 383806 & 383834

Walden House, Inc. - BASN Residential

APPENDIX #:

B-13

Document Date

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ent Date:	10/08/10

		,	GENE	RAL FUND &	G	RANT #1:	GI	RANT #2:	WOR	CORDER #1:	WOR	ORDER #2:
	٦	OTAL	(Ageno	y-generated)		,		-				
	L		OTHE	R REVENUE	(g	rant title)	(g	rant title)	(dept. name)		(dept. name)	
	P	oposed	Pi	Proposed		roposed	Proposed		F	roposed	F	roposed
	Tra	insaction	Transaction		Tr	ansaction	Transaction		Tr	ansaction	Transaction	
	Term: 7	/1/10-6/30/11	Term: 7/1/10-6/30/11		Term:		Term:		Term:		Term:	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
IT Specialist - Data Control	0.063	2,485	0.063	2,485								
Psychiatrist	0.050	6,262	0.050	6,262		·						
TOTALS	5.216	202,288	5.216	202,288	-		-	-			-	-
EMPLOYEE FRINGE BENEFITS	31%	62,709	31%	62,709		_	·	_				
TOTAL SALARIES & BENEFITS		264,997		264,997		-				<u>.</u>		-

DPH 4: Operating Expenses Detail

Provider Number:

383805, 383806 & 383834 Walden House, Inc. - BASN Residential Provider Name:

B-13 10/08/10

	TOTAL	GENERAL FUND & (Agency-generated)	GRANT #1:	GRANT #2:		WORK ORDER #2:
		OTHER REVENUE	(grant title)	(grant title)	(dept. name)	(dept. name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category		Term: 7/1/10-6/30/11	Term:	Term:	Term:	Term:
Rental of Property	52,477	52,477			·	
Utilities (Elec, Water, Gas, Phone, Scave	28,382	28,382				<u> </u>
Office Supplies, Postage	1,349	1,349				·
Building Maintenance Supplies & Repair	11,994	11,994				
Printing and Reproduction		-				
Insurance	7,231	7,231				
Staff Training	140	140				
Staff Travel (Local & Out of Town)	177	177				
Rental of Equipment	4,967	4,967				
CONSULTANT/SUBCONTRACTOR		•				
		_				
·	_	-				
	_					
	-	-				
		_				
OTHER	,					
Client Costs	11,522	11,522		•		
Transportation & Vehicles	1,592	1,592				·
Food and Food Preparation	20,090	20,090			·	
General Operating	8,061	8,061	-			
	-	-				
TOTAL OPERATING EXPENSE	147,982	147,982	-		_	-

Provider Number: 383805, 383806 & 383834

APPENDIX #: B-13 Program Name: Fiscal Year: Walden House, Inc. - BASN Residential Document Date: 10/08/10

2010-11

Salaries and Benefits	FTE	Salaries
V.P. of Programs - Annual Salary = \$ 130,040	0.025	3,25′
Program Director - Annual Salary = \$ 58,033	0.209	12,129
Administrative Manager - Annual Salary = \$ 41,491	0.053	- 2,199
Director of QA & Compliance - Annual Salary = \$ 72,372	0.043	3,112
Manager of Licensing & Certification - Annual Salary = \$ 50,864	0.066	3,35
Director of Admissions - Annual Salary = \$ 57,588	0.034	1,958
Admissions Counselor - Annual Salary = \$ 32,559	0.068	2,214
Court Liaison - Annual Salary = \$ 30,980	0.100	3,098
Counselor - Annual Salary = \$ 32,469	1.721	55,879
Night Counselor - Annual Salary = \$ 21,995	0.401	8,820
Weekend Counselor - Annual Salary = \$ 32,339	0.257	8,31
Reentry Coordinator - Annual Salary = \$ 35,233	0.043	1,51
T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 36,647	0.218	7,98
T.C. Coordinator - Annual Salary = \$ 39,769	0.039	1,551
Maintenance Manager - Annual Salary = \$ 65,619	0.021	1,378
Maintenance Supervisor - Annual Salary = \$ 42,675	0.040	1,707
Maintenance Worker - Annual Salary = \$ 32,534	0.148	4,81
Transportation & Facility Manager - Annual Salary = \$ 64,071	0.042	2,69 ⁻
Warehouse Coordinator - Annual Salary = \$ 44,068	0.088	3,878
Driver - Annual Salary = \$ 31,941	0.169	5,39
Cook/Food Service - Annual Salary = \$ 38,393	0.313	12,01
Client Services Manager - Annual Salary = \$ 79,682	0.044	3,50
Client Services Support - Annual Salary = \$ 27,851	0.094	2,61
Family Services Coordinator - Annual Salary = \$ 49,763	0.059	2,936
Medical Services Director - Annual Salary = \$82,795	0.044	3,64
Medical Services Support - Annual Salary = \$ 32,059	0.220	7,05
Physician - Annual Salary = \$ 4,667	0.003	1
V.P. of Mental Health Services - Annual Salary = \$ 125,719	0.032	4,023
Mental Health Training Director - Annual Salary = \$ 62,520 .	0.050	3,126
Administrative Assistant - Annual Salary = \$ 32,944	0.054	1,779
Intake Assessment Specialist - Annual Salary = \$ 44,636	0.022	982
Therapist - Annual Salary = \$ 46,155	0:058	2,67
Mental Health Manager - Annual Salary = \$ 48,200	0.020	96-
Director of Workflow Development - Annual Salary = \$ 77,465	0.043	3,33
Education Coordinator - Annual Salary = \$ 38,976	0.082	3,196
Housing & Community Services Spec Annual Salary = \$ 34,806	0.062	2,158
Employment Counselor - Annual Salary = \$ 37,186	0.097	3,60
Computer Lab Instructor - Annual Salary = \$ 31,476	0.021	. 66
IT Specialist - Data Control - Annual Salary = \$ 39,444	0.063	2,48
Psychiatrist - Annual Salary = \$ 125,240	0.050	6,262
Total Salaries	5.216	202,28
State Unemployment Insurance - 5.46%		11,04
FICA - 7.37%		14,90
Workers' Compensation - 2.69%		5,442
Health Benefits - 12.28%		24,84
Retirement - 3.2%		6,47
Total Benefits		62,709

Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-13

Program Name:

Walden House, Inc. - BASN Residential

Document Date:

10/08/10

Fiscal Year:

2010-11

Total Salaries and Benefits	264,997
Operating Expenses	
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total a	mount divided by 12 months for a monthly allocation.
Occupancy:	•
Rent:	•
Rental of office space and Individual & group therapy rooms	. 52,477
\$11.41 per Bed Day	
Utilities:	
Water, gas, electricity and waste disposal	28,382
\$6.171 per Bed Day	
Building Maintenance:	
Maintenance & repairs of Building	11,994
\$2.607 per Bed Day	
Total Occupancy:	92,853
Materials and Supplies:	
Office Supplies:	
Office supplies for program staff	1,349
\$258.62 per FTE of 5.216	
Client Costs	
Office & activity supplies, transportation of clients	11,522
\$2.505 per Bed Day	
Food and Food Preparation	
Meals and food related expense	20,090
\$4.368 per Bed Day	
Total Materials and Supplies:	32,961
General Operating:	
Insurance:	·
.0234% of Agency Total of \$307,988	7,231
Staff Training:	
Costs to train staff in best practices	140
\$26.84 per FTE of 5.216	
Rental of Equipment:	· · · · · · · · · · · · · · · · · · ·
Copier Rental	4,967
\$1.080 per Bed Day	
Transportation & Vehicles	
Gas, vehicles maintenance and registration fees	1,592
\$.346 per Bed Day	
Other General Operating	•
oner optional operating	•

Provider Number: 383805, 383806 & 383834
Program Name: Walden House, Inc. - BASN Residential
Priscal Year: 2010-11

APPENDIX #; Document Date:

·B-13 10/08/10

Urine analysis, Licensing, memberships, job advertising, graduation	8,061
events, depreciation and miscellaneous expenses	
\$1.752 per Bed Day	
Total General Operating:	21,991
Chaff Tanger (1 and 1 Count of Town)	
Staff Travel (Local & Out of Town):	4 TT
Local staff travel	177
\$33.934 per FTE of 5.216	
	177
,	111
Consultants/Subcontractors:	•
Consultation outporter dotors.	·
	·
Total Consultants/Subcontractors:	-
Total Consultants/Subcontractors,	~
Total Operating Expenses	147,982
Total Spotating Exponed	1177
Capital Expenditures	-
	•
Total Direct Costs	412,979
Indirect Costs	49,558
CONTRACT TOTAL	462,537

DPH 2: Department of Pul		ost Reporti	ng/Data Co	lection (CR	DC)	
fiscal YEAR:	2010-11				APPENIDX #:	B-14
LEGAL ENTITY NAME:	Walden Ho	use, Inc.		PROVIDER#:	383805, 383	806 & 383834
PROVIDER NAME:	CARE Varia	ble Length	Residentia			
	Buena Vista.					
	Hayes &					
REPORTING UNIT NAME::	Haight Res					•
	38062					
	38342					
REPORTING UNIT:	38572					•
MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79					
	Adult					
SERVICE DESCRIPTION:	Residential					TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11					
FUNDING USES						
SALARIES & EMPLOYEE BENEFITS	146,247					146,247
OPERATING EXPENSE	66,134					66,134
CAPITAL OUTLAY (COST \$5,000 AND OVER)						
SUBTOTAL DIRECT COSTS	212,381			-	-	212,381
INDIRECT COST AMOUNT	والمستوال والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع وا					25,486
TOTAL FUNDING USES:	237,867	•	-	-	۰	237,867
CBHSMENIALHEALTHFUNDING SOURCES						
FEDERAL REVENUES						-
STATE REVENUES						-
GRANTS						-
PRIOR YEAR ROLL OVER				,		-
WORK ORDERS						
3RD PARTY PAYOR REVENUES						*
REALIGNMENT FUNDS						
COUNTY GENERAL FUND	<u> </u>					+
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES		-	<u> </u>		-	
CBHS SUBSTANCE ABUSE FUNDING SOURCES				影響發發新		
FEDERAL REVENUES						-
STATE REVENUES		<u> </u>				
GRANTS/PROJECTS						
WORK ORDERS						-
COUNTY GENERAL FUND HMHSCCRES227		<u> </u>			·	213,253
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE:		-	-	-	-	213,253
TOTAL DPH REVENUES	213,253		-	- ,	-	213,253
NON-DPH REVENUES						STATE OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY OF THE PARTY
Patient/Client Fees	24,614	<u> </u>				24,614
TOTAL NON-DPH REVENUES	24,614	-	-	-	-	24,614
TOTAL REVENUES (DPH AND NON-DPH)	237,867	and the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of t	min dentities extines a service of	- And Sales at the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of the Contract of	·	237,867
CBHS UNITS OF SVCS/TIME AND UNIT COST						
UNITS OF SERVICE	2,464		<u> </u>			2,464
UNITS OF TIME ²		<u> </u>	<u> </u>			
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)						96.54
COST PER UNIT-DPH RATE (DPH REVENUES ONLY	}				<u>'</u>	86.55
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY			<u> </u>			
UNDUPLICATED CLIENTS	14	<u> </u>	<u> </u>		l	14

¹Units of Service: Days, Client Day, Full Day/Half-Day ²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

Provider Number:

383805, 383806 & 383834

Provider Name: Walden House, Inc. - CARE Variable Length Residential

APPENDIX #:

B-14

Document Date:

		T/CTA1		GENERAL FUND &		GRANT#1:		RANT #2:	WOR	CORDER#1:	WORK ORDER #2:	
		TOTAL		y-generated) REVENUE	(grant title)		(grant title)		1-1-	pt. name)	(dept. name)	
	D	roposed		roposed		rant title)	(grant title) Proposed		Proposed		Proposed	
		ansaction		insaction		roposed ansaction	Transaction		Transaction		Transaction	
		7/1/10-6/30/11		/1/10-6/30/11	Term		Term:		<u> </u>		Term:	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	Tem: SALARIES		SALARIES
V.P. of Programs	0.015	2,013	0.015	2,013	1.15	SALARICO	 '' -	SALANIES	1 1 1 1	UALA GES	FTE	SALSTITLO
Program Director	0.105	6,837	0.105	6,837							 	
Clinical Coordinator	0.035	1,350	0.035	1,350	····				 	 	 	
Administrative Manager	0.035	1,483	0.035	1,483					<u> </u>			
Director of QA & Compliance	0.028	2,015	0.028	2,015	**********		 		 	·		
Manager of Licensing & Certification	0.028	1,384	0.028	1,384					 		 	
Director of Admissions	0.008	448	0.008	448					 			
Admissions Counselor	0.016	501	0.005	501					 		 	
Court Liaison	0.024	751	0.024	751			<u> </u>		1		†	
Counselor	0.899	29,863	0.899	29,863					1			· · · · · · · · · · · · · · · · · · ·
Night Counselor	0.112	3,342	0.112	3,342					1			
Weekend Counselor	0.062	1,924	0.062	1,924							·	
Reentry Coordinator	0.032	1,126	0.032	1,126								
T.C. Admin. Assistant (Nexus)	0.048	1,690	0.048	1,690	***************************************							
T.C. Coordinator	0.029	1,132	0.029	1,132								
Maintenance Manager	0.013	839	0.013	839								
Maintenance Supervisor	0.018	755	0.018	755		,						
Maintenance Worker	0.077	2,458	0.077	2,458								
Transportation & Facility Manager	0.034	2,187	0.034	2,187	,							
Warehouse Coordinator	0.032	1,394	0.032	1,394								
Driver .	0.135	4,352	0.135	4,352								
Cook/Food Service	. 0.145	5,968	0.145	5,968	· · · · · · · · · · · · · · · · · · ·							
Client Services Manager	0.022	1,655	0.022	1,655								****
Client Services Support	0.048	1,357	0.048	1,357								
Family Services Coordinator	0.024	1,231	0.024	1,231								
Medical Services Director	0.036	3,004	0.036	3,004							·	
Medical Services Support	0.110	3,483	0.110	3,483								
Physician	0.033	159	0.033	159								
V.P. of Mental Health Services	0.021	2,598	0.021	2,598								
Mental Health Training Director	0.022	1,410	0.022	1,410								
Administrative Assistant	0.088	2,838	0.088	2,838								
Intake Assessment Specialist	0.019	811	0.019	811								
Therapist	0.069	3,284	0.069	3,284		i						
Mental Health Manager	0.195	7,601	0.195	7,601								
Director of Workflow Development	0.032	2,397	0.032	2,397								
Education Coordinator	0.018	689	0.018	689								
Housing & Community Services Spec	0.028	967	0.028	967								
Employment Counselor	0.055	1,987	0.055	1,987								

Provider Number:

383805, 383806 & 383834

Provider Name:

APPENDIX #:

Walden House, Inc. - CARE Variable Length Residential

Document Date: 10/08/10

	. 7	TOTAL		RAL FUND & cy-generated)	G	RANT #1:	GF	RANT #2:	WOR	CORDER#1:	WOR	ORDER #2:				
· ·		. •		٠٠		.•		REVENUE	(g	rant title)	(g	rant title)	· (dept. name)		(dept. name)	
	Pi	oposed	Р	Proposed		Proposed		Proposed		Proposed		Proposed				
	Tra	nsaction	Transaction		Transaction Transaction		Transaction		Transaction		Transaction					
	Term: 7	/1/10-6/30/11	Term: 7	/1/10-6/30/11	Term	***************************************	Term:		Term	:	Term					
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES				
Computer Lab Instructor	0.018	563	0.018	563												
IT Specialist - Data Control	0.035	1,400	0.035	1,400			,									
Psychiatrist	0.008	393	0.008	393			•									
TOTALS	2.811	111,639	2.811	111,639		<i>:</i> -	-		-	-						
EMPLOYEE FRINGE BENEFITS	31%	34,608	31%	34,608		ن ـ				·						
TOTAL SALARIES & BENEFITS		- 146,247		146,247	. `	·				-		_				

DPH 4: Operating Expenses Detail

Provider Number:

383805, 383806 & 383834

Walden House, Inc. - CARE Variable Length Residential Provider Name:

APPENDIX #:

B-14

Document Date:

		GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
·	TOTAL	(Agency-generated)				
		OTHER REVENUE		(grant title)	(dept. name) PROPOSED	(dept. name)
·	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	TRANSACTION	PROPOSED TRANSACTION
	• •		· · · · · · · · · · · · · · · · · · ·			
Expenditure Category		Term: 7/1/10-6/30/11	Term:	Term:	Term:	Term:
Rental of Property	16,632	16,632				•
Utilities (Elec, Water, Gas, Phone, Scave	14,173	14,173	***			
Office Supplies, Postage	531	531	·			
Building Maintenance Supplies & Repair	7,060	7,060				
Printing and Reproduction						
Insurance	3,366	. 3,366	_			
Staff Training	94	94				
Staff Travel (Local & Out of Town)	124	124	•			
Rental of Equipment	3,115	3,115	٠.			
CONSULTANT/SUBCONTRACTOR			• .		٠.	
	•				,	
	*	•				
•		-				
	-	-		,		
·	•	·	-	,	:	
OTHER		·				
Client Costs	5,543	5,543				
Transportation & Vehicles	788	788				·
Food and Food Preparation	´ 8,896	8,896		·		
General Operating	5,812	5,8,12				
	•	-				
		, .	,	_		
TOTAL OPERATING EXPENSE	66,134	66,134			-	-

Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-14

Program Name:

Walden House, Inc. - CARE Variable Length Residential

Document Date:

10/08/10

Fiscal Year:

2010-11

Salaries and Benefits	FTE	Salaries
V.P. of Programs - Annual Salary = \$ 134,200	0.015	2,013
Program Director - Annual Salary = \$ 65,114	0.105	6,837
Clinical Coordinator - Annual Salary = \$ 39,000	0.035	1,350
Administrative Manager - Annual Salary = \$ 42,371	0.035	1,483
Director of QA & Compliance - Annual Salary = \$ 71,964	0.028	2,015
Manager of Licensing & Certification - Annual Salary = \$ 49,429	0.028	1,384
Director of Admissions - Annual Salary = \$ 56,000	0.008	448
Admissions Counselor - Annual Salary = \$ 31,313	0.016	501
Court Liaison - Annual Salary = \$ 31,292	0.024	751
Counselor - Annual Salary = \$ 33,218	0.899	29,863
Night Counselor - Annual Salary = \$ 29,839	0.112	3,342
Weekend Counselor - Annual Salary = \$ 31,032	0.062	1,924
Reentry Coordinator - Annual Salary = \$ 35,188	0.032	1,126
T.C. Admin. Assistant (Nexus) - Annual Salary = \$ 35,208	0.048	1,690
T.C. Coordinator - Annual Salary = \$39,034	0.029	1,132
Maintenance Manager - Annual Salary = \$ 64,538	0.013	839
Maintenance Supervisor - Annual Salary = \$ 41,944	. 0.018	755
Maintenance Worker - Annual Salary = \$ 31,922	0.077	2,458
Transportation & Facility Manager - Annual Salary = \$ 64,324	0.034	2,187
Warehouse Coordinator - Annual Salary = \$ 43,563	0.032	1,394
Driver - Annual Salary = \$ 32,237	0.135	4,352
Cook/Food Service - Annual Salary = \$ 41,159	0.145	5,968
Client Services Manager - Annual Salary = \$ 75,227	0.022	1,655
Client Services Support - Annual Salary = \$ 28,271	0.048	1,357
Family Services Coordinator - Annual Salary = \$ 51,292	0.024	1,231
Medical Services Director - Annual Salary = \$83,444	0.036	3,004
Medical Services Support - Annual Salary = \$ 31,664	0.110	. 3,483
Physician - Annual Salary = \$ 4,818	0.033	159
V.P. of Mental Health Services - Annual Salary = \$ 12,3714	0.021	2,598
Mental Health Training Director - Annual Salary = \$ 64,091	0.022	1,410
Administrative Assistant - Annual Salary = \$ 32,250	0.088	2,838
Intake Assessment Specialist - Annual Salary = \$ 42,684	0.019	811
Therapist - Annual Salary = \$ 47,594	0.069	3,284
Mental Health Manager - Annual Salary = \$ 38,979	0.195	7,601
Director of Workflow Development - Annual Salary = \$ 74,906	0.032	2,397
Education Coordinator - Annual Salary = \$ 38,278	0.018	689
Housing & Community Services Spec Annual Salary = \$ 34,536	0.028	967
Employment Counselor - Annual Salary = \$ 36,127	0.055	1,987
Computer Lab Instructor - Annual Salary = \$ 31,278	0.018	563
IT Specialist - Data Control - Annual Salary = \$ 40,000	0.035	1,400
Psychiatrist - Annual Salary = \$ 49,125	0.008	393
Total Salaries	2.811	111,639
1 our Cultures		111,000
State Unemployment Insurance - 5.46%		6,095
FICA - 7.37%		8,228
Workers' Compensation - 2.69%		3,003
Health Benefits - 12.28%		13,710
Retirement - 3.2%		3,572
Total Benefits		34,608

Provider Number: 383805, 383806 & 383834
Program Name: Walden House, Inc. - CARE Variable Length Residential 2010-11

APPENDIX #:

B-14

Document Date:

Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	Total Salaries and Benefits	146,247
Formulas to be expressed with FTE's, square hotage, or % of program within agency - not as a total amount divided by 12 months for a monthly allocation. Occupancy: Rental of office space and individual and group therapy rooms 16,632 86,750 per bed day Utilifies: Water, gas, electricity and waste disposal 14,173 \$5,752 per bed day Building Maintenance: Maintenance & repairs of building 7,060 \$2,865 per bed day Total Occupancy: 37,865 Materials and Supplies: Office Supplies: Office Supplies for program staff 531 \$189.90 per FTE of 2,811 Client Costs Office a spiplies for program staff 5,543 \$2,249 per bed day Food and Food Preparation Meals and food related expense 8,896 \$3,610 per bed and Supplies: Other and Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$3,344 per FTE of 2,811 Rental of Equipment: Copier Rental \$3,115 \$1,264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	Operating Expenses	
Cocupancy: Rental of office space and individual and group therapy rooms 16,632		onths for a monthly allocation.
Rent: 16,632 \$6,750 per bed day 16,632 Water, gas, electricity and waste disposal 14,173 \$5,752 per bed day 14,173 Building Maintenance: Water, gas, electricity and waste disposal Building Maintenance: 7,060 \$2,865 per bed day 7,060 Total Occupancy: 37,865 Materials and Supplies: 07fice supplies: Office Supplies: 07fice supplies for program staff 531 \$18,89 Op per FTE of 2,811 5,543 Cilient Costs 5,543 Office & activity supplies, transportation of clients 5,543 \$2,249 per bed day 5 Food and Food Preparation 8,896 \$3,810 per bed day 8,896 \$3,510 per bed day 14,970 General Operating: 14,970 General Operating: 18,366 Staff Training: 94 Costs to train staff in best practices 94 \$3,344 per FTE of 2,811 8 Rental of Equipment: 94 Copier Rental 9,115		·
### St. 750 per bed day Utilities: Water, gas, electricity and waste disposal 14,173 \$5.752 per bed day		
### State	Rental of office space and individual and group therapy rooms	16,632
Water, gas, electricity and waste disposal 14,173 \$5.752 per bed day		
### Staff Training: Staff Training: Coster Rental Staff Training: Coster Rental Staff Training: Coster Rental Staff Training: Coster Rental Staff Der Rental Staff Der Ded Gay Coster Rental Staff Der Ded Gay Coster Rental Staff Training: Coster Rental Staff Der Ded Gay Staff Training: Coster Rental Staff Der Ded Gay Staff Training: Coster Rental Staff Der Rental Staff Der Ded Gay Staff Training: Coster Rental Staff Der Ded Gay Staff Training: Coster Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff Der Rental Staff D	Utilities:	
### Staff Training: Staff Training: Staff Training: Costs to train staff in best practices 948 33.44 per FTE of 2.811 Staff Training: Copier Rental 53.07,988 3.115 51.264 per bed day Staff Descriptions 3.115 51.264 per bed day Staff Descriptions 3.115 51.264 per bed day Staff Transportation & Vehicles 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948 948	Water, gas, electricity and waste disposal	14,173
Building Maintenance: Maintenance & repairs of building 7,060	\$5.752 per bed day	
Maintenance & repairs of building 7,060 \$2.865 per bed day 37,865 Materials and Supplies: 50ffice Supplies: Office Supplies for program staff 531 \$188.90 per FTE of 2.811 531 Client Costs 5,543 \$2.249 per bed day 5,543 Food and Food Preparation 8,896 Meals and food related expense 8,896 \$3.610 per bed day 14,970 General Operating: 14,970 General Operating: 14,970 Insurance: 911 % of Agency Total of \$307,988 3,366 Staff Training: 20 Costs to train staff in best practices 94 \$33,44 per FTE of 2.811 94 Rental of Equipment: 3,115 Copier Rental 3,115 \$1.264 per bed day 17 Transportation & Vehicles 788		
Maintenance & repairs of building 7,060 \$2.865 per bed day 37,865 Materials and Supplies: 50ffice Supplies: Office Supplies for program staff 531 \$188.90 per FTE of 2.811 531 Client Costs 5,543 \$2.249 per bed day 5,543 Food and Food Preparation 8,896 Meals and food related expense 8,896 \$3.610 per bed day 14,970 General Operating: 14,970 General Operating: 14,970 Insurance: 911 % of Agency Total of \$307,988 3,366 Staff Training: 20 Costs to train staff in best practices 94 \$33,44 per FTE of 2.811 94 Rental of Equipment: 3,115 Copier Rental 3,115 \$1.264 per bed day 17 Transportation & Vehicles 788	Building Maintenance:	
\$2.865 per bed day Total Occupancy: \$7,865 Materials and Supplies: Office Supplies: Office Supplies for program staff 531 \$188.90 per FTE of 2.811 Client Costs Office & activity supplies, transportation of clients 5,543 \$2.249 per bed day Food and Food Preparation Meals and food Preparation Meals and food related expense 8,896 \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$3.3.44 per FTE of 2.811 Rental of Equipment: Copier Rental S1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		7,060
Total Occupancy: 37,865 Materials and Supplies: Office Supplies: 5781 Office Supplies for program staff 531 \$188.90 per FTE of 2.811 Client Costs Office & activity supplies, transportation of clients 5,543 \$2.249 per bed day Food and Food Preparation Meals and food related expense 8,896 \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: 1,1970 General Operating: 1,1970 Staff Training: 0,11% of Agency Total of \$307,988 3,366 Staff Training: 9,4 \$33.44 per FTE of 2.811 Rental of Equipment: 9,4 \$3.115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		
Materials and Supplies: Office Supplies: Office supplies for program staff 531 \$188.90 per FTE of 2.811 Client Costs Office & activity supplies, transportation of clients 5,543 \$2.249 per bed day Food and Food Preparation Meals and food related expense 8,896 \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$3.3.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		·
Materials and Supplies: 531 Office Supplies for program staff 531 \$188.90 per FTE of 2.811 51 Client Costs 5,543 Office & activity supplies, transportation of clients 5,543 \$2.249 per bed day 5,543 Food and Food Preparation 8,896 \$3.610 per bed day 9 Total Materials and Supplies: 14,970 General Operating: 14,970 Insurance: 91 .011 % of Agency Total of \$307,988 3,366 Staff Training: 94 Costs to train staff in best practices 94 \$3.3.44 per FTE of 2.811 94 Rental of Equipment: 20pier Rental 3,115 \$1.264 per bed day 7 Transportation & Vehicles 6as, vehicles maintenance and registration fees 788	Total Occupancy:	37,865
Office supplies for program staff \$188.90 per FTE of 2.811 Client Costs Office & activity supplies, transportation of clients \$2.249 per bed day Food and Food Preparation Meals and food related expense \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental \$1,264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		·
Office supplies for program staff \$188.90 per FTE of 2.811 Client Costs Office & activity supplies, transportation of clients \$2.249 per bed day Food and Food Preparation Meals and food related expense \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental \$1,264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	Office Supplies:	
\$188.90 per FTE of 2.811 Client Costs Office & activity supplies, transportation of clients \$2.249 per bed day Food and Food Preparation Meals and food related expense \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices \$94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental \$1,1264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		531
Client Costs 5,543 Office & activity supplies, transportation of clients 5,543 \$2,249 per bed day Food and Food Preparation Meals and food related expense 8,896 \$3,610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$3.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		
Office & activity supplies, transportation of clients 5,543 \$2.249 per bed day Food and Food Preparation Meals and food related expense 8,896 \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: 9,011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	•	
\$2.249 per bed day Food and Food Preparation Meals and food related expense 8,896 \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	Client Costs	
Food and Food Preparation Meals and food related expense 8,896 \$3,610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33,44 per FTE of 2.811 Rental of Equipment: Copier Rental	Office & activity supplies, transportation of clients	5,543
Meals and food related expense 8,896 \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1,264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	\$2.249 per bed day	
Meals and food related expense 8,896 \$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		
\$3.610 per bed day Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	Food and Food Preparation	•
Total Materials and Supplies: 14,970 General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	Meals and food related expense	8,896
General Operating: Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	\$3.610 per bed day	
Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 51.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	Total Materials and Supplies:	14,970
Insurance: .011 % of Agency Total of \$307,988 3,366 Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 51.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		,
.011 % of Agency Total of \$307,988 Staff Training: Costs to train staff in best practices \$94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental \$1,264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 3,366	General Operating:	
Staff Training: Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		
Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	.011 % of Agency Total of \$307,988	3,366
Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		
Costs to train staff in best practices 94 \$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		
\$33.44 per FTE of 2.811 Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		•
Rental of Equipment: Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		94
Copier Rental 3,115 \$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	\$33.44 per FTE of 2.811	
\$1.264 per bed day Transportation & Vehicles Gas, vehicles maintenance and registration fees 788	Rental of Equipment:	-
Transportation & Vehicles Gas, vehicles maintenance and registration fees 788		3,115
Gas, vehicles maintenance and registration fees 788	\$1.264 per bed day	
Gas, vehicles maintenance and registration fees 788	Transportation & Vehicles	
\$.319 per bed day	Gas, vehicles maintenance and registration fees	788
	\$.319 per bed day	

Provider Number: 383805, 383806 & 383834

APPENDIX #:

B-14

Program Name: Fiscal Year:

Walden House, Inc. - CARE Variable Length Residential 2010-11

Document Date:

Other General Operating	
Urine analysis, Licensing, memberships, job advertising, graduation	5,812
events, depreciation and miscellaneous expenses	
\$2.358 per bed day	
Total General Operating:	13,175
Staff Travel (Local & Out of Town):	
Local staff travel	124
\$44.112 per FTE of 2.811	
	40.4
,	124
Consultants/Subcontractors:	
Constitution Subcontractors.	
Total Consultants/Subcontractors:	, ·
,	·
Total Operating Expenses	- 66,134
,	
Capital Expenditures	
	:
Total Direct Costs	212,381
Indirect Costs	25,486
CONTRACT TOTAL	007 007
CONTRACT TOTAL	237,867

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Pul FISCAL YEAR:					APPENIDX #:	B-15
LEGAL ENTITY NAME:	Walden Ho	use, Inc.			PROVIDER # :	383805
PROVIDER NAME:	CARE MDS	P Resident	ial			
REPORTING UNIT NAME::	Haight St Residential					·
REPORTING UNIT:	38572	MATERIAL A				
MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79					
SERVICE DESCRIPTION:						TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11	the characters and a single composition	SALVANSIAN AND AVAILABLE	Named Victorial Control	and the base of the second second second second second second second second second second second second second	San San San San San San San San San San
FUNDINGUSES						
SALARIES & EMPLOYEE BENEFITS	•	~~~				263,410
OPERATING EXPENSE			***************************************			67,280
CAPITAL OUTLAY (COST \$5,000 AND OVER)				ļ		
SUBTOTAL DIRECT COSTS INDIRECT COST AMOUNT						330,690 39,683
TOTAL FUNDING USES:	370,373				<u> </u>	370,373
CHAS MENTAL HEALTH FUNDING SOURCES	370,373					370,373
FEDERAL REVENUES						
STATE REVENUES	 			 		
GRANTS	<u> </u>					
PRIOR YEAR ROLL OVER			,			-
WORK ORDERS						
3RD PARTY PAYOR REVENUES						-
REALIGNMENT FUNDS						-
COUNTY GENERAL FUND						
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-		-	-	-	-
CBHS SUBSTANCE/ABUSE FUNDING SOURCES	\$ 188 E 505	100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A 100 A	Walles St.			
FEDERAL REVENUES						-
STATE REVENUES						+
GRANTS/PROJECTS						
WORK ORDERS						_
COUNTY GENERAL FUND HMHSCCRES227						348,750
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE		-	-			348,750
TOTAL DPH REVENUES	348,750	_	-	-	-	348,750
NON-DPH REVENUES						
Patient/Client Fees	21,623					21,623
TOTAL NON-DPH REVENUES	21,623	-	-		-	21,623
TOTAL REVENUES (DPH AND NON-DPH)	370,373	-	Call are younged and a second	· ·		370,373
CBHS UNITS OF SVCS/TIME AND UNIT COST	1 00-	United Miles State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State State				
UNITS OF SERVICE UNITS OF TIME		ļ		 	 	1,807
				<u> </u>	 	201.07
! ^^&T DED !	u /(14.9/	1	t	1	1	204.97
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)				 		402.00
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES) COST PER UNIT-DPH RATE (DPH REVENUES ONLY) PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)	193.00					193.00

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

Provider Number:

383805

Provider Name: Walden House, Inc. - CARE MDSP Residential

APPENDIX #:

B-15 0/08/10

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		,	GENE	RAL FUND &	GF	RANT #1:	GI	RANT #2:	WOR	CORDER #1:	WOR	ORDER #2:				
	T	TOTAL.	(Agend	y-generated)		·										
				R REVENUE	(g	rant title)	(grant title) (dept. name		ept. name)	(de	(dept. name)					
	Pr	oposed	Pi	roposed	P	roposed	ρ	roposed	P	Proposed		roposed				
	· Tra	nsaction	Tra	ensaction	Tra	ansaction	Tr	ansaction	Tr	ansaction	Transaction					
	Term: 7	/1/10-6/30/11	Term: 7	//1/10-6/30/11	Term:		Term		Term		Term					
POSITION TITLE '	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES				
V.P. of Programs	0.016	2,058	0.016	2,058												
Program Director	0.150	10,529	0.150	10,529												
Administrative Manager	0.029	1,237	0.029	1,237												
Therapist	0.485	21,842	0.485	21,842				ì								
V.P. of Mental Health Services	0.025	3,101	0.025	3,101								·				
Mental Health Manager	0.235	13,119	0.235	13,119												
Mental Health Training Director	0.024	1,534	0.024	1,534						<u> </u>						
Counselor	2.065	67,094	2.065	67,094												
Night Counselor	0.152	4,593	0.152	4,593												
Family Service Coordinator	0.010	518	0.010	518												
Client Services Manager	0,022	1,784	0.022	1,784												
Client Services Support	0.051	. 1,414	0.051	1,414							ł					
Manager of Licensing & Certification	0.020	1,003	0.020	1,003												
Director Of Medical Services	0.059	4,798	0,059	4,798							<u> </u>					
Medical Services Assistant	0.152	4,896	0.152	4,896												
Physiclan	0.033	164	0.033	164		,										
HIV/AIDS Program Clinical Coordinate	0.298	11,616	0.298	11,616												
HIV/AIDS Program Admin. Asst	0.172	5,528	0.172	5,528												
Psychiatrist	0.067	8,945	0.067	8,945		•	,									
HIV/AIDS Program Admissions	0.223	9,133	0.223	9,133						ļ.						
HIV/AIDS Program Legal	0.001	33	0.001	33												
IT Specialist - Data Control	0.025	1,002	0.025	1,002							<u> </u>	*****				
Manager Of Tranportation & Facility	0.052	3,291	0.052	3,291							<u> </u>					
Driver	0.202	6,630	0.202	6,630		······································		N			<u> </u>					
Vocational Services	0.004	278	0.004	278							<u> </u>					
Cook/Food Service	0.171	6,412	0.171	6,412												
Director of QA & Compliance	0.028	2,062	0.028	2,062												
Intake Assessment Specialist	0.026	1,136	0.026	1,136								······································				
Operations (Janitor., Maint.)	0.130	5,326	0.130	5,326												
	÷	•	-	-	, , , , , ,											
TOTALS	4.927	201,076	4.927	201,076	-	-		-	-	-		. ,				
	·		· 1									•				
EMPLOYEE FRINGE BENEFITS	31%	62,334	31%	62,334		-		-								
TOTAL SALARIES & BENEFITS		263,410	•	263,410		•	,	~	:	*						

DPH 4: Operating Expenses Detail

Provider Number: Provider Name:

383805

Name: Walden House, Inc. - CARE MDSP Residential

APPENDIX #:

B-15

Document Date: 10/08/10

	<u> </u>	GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
	TOTAL ·	(Agency-generated)				
		OTHER REVENUE		(grant title)	(dept. name)	(dept, name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	18,396	18,396	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			
Utilities (Elec, Water, Gas, Phone, Scave	15,439	15,439				
Office Supplies, Postage	812	812				
Building Maintenance Supplies & Repair	6,057	6,057				
Printing and Reproduction						
Insurance	6,648	6,648				
Staff Training	109	109				
Staff Travel (Local & Out of Town)	168	168				
Rental of Equipment	4,384	4,384				
CONSULTANT/SUBCONTRACTOR						
		-				
•	-	-				
	-	:				
·	, .					
	_					
OTHER .	• * .		,			
Client Costs	3,727	. 3,727			-	
Transportation & Vehicles	808	808				
Food and Food Preparation	7,429	7,429			-	
General Operating	3,303	3,303				
		_	•			
·						
TOTAL OPERATING EXPENSE	67,280	67,280	•		-	-

Provider Number: 383805

Water, gas, electricity and waste disposal

APPENDIX #:

B-15

Program Name:

Walden House, Inc. - CARE MDSP Residential

Document Date:

10/08/10

15,439

Fiscal Year: 2010-11

Salaries and Benefits	FTE	Salaries
V.P. of Programs - Annual Salary = \$ 128,625	0.016	2,058
Program Director - Annual Salary = \$ 70,193	0.150	10,529
Administrative Manager - Annual Salary = \$ 42,655	0.029	1,237
Therapist - Annual Salary = \$ 45,035	0.485	21,842
V.P. of Mental Health Services - Annual Salary = \$ 124,040	0.025	3,101
Mental Health Manager - Annual Salary = \$ 5,5826	0.235	13,119
Mental Health Training Director - Annual Salary = \$ 63,917	0.024	1,534
Counselor - Annual Salary = \$ 32,491	2.065	67,094
Night Counselor - Annual Salary = \$ 30,217	0.152	4,593
Family Service Coordinator - Annual Salary = \$ 51,800	0.010	518
Client Services Manager - Annual Salary = \$ 81,091	0.022	1,784
Client Services Support - Annual Salary = \$ 27,725	0.051	1,414
Manager of Licensing & Certification - Annual Salary = \$ 50,150	0.020	1,003
Director Of Medical Services - Annual Salary = \$81,322	0.059	4,798
Medical Services Assistant - Annual Salary = \$ 32,211	0.152	4,896
Physician - Annual Salary = \$ 49,70	0.033	164
HIV/AIDS Program Clinical Coordinator - Annual Salary = \$ 38,980	0.033	11,616
HIV/AIDS Program Admin. Asst - Annual Salary = \$ 32,140	0.172	5,528
Psychiatrist - Annual Salary = \$ 133,507	0.067	8,945
HIV/AIDS Program Admissions - Annual Salary = \$ 40,955	0.007	9,133
	0.001	33
HIV/AIDS Program Legal - Annual Salary = \$ 33,000 IT Specialist - Data Control - Annual Salary = \$ 40,080	0.001	
		1,002
Manager Of Transportation & Facility - Annual Salary = \$ 63,288	0.052	3,291
Driver - Annual Salary = \$ 32,822	0.202	6,630
Vocational Services - Annual Salary = \$ 69,500	0.004	278
Cook/Food Service - Annual Salary = \$ 37,497	0.171	6,412
Director of QA & Compliance - Annual Salary = \$ 73,643	0.028	. 2,062
Intake Assessment Specialist - Annual Salary = \$ 43,692	0.026	1,136
Operations (Janitor., Maint.) - Annual Salary = \$ 40,969	0.130	5,326
Total Salaries	4.927	201,076
State Unemployment Insurance - 5.46%		10,979
FICA - 7.37%		14,819
Workers' Compensation - 2.69%		5,409
Health Benefits - 12.28%	• •	24,693
Retirement - 3.2%		6,434
Total Benefits		62,334
i viai pelielio		02,007
Total Salaries and Benefits		263,410
/ I Viai Galaries and Derients	,	200,410
Operating Expenses		
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot	tal amount divided by 12 months	for a monthly allocation.
Occupancy:		
Rent:		
Rental of office space and individual & group therapy rooms		18,396
\$10.180 per Bed Day		10,030
VIV.100 POLIDOG Day	<u> </u>	
Utilities:		
Motor and plantings and wants disposal		15 420

Provider Number: 383805

APPENDIX #:

B-15

Program Name: Fiscal Year:

Walden House, Inc. - CARE MDSP Residential 2010-11

Document Date:

\$8.543 per Bed Day	
Building Maintenance:	0.057
Maintenance & repairs of building	6,057
\$3.351 per Bed Day	
Total Occupancy:	39,892
Materials and Supplies:	
Office Supplies:	
Office supplies for program staff	812
\$164.81 per FTE of 4.927	
Client Costs	
Office & activity supplies, transportation of clients	3,727
\$2.062 per Bed Day	
Food and Food Preparation	<u> </u>
Meals and food related expense	7,429
\$4.111 per Bed Day	
Total Materials and Supplies:	11,968
is the instance and companies.	, 1,000
General Operating:	
Insurance:	
.0215% of Agency Total of \$307,988	6,648
Staff Training:	•
Costs to train staff in best practices	109
\$22.122 per FTE of 4,927	
Rental of Equipment:	
Copier Rental	4,384
\$2,426 per Bed Day	7,507
va. 120 par bod bay	
Transportation & Vehicles	
Gas, vehicles maintenance and registration fees	808
\$.447 per Bed Day	
Other General Operating	
URINE ANALYSIS, Licensing, memberships, job advertising, graduation	3,303
events, depreciation and miscellaneous expenses	3,303
\$1.827 per Bed Day	
41.027 per bed bay	
Total General Operating:	15,252
0. "	
Staff Travel (Local & Out of Town):	400
Local staff travel	168
\$34.097 per FTE of 4.927	

Provider Number: 383805

Consultants/Subcontractors:

Total Consultants/Subcontractors:

Total Operating Expenses

Capital Expenditures

Total Direct Costs

CONTRACT TOTAL

Indirect Costs

Walden House, Inc. - CARE MDSP Residential

APPENDIX #:

B-15 10/08/10

330,690

39,683

370,373

Program Name: Fiscal Year:

2010-11

Document Date:

168 67,280

DPH 2: Department of Put FISCAL YEAR:		oor reports	ing, Dute Co	nection (or	APPENIDX#:	B-16
LEGAL ENTITY NAME:		use Inc		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	PROVIDER # :	383805
PROVIDER NAME:			ial	<u> </u>	THOUSELLT.	303000
TAO GALLET TO WALL	Haight St	x 10000000		<u> </u>	T	
REPORTING UNIT NAME::	Residential					
REPORTING UNIT:	38572					
MODE OF SVCS / SERVICE FUNCTION CODE:	05/65-79					
SERVICE DESCRIPTION:	Adult Residential					TOTAL
CBHS FUNDING TERM:						1077
FUNDINGUSES		Programme and				
SALARIES & EMPLOYEE BENEFITS	. 146,815					146,815
OPERATING EXPENSE	38,778					38,778
CAPITAL OUTLAY (COST \$5,000 AND OVER)	-					-
SUBTOTAL DIRECT COSTS	185,593	•				185,593
INDIRECT COST AMOUNT						22,271
TOTAL FUNDING USES:	207,864	-	٦.	_	-	207,864
CBHSMENTAL HEALTH FUNDING SOURCES						
FEDERAL REVENUES						
STATE REVENUES						
GRANTS						-
PRIOR YEAR ROLL OVER						-
WORK ORDERS	 					
3RD PARTY PAYOR REVENUES		·				_
REALIGNMENT FUNDS					}	·
COUNTY GENERAL FUND					-	-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES CBHS SUBSTANCE ABUSE FUNDING SOURCES			·			enkiendus-neonigen
FEDERAL REVENUES STATE REVENUES						
GRANTS/PROJECTS	 					
WORK ORDERS	 		<u> </u>			
COUNTY GENERAL FUND HMHSCCRES227	207,864					207,864
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES				-		207,864
TOTAL DPH REVENUES	207,864			-	-	207,864
NON-DPH/REVENUES						
Patient/Client Fees		The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s				-
TOTAL NON-DPH REVENUES	-	-	-	_	-	-
TOTAL REVENUES (DPH AND NON-DPH)	207,864	-	_	-		207,864
CBHS UNITS OF SVCS/TIME AND UNIT COST						
UNITS OF SERVICE	1,478					1,478
UNITS OF TIME ²						
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)	140.64					140.64
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)	140.64					140.64
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY						
UNDUPLICATED CLIENTS	35					35

¹Units of Service: Days, Client Day, Full Day/Half-Day ²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

DPH 3: Salaries & Benefits Detail

Provider Number: Provider Name: 383805

Walden House, Inc. - CARE Detox Residential

APPENDIX #:

Document Date:

			GENE	RAL FUND &	G	RANT#1:	G	RANT #2:	WOR	K ORDER #1:	WORK	ORDER #2:
	. 1	TOTAL	(Ageno	y-generated)					l			
		÷ .	OTHER	REVENUE	(g	rant title)	(0	(grant title) (dept. name) (de		(dept. name)		
	Pi	oposed	Pi	roposed	Р	roposed		roposed		Proposed Proposed		roposed
·	Tra	nsaction	Tra	insaction	Tri	ensaction	Tr	ansaction	Tr	ansaction	Transaction Term:	
	Term: 7	/1/10-6/30/11	Term: 7	/1/10-6/30/11	Term	·	Term	:	Term	:		
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
V.P. of Programs	0.011	1,382	0.011	1,382			1					
Program Director	0.093	6,535	0.093	6,535						·		W, · · · · · · · · · · · · · · · · · · ·
Administrative Manager	0.019	763	0.019	763								
Therapist	0.301	13,570	0.301	13,570			1					
V.P. of Mental Health Services	0.016	1,963	0.016	1,963			1			·		
Mental Health Manager	0.154	8,671	0.154	8,671	•					•	·	
Mental Health Training Director	0.016	968	0.016	968								
Counselor	0.998	31,677	0.998	31,677		<u> </u>				<u> </u>		
Night Counselor	0.095	2,850	0.095	2,850]					
Family Service Coordinator	0.007	327	0.007	327			<u> </u>					
Client Services Manager	0.014	1,104	0.014	1,104						<u> </u>		
Client Services Support	0.032	891	0.032	891								
Manager of Licensing & Certification	0.012	606	0.012	606								
Director Of Medical Services	0.036	2,967	0.036	2,967					<u> </u>			
Medical Services Assistant	0.095	3,040	0.095	3,040								
Physician	0.021	100	0.021	100								
HIV/AIDS Program Clinical Coordinate		7,207	0.185	7,207						<u> </u>		
HIV/AIDS Program Admin, Asst	0.107	3,436	0.107	3,436	•				<u> </u>			
Psychiatrist	0.017	2,315	0.017	2,315								
HIV/AIDS Program Admissions	0.138	5,652	0.138	5,652								
IT Specialist - Data Control	0.016	631	0,016	631								
Manager Of Tranportation & Facility	0.032	2,034	0.032	2,034								
Driver	0.125	4,128	0.125	4,128								
Vocational Services	0.002	118	0.002	118					·			
Cook/Food Service	0.107	3,949	0.107	3,949							,	
Director of QA & Compliance	0.017	1,220	0.017	1,220								
Intake Assessment Specialist	0.018	752	0.018	752								
Operations (Janitor., Maint.)	0.081	3,216	0.081	3,216								
	-	-	_	-								
	-	· -		-								
TOTALS	2.765	112,072	2.765	112,072	-	-	-	-	-	-	-	-
·												
EMPLOYEE FRINGE BENEFITS	31%	34,743	31%	34,743				-		_		· -
											-	
TOTAL SALARIES & BENEFITS		146,815		146,815				-				-

DPH 4: Operating Expenses Detail

Provider Number: Provider Name:

383805

Provider Name: Walden House, Inc. - CARE Detox Residential

APPENDIX #:

B-16

Document Date:

Date:	10/08/10

	TOTAL	GÉNERAL FUND &	ř	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
	TOTAL	(Agency-generated) OTHER REVENUE	(grant title)	(grant title)	(dept. name)	(dept. name)
·	PROPOSED	PROPOSED	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION
	TRANSACTION	TRANSACTION				
Expenditure Category		Term: 7/1/10-6/30/11	Term:	Term;	Term: 7/1/10-6/30/11	Term:
Rental of Property	9,959	9,959				
Utilities (Elec, Water, Gas, Phone, Scave	9,378	9,378				
Office Supplies, Postage	497	497				
Building Maintenance Supplies & Repair	3,622	3,622				
Printing and Reproduction	-	-				
Insurance	3,230	3,230				
Staff Training	38	38				
Staff Travel (Local & Out of Town)	105	105	•		•	· · · · · · · · · · · · · · · · · · ·
Rental of Equipment	2,698	2,698				
CONSULTANT/SUBCONTRACTOR		,				
	•	-				···
	-					
		-				
	-	-				
OTHER						
Client Costs	2,280	2,280	•			•
Transportation & Vehicles	485	, 485				
Food and Food Preparation .	4,813	4,813				
General Operating .	1,673	1,673				
	-	_				
TOTAL OPERATING EXPENSE	38,778	; 38,778		•	~	·

Provider Number: 383805

\$6.345 per bed day

APPENDIX #:

B-16

Program Name:

Walden House, Inc. - CARE Detox Residential

Document Date:

10/08/10

Fiscal Year:

2010-11

Salaries and Benefits	FTE	Salaries
V.P. of Programs - Annual Salary = \$ 125,636	0.011	1,382
Program Director - Annual Salary = \$ 70, 269	0.093	6,535
Administrative Manager - Annual Salary = \$ 40,158	0.019	. 763
Therapist - Annual Salary = \$ 45,083	0.301	13,570
V.P. of Mental Health Services - Annual Salary = \$ 122,688	0.016	1,963
Mental Health Manager - Annual Salary = \$ 56,305	0.154	8,671
Mental Health Training Director - Annual Salary = \$ 60,500	0.016	968
Counselor - Annual Salary = \$ 31,740	0.998	31,677
Night Counselor - Annual Salary = \$ 30,000	0.095	2,850
Family Service Coordinator - Annual Salary = \$ 46,714	0.007	327
Client Services Manager - Annual Salary = \$ 78,857	0.014	1,104
Client Services Support - Annual Salary = \$ 27,844	0.032	891
Manager of Licensing & Certification - Annual Salary = \$ 50,500	0.012	606
Director Of Medical Services - Annual Salary = \$ 82,417	0.036	2,967
Medical Services Assistant - Annual Salary = \$ 32,000	0.095	3,040
Physician - Annual Salary = \$ 4,762	0.021	100
HIV/AIDS Program Clinical Coordinator - Annual Salary = \$ 38,957	0.185	7,207
HIV/AIDS Program Admin. Asst - Annual Salary = \$ 32,112	0.107	3,436
Psychiatrist - Annual Salary = \$ 136,176	0.107	2,315
HIV/AIDS Program Admissions - Annual Salary = \$ 40,957	0.138	5,652
IT Specialist - Data Control - Annual Salary = \$ 39,438	0.138	631
Manager Of Transportation & Facility - Annual Salary = \$ 63,563	0.032	2,034
	0.032	
Driver - Annual Salary = \$ 33,024	0.125	4,128
Vocational Services - Annual Salary = \$ 59,000		118
Cook/Food Service - Annual Salary = \$ 36,907	0,107	3,949
Director of QA & Compliance - Annual Salary = \$ 71,765	0.017	1,220
Intake Assessment Specialist - Annual Salary = \$ 41,778	0.018	752
Operations (Janitor., Maint.) - Annual Salary = \$ 39,704	0.081	3,216
Total Salaries	2.765	112,072
State Unemployment Insurance - 5.46%		6,119
FICA - 7.37%		8,260
Workers' Compensation - 2.69%		3,015
Health Benefits - 12.28%		13,763
Retirement - 3.2%		3,586
Total Benefits		34,743
) Otal Delicins		J4,140
Total Salaries and Benefits		146,815
Onewiting Expenses		
Operating Expenses	Emmonine abidated by AA	
Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a total	i amount divided by 12 months fo	r a monthly allocation.
Occupancy:		
Rent:	•	
Rental of office space and individual & group therapy rooms		9,959
\$6,738 per bed day		,
Utilities:		<u> </u>
Water, gas, electricity and waste disposal		9,378

Provider Number: 383805 APPENDIX #: B-16
Program Name: Walden House, Inc. - CARE Detox Residential Document Date: 10/08/10

Fiscal Year: 2010-11

· .	
Building Maintenance:	,
Maintenance & repairs of building	3,622
\$2.450 per bed day	
Total Occupancy:	22,959
Materials and Supplies:	
Office Supplies:	
Office cupplies for program staff	J 497
\$179.75 per FTE of 2.765	
Client Costs	
Office & activity supplies, transportation of clients	2,280
\$1.542 per bed day	
Carl and Carl Control of the Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and Carl and C	
Food and Food Preparation Meals and food related expense	4,813
\$3.256 per bed day	7,010
Total Materials and Supplies:	7,590
O	
General Operating:	
Insurance:	. 222
\$.0104% of Agency Total of \$307,988	3,230
Staff Training:	
Costs to train staff in best practices	38
\$13.743 per FTE of 2.765	
Rental of Equipment:	0.000
Copier Rental	2,698
\$1.825 per bed day	
Transportation & Vehicles	7
Gas, vehicles maintenance and registration fees	485
\$.328 per bed day	
Other General Operating	
Urine analysis, Licensing, memberships, job advertising, graduation	1,673
events, depreciation and miscellaneous expenses	
\$1.132 per bed day	27.5
Total General Operating:	8,124
Staff Travel (Local & Out of Town):	
Local staff travel	105
\$37.974 per FTE of 2.765	
	105

Provider Number: 383805 Program Name:

Walden House, Inc. - CARE Detox Residential

APPENDIX #: Document Date:

B-16 10/08/10

Fiscal Year: 2010-11

Consultants/Subcontractors:		
Total Consultants/Subcontractors:		
otal Operating Expenses	38	3,77
Capital Expenditures		
Total Direct Costs	185	i,59
ndirect Costs		2,27
CONTRACT TOTAL	. 207	86

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Put FISCAL YEAR:		oot Hoporti	ng.Data oo	ilection (O)	APPENIDX #:	B-17
		be a				
LEGAL ENTITY NAME:					PROVIDER # :	383835
PROVIDER NAME:	Bridges Ou	tpatient			T	
REPORTING UNIT NAME::	WH Integrated Mentally III					
REPORTING UNIT:	85351					
MODE OF SVCS / SERVICE FUNCTION CODE:	Nonres-30					
SERVICE DESCRIPTION:	Nonresidential IO Day Care Rehab	-				TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11					
FUNDING USES		建筑建筑			Bernell British	
SALARIES & EMPLOYEE BENEFITS	480,390					480,390
OPERATING EXPENSE	253,314					253,314
CAPITAL OUTLAY (COST \$5,000 AND OVER)						-
SUBTOTAL DIRECT COSTS	733,704	-	-	-	+	733,704
INDIRECT COST AMOUNT	88,044					88,044
TOTAL FUNDING USES:	821,748		-		-	821,748
CBHS MENTAL HEALTH FUNDING SOURCES						
FEDERAL REVENUES						-
STATE REVENUES						-
GRANTS						
PRIOR YEAR ROLL OVER						-
WORK ORDERS						-
3RD PARTY PAYOR REVENUES						
REALIGNMENT FUNDS						-
COUNTY GENERAL FUND						-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	-	. *			-
CBHS SUBSTANCE ABUSE FUNDING SOURCES						
FEDERAL REVENUES					·	
STATE REVENUES			·			
GRANTS/PROJECTS						-
State CDCR ISMIP HMAD01-11		52.17%				428,738
State CDCR ISMIP HMAD02-11	393,010	47.83%			<u> </u>	393,010
WORK ORDERS						
COUNTY GENERAL FUND .	004.770				****	
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES		<u> </u>			-	821,748
TOTAL DPH REVENUES	821,748	VALUE SEE SEE	· Sactional speciments	**************************************	Alleria September al les araces	821,748
NON-DPH REVENUES						
Patient/Client Fees TOTAL NON-DPH REVENUES	*					
TOTAL REVENUES (DPH AND NON-DPH)	024 740		-		-	
CBHS UNITS OF SYCS/TIME AND UNIT COST	821,748		Signal September 2		George George	821,748
	10.105					
UNITS OF SERVICE ¹ UNITS OF TIME ²	16,425	 				16,425
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)		 				FA 65
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES) COST PER UNIT-DPH RATE (DPH REVENUES ONLY)	50.03	 				50.03
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)						50.03
UNDUPLICATED CLIENTS					<u> </u>	90
DINDOLLICATED CHENTS	30	<u> </u>	<u> </u>		<u> </u>	90

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

Provider Number: Provider Name:

383835

Walden House, Inc. - Bridges Outpatient

APPENDIX #:

Document Date: 10/08/10

Program Director 1,000 70,000 0,0217 36,522 0,4783 33,478 Administrative Assist, MH 0,031 1,024 0,0162 534 0,0148 490 Administrative Assist, MH 0,031 1,024 0,0162 534 0,0148 490 Administrative Assist, MH 0,031 1,024 0,0162 534 0,0148 490 Administrative Assist, MH 0,031 1,024 0,0162 534 0,0148 490 Administrative Assist, MH 0,031 1,024 0,00162 534 0,0148 997 Administrative Assist, MH 0,031 1,032 1,033 1,130 86,067 Administrative Assist, MH 1,000 1,000 32,115 0,0217 1,058 0,4783 15,359 Administrative Assist, MH 1,000 1,000 1,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,000 0,				GENER	AL FUND &	GF	PANT #1:	GF	RANT #2:	WORK	ORDER#1:	WORK	ORDER #2:
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V.P. Of Mental Health Services		Term: 7/	/1/10-6/30/11	Term:_		Term; 7	/1/10-6/30/11	Term: 7	7/1/10-6/30/11	Tem		Term	
Program Director 1,000 70,000 0,0217 38,522 0,4783 33,478 Administrative Assist MH 0,031 1,024 0,051 2,085 0,0286 1,088 0,0244 997 Administrative Assist MH 0,031 1,024 0,051 2,085 0,0286 1,088 0,0244 997 Administrative Assist MH 0,031 1,000 180,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,000 1,0	POSITION TITLE	FTE	SALARIES	RTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FIE	SALARIES
Administrative Assist. MH	V.P. Of Mental Health Services	0.007	828			0.0037	432	0.0033	396				
Admissions Staff 0.051 2.085 0.0266 1.088 0.0244 997 Zase Manager 3 4.000 180,000 2.0870 93,913 1.9130 86,087 Mental Health Counselor 1.000 32,115 0.5217 16,756 0.4783 15,359 Zilnical Manager 1.000 60,000 0.5217 31,304 0.4783 28,696 Mental Health Training Dir. 0.036 2.234 0.0188 1,166 0.0172 1,088 Mit Medi-Cal Admin Coordin. 0.080 3,690 0.0417 1,925 0.0383 1,755 Ti Specialist-Data Control 0.015 596 0.0078 311 0.0072 286 Driver/Procument 0.002 62 0.0010 32 0.0010 30 Regional Chef 0.216 6,284 0.1127 3,288 0.1033 2,990 Maintenance Staff 0.188 7,812 0.0996 4,076 0.0904 3,736 Admissions Staff 0.188 7,812 0.0996 4,076 0.0904 3,736 0.0016 Ti Specialist-Data Control 0.015 596 0.0010 32 0.0010 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 30 0.0016 3	Program Director	1.000	70,000				36,522		33,478				
Case Manager 3	Administrative Assist, MH	0.031				0.0162	534	0.0148	490				
Mental Health Counselor 1,000 32,115 0,5217 18,756 0,4783 15,359 Clinical Manager 1,000 69,000 0,5217 31,304 0,4783 28,696 Mental Health Training Dir. 0,036 2,234 0,0188 1,166 0,0172 1,068 Mental Health Training Dir. 0,036 2,234 0,0188 1,166 0,0172 1,068 Mental Health Call Admin Coordin. 0,080 3,690 0,0417 1,925 0,0383 1,765 Ti Specialist-Data Control 0,015 596 0,0078 311 0,0072 285 Driver/Procurement 0,002 62 0,0010 32 0,0010 30 Regional Chef 0,216 6,264 0,1127 3,266 0,1033 2,996 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 Mentenance Staff 0,189 7,812 0,0986 4,076 0,0994 3,736 0,0986 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,0996 4,076 0,09	Admissions Staff	0.051	2,085			0.0266	1,088	0,0244					
Clinical Manager	Case Manager 3	4.000	180,000			2.0870	93,913	1,9130	86,087				
Mental Health Training Dir. 0.036 2,234 0.0188 1,166 0.0172 1,088 Mrit Medi-Cal Admin Coordin. 0.080 3,690 0.0417 1,925 0.0383 1,765 TT T Specialist-Dost Control 0.015 598 0.0078 311 0.0072 285 DriverProcurement 0.002 62 0.0010 32 0.0010 30 Regional Chef 0.216 6,264 0.1127 3,268 0.1033 2,996 Regional Chef 0.188 7,812 0.0986 4,076 0.0904 3,736 Melintenance Staff 0.189 7,812 0.0986 4,076 0.0904 3,736 Melintenance Staff 0.0004 3,736 Melintenance Staff 0.0004 3,736 Melintenance Staff 0.0004 3,736 Melintenance Staff 0.0004 3,736 Melintenance Staff 0.0004 3,736 Melintenance Staff 0.0004 3,736 Melintenance Staff 0.0004 3,736 Melintenance Staff 0.0004 3,7004 Melintenance Staff 0.0004 0.0004 </td <td>Mental Health Counselor</td> <td>1.000</td> <td>32,115</td> <td></td> <td></td> <td>0.5217</td> <td>16,756</td> <td>0.4783</td> <td>15,359</td> <td></td> <td></td> <td></td> <td>,</td>	Mental Health Counselor	1.000	32,115			0.5217	16,756	0.4783	15,359				,
MH Medi-Cal Admin Coordin. 0.080 3,690 0.0417 1,925 0.0383 1,765 T Specialist-Data Control 0.015 596 0.0078 311 0.0072 285 Driver/Procurement 0.002 62 0.0010 32 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 30 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0010 0.0	Clinical Manager	1.000	60,000			0.5217	31,304	0.4783	28,696				
Mit Medi-Cal Admin Coordin. 0.080 3,690 0.0417 1,925 0.0383 1,785 Time Calist-Data Control 0.015 596 0.0078 311 0.0072 285 Time Calist-Data Control 0.002 62 0.0010 32 0.0010 30 Time Calist-Data Control 0.002 62 0.0010 32 0.0010 30 Time Calist-Data Control 0.015 6,264 0.1127 3,268 0.1033 2,996 Time Calist-Data Calist 0.189 7,812 0.0986 4,076 0.0904 3,736 Time Calist-Data Calist 0.189 7,812 0.0986 4,076 0.0904 3,736 Time Calist-Data Calist 0.189 7,812 Time Calist-Data Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736 Time Calist 0.0994 3,736	Mental Health Training Dir.	0.036	2,234			0.0188	1,166	0.0172	1,068				i i
IT Specialist-Data Control 0.015 556 0.0078 311 0.0072 285 Driver/Procurement 0.002 62 0.0010 32 0.0010 30 Driver/Procurement 0.002 62 0.0010 32 0.0010 30 Driver/Procurement 0.002 62 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.002 62 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.002 62 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.002 62 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.002 62 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.002 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.002 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.002 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.002 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.002 0.0012 3.268 0.1033 2.996 Driver/Procurement 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.102 0.1	MH Medi-Cal Admin Coordin.		3,690			0.0417	1,925	0.0383	1,765				
Driver/Procurement 0.002 62 0.0010 32 0.0010 30	IT Specialist-Data Control	0.015	596			0.0078	311	0.0072	285		,		
Regional Chef 0.216 6,284 0.1127 3,288 0.1033 2,996 Maintenance Staff 0.189 7,812 0.0986 4,076 0.0904 3,736 Maintenance Staff 0.189 7,812 0.0986 0.0904 3,736 Maintenance Staff 0.189 7,812 0.0986 0.0904 3,736 Maintenance Staff 0.189 7,812 0.0986 0.0904 0.0904 3,736 Maintenance Staff 0.189 7,812 0.0986 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0.0904 0		0.002	62			0.0010	32	0.0010					
Maintenance Staff 0.189 7,812 0.0986 4,076 0.0904 3,736		0.216	6,264			0.1127	3,268	0.1033	2,996				
		0.189	7,812			0.0986	4,076	0.0904	3,736				
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TOTALS 7.627 366,710 - 3.9792 191,327 3.6478 175,383		- 1	-			-	-	-	,	,			
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TOTALS 7.627 366,710 - 31% 59,311 31% 54,369		-	-			-	-	-	-		·		
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TOTALS 7.627 366,710 3.9792 191,327 3.6478 175,383			- [-	+		-				
EMPLOYEE FRINGE BENEFITS 31% 113,680 - 31% 59,311 31% 54,369		1				-	*	-	-				
EMPLOYEE FRINGE BENEFITS 31% 113,680 - 31% 59,311 31% 54,369						•	_	-	-				
	TOTALS	7.627	366,710	-	~.	3.9792	191,327	3.6478	175,383		*	-	-
TOTAL SALARIES & BENEFITS 480.390 - 250.638 229.752	EMPLOYEE FRINGE BENEFITS	31%	113,680		-	31%	59,311	31%	54,369		-		
	TOTAL SALARIES & BENEFITS		: 480.390				250 638		229 752				

DPH 4: Operating Expenses Detail

Provider Number:

383835

Provider Name: Walden House, Inc. - Bridges Outpatient

APPENDIX #: Document Date:

B-17 10/08/10

		GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
	TOTAL		CDCR ISMIP (HMAD01)			
	5555555	OTHER REVENUE		(grant title)	(dept. name)	(dept. name)
	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term:	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:
Rental of Property	174,604		91,098	83,506		
Utilities (Elec, Water, Gas, Phone, Scave	19,539		10,194	9,345		
Office Supplies, Postage	1,297	·	677	620		
Building Maintenance Supplies & Repair	19,502		10,175	9,327		
Printing and Reproduction	-		-	-		,
Insurance	3,602		1,879	1,723		
Staff Training	361		188	173		
Staff Travel (Local & Out of Town)	292		152	140	·	
Rental of Equipment	13,832		7,217	6,615		
CONSULTANT/SUBCONTRACTOR						
	_	ļ	-	_		
	w.					
						_
	_		-	*		
	-		-			
OTHER						
Client Costs	6,467		3,374	3,093		
Transportation & Vehicles	590		308	282		
Food and Food Preparation	7,480		3,903	3,577		
General Operating	5,748	·	2,999	2,749		
	-	·		•		
TOTAL OPERATING EXPENSE	253,314	_	132,164	121,150	-	-

Provider Number: 383835

APPENDIX #:

B-17

Program Name: Fiscal Year:

Walden House, Inc. - Bridges Outpatient

Document Date:

10/08/10

2010-11

Salaries and Benefits	FTE	Salaries
V.P. Of Mental Health Services Annual Salary = \$ 118,286	0.007	828
Program Director Annual Salary = \$ 70,000	1.000	70,000
Administrative Assist. MH Annual Salary = \$ 33,032	. 0.031	1,024
Admissions Staff Annual Salary = \$ 40,882	0.051	2,085
Case Manager 3 Annual Salary = \$ 45,000	4.000	180,000
Mental Health Counselor Annual Salary = \$ 32,115	1.000	32,115
Clinical Manager Annual Salary = \$ 60,000	1.000	60,000
Mental Health Training Dir. Annual Salary = \$ 62,056	0.036	2,234
MH Medi-Cal Admin Coordin. Annual Salary = \$ 46,125	0.080	3,690
IT Specialist-Data Control Annual Salary = \$ 39,733	0.015	596
Driver/Procurement Annual Salary = \$ 31,000	0.002	62
Regional Chef Annual Salary = \$ 29,000	0.216	6,264
Maintenance Staff Annual Salary = \$ 41,333	0.189	7,812
Total Salaries	7.627	366,710
	····	7777.17
State Unemployment Insurance - 5.46%		20,022
FICA - 7.37%		27,027
Workers' Compensation - 2.69%	<u> </u>	9,864
Health Benefits - 12.28%		45,032
Retirement - 3.2%		11,735
Total Benefits		113,680
i otti Delle itta	i	110,000
Total Salaries and Benefits		
Total Salaries and Benefits		480,390
Operating Expenses	tal amount divided by 12 months for	480,390
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot	tal amount divided by 12 months fo	480,390
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy:	tal amount divided by 12 months fo	480,390
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent:	tal amount divided by 12 months fo	480,390
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms	tal amount divided by 12 months fo	480,390
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms	tal amount divided by 12 months fo	480,390
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact	tal amount divided by 12 months fo	480,390
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent; Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities:	tal amount divided by 12 months fo	480,390 r a monthly allocation
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal	tal amount divided by 12 months fo	480,390
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal	tal amount divided by 12 months fo	480,390 r a monthly allocation
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact	tal amount divided by 12 months fo	480,390 r a monthly allocation
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance:	tal amount divided by 12 months fo	480,390 T a monthly allocation 174,604 19,539
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building	tal amount divided by 12 months fo	480,390 r a monthly allocation
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance:	tal amount divided by 12 months fo	480,390 T a monthly allocation 174,604 19,539
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building	tal amount divided by 12 months fo	480,390 T a monthly allocation 174,604 19,539
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building \$1.187 per Contact	tal amount divided by 12 months fo	480,390 r a monthly allocation 174,604 19,539
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building \$1.187 per Contact	tal amount divided by 12 months fo	480,390 T a monthly allocation 174,604 19,539
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building \$1.187 per Contact Total Occupancy: Materials and Supplies:	tal amount divided by 12 months fo	480,390 r a monthly allocation 174,604 19,539
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building \$1.187 per Contact Total Occupancy: Materials and Supplies: Office Supplies:	tal amount divided by 12 months fo	480,390 r a monthly allocation 174,604 19,539 19,502
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building \$1.187 per Contact Total Occupancy: Materials and Supplies: Office Supplies: Office supplies for program staff	tal amount divided by 12 months fo	480,390 r a monthly allocation 174,604 19,539
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building \$1.187 per Contact Total Occupancy: Materials and Supplies: Office Supplies: Office supplies for program staff	tal amount divided by 12 months fo	480,390 r a monthly allocation 174,604 19,539 19,502
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building \$1.187 per Contact Total Occupancy: Materials and Supplies: Office Supplies: Office supplies for program staff \$170.05 per FTE of 7.627	tal amount divided by 12 months fo	480,390 r a monthly allocation 174,604 19,539 19,502
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building \$1.187 per Contact Total Occupancy: Materials and Supplies: Office Supplies: Office supplies for program staff \$170.05 per FTE of 7.627	tal amount divided by 12 months fo	480,390 r a monthly allocation 174,604 19,539 19,502 213,645
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tot Occupancy: Rent: Rent of office space and individual and group therapy rooms \$10.63 per Contact Utilities: Water, gas, electricity and waste disposal \$1.189 per Contact Building Maintenance: Maintenance & repairs of building \$1.187 per Contact Total Occupancy: Materials and Supplies: Office Supplies: Office supplies for program staff \$170.05 per FTE of 7.627	tal amount divided by 12 months fo	480,390 r a monthly allocation 174,604 19,539 19,502

Provider Number: 383835

APPENDIX #:

B-17

Program Name:

Walden House, Inc. - Bridges Outpatient

Document Date:

10/08/10

t-	iscai	Year.	

CONTRACT TOTAL

2010-11

Food and Food Preparation	- 7 #00
Meals and food related expense \$.455 per Contact	7,480
কৃষ্ণত per Comact Total Materials and Supplies:	15,244
Total trialerials after Supplies.	, IO,244
General Operating:	
Insurance:	
.0117% of Agency Total of \$307,988	3,602
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Staff Training:	204
Costs to train staff in best practices	361
\$47.332 per FTE of 7.627	······································
Rental of Equipment:	· · · · · · · · · · · · · · · · · · ·
Copier Rental	13,832
\$.842 per Contact	,
Transportation & Vehicles	
Gas, vehicles maintenance and registration fees	590
\$.035 per Contact	
Other Consult Consulting	
Other General Operating Urine analysis, Licensing, memberships, job advertising, graduation	5,748
events, depreciation and miscellaneous expenses	3,746
\$.349 per Contact	· · · · · · · · · · · · · · · · · · ·
Total General Operating:	24,133
	•
Staff Travel (Local & Out of Town):	,
Local staff travel	292
\$38.285 per FTE of 7.627	
	200
· · · · · · · · · · · · · · · · · · ·	292
Consultants/Subcontractors:	
* * * * * * * * * * * * * * * * * * *	•
Total Consultants/Subcontractors:	
	040 044
Total Operating Expenses	253,314
Capital Expenditures	
vapitai Experiultures	-
Total Direct Costs	. 733,704
	. , , , , , , , , ,
Indirect Costs	88,044
	•

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Pub FISCAL YEAR:					APPENIDX #:	B-18
LEGAL ENTITY NAME:	Walden Ho	use, Inc.	······································		PROVIDER#:	383807
PROVIDER NAME:	ortive Hou					
	Satellite					
REPORTING UNIT NAME::	Residential					
REPORTING UNIT:	88077					
MODE OF SVCS / SERVICE FUNCTION CODE:	05/60-64					
	Residential					
SERVICE DESCRIPTION:						TOTAL
CBHS FUNDING TERM:	7/1/10-3/31/11					
FUNDING USES						
SALARIES & EMPLOYEE BENEFITS	2,135					2,135
OPERATING EXPENSE	23,178					23,178
CAPITAL OUTLAY (COST \$5,000 AND OVER)						-,
SUBTOTAL DIRECT COSTS INDIRECT COST AMOUNT	, , , , , , , , , , , , , , , , , , , 	+	<u> </u>		-	25,313
TOTAL FUNDING USES:	28,350				,	3,037 28,350
CBHS/MENTAL/HEALTH/EUNDING/SOURCES	28,550					20,330
FEDERAL REVENUES						
STATE REVENUES						
GRANTS .	100000000000000000000000000000000000000					
PRIOR YEAR ROLL OVER			** ******			
WORK ORDERS	7					_
3RD PARTY PAYOR REVENUES						_
REALIGNMENT FUNDS						
COUNTY GENERAL FUND						9-
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	-	-	-	-	
CBHS STIBSTANGE ABUSE FUNDING SOURCES						
FEDERAL REVENUES						1
STATE REVENUES						
GRANTS/PROJECTS						-
Fed USDOJ Second Chance #16.202 HCSA02-10	28,350					28,350
WORK ORDERS						
COUNTY GENERAL FUND			· · · · · · · · · · · · · · · · · · ·			_
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES						28,350
TOTAL DPH REVENUES	28,350		Manager Commence	*	-	28,350
NON-DPH REVENUES						
Patient/Client Fees TOTAL NON-DPH REVENUES			<u> </u>			•
TOTAL REVENUES (DPH AND NON-DPH)	28,350					28,350
CBHS UNISION SYCSTIME AND UNIT COST	20,330					20,300
UNITS OF SERVICE	3,650	THE PERSON NAMED IN				3,650
UNITS OF TIME ²						9,000
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)						CR
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)		 				CR ·
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)						
UNDUPLICATED CLIENTS	,[10

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

DPH 3: Salaries & Benefits Detail

Provider Number:

383807

Provider Name: Walden House, Inc. - Second Chances Supportive Housing

APPENDIX #:

B-18

Document Date: 10/08/10

		FOTAL	(Ageni OTHE	RAL FUND & cy-generated) R REVENUE	DOJ Se	RANT #1: econd Chance rant title)	(9	RANT #2:	(de	CORDER #1:		ORDER #2:
	Tra	roposed ansaction 7/1/10-3/31/11		roposed ansaction :	Tri	roposed ansaction 7/1/10-3/31/11		roposed ansaction :		roposed ansaction :		roposed ansaction
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
Maintenance Department	0.037	1,629	****		0.037	1,629		ŀ		l	 	
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	 					`	`					
TOTALS	0.037	1,629	-		0.037	1,629	-					
TOTALO	0.007	1,023			0.037	1,029	-	-	•	*	-	
EMPLOYEE FRINGE BENEFITS	31%	506		-	31%	506						_
TOTAL SALARIES & BENEFITS		2,135		-		2,135		-		•		

DPH 4: Operating Expenses Detail

Provider Number: Provider Name: 383807

Walden House, Inc. - Second Chances Supportive Housing

APPENDIX #:_

B-18

Document Date: ·

:		GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
	TOTAL		DOJ Second Chance			
1		OTHER REVENUE		(grant title)	(dept. name)	(dept. name)
<u>:</u>	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-3/31/11	Term:	Term: 7/1/10-3/31/11	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	1,403		1,403			
Utilities (Elec, Water, Gas, Phone, Scave	15,919		15,919			
Office Supplies, Postage						
Building Maintenance Supplies & Repair	2,313		2,313			
Printing and Reproduction			-			
Insurance	1,040		1,040			
Staff Training			•			
Staff Travel (Local & Out of Town)	1,247		. 1,247			
Rental of Equipment	1,060		1,060			
CONSULTANT/SUBCONTRACTOR			·	• .		
	-		· · <u>-</u>			
						\
OTHER						
Client Costs	165		165			
Transportation & Vehicles	19		19			
General Operating	. 12		12			
			_			
			_			
			-			AMERICAL PARTY
TOTAL OPERATING EXPENSE	23,178	<u> </u>	23,178		-	-

Provider Number: 383807

Total Materials and Supplies:

General Operating:

Insurance:

APPENDIX #:

B-18

165

Program Name: Fiscal Year:

Walden House, Inc. - Second Chances Supportive Housing 2010-11

Document Date:

Salaries and Benefits	FTE	Salaries
Maintenance Dept	0.037	1,62
Total Salaries	0.037	1,62
Town Outer 100	7.00	,,02
State Unemployment Insurance - 5,46%		8
FICA - 7.37%		12
Workers' Compensation - 2.69%		4
Health Benefits - 12.28%		20
Retirement - 3.2%		5
The A X Page (PA)		50
Total Benefits		30
Total Salaries and Benefits	,	0.40
Total Dalaties and Deficits		2,13
· · · · ·	•	1,40
Rental of office space and individual & group therapy rooms		1,40
Rental of office space and individual & group therapy rooms Utilities:		
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal		
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance:		15,91
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building		2,31
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building Total Occupancy:		2,31
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building Total Occupancy: Materials and Supplies:		2,31
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building Total Occupancy: Materials and Supplies:		2,31
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building Total Occupancy: Materials and Supplies:		2,31
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building Total Occupancy: Materials and Supplies:		2,31
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building Total Occupancy: Materials and Supplies: Office Supplies:		2,31
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building Total Occupancy: Materials and Supplies: Office Supplies:		2,31
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building Total Occupancy: Materials and Supplies: Office Supplies:		1,40 15,91 2,31 19,63
Rental of office space and individual & group therapy rooms Utilities: Water, gas, electricity and waste disposal Building Maintenance: Maintenance and repairs of building Total Occupancy: Materials and Supplies: Office Supplies:		2,31 19,63
Building Maintenance: Maintenance and repairs of building Total Occupancy: Materials and Supplies: Office Supplies:		15,91 2,31 19,63

Provider Number: 383807

APPENDIX #:

B-18

Program Name: Fiscal Year:

Walden House, Inc. - Second Chances Supportive Housing 2010-11

10/08/10 Document Date:

			, , , , , , , , , , , , , , , , , , , ,
Staff Training:			
our range,			
Rental of Equipment:		· · · · · · · · · · · · · · · · · · ·	·////
Copier Rental	***************************************		1,060
Transportation & Vehicles			19
Gas, vehicles maintenance and registration fees			
Other General Operating .	· <u>-</u>		12
Total General Operating:	·		2,131
			•
Staff Travel (Local & Out of Town): Local staff travel			1,247
			1,247
	:	danksanderseen *	
Consultants/Subcontractors:			
			•
Total Consultants/Subcontractors:		•	-
Total Operating Expenses			23,178
Capital Expenditures		•	
	•		
Total Direct Costs			25,313
Indirect Costs			3,037
CONTRACT TOTAL	≻ ~~ .		20.250
CONTRACT TOTAL			28,350

DPH 2: Department of Put FISCAL YEAR:					APPENIDX #:	B-19
		use Inc.			PROVIDER # :	383807
	LEGAL ENTITY NAME: Walden House, Inc. PROVIDER NAME: Second Chances Case Management					000001
REPORTING UNIT NAME::	SC Case Mgmt					
REPORTING UNIT:	87071					
MODE OF SVCS / SERVICE FUNCTION CODE:	Anc-68					
SERVICE DESCRIPTION:	Ancillary Svcs Case Mgmt					TOTAL
CBHS FUNDING TERM:	7/1/10-3/31/11					
FUNDINGUSES					非理想是在	
SALARIES & EMPLOYEE BENEFITS	152,045	700000000000000000000000000000000000000				152,045
OPERATING EXPENSE	178,041					178,041
CAPITAL OUTLAY (COST \$5,000 AND OVER)	18,000				.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	18,000
SUBTOTAL DIRECT COSTS	348,086					348,086
INDIRECT COST AMOUNT	41,770		V			41,770
TOTAL FUNDING USES:	389,856	-	accordate van accordate de	-	Annual Control Control Control	389,856
CBHSMENTAL HEALTH FUNDING SOURCES						
FEDERAL REVENUES						-
STATE REVENUES	************************	######################################		· · · · · · · · · · · · · · · · · · ·		-
GRANTS						_
PRIOR YEAR ROLL OVER		······		·····		
WORK ORDERS						-
3RD PARTY PAYOR REVENUES						
REALIGNMENT FUNDS	ļ					-
COUNTY GENERAL FUND						*
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES		managa da Salaga Salaga Salaga Salaga Salaga Salaga Salaga Salaga Salaga Salaga Salaga Salaga Salaga Salaga Sa	-	-	mistricio i Wast - 2 Tanch	and the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of th
CBHS SUBSTANCE ABUSE FUNDING SOURCES						
FEDERAL REVENUES						-
STATE REVENUES					ļ	
GRANTS/PROJECTS	222 272				ļ	
Fed USDOJ Second Chance #16.202 HCSA02-10	389,856					389,856
WORK ORDERS COUNTY GENERAL FUND						~
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE	389,856	_				389,856
TOTAL DPH REVENUES	389,856					389,856
NON-IDPH-REVENUES	309,000			_		369,030
Patient/Client Fees						
TOTAL NON-DPH REVENUES						
TOTAL REVENUES (DPH AND NON-DPH)	389,856	_			-	389.856
CBHS UNITS OF SYCS/TIME AND UNIT COST						
UNITS OF SERVICE ¹	2,700		an electrical and address of the second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second second seco	- W-115 NEWSTREET STATES	A CONTRACTOR OF THE STATE OF	2,700
UNITS OF TIME ²	*******					2,700
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)						CR
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)						CR
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)	 		<u> </u>		<u> </u>	<u> </u>
UNDUPLICATED CLIENTS	 				<u> </u>	50

¹Units of Service: Days, Client Day, Full Day/Half-Day ²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

DPH 3: Salaries & Benefits Detail

Provider Number: Provider Name: 383807

Walden House, Inc. - Second Chances Case Management

APPENDIX #:

Document Date: 10/08/10

				RAL FUND &		RANT #1:	G	RANT #2:	WOR	CORDER #1:	WORK	ORDER #2:
	-	TOTAL		cy-generated)		cond Chance						
				R REVENUE		rant title)		rant title)		ept, name)		pt. name)
		roposed		roposed		roposed		Proposed	F	roposed		roposed
		nsaction		ansaction		ansaction		ansaction		ansaction	•	ansaction
		//1/10-3/31/11	Term			7/1/10-3/31/11	Term	;	Term		Term	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
V.P. of Programs	0.075	7,315			0.075	7,315						<u> </u>
Program Manager	0.750	48,750			0.750	48,750						
Second Chances Case Manager	1.500	60,000			1.500	60,000						
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TOTALS	2.325	116,065	-	-	2.325	116,065	-	-	_		-	
EMPLOYEE FRINGE BENEFITS	31%	35,980		-	31%	35,980	•	_		-	-	
TOTAL SALARIES & BENEFITS		152,045		-	·	152,045		<u> </u>				

DPH 4: Operating Expenses Detail

Provider Number:
Provider Name:

383807

Walden House, Inc. - Second Chances Case Management

APPENDIX #: Document Date:

B-19 10/08/10

		GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
•	TOTAL	(Agency-generated)	DOJ Second Chance			
		OTHER REVENUE		(grant title)	(dept. name)	(dept. name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-3/31/11	Term:	Term: 7/1/10-3/31/11	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	500		500			
Utilities (Elec, Water, Gas, Phone, Scave	6,650		6,650			
Office Supplies, Postage	150	1	150			
Building Maintenance Supplies & Repair	750		750			
Printing and Reproduction	_					
Insurance	1,000		1,000			
Staff Training	-					***************************************
Staff Travel (Local & Out of Town)	8,000		8,000	***************************************		
Rental of Equipment CONSULTANT/SUBCONTRACTOR	1,000		1,000			
Jeanie Woodford	18,750		18,750			
Homeless Prenatal Program	30,130		30,130			
IRIS Center	54,880		54,880			
SF Clean City Coalition	50,000		50,000			
	-		-			
OTHER						
Client Costs	2,000		2,000			
Transportation & Vehicles	1,000		1,000	·		
General Operating	3,231		3,231			
			-			
						· · · · · · · · · · · · · · · · · · ·
TOTAL OPERATING EXPENSE	178,041		178,041	-	-	•

DPH 5: Capital Expenditures Detail

Provider Number:	383807		APPENDIX #:	B-19
Provider Name:	Walden House, Inc Second (Document Date:	10/08/10	
1. Equipment				
No.	ITEM/DESCRIPTION	FUNDING SOURCE	PURCHASE COST EACH	TOTAL COST
1 Passenge		DOJ Second Chance (HCSA02-10)	18,000	18,000
				-
				*
				-
				-
TOTAL EQUIPMEN	NT COST ·			18,000
2. Remodeling	:	· · · · · · · · · · · · · · · · · · ·		
Description:				
		· · · · · · · · · · · · · · · · · · ·		
TOTAL REMODEL	ING COST			-
	XPENDITURE (Equipment plus Rer	modeling Cost)		18,000

Provider Number: 383807

APPENDIX #:

B-19

Program Name: Fiscal Year:

Walden House, Inc. - Second Chances Case Management

Document Date:

10/08/10

2010-11

Salaries and Benefits	FTE	Salaries
V.P. of Programs Annual Salary = \$ 97,533	0.075	7,315
Program Manager Annual Salary = \$ 65,000	0.750	48,750
Second Chances Case Manager Annual Salary = \$ 40,000	1.500	60,000
Total Salaries	2.325	116,065
State Heavenhaumant Insurance 5 460/		0 557
State Unemployment Insurance - 5.46% FICA - 7.37%		6,337
Workers' Compensation - 2.69%		8,554 3,122
Health Benefits - 12.28%		
Retirement - 3.2%		14,253
Total Benefits		3,714
Total Benefits		35,980
Total Salaries and Benefits		152,045
roun outdines and perions		102,040
Operating Expenses		•
Formulas to be expressed with FTE's, square footage, or % of program within agency -	not as a total amount divided by 12 months	for a monthly allocation
Occupancy:	not as a total amount divided by 12 months	ior a morning anocanon.
Rent:		
Rental of office space and Individual & group therapy rooms		. 500
\$.185 per Contact	•	300
w. 163 per Contact	***************************************	
Utilities:	**************************************	***************************************
water, gas, electricity and waste disposal		. 6650
\$2.463 per Contact		6,650
φ2.400 per contact		
Building Maintenance:		····
Maintenance & repairs of building		750
\$.277per Contact	,	750
v.277per Oorkact		· · · · · · · · · · · · · · · · · · ·
Total Occupancy;		7 000
Materials and Supplies:	•	7,900
Office Supplies:		
Office supplies. Office supplies for program staff	•	
		150
\$64.516 per FTE of 2.325		
		·
Client Costs	•	0.000
Office & activity supplies, transportation of clients		2,000
\$.741 per Contact	· · · · · · · · · · · · · · · · · · ·	
Daywar Mit all Compliant		
Program/Medical Supplies:	·	•
	-	· · · · · · · · · · · · · · · · · · ·
T-4-DM-4		
Total Materials and Supplies:		2,150
General Operating:	•	•
Insurance:		
.000325 % of Agency Total of \$307,988	######################################	1,000
		···

Provider Number: 383807

APPENDIX #:

B-19

Program Name: Fiscal Year:

Walden House, Inc. - Second Chances Case Management

Document Date:

10/08/10

2010-11

Rental of Equipment	
Copier Rental	1,000
.370 % per Contact	
Transportation & Vehicles	
Gas, vehicles maintenance and registration fees	1,000
.370 % per Contact	
Other General Operating	
Urine analysis, Licensing, memberships, job advertising, o	graduation 3,231
events, depreciation and miscellaneous expenses	
1.196% per Contact	
Total General Operating:	6,231
Chaffe Transplate and S. Cout of Towards	
Staff Travel (Local & Out of Town): Local Staff travel	8,000
\$3,440.86 per FTE of 2.325	8,000
\$3,440.00 PEI FTE 01 2.323	
	8,000
	0,000
Consultants/Subcontractors:	
Jeanie Woodford	18,750
Homeless Prenatal Program	. 30,130
IRIS Center	54,880
SF Clean City Coalition	50,000
1,000	
Total Consultants/Subcontractors:	153,760
TOTAL OPERATING COSTS:	178,041
	170.044
Total Operating Expenses	178,041
Camital Franco diterran	19.000
Capital Expenditures	18,000
Total Direct Costs	348,086
TOTAL DIRECT CUSTS	340,000
Indirect Costs	41,770
muncot oosts	. 41,770
CONTRACT TOTAL	389,856
The Park of the Park St. St. St. St. St. St. St. St. St. St.	000,000

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

FISCAL YEAR:		00111000111			APPENIDX #:	B-20
LEGAL ENTITY NAME:		use. Inc.			PROVIDER#:	383835
PROVIDER NAME:						
1 NOVIDER WILL	0000	io i rogiam			1	
REPORTING UNIT NAME::	TBA		•	!		
REPORTING UNIT:	TBA					
MODE OF SVCs / SERVICE FUNCTION CODE:	Nonres-34					
SERVICE DESCRIPTION:	Nonresidential ODF Indv					TOTAL
CBHS FUNDING TERM:	7/1/10-6/30/11					
FUNDINGUSES						
SALARIES & EMPLOYEE BENEFITS	145,410					145,410
OPERATING EXPENSE	33,161					33,161
CAPITAL OUTLAY (COST \$5,000 AND OVER)	-					-
SUBTOTAL DIRECT COSTS	178,571				-	178,571
INDIRECT COST AMOUNT	21,429					21,429
TOTAL FUNDING USES:	200,000	-	-	_		200,000
CBHS MENTAL HEALTH FUNDING SOURCES						Factor and the
FEDERAL REVENUES						-
STATE REVENUES			ļ			*
GRANTS						_
PRIOR YEAR ROLL OVER						**
WORK ORDERS						
3RD PARTY PAYOR REVENUES						
REALIGNMENT FUNDS	·					
COUNTY GENERAL FUND	ļ					
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	-	-	**************************************			-
CBHS SUBSTANCE ABUSE FUNDING SOURCES						
FEDERAL REVENUES	<u></u>					
STATE REVENUES	-					
GRANTS/PROJECTS WORK ORDERS						
COUNTY GENERAL FUND HMHSCCRES227	200,000				1	200,000
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE				ļ	-	200,000
TOTAL DPH REVENUES	200,000	_				200,000
NON-DPH REVENUES						
Patient/Client Fees	a principal service and	A second second	CONTRACTOR TO SERVICE	Section Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of th	Security States of the Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Security Securit	tolicie - control service
TOTAL NON-DPH REVENUES	_		-	-	-	_
TOTAL REVENUES (DPH AND NON-DPH)	200,000		_			200,000
CBHS UNITS OF SVCS/TIME AND UNIT/COST						
UNITS OF SERVICE	1,500		and the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of t	et meneschildenstand et entgeg	200000000000000000000000000000000000000	1,500
UNITS OF TIME						1,000
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES		<u> </u>			†	133.33
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)		 	 	 		133.33
		{			 	
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)	1		1			

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

DPH 3: Salaries & Benefits Detail

Provider Number:

383835

Provider Name: Walden House, Inc. - Connections Program

APPENDIX #:

B-20

Document Date: 10/08/10

TOTAL SALARIES & BENEFITS		145,410		145,410		•		_				
EMPLOYEE FRINGE BENEFITS	31%	34,410	31%	34,410		-		*				
TOTALS	2.250	111,000	2.250	111,000	~		-	-	-	*	-	
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<u> </u>	-						 					
secretary insupot	1,000			75,500	ļ		 				 	÷
icensed Therapist	1.000	48,000	1.000	48,000			 		 		 	
Family Services Coordinator Licensed Therapist	0.250 1.000	15,000 48,000	0.250 1.000	15,000 48,000			 		 			
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIE
		/1/10-6/30/11		/1/10-6/30/11	Term		Term		Term		Term	
·		ensaction		ansaction		ansaction	1	ansaction	1	ansaction	L	ansaction
•	P	roposed		roposed		roposed		roposed		roposed		roposed
				R REVENUE		rant title)		rant title)		pt. name)		pt. name)
	7	TOTAL	(Agend	y-generated)								
			GENE	RAL FUND &	GI	RANT #1;	GI	RANT #2:	WORK	ORDER #1:	WORK	ORDER #2

DPH 4: Operating Expenses Detail

Provider Number: Provider Name:

383835

Walden House, Inc. - Connections Program

APPENDIX #: Document Date:

B-20 10/08/10

·		GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
	TOTAL	(Agency-generated)				-
•		OTHER REVENUE		(grant title)	(dept. name)	(dept. name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	6,000	6,000				
Utilities (Elec, Water, Gas, Phone, Scave	9,500	. 9,500				
Office Supplies, Postage	. 500	500				
Building Maintenance Supplies & Repair	4,000	4,000				
Printing and Reproduction	<u>-</u>					
Insurance .	2,500	2,500				
Staff, Training						
Staff Travel (Local & Out of Town)	_	/				
Rental of Equipment	3,000	3,000	·			·
CONSULTANT/SUBCONTRACTOR	·					
	+	-				
-						
	<u> </u>	*				
					· · · · · · · · · · · · · · · · · · ·	
OTHER			,			
Client Costs	3,000	3,000	- · ·			
General Operating	4,661	4,661			·	
	•	_				
	_	-			,	
	_					
TOTAL OPERATING EXPENSE	33,161	33,161	***		-	-

Provider Number: 383835

APPENDIX #:

B-20

Program Name: Fiscal Year:

Walden House, Inc. - Connections Program

Document Date:

10/08/10

2010-11

Salaries and Benefits	FTE	Salaries
Family Services Coordinator- Annual Salary \$15,000	0.250	15,000
Licensed Therapist- Annual Salary \$48,000	1,000	48,000
Licensed Therapist- Annual Salary \$48,000	1.000	48,000
Total Salaries	2.250	111,000
State Unemployment Insurance - 5.46%		6,061
FICA - 7.37%		8,18
Workers' Compensation - 2.69%		2,986
Health Benefits - 12,28%		13,63
Retirement - 3,2%		3,55
Total Benefits		34,416
Total Salaries and Benefits		145,410
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as a tol Occupancy: Rent:	tal amount divided by 12 months for	a monthly allocation
Rental of office space and individual & group therapy rooms	•	
\$4.00 per contact times 1,500 contacts		6,000
Utilities:		
Water, gas, electricity, communications and waste disposal.		
\$6.33 per contact times 1,500 contacts	···	9,500
Building Maintenance:		
Maintenance & repairs of building being rented		
\$2.67 per contact times 1,500 contacts		4,000
Total Occupancy:	•	19,50
Materials and Supplies:	•	•
Office Supplies:		
Office supplies for program staff.		
\$222.22 per FTE times 2.25 FTEs	···	500
Client Costs	·	
Office & activity supplies for clients and their children.		
\$2.00 per contact times 1,500 contacts		3,000
42.00 per contact times 1,000 contacts		0,000
Total Materials and Supplies:		3,500
General Operating:	•	
Insurance:		
.81% of Agency Total of \$307,988		2,500
		, , ,
Rental of Equipment:		
Continue residual and have an acceptance		
Copier rental and two computers. \$2.00 per contact times 1,500 contacts		

Provider Number: 383835

APPENDIX #:

B-20

Program Name: Walden House, Inc. - Connections Program
Fiscal Year: 2010-11

Document Date:

Other General Operating	<u></u>	
Licensing, memberships, job advertising depreciation and miscellaneous exper	ises.	
\$3.10 per contact times 1,500 contacts		4,661
Total General Operating:		10,161
Staff Travel (Local & Out of Town):		
	<u> </u>	
		
Consultants/Subconfractors:		
,		
	•	
Total Consultants/Subcontractors:		
TOTAL OPERATING COSTS:		33,161
TO TAE OF EIVATING COSTS.		33, 101
Total Operating Expenses		33,161
	·	
Capital Expenditures	÷	_
Total Direct Costs	. •	178,571
	•	
Indirect Costs	•	21,429
CONTRIOT TOTAL		
CONTRACT TOTAL	. ,	200,000

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

	our reports	iigiData oo	necessity (or		B-21
	use inc				383873
		f Opportun			000010
OP OASIS/ Central City					
87351					
Nonres-34					
					TOTAL
7/1/10-6/30/11					
					10,800
					1,596
					-
		-	-	-	12,396
1	###S####				1,486
13,662					13,882
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n/a					
	2010-11 Walden Ho Positive Re OP OASIS/ Central City 87351 Nonres-34 Nonresidntl ODF Indv 7/1/10-6/30/11 10,800 1,596 12,396 1,486 13,882 13,882 13,882 13,882	2010-11 Walden House, Inc. Positive Reinforcemen OP OASIS7 Central City 87351 Nonres-34 Nonresidntl ODF Indv 7/1/10-6/30/11 10,800 1,596 12,396 - 1,486 13,882 - 13,882 - 13,882 - 13,882 - 13,882 - 13,882 - CR CR	2010-11 Walden House, Inc. Positive Reinforcement Opportun	2010-11 Walden House, Inc. Positive Reinforcement Opportunity Project (OP OASIS/ Central City 87351 Nonres-34 Nonresidntt ODF Indv 7/1/10-6/30/11 10,800 1,596 12,396 1,486 13,882	Walden House, Inc. Positive Reinforcement Opportunity Project (PROP) OP OASIS/ Central City 87351 Nonres-34 Nonresidntl ODF indv 7/1/10-6/30/11 2396 1,596 1,486 13,882

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

DPH 3: Salaries & Benefits Detail

Provider Number:

383873

Provider Name: Walden House, Inc. - Positive Reinforcement Opportunity Project (PROP)

APPENDIX #:

B-21

Document Date: 10/08/10

	7	TOTAL .		RAL FUND & cy-generated)	G	RANT #1:	GĮ	RANT #2:	WOR	K ORDER #1:	WOR	ORDER #2:
				R REVENUE		rant title)		rant title)		ept. name)	(de	pt. name)
		roposed		roposed		roposed		roposed		roposed		roposed
,		nsaction		ansaction		ansaction	1	ansaction		ansaction		ensaction
į į		/1/10-6/30/11		//1/10-6/30/11	Term		. Term		Term		Term	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FIE	SALARIES	FTE	SALARIES	FIE	SALARIES	FTE	SALARIES
Director Of OP Services	0.020	1,381	0.020	1,381								
PROP Case Manager	0.153	6,863	0.153	6,863								
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TOTALS	0.173	8,244	0.173	8,244	-	ļ · · · · · · · · · · · · · · · · · · ·	-	-	-	-	-	-
									-	ļ. ·		
EMPLOYEE FRINGE BENEFITS	31%	2,556	31%	2,556								-
TOTAL SALARIES & BENEFITS		10,800		. 10,800			,	-				

DPH 4: Operating Expenses Detail

Provider Number:

383873

Provider Name: Walden House, Inc. - Positive Reinforcement Opportunity Project (PROP)

APPENDIX #:

B-21 10/08/10

Document Date:

		GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
,	TOTAL	(Agency-generated)				
		OTHER REVENUE	(grant title)	(grant title)	(dept. name)	(dept, name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property						
Utilities (Elec, Water, Gas, Phone, Scave	314	314				
Office Supplies, Postage		•	AAAAAAAA			
Building Maintenance Supplies & Repair	**	-				
Printing and Reproduction	-				·	
Insurance	34	34				
Staff Training						
Staff Travel (Local & Out of Town)						
Rental of Equipment		-				
CONSULTANT/SUBCONTRACTOR			•			
		+				· · · · · · · · · · · · · · · · · · ·
	-	-		·		
	-	.				;
	-					ž.
OTI PO		**				
OTHER						
Client Costs	1,100	1,100				
General Operating	148	148				
	_	-				
		-				
		-				
TOTAL OPERATING EXPENSE	1,596	1,596	_	_		_
101/1m 01 m/01/11/10 m/0 m/10 m/10 m	1,000	1,000		ı	1	I

Provider Number: 383873

APPENDIX #:

B-21

Program Name: Fiscal Year.

Staff Training:

Walden House, Inc. - Positive Reinforcement Opportunity Project (PROP) 2010-11

Document Date:

Salaries and Benefits	FTE	Salaries
Director Of OP Services - Annual Salary = \$ 69,050	0.020	1,38
PROP Case Manager - Annual Salary = \$ 44,856	0.153	6,86
Total Salaries	0.173	8,24
State Unemployment Insurance - 5.46%		450
FICA - 7.37%		60
Workers' Compensation - 2.69%		22
Health Benefits - 12.28%		1,01
Retirement - 3.2%		26
Total Benefits		. 2,55
Total Salaries and Benefits		10,80
Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program within agency - not as	on total annual student but 40 months	
Pomidias to be expressed with F1Es, square toolage, of % of program within agency 1 not as Occupancy:	s a local amount divided by 12 months	ior a mominy allocatio
Rent:	•	
Utilities:		
Communications		
2 months of cell phone usage for program manager times \$157per mo.		314
Building Maintenance:		H(4-12)
		•
		Value
Total Occupancy:		314
Materials and Supplies:		314
Office Supplies:		
Since Supplies.		•
	· · · · · · · · · · · · · · · · · · ·	
	<u> </u>	
		· · · · · · · · · · · · · · · · · · ·
Client Costs	•	
		1,10
		1,10
Clients incentives for remaining clients.		1,10
Clients incentives for remaining clients.		1,10
Clients incentives for remaining clients.		1,10
Clients incentives for remaining clients. Program/Medical Supplies:		
Clients incentives for remaining clients. Program/Medical Supplies:		
Clients incentives for remaining clients. Program/Medical Supplies: Total Materials and Supplies:		1,100
Clients incentives for remaining clients. Program/Medical Supplies: Total Materials and Supplies: General Operating:		
Clients incentives for remaining clients. Program/Medical Supplies: Total Materials and Supplies:		

Provider Number: 383873 Program Name: walden Ho Fiscal Year: 2010-11

APPENDIX #:

B-21

Walden House, Inc. - Positive Reinforcement Opportunity Project (PROP) 2010-11

Document Date:

Other General Operating			
Urine analysis supplies and miscellaneou	s expenses.		14
	<u> </u>		
Total General Operating:			18
Staff Travel (Local & Out of Town):	•		
	,		
		**************************************	((***********************************
•			
Consultants/Subcontractors:			

Fotal Consultants/Subcontractors:	•		
Total Operating Expenses	·		. 1,59
Capital Expenditures			
	,	·	<i>:</i>
Total Direct Costs			12,39
ndirect Costs			1,48
	,		,
CONTRACT TOTAL			13,88

DPH 2: Department of Public Heath Cost Reporting/Data Collection (CRDC)

DPH 2: Department of Put FISCAL YEAR:					APPENIDX #:	B-22
LEGAL ENTITY NAME:	Walden Ho	use, Inc.			PROVIDER # :	n/a
PROVIDER NAME:			ator	*********		

REPORTING UNIT NAME::	n/a					
REPORTING UNIT:	n/a			_,		
MODE OF SVCS / SERVICE FUNCTION CODE:	n/a	ner				*
	,					
SERVICE DESCRIPTION:	<u> </u>		, - , , , , , , , , , , , , , , , , , ,			TOTAL
CBHS FUNDING TERM:	//1/10-6/30/11		Berlin and San San San San San San San San San San	(C-10)		Service Commence
	04.700	77-2001-4050				04.700
SALARIES & EMPLOYEE BENEFITS OPERATING EXPENSE	91,700					91,700
CAPITAL OUTLAY (COST \$5,000 AND OVER)	8,549					8,549
SUBTOTAL DIRECT COSTS	100,249					100,249
INDIRECT COST AMOUNT	12,030					12,030
TOTAL FUNDING USES:	112,279	-		-	-	112,279
CBHS MENTALHEALTH FUNDING SOURCES	7.00					
FEDERAL REVENUES						-
STATE REVENUES						
GRANTS						-
PRIOR YEAR ROLL OVER						-
WORK ORDERS ,						
3RD PARTY PAYOR REVENUES						-
REALIGNMENT FUNDS						*
COUNTY GENERAL FUND						
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES		-	-	-	-	-
CBHS SUBSTANCE ABUSE FUNDING SOURCES						
FEDERAL REVENUES	ļ		· · · · · · · · · · · · · · · · · · ·			
SAPT HIV Set-aside #93.959 HMHSCCRES227	112,279					112,279
STATE REVENUES			****			<u> </u>
GRANTS/PROJECTS .		<u> </u>				
WORK ORDERS COUNTY GENERAL FUND	ļ					*
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCES	112,279					112,279
TOTAL OBLIS SOUS TANCE ABOSE FUNDING SOURCE.	112,279	_		· · · · · · · · · · · · · · · · · · ·	-	112,279
NON-DPH REVENUES	112,213					112,218
Patient/Client Fees	#ESTERNISH STATES	1210-10-96-01-20-00-00-0	\$5.000 W. S. S. S. S. S. S. S. S. S. S. S. S. S.			general properties.
TOTAL NON-DPH REVENUES		-	-		-	·
TOTAL REVENUES (DPH AND NON-DPH)	112,279	-	-	-	-	112,279
CBHS UNITS OF SVCS/TIME AND UNIT COST						
UNITS OF SERVICE ¹	n/a	September 9, 43Hadi				n/a
UNITS OF TIME ²					""	····
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)	CR					CR
COST PER UNIT-DPH RATE (DPH REVENUES ONLY)	CR					CR
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)						
UNDUPLICATED CLIENTS	n/a					n/a

¹Units of Service: Days, Client Day, Full Day/Half-Day

²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

DPH 3: Salaries & Benefits Detail

Provider Number: n/a
Provider Name: Walden House, Inc. - HIV Set-Aside Coordinator

APPENDIX #:

B-22

Document Date:

10/08/10

	-	TOTAL		RAL FUND & cy-generated)	G	RANT #1:	Gi	RANT #2:	WOR	ORDER#1:	WORK	ORDER #2:
		IOIAL	OTHE	R REVENUE	(0	rant title)	(0	rant title)	(de	pt. name)	(de	pt. name)
	P	roposed		roposed		roposed		roposed		roposed		roposed
		ansaction		ensaction		ansaction		ansaction		ansaction		ensaction
	Tem: 7	7/1/10-6/30/11		7/1/10-6/30/11	Term	;	Term	÷	Term		Term	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
HIV Set-Aside Coordinator	1.000	70,000	1.000	70,000						,		
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TOTALS	1.000	70,000	1.000	70,000			-		 			-
,	1.000	, 0,000	1.000	, ,,,,,,,				<u> </u>	 		 	
EMPLOYEE FRINGE BENEFITS	31%	21,700	31%	21,700		-		-				-
TOTAL SALARIES & BENEFITS		91,700		91,700						•		_

DPH 4: Operating Expenses Detail

Provider Number:	n/a
Provider Name:	Walden House, Inc HIV Set-Aside Coordinator

APPENDIX #: B-22
Document Date: 10/08/10

	****	GENERAL FUND &	GRANT #1:	GRANT #2:	WORK ORDER #1:	WORK ORDER #2:
. 1	TOTAL	(Agency-generated)				
	5500005	OTHER REVENUE		(grant title)	(dept. name)	(dept. name)
	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED	PROPOSED
	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION	TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	-	· -				
Utilities (Elec, Water, Gas, Phone, Scave	-4					
Office Supplies, Postage	_	-				
Building Maintenance Supplies & Repair	•	-	·			
Printing and Reproduction		_				····
Insurance	250	250				
Staff Training	_	-				
Staff Travel (Local & Out of Town)	-	-				
Rental of Equipment						
CONSULTANT/SUBCONTRACTOR		,				
Harm Reduction Policy Evaluation	3,000	. 3,000				
·	1-	_				
·	-					
	_	•			,	
-	-					
OTHER ·						
General Operating	5,299	5,299				
		-				
	·	_			<u> </u>	
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·	-	_				
TOTAL OPERATING EXPENSE	8,549	8,549		•	-	,

CBHS BUDGET JUSTIFICATION

Provider Number: n/a Program Name:

Walden House, Inc. - HIV Set-Aside Coordinator

APPENDIX #: Document Date:

B-22 10/08/10

Fiscal Year:

2010-11

Salaries and Benefits	FTE	Salaries
HIV Set Aside Coordinator Annual Salary = \$ 70,000	1.000	70,000
	-	
Total Salaries	1.000	70,000
State Unemployment Insurance - 5.46%		3,822
FICA - 7.37%		5,159
Workers' Compensation - 2.69%		1,883
Health Benefits - 12.28%		8,590
Retirement - 3.2%		2,240
Total Benefits		21,700
Total Salaries and Benefits	,	91,700
Formulas to be expressed with FTE's, square footage, or % of program within agency - not a Occupancy: Rent:	as a total amount divided by 12 months fo	r a monthly allocation
Utilities:		•
· · · · · · · · · · · · · · · · · · ·		
Building Maintenance:		
Total Occupancy:		
Office Supplies:		
Office Supplies:		
Materials and Supplies: Office Supplies: Printing/Reproduction: Program/Medical Supplies:		
Office Supplies: Printing/Reproduction: Program/Medical Supplies:		
Office Supplies: Printing/Reproduction: Program/Medical Supplies: Total Materials and Supplies:		
Office Supplies: Printing/Reproduction: Program/Medical Supplies: Total Materials and Supplies: General Operating:		
Office Supplies: Printing/Reproduction: Program/Medical Supplies: Total Materials and Supplies: General Operating: Insurance:		200
Office Supplies: Printing/Reproduction: Program/Medical Supplies: Total Materials and Supplies: General Operating:		265

CBHS BUDGET JUSTIFICATION

Provider Number: n/a

APPENDIX #:

B-22

Program Name: Fiscal Year:

Walden House, Inc. - HIV Set-Aside Coordinator

Document Date:

10/08/10

2010-11	

For various staff trainings	1,000
Other General Operating	
Miscellaneous expenses	3,284
Total General Operating:	4,549
Staff Travel (Local & Out of Town):	. , , , , ,
Local Mileage and parking for staff travel to meetings, etc.	1,000
	1,000
Consultants/Subcontractors: Melissa Struzzo - To evaluate Harm Reduction Policy	3,000
Total Consultants/Subcontractors:	. 3,000
Total Operating Expenses	8,549
Capital Expenditures	-
Total Direct Costs	100,249
Indirect Costs	12,030
CONTRACT TOTAL	112,279

DPH 2: Department of Pul		ost Reporti	ng/Data Co	lection (CR	(DC)	
FISCAL YEAR:	2010-11				APPENIDX #:	B-23
LEGAL ENTITY NAME:	Walden Ho	use, inc.			PROVIDER # :	38AK
PROVIDER NAME:	Adult OP N	1H Svcs & N	ledication S	Support		
	WH Adult	WH Adult	WH Adult			
REPORTING UNIT NAME::	Outpatient	Outpatient	Outpatient			
REPORTING UNIT:	38AK3	38AK3	38AK3		 	
MODE OF SVCS / SERVICE FUNCTION CODE:	15/10-59	15/60-69	15/01-09			
000 000 000000000000000000000000000000	MH Svcs	Medication	Case Mgt			TOTAL
SERVICE DESCRIPTION: CBHS FUNDING TERM:		Support 7/1/10-6/30/11	Brokerage 7/1/10-6/30/11			TOTAL
FUNDING USES	771710-0/30/11	771710-0/30711	771710-0/30711			2012/07/07
SALARIES & EMPLOYEE BENEFITS	180,878	19.803	2 /71			204.462
OPERATING EXPENSE		2,131	3,471			204,152 21,973
CAPITAL OUTLAY (COST \$5,000 AND OVER)		2,131	314			21,973
SUBTOTAL DITLAT (COST \$5,000 AND OVER)		21,934	3,845			226,125
INDIRECT COST AMOUNT		2,632	3,845		l	27,135
TOTAL FUNDING USES:	224,388	24,566	4,306		<u> </u>	253,260
CBHSMENTAL HEALTHEUNDING SOURCES	221,000	27,000	7,000		Province Control	200,200
FEDERAL REVENUES	Tennesta-pastronia.			ACTION OF THE PERSON OF THE PERSON OF	en al-energe and a supply	The state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s
SDMC Regular FFP (50%) HMHMCC730518	35,918	3,932	690			40,540
ARRA SDMC FFP (11.59%) HMHMCC730515		185	32		 	1,907
STATE REVENUES	1,000	100				1,801
GRANTS		 	 	······································		
PRIOR YEAR ROLL OVER						
WORK ORDERS	l	*				
3RD PARTY PAYOR REVENUES						
REALIGNMENT FUNDS HMHMCC730618	160,526	17,575	3,080			181,181
COUNTY GENERAL FUND HMHMCC730518		2,874	504			29,632
TOTAL CBHS MENTAL HEALTH FUNDING SOURCES	224,388	24,566	4,306	· -	-	253,260
CEHS SUBSTANCE ABUSE FUNDING SOURCES						
FEDERAL REVENUES						
STATE REVENUES						_
GRANTS/PROJECTS						-
WORK ORDERS				· · · · · · · · · · · · · · · · · · ·		-
COUNTY GENERAL FUND						
TOTAL CBHS SUBSTANCE ABUSE FUNDING SOURCE		-	-	-	-	-
TOTAL DPH REVENUES	224,388	24,566	4,306		-	253,260
NON-DPH REVENUES						
Patient/Client Fees						, .
TOTAL NON-DPH REVENUES	-	*	-	-		-
TOTAL REVENUES (DPH AND NON-DPH)	224,388	24,566	4,306	-		253,260
CBHS UNITS OF SVCS/TIME AND UNIT COST						
UNITS OF SERVICE						
UNITS OF TIME	85,947	5,089	2,183			93,219
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES		4.83	1.97			n/a
COST PER UNIT-DPH RATE (DPH REVENUES ONLY	2.61	4.83	1.97			n/a
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY	<u> </u>			***************************************		
UNDUPLICATED CLIENTS	n/a	n/a	n/a			n/a

¹Units of Service: Days, Client Day, Full Day/Half-Day . ²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25≂Hours

DPH 3: Salaries & Benefits Detail

Provider Number: Provider Name: 38AK

Walden House, Inc. - Adult OP MH Svcs & Medication Support

APPENDIX #:

Document Date:

10/08/10

		TOTAL		RAL FUND &	GI	RANT #1;	GI	RANT #2:	WOR	ORDER #1:	WQR	ORDER #2:
		IUIAL		ry-generated) R REVENUE	(a	rant title)		rant title)	(de	ept. name)	(de	pt. name)
	Pi	roposed		roposed		roposed		Proposed Proposed Proposed				
		insaction		insaction		ansaction		ansaction	t .	ansaction		ansaction
		/1/10-6/30/11		/1/10-6/30/11	Term		Term		Term		Term	
POSITION TITLE	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES	FTE	SALARIES
V.P. of Mental Health Services	0.242	30,192	0.242	30,192			 	1		I	1	
Dir. of QA & Compliance	0.052	3,744	0.052	3,744								
Mental Health Manager	0.101	6,526	0.101	6,526								
Therapist	1.123	50,900	1.123	50,900	***************************************							
Mental Health MC Admin. Coordinato	0.715	33,164	0.715	33,164								
Social Services Support	0.207	8,401	0.207	8,401								
Psychiatrist	0.385	22,061	0.385	22,061								
Maintenance/Operations	0.023	853	0.023	853								
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		4.78.0.11										
TOTALS	2.848	155,841	2.848	155,841			-		-			-
EMPLOYEE FRINGE BENEFITS	31%	48,311	31%	48,311						-		•
TOTAL SALARIES & BENEFITS		204,152		204,152		_		-				-

DPH 4: Operating Expenses Detail

Provider Number:

38AK

Provider Name: Walden House, Inc. - Adult OP MH Svcs & Medication Support

APPENDIX #: Document Date:

B-23 10/08/10

	TOTAL	GENERAL FUND & (Agency-generated) OTHER REVENUE	(grant title)	GRANT #2: (grant title)	WORK ORDER #1: (dept. name)	(dept. name)
	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION
Expenditure Category	Term: 7/1/10-6/30/11	Term: 7/1/10-6/30/11	Term:	Term:	Term: 7/1/10-6/30/11	Term:
Rental of Property	7,287	7,287				
Utilities (Elec, Water, Gas, Phone, Scave	3,504	3,504				
Office Supplies, Postage	249	249				
Building Maintenance Supplies & Repair	954	. 954				
Printing and Reproduction	<u>.</u>	**				
Insurance	7,152	7,152	·			
Staff Training	73	73		•		
Staff Travel (Local & Out of Town)	17	17				
Rental of Equipment CONSULTANT/SUBCONTRACTOR	722	722				
	-					
OTHER	*					
Client Costs	519	519				
Transportation & Vehicles	58	58				
General Operating	1,438	1,438				
TOTAL OPERATING EXPENSE	21,973	21,973	-			_

CBHS BUDGET JUSTIFICATION

Provider Number: 38AK

APPENDIX #:

B-23

Program Name: Fiscal Year:

Walden House, Inc. - Adult OP MH Svcs & Medication Support 2010-11

Document Date:

10/08/10

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Salaries and Benefits	FTE	Salaries
V.P. of Mental Health Services - Annual Salary = \$124,760	0.242	30,192
Dir. of QA & Compliance - Annual Salary = \$72,000	0.052	3,744
Mental Health Manager - Annual Salary = \$64,614	0.101	6,526
Therapist - Annual Salary = \$45,325	1.123	50,900
Mental Health MC Admin. Coordinator - Annual Salary = \$46,383	0.715	33,164
Social Services Support - Annual Salary = \$40,585	0.207	8,401
Psychiatrist - Annual Salary = \$57,301	0.385	22,061
Maintenance/Operations - Annual Salary = \$37,087	0.023	853
Total Salaries	2.848	155,841
State Unemployment Insurance - 5.46%		8,509
FICA - 7.37%		11,485
Workers' Compensation - 2.69%		4,192
Health Benefits - 12.28%		19,138
Retirement - 3.2%		4,987
Total Benefits		48,311
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Total Salaries and Benefits		. 204,152
Rental of office space and Individual & Group Therapy rooms \$.078 per Unit of Service		. 7,287
Utilities:	· · · · · · · · · · · · · · · · · · ·	
Water, gas, electricity and waste disposal		3,504
\$.037 per Unit of Service		
Building Maintenance:	•	
Maintenance & repair of Building	•	954
\$.010 per Unit of Service		•
Total Occupancy:	organization in the second of the	11,745
Materials and Supplies:		
Office Supplies:		•
Office supplies for program staff	-	240
\$87.43 per FTE of 2.848		249
Client Costs .		
Cheff Costs		
Office & activity supplies, transportation of clients		
Office & activity supplies, transportation of clients \$.005 per Unit of Service		
Office & activity supplies, transportation of clients \$.005 per Unit of Service		
Office & activity supplies, transportation of clients		519

CBHS BUDGET JUSTIFICATION

Provider Number: 38AK

APPENDIX #:

B-23

Program Name:

Walden House, Inc. - Adult OP MH Svcs & Medication Support

Document Date:

10/08/10

Fiscal Year.

2010-11

General Operating:	
Insurance:	
.023% of Agency Total of \$307,988	7,152
Staff Training:	
Costs to train staff in best practices	73
\$25.63 per FTE of 2.848	
Rental of Equipment:	
Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Copier Rental Co	722
\$.007 per Unit of Service	
Transportation & Vehicles	
Gas, Vehicles maintenance and registration fees	58
\$.0006 per Unit of Service	
Other General Operating	
Urine analysis, Licensing, memberships, job advertising, graduation	1,438
events, depreciation and miscellaneous expenses	
\$.015 per Unit of Service	
Total General Operating:	. 9,444
Staff Travel (Local & Out of Town):	
Local staff travel	17
\$5.969 per FTE of 2.848	•
	17
Consultants/Subcontractors:	
	·
	· · · · · · · · · · · · · · · · · · ·
Total Consultants/Subcontractors:	-
Total Operating Expenses	21,973
On the lift of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the same of the	•
Capital Expenditures	
Total Direct Costs	226,125
Total Direct Costs	
Total Direct Costs Indirect Costs CONTRACT TOTAL	226,125 27,135 253,260

DPH 2: Department o₁ ∠ub		ost Repor	ting/Data (Collection	(CRDC)	
FISCAL YEAR:				APPENIDX #:	B-24	
LEGAL ENTITY NAME:		***********		PROVIDER #:	NA.	
PROVIDER NAME:	Walden House I	nc. Of San Franc	isco			
DEDODERIIO (d. W. A.) MC.	Project Homeless Connect	Project Homeless Connect	Project Homeless Connect			
REPORTING UNIT NAME:: REPORTING UNIT:	NA	NA NA	NA NA			<u> </u>
MODE OF SVCS / SERVICE FUNCTION CODE	147	142	NA.			
MODE OF BUCSTSERVICE FORCHOTION CODE	 				*******	······
SERVICE DESCRIPTION				#N/A	#N/A	TOTAL
***************************************	2010/2011	2010-2011	22010-2011		3,500	
FUNDING USES:			8/8			
SALARIES & EMPLOYEE BENEFITS	112,281	40,560	216,185			369,02
OPERATING EXPENSE CAPITAL OUTLAY (COST \$5,000 AND OVER)	9,477		18,246			27,72
SUBTOTAL DIRECT COSTS	121,758	40,560	234,431	0	0	395,74
INDIRECT COST AMOUNT	14,511	4,867	28,132			47,61
TOTAL PUNDING USES:	136,369	45,427	262,563	0	0	444,35
CBHSMENTAL HEALTH PUNDING SOURCES						
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COUNTY GENERAL FUND	136,368	Service Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of the Control of th		MANAGENERS STATE AND AND AND AND AND AND AND AND AND AND	Action Description	136,368
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TOTAL DPHREVENUES	M36,368	46,427	282,583			444,368
NON-DPH REVENUES - click below	ļ	 				<u> </u>
TOTAL NON-DPH REVENUES	0	0	0	0	0	n
TOTAL NON-DPH REVENUES TOTAL REVENUES (DPH AND NON-DPH)		l	262,663			Established I
CBHS UNITS OF SVCS/TIME AND UNIT COST:	100 Per 100 Per 100 Per 100 Per 100 Per 100 Per 100 Per 100 Per 100 Per 100 Per 100 Per 100 Per 100 Per 100 Per	esperience and party	mass 442 cor 00 35	Mark Strain Co		
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COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES)	 	CR	CR	A02	0.00	
COST PER UNIT-CONTRACT RATE (DPH & NON-DPH REVENUES) COST PER UNIT-DPH RATE (DPH REVENUES ONLY)		CR	CR	0.00	0.00	
PUBLISHED RATE (MEDI-CAL PROVIDERS ONLY)	1	1		0.00	0.00	
UNDUPLICATED CLIENTS UNDUPLICATED CLIENTS		N/A	N/A			
			<u> </u>			

¹Units of Service: Days, Client Day, Full Day/Half-Day
²Units of Time: MH Mode 15 = Minutes/MH Mode 10, SFC 20-25=Hours

DPH 3: Salaries & Benefits De	af a	ıi
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Provider Number (same as line 7 on DPH 1):	
Program Name: Project Homeless Connect	

APPENDIX #: 8-24
Document Date: 09/08/10

		TOTAL		RAL FUND -		MHSA	1	FUND - Mental		ORDER #1:		ORDER #2:	
	T	Proposed Transaction		Proposed Transaction		Proposed Transaction		Proposed Transaction		(dept. name) Proposed Transaction		(dept. name) Proposed Transaction	
POSITION TITLE	FIE	: 7/1/10-6/30/11 SALARIES	Term;	7/1/10-6/30/11 SALARIES	Term:	7/1/10-6/30/11 SALARIES	Term; 7	11/10-6/30/11 SALARIES	Term FTE	SALARIES	Term	SALARIES	
PHC Manager	1,00	\$ 80,000,00	0.34	27,347	TIE	SALANIES	0.66	52,653	F 7 G	JALANIEG	11,6	ONLANCE	
PHC Volunteer Coordinator		\$.57,846.00	0.34	19,774			0.66	38,072					
PHC Office Assistant	1,00	\$ 41,600.00	0,34	14,220			0.66	27,380					
Program Manager	0.80	\$ 41,600.00	0,34	14,220		······································	0.53	27,380					
Peer Manager	0.38	\$ 9,360.00	0.27	3,200			0.25	6,160			—		
Program Manager	0.50	\$ 26,000.00	0.17	8,888			0.23	17,112			<u> </u>		
Program Manager (Garden MHSA transfer)	0.75	\$ 31,895.00	U. 13	0,000	0.75	31,895	1 5.55	11,112					
(togram manager (Gardan Millon transfer)		\$ 51,083.00				01,000		······································					
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TOTALS	5,430	\$ 288,301.00	1,600	87,649	0,750	31,895	3.080	168,757	0,000	0	0,00	Ş	
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EMPLOYEE FRINGE BENEFITS	28%	\$ 80,724.28	28%	24,633	27%	\$8,665	28%	47,427	#DIV/0!		#DIV/0I		
		•											
TOTAL SALARIES & BENEFITS		\$369,025		\$112,281	: 1	\$40,560	.	\$216,185	,	\$0	1		

DPH 4: Operating Expenses Detail

APPENDIX #:	B-24
Document Date:	09/08/10

Provider Number (same as line 7 on DPH 1):	
Program Name: Project Homeless Connect	•

Expenditure Category	
Rental of Property	•
Utilities(Elec, Water, Gas, Phone, Scavenger)	•
Office Supplies, Postage	•
Building Maintenance Supplies and Repair	
Printing and Reproduction	•
Insurance	•
Staff Training, Staff Travel-(Local & Out of To-	wn)
·	•
Rental of Equipment	•
CONSULTANT/SUBCONTRACTOR (Provide	Names,
Dates, Hours & Amounts)	•
	,
	·
OTHER	
Client Costs (stipends)	
Transportation & Vehicles	
Food and Food Preparation	
General Operating	

TOTAL GENERAL FUND Substance Abuse		GENERAL FUND Mental Health	GRANT #2: (grant title)	WORK ORDER #1: (dept. name)	WORK ORDER #2: (dept. name)	
	ROPOSED	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION	PROPOSED TRANSACTION
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	15,000	5,128	9,872			,
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	9,673	3,307	6,367			
\$		- /	7			

TOTAL OPERATING EXPENSE

\$27,723

\$9,477

\$18,246

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\$0

\$0

CBHS BUDGET JUSTIFICATION

Provider Number (same as line 7 on DPH 1):		
Program Name: Project Homeless Connect		- 10 00x
Date: 9/8/10	Fiscal Year: 2	0-10-201
Salaries and Benefits	Salaries	FTE
PHC Manager - Annual Salary = \$ 80,0000	\$80,000	1.00
PHC Volunteer Coordinator - Annual Salary = \$ 57,846	\$57,846	1.00
PHC Office Assistant - Annual Salary = \$ 41,600	\$41,600	1.00
Program Manager - Annual Salary = \$ 52,000	\$41,600	.80
Peer Manager - Annual Salary = \$ 24,632	\$9,360	.38
Program Manager - Annual Salary = \$ 52,000	\$26,000	.50
Program Manager (Garden MHSA transfer) = \$ 42,527	\$31,895	.75
riogram Manager (Carden Milon Banaler) - \$ 42,027	\$31,000	* £ %
TOTAL SALARIES	\$288,301	
State Unemployment Insurance - 5.46%	\$15,741	
FICA - 7.37%		
	\$21,248	*********************************
Workers' Compensation - 2.69% Health Benefits - 9.28%	\$7,755	
	\$26,754	
Retirement - 3.2%	\$9,226	
TOTAL BENEFITS TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTF's square footage, or % of program	\$369,025	v - not as
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy:	\$369,025	y - not as
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy:	\$369,025	y - not as
TOTAL SALARIES & BENEFITS	\$369,025	y - not as
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy: Rent:	\$369,025	y - not as
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TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy: Rent: Utilities:	\$369,025	y - not a
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy: Rent: Utilities:	\$369,025	y - not a
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy:	\$369,025	y - not a:
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy: Rent: Utilities: Building Maintenance: Total Occupancy	\$369,025 within agency	y - not as
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy: Rent: Utilities: Building Maintenance: Total Occupancy Materials and Supplies:	\$369,025 within agency	y - not a
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy: Rent: Utilities: Building Maintenance:	\$369,025 within agency	y - not a
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy: Rent: Utilities: Building Maintenance: Total Occupancy Materials and Supplies: Office Supplies;	\$369,025 within agency	y - not as
TOTAL SALARIES & BENEFITS Operating Expenses Formulas to be expressed with FTE's, square footage, or % of program Occupancy: Rent: Utilities: Building Maintenance: Total Occupancy Materials and Supplies:	\$369,025 within agency	y - not as

CBHS BUDGET JUSTIFICATION

Provider Number: n/a Program Name: **Wal** Fiscal Year: 201

APPENDIX #:

B-24

Walden House, Inc. - Project Homeless Connect 2010-11

Document Date:

10/08/10

Insurance:		
.002% of Agency total of \$307,988		750

Staff Training:		
Costs to train staff in best practices		2,000
\$.402 per FTE of 4.980		
Other General Operating	C. D. on Decouding Section 20	9,673
Urine analysis, Licensing, memberships, events, and miscellaneous expenses	Job adventising, graduation	
events, and miscellaneous expenses		
Total General Operating:		12,423
		•
Staff Travel (Local & Out of Town):		
	_	
Consultants/Subcontractors:		45.000
Various Program Consultants		15,000
		•
		-
Total Committee (Colored		45.000
Total Consultants/Subcontractors:		15,000
TOTAL OPERATING COSTS:		27,723
		,
Total Operating Expenses		27,723
Canital Even and its was		•
Capital Expenditures		-
Total Direct Costs	·	396,749
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Indirect Costs	·	47,609
CONTRACT TOTAL	4	
CONTRACT TOTAL		444,358

Appendix C Insurance Waiver

RESERVED

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[Use as appropriate and only if an insurance waiver has been signed and granted by the Risk Manager.]

Appendix D Additional Terms

I. HIPAA

The parties acknowledge that CITY is a Covered Entity as defined in the Healthcare Insurance Portability and Accountability Act of 1996 ("HIPAA") and is therefore required to abide by the Privacy Rule contained therein. The parties further agree that CONTRACTOR falls within the following definition under the HIPAA regulations:

	A Covered Entity subject to HIPAA and the Privacy Rule contained therein; or
\boxtimes	A Business Associate subject to the terms set forth in Appendix E;
	Not Applicable, CONTRACTOR will not have access to Protected Health Information

2. THIRD PARTY BENEFICIARIES

No third parties are intended by the parties hereto to be third party beneficiaries under this Agreement, and no action to enforce the terms of this Agreement may be brought against either party by any person who is not a party hereto.

3. CERTIFICATION REGARDING LOBBYING

CONTRACTOR certifies to the best of its knowledge and belief that:

- A. No federally appropriated funds have been paid or will be paid, by or on behalf of CONTRACTOR to any persons for influencing or attempting to influence an officer or an employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the entering into of any federal cooperative agreement, or the extension, continuation, renewal, amendment, or modification of a federal contract, grant, loan or cooperative agreement.
- B. If any funds other than federally appropriated funds have been paid or will be paid to any persons for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan or cooperative agreement, CONTRACTOR shall complete and submit Standard Form -111, "Disclosure Form to Report Lobbying," in accordance with the form's instructions.
- C. CONTRACTOR shall require the language of this certification be included in the award documents for all subawards at all tiers; (including subcontracts, subgrants, and contracts under grants, loans and cooperation agreements) and that all subrecipients shall certify and disclose accordingly.
- D. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Use a version of this section if you want to have the right to approve in advance any materials developed or distributed under the Agreement:

4. MATERIALS REVIEW

CONTRACTOR agrees that all materials, including without limitation print, audio, video, and electronic materials, developed, produced, or distributed by personnel or with funding under this Agreement shall be subject to review and approval by the Contract Administrator prior to such production, development or distribution. CONTRACTOR agrees to provide such materials sufficiently in

advance of any deadlines to allow for adequate review. CITY agrees to conduct the review in a manner which does not impose unreasonable delays on CONTRACTOR'S work, which may include review by members of target communities.

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Appendix E

BUSINESS ASSOCIATE ADDENDUM

This Business Associate Addendum is entered into to address the privacy and security protections for certain information as required by federal law. City and County of San Francisco is the Covered Entity and is referred to below as "CE". The CONTRACTOR is the Business Associate and is referred to below as "BA".

RECITALS

- A. CE wishes to disclose certain information to BA pursuant to the terms of the Contract, some of which may constitute Protected Health Information ("PHI") (defined below).
- B. CE and BA intend to protect the privacy and provide for the security of PHI disclosed to BA pursuant to the Contract in compliance with the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005 ("the HITECH Act"), and regulations promulgated thereunder by the U.S. Department of Health and Human Services (the "HIPAA Regulations") and other applicable laws.
- C. As part of the HIPAA Regulations, the Privacy Rule and the Security Rule (defined below) require CE to enter into a contract containing specific requirements with BA prior to the disclosure of PHI, as set forth in, but not limited to, Title 45, Sections 164.314(a), 164.502(e) and 164.504(e) of the Code of Federal Regulations ("C.F.R.") and contained in this Addendum.

In consideration of the mutual promises below and the exchange of information pursuant to this Addendum, the parties agree as follows:

1. Definitions

- a. Breach shall have the meaning given to such term under the HITECH Act [42 U.S.C. Section 17921].
- b. Business Associate shall have the meaning given to such term under the Privacy Rule, the Security Rule, and the HITECH Act, including, but not limited to, 42 U.S.C. Section 17938 and 45 C.F.R. Section 160.103.
- c. Covered Entity shall have the meaning given to such term under the Privacy Rule and the Security Rule, including, but not limited to, 45 C.F.R. Section 160.103.
- d. **Data Aggregation** shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.
- e. **Designated Record Set** shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.
- f. Electronic Protected Health Information means Protected Health Information that is maintained in or transmitted by electronic media.

- g. Electronic Health Record shall have the meaning given to such term in the HITECT Act, including, but not limited to, 42 U.S.C. Section 17921.
- h. Health Care Operations shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501.
- Privacy Rule shall mean the HIPAA Regulation that is codified at 45 C.F.F. Parts 160 and 164, Subparts A and E.
- j. Protected Health Information or PHI means any information, whether oral or recorded in any form or medium: (i) that relates to the past, present or future physical or mental condition of an individual; the provision of health care to an individual; and (ii) that identifies the individual or with respect to where there is a reasonable basis to believe the information can be used to identify the individual, and shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.501. Protected Health Information includes Electronic Protected Health Information [45 C.F.R. Sections 160.103, 164.501].
- k. Protected Information shall mean PHI provided by CE to BA or created or received by BA on CE's behalf.
- 1. Security Rule shall mean the HIPAA Regulation that is codified at 45 C.F.R. Parts 160 and 164, Subparts A and C.
- m. Unsecured PHI shall have the meaning given to such term under the HITECH Act and any guidance issued pursuant to such Act including, but not limited to, 42 U.S.C. Section 17932(h).

2. Obligations of Business Associate

- a. Permitted Uses. BA shall not use Protected Information except for the purpose of performing BA's obligations under the Contract and as permitted under the Contract and Addendum. Further, BA shall not use Protected Information in any manner that would constitute a violation of the Privacy Rule or the HITECH Act if so used by CE. However, BA may use Protected Information (i) for the proper management and administration of BA, (ii) to carry out the legal responsibilities of BA, or (iii) for Data Aggregation purposes for the Health Care Operations of CE [45 C.F.R. Sections 164.504(e)(2)(i), 164.504(e)(2)(ii)(A) and 164.504(e)(4)(i)].
- b. Permitted Disclosures. BA shall not disclose Protected Information except for the purpose of performing BA's obligations under the Contract and as permitted under the Contract and Addendum. BA shall not disclose Protected Information in any manner that would constitute a violation of the Privacy Rule or the HITECH Act if so disclosed by CE. However, BA may disclose Protected Information (i) for the proper management and administration of BA; (ii) to carry out the legal responsibilities of BA; (iii) as required by law; or (iv) for Data Aggregation purposes for the Health Care Operations of CE. If BA discloses Protected Information to a third party, BA must obtain, prior to making any such disclosure, (i) reasonable written assurances from such third party that such Protected Information will be held confidential as provided pursuant to this Addendum and only disclosed as required by law or for the purposes for which it was disclosed to such third party, and (ii) a written agreement from such third party to immediately notify BA of any breaches of confidentiality of the Protected Information, to the extent it has obtained knowledge of such breach [42 U.S.C.

- Section 17932; 45 C.F.R. Sections 164.504(e)(2)(i), 164.504(e)(2)(i)(B), 164.504(e)(2)(ii)(A) and 164.504(e)(4)(ii)].
- c. Prohibited Uses and Disclosures. BA shall not use or disclose Protected Information for fundraising or marketing purposes. BA shall not disclose Protected Information to a health plan for payment or health care operations purposes if the patient has requested this special restriction, and has paid out of pocket in full for the health care item or service to which the PHI solely relates 42 U.S.C. Section 17935(a). BA shall not directly or indirectly receive remuneration in exchange for Protected Information, except with the prior written consent of CE and as permitted by the HITECH Act, 42 U.S.C. Section 17935(d)(2); however, this prohibition shall not affect payment by CE to BA for services provided pursuant to the Contract.
- d. Appropriate Safeguards. BA shall implement appropriate safeguards as are necessary to prevent the use or disclosure of Protected Information otherwise than as permitted by the Contract or Addendum, including, but not limited to, administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of the Protected Information, in accordance with 45 C.F.R Section 164.308(b)]. BA shall comply with the policies and procedures and documentation requirements of the HIPAA Security Rule, including, but not limited to, 45 C.F.R. Section 164.316 [42 U.S.C. Section 17931]
- e. Reporting of Improper Access, Use or Disclosure. BA shall report to CE in writing of any access, use or disclosure of Protected Information not permitted by the Contract and Addendum, and any Breach of Unsecured PHI of which it becomes aware without unreasonable delay and in no case later than 10 calendar days after discovery [42 U.S.C. Section 17921; 45 C.F.R. Section 164.504(e)(2)(ii)(C); 45 C.R.R. Section 164.308(b)].
- f. Business Associate's Agents. BA shall ensure that any agents, including subcontractors, to whom it provides Protected Information, agree in writing to the same restrictions and conditions that apply to BA with respect to such PHI. If BA creates, maintains, receives or transmits electronic PHI on behalf of CE, then BA shall implement the safeguards required by paragraph c above with respect to Electronic PHI [45 C.F.R. Section 164.504(e)(2)(ii)(D); 45 C.F.R. Section 164.308(b)]. BA shall implement and maintain sanctions against agents and subcontractors that violate such restrictions and conditions and shall mitigate the effects of any such violation (see 45 C.F.R. Sections 164.530(f) and 164.530(e)(1)).
- g. Access to Protected Information. BA shall make Protected Information maintained by BA or its agents or subcontractors available to CE for inspection and copying within ten (10) days of a request by CE to enable CE to fulfill its obligations under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.524 [45 C.F.R. Section 164.504(e)(2)(ii)(E)]. If BA maintains an Electronic Health Record, BA shall provide such information in electronic format to enable CE to fulfill its obligations under the HITECH Act, including, but not limited to, 42 U.S.C. Section 17935(e).
- h. Amendment of PHI. Within ten (10) days of receipt of a request from CE for an amendment of Protected Information or a record about an individual contained in a Designated Record Set, BA or its agents or subcontractors shall make such Protected Information available to CE for amendment and incorporate any such amendment to enable CE to fulfill its obligation under the Privacy Rule, including, but not limited to, 45 C.F.R. Section 164.526. If any individual requests an amendment of Protected

Information directly from BA or its agents or subcontractors, BA must notify CE in writing within five (5) days of the request. Any approval or denial of amendment of Protected Information maintained by BA or its agents or subcontractors shall be the responsibility of CE [45 C.F.R. Section 164.504(e)(2)(ii)(F)].

- Accounting Rights. Within ten (10)calendar days of notice by CE of a request for an accounting for disclosures of Protected Information or upon any disclosure of Protected Information for which CE is required to account to an individual, BA and its agents or subcontractors shall make available to CE the information required to provide an accounting of disclosures to enable CE to fulfill its obligations under the Privacy Rule. including, but not limited to, 45 C.F.R. Section 164.528, and the HITECH Act, including but not limited to 42 U.S.C. Section 17935(c), as determined by CE. BA agrees to implement a process that allows for an accounting to be collected and maintained by BA and its agents or subcontractors for at least six (6) years prior to the request. However, accounting of disclosures from an Electronic Health Record for treatment, payment or health care operations purposes are required to be collected and maintained for only three (3) years prior to the request, and only to the extent that BA maintains an electronic health record and is subject to this requirement. At a minimum, the information collected and maintained shall include: (î) the date of disclosure; (ii) the name of the entity or person who received Protected Information and, if known, the address of the entity or person; (iii) a brief description of Protected Information disclosed; and (iv) a brief statement of purpose of the disclosure that reasonably informs the individual of the basis for the disclosure, or a copy of the individual's authorization, or a copy of the written request for disclosure. In the event that the request for an accounting is delivered directly to BA or its agents or subcontractors, BA shall within five (5) calendar days of a request forward it to CE in writing. It shall be CE's responsibility to prepare and deliver any such accounting requested. BA shall not disclose any Protected Information except as set forth in Sections 2.b. of this Addendum [45 C.F.R. Sections 164.504(e)(2)(ii)(G) and 165.528]. The provisions of this subparagraph h shall survive the termination of this Agreement.
- j. Governmental Access to Records. BA shall make its internal practices, books and records relating to the use and disclosure of Protected Information available to CE and to the Secretary of the U.S. Department of Health and Human Services(the "Secretary") for purposes of determining BA's compliance with the Privacy Rule [45 C.F.R. Section 164.504(e)(2)(ii)(H)]. BA shall provide to CE a copy of any Protected Information that BA provides to the Secretary concurrently with providing such Protected Information to the Secretary.
- k. Minimum Necessary. BA (and its agents or subcontractors) shall request, use and disclose only the minimum amount of Protected Information necessary to accomplish the purpose of the request, use or disclosure. [42 U.S.C. Section 17935(b); 45 C.F.R. Section 164.514(d)(3)] BA understands and agrees that the definition of "minimum necessary" is in flux and shall keep itself informed of guidance issued by the Secretary with respect to what constitutes "minimum necessary."
- Data Ownership. BA acknowledges that BA has no ownership rights with respect to the Protected Information.
- m. Business Associate's Insurance. BA shall maintain a sufficient amount of insurance to adequately address risks associated with BA's use and disclosure of Protected Information under this Addendum.

- n. Notification of Breach. During the term of the Contract, BA shall notify CE within twenty-four (24) hours of any suspected or actual breach of security, intrusion or unauthorized use or disclosure of PHI of which BA becomes aware and/or any actual or suspected use or disclosure of data in violation of any applicable federal or state laws or regulations. BA shall take (i) prompt corrective action to cure any such deficiencies and (ii) any action pertaining to such unauthorized disclosure required by applicable federal and state laws and regulations.
- o. Breach Pattern or Practice by Covered Entity. Pursuant to 42 U.S.C. Section 17934(b), if the BA knows of a pattern of activity or practice of the CE that constitutes a material breach or violation of the CE's obligations under the Contract or Addendum or other arrangement, the BA must take reasonable steps to cure the breach or end the violation. If the steps are unsuccessful, the BA must terminate the Contract or other arrangement if feasible, or if termination is not feasible, report the problem to the Secretary of DHHS. BA shall provide written notice to CE of any pattern of activity or practice of the CE that BA believes constitutes a material breach or violation of the CE's obligations under the Contract or Addendum or other arrangement within five (5) calendar days of discovery and shall meet with CE to discuss and attempt to resolve the problem as one of the reasonable steps to cure the breach or end the violation.
- Audits, Inspection and Enforcement. Within ten (10)calendar days of a written request by CE, BA and its agents or subcontractors shall allow CE to conduct a reasonable inspection of the facilities, systems, books, records, agreements, policies and procedures relating to the use or disclosure of Protected Information pursuant to this Addendum for the purpose of determining whether BA has complied with this Addendum; provided, however, that (i) BA and CE shall mutually agree in advance upon the scope, timing and location of such an inspection, (ii) CE shall protect the confidentiality of all confidential and proprietary information of BA to which CE has access during the course of such inspection; and (iii) CE shall execute a nondisclosure agreement, upon terms mutually agreed upon by the parties, if requested by BA. The fact that CE inspects, or fails to inspect, or has the right to inspect, BA's facilities, systems, books, records, agreements, policies and procedures does not relieve BA of its responsibility to comply with this Addendum, nor does CE's (i) failure to detect or (ii) detection, but failure to notify BA or require BA's remediation of any unsatisfactory practices, constitute acceptance of such practice or a waiver of CE's enforcement rights under the Contract or Addendum, BA shall notify CE within ten (10) calendar days of learning that BA has become the subject of an audit, compliance review, or complaint investigation by the Office for Civil Rights.

3. Termination

- a. Material Breach. A breach by BA of any provision of this Addendum, as determined by CE, shall constitute a material breach of the Contract and shall provide grounds for immediate termination of the Contract, any provision in the Contract to the contrary notwithstanding. [45 C.F.R. Section 164.504(e)(2)(iii)].
- b. Judicial or Administrative Proceedings. CE may terminate the Contract, effective immediately, if (i) BA is named as a defendant in a criminal proceeding for a violation of HIPAA, the HITECH Act, the HIPAA Regulations or other security or privacy laws or (ii) a finding or stipulation that the BA has violated any standard or requirement of HIPAA, the HITECH Act, the HIPAA Regulations or other

security or privacy laws is made in any administrative or civil proceeding in which the party has been joined.

c. Effect of Termination. Upon termination of the Contract for any reason, BA shall, at the option of CE, return or destroy all Protected Information that BA or its agents or subcontractors still maintain in any form, and shall retain no copies of such Protected Information. If return or destruction is not feasible, as determined by CE, BA shall continue to extend the protections of Section 2 of this Addendum to such information, and limit further use of such PHI to those purposes that make the return or destruction of such PHI infeasible[45 C.F.R. Section 164.504(e)(ii)(2)(I)]. If CE elects destruction of the PHI, BA shall certify in writing to CE that such PHI has been destroyed.

4. Limitation of Liability

Any limitations of liability as set forth in the contract shall not apply to damages related to a breach of the BA's privacy or security obligations under the Contract or Addendum.

5. Disclaimer

CE makes no warranty or representation that compliance by BA with this Addendum, HIPAA, the HITECH Act, or the HIPAA Regulations will be adequate or satisfactory for BA's own purposes. BA is solely responsible for all decisions made by BA regarding the safeguarding of PHI.

6. Certification

To the extent that CE determines that such examination is necessary to comply with CE's legal obligations pursuant to HIPAA relating to certification of its security practices, CE or its authorized agents or contractors, may, at CE's expense, examine BA's facilities, systems, procedures and records as may be necessary for such agents or contractors to certify to CE the extent to which BA's security safeguards comply with HIPAA, the HITECH Act, the HIPAA Regulations or this Addendum.

7. Amendment

a. Amendment to Comply with Law. The parties acknowledge that state and federal laws relating to data security and privacy are rapidly evolving and that amendment of the Contract or Addendum may be required to provide for procedures to ensure compliance; with such developments. The parties specifically agree to take action as is necessary to implement the standards and requirements of HIPAA, the HITECH Act, the Privacy Rule, the Security Rule and other applicable laws relating to the security or confidentiality of PHI. The parties understand and agree that CE must receive satisfactory written assurance from BA that BA will adequately safeguard all Protected Information. Upon the request of either party, the other party agrees to promptly enter into negotiations concerning the terms of an amendment to this Addendum embodying written assurances consistent with the standards and requirements of HIPAA, the HITECH Act, the Privacy Rule, the Security Rule or other applicable laws. CE may terminate the Contract upon thirty (30) calendar days written notice in the event (i) BA does not promptly enter into negotiations to amend the Contract or Addendum when requested by CE pursuant to this Section or (ii) BA does not enter into an amendment to the Contract or Addendum providing assurances regarding the safeguarding of PHI that

CE, in its sole discretion, deems sufficient to satisfy the standards and requirements of applicable laws.

8. Assistance in Litigation or Administrative Proceedings

BA shall make itself, and any subcontractors, employees or agents assisting BA in the performance of its obligations under the Contract or Addendum, available to CE, at no cost to CE, to testify as witnesses, or otherwise, in the event of litigation or administrative proceedings being commenced against CE, its directors, officers or employees based upon a claimed violation of HIPAA, the HITECH Act, the Privacy Rule, the Security Rule, or other laws relating to security and privacy, except where BA or its subcontractor, employee or agent is a named adverse party.

9. No Third-Party Beneficiaries

Nothing express or implied in the Contract or Addendum is intended to confer, nor shall anything herein confer, upon any person other than CE, BA and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.

10. Effect on Contract

Except as specifically required to implement the purposes of this Addendum, or to the extent inconsistent with this Addendum, all other terms of the Contract shall remain in force and effect.

11. Interpretation

The provisions of this Addendum shall prevail over any provisions in the Contract that may conflict or appear inconsistent with any provision in this Addendum. This Addendum and the Contract shall be interpreted as broadly as necessary to implement and comply with HIPAA, the HITECH Act, the Privacy Rule and the Security Rule. The parties agree that any ambiguity in this Addendum shall be resolved in favor of a meaning that complies and is consistent with HIPAA, the HITECH Act, the Privacy Rule and the Security Rule.

12. Replaces and Supersedes Previous Business Associate Addendums or Agreements

This Business Associate Addendum replaces and supersedes any previous business associate addendums or agreements between the parties hereto.

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Appendix F Invoice

DEPARTMENT OF PUBLIC HEALTH CONTRACTOR FEE FOR SERVICE STATEMENT OF DELIVERABLES AND INVOICE

Appendix F PAGE A

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DEPARTMENT OF PUBLIC HEALTH CONTRACTOR FEE FOR SERVICE STATEMENT OF DELIVERABLES AND INVOICE

EXHIBIT C-1 PAGE A

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Send to: DPH Fiscal/Invoice Pri 1380 Howard St 4th F				DPH Auth	orization for F	'ayment `	`					·				
San Francisco, CA 941					Authori	zed Signatory				Date						

DEPARTMENT OF PUBLIC HEALTH CONTRACTOR COST REIMBURSEMENT INVOICE

Appendix F PAGE A

		 	Contro	ol Number		7					PA	GE A		
		<u> </u>				j	INVOICE	NUMBER:	M03	JL	0			
Contractor: Walden House Inc.							Ct. Blank	et No.: BPHM	TBD			· · · · · ·		
Address: 520 Townsend Street, San I	Francisco.	. CA 9410	13				Ct. PO N	o.: POHM	TBD			User Cd		
Tel No.: (415) 554-1100 Fax No.: (415) 554-1499				Fund Sou	urce:	General Fund								
(10)							Invoice P	eriod:	July 2010					
Contract Term: 07/01/2010 - 06/30/20				Final Invo	oice:	(Check if Yes)								
PHP Division: Community Behavioral	Health Se	ervices					ACE Con	itrol Number:						
		TAL RACTED	1	VERED PERIOD		ERED DATE		% OF TOTAL	1	JNING RABLES	l .	OF OTAL		
Program/Exhibit	uos	UDC	UOS	UDC	uos	UDC	uos	UDC	UOS	UDC	uos	UDC		
B-24 Project Homeless Connect							1 333		1000	- 0.50				
Fiscal Internediary	1						#DIV/01		- 1		#DIV/01			
														
Unduplicated Counts for AIDS Use Onl	y.				-									
Description			BU	DGET		NSES ERIOD	EXPENSES TO DATE		% OF BUDGET		REMAINING BALANCE			
Total Salaries				68,757.00		·	\$		0.00%					
Fringe Benefits	·····	·····		47,427.00	\$	-	\$ -		 	0.00%				
Total Personnel Expenses				16,184.00					0.00%					
Operating Expenses:			\$ 2				 		 	0,00,70	-	9,101,00		
Occupancy			\$		\$		\$		 	0.00%	\$			
Materials and Supplies	······································		\$	_	\$	-	\$		1	0.00%				
General Operating			\$ 1,810.00		\$	-	\$ -		T	0.00%		1,810,00		
Staff Travel/Training			\$ -		\$	-	\$ -		0.00%			-		
Consultant/Subcontractor	,		\$ 9,872.00		\$	-	\$	+		0.00%	\$	9,872.00		
Other: Client Costs (Stipends)			\$	197.00	\$	-	\$	-		0.00%	\$	197.00		
General Operating			\$	6,367.00	\$	-	\$			0.00%	\$	6,367.00		
Total Operating Expenses			\$	18,246.00	\$	-	\$			0.00%	\$ 1	8,246.00		
Capital Expenditures			\$	-	\$	-	- \$ -		0.00%			-		
TOTAL DIRECT EXPENSES			\$ 2	34,430.00	\$	<i>*</i>	\$	-		0.00%	\$ 23	4,430.00		
Indirect Expenses			\$	28,132.00	\$	-	\$	_		0.00%	\$ 2	8,132.00		
TOTAL EXPENSES			\$ 20	62,562.00	\$	_	\$	-		0.00%	\$ 26	2,562.00		
Less: Initial Payment Recovery							NOTES:							
Other Adjustments (DPH use only)					.,,,,		1					j		
							1	•				1		
REIMBURSEMENT					\$		<u> </u>							
I certify that the information provided at accordance with the contract approved claims are maintained in our office at the	for servic ne address	es provid s indicate	ed under d.	the provision			Full justific				in			
Signature:		······································			•		Date:		····					
Printed Name:			-h-t-t		•									
Title:							Phone:							
Send to: DPH Fiscal Invoice 1380 Howard St 4th San Francisco CA	Floor						DPH Au	thorization for F	ayment	<u> </u>				
San Francisco CA t	τ 100°20	T			Aut	horized S	ignatory				Date			

DEPARTMENT OF PUBLIC HEALTH CONTRACTOR COST REIMBURSEMENT INVOICE

Appendix F

	1		Contro	Number		_					FA	GE A		
		<u> </u>			·		INVOICE N	IUMBER:	M07	JL	0			
Contractor : Walden House Inc.							Cf. Blanket	No.: BPHM	TBD					
Address: 520 Townsend Street, San Francisco, CA 94103							Ct. PO No.	: POHM	User Cd TBD					
Tel No.: (415) 554-1100 Fax No.: (415) 554-1499								ce:	General Fund					
) ac 140 (+10) 504-1488					•		Invoice Per	riod:	July 2010					
Contract Term: 07/01/2010 - 06/3			Final Invoid	ce:	(Check if Yes)									
PHP Division: Community Behevi					بريد بدودودنا فالمسدود		ACE Contr							
		TAL		IVERED	ł	IVERED	1	OF	3	INING		OF		
Physical Communication (1977)		ACTED		PERIOD		DATE		TAL		RABLES		TAL		
Program/Exhibit	uos	UDC	uos	UDC	uos	UDC	uos	UDC	uos	UDC	UOS	UDC		
B-12 On Call/ Criss Intervention				 	 	 			 	 	40007	 		
15/ 70 - 79 Crisis Intervention-OP	1		 	 	 		0%		11_	ļ 	100%	 		
				ļ	ļ		 		 					
Unduplicated Counts for AIDS Use	Only.		<u> </u>		<u> </u>	<u>l</u>	.)		<u> </u>	<u> </u>	<u></u>	L		
			т		EVE	ENCEC	EVDI	ENCEC	1 0/	OF	DEM	AINUMO		
Description		•	RI	DGET	EXPENSES THIS PERIOD		EXPENSES TO DATE		BUD		REMAINING BALANCE			
				11,431.00	\$	FLITIOD								
Total Salaries			\$	3,544.00	\$	······································	\$		 	0.00%		3,544.00		
Fringe Benefits	······································		1	14,975.00	\$		\$			0.00%		4,975.00		
Total Personnel Expenses			1 2	14,975.00	1 30		1 2	-	ļ	0.00%	φ <u>1</u>	4,975.00		
Operating Expenses:			\$		 		 		 	0.0007				
	Occupancy				\$		\$		ļ	0.00%				
	Materials and Supplies				\$	-	\$		0.00%			-		
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Staff Travel				**	\$		\$			0.00%				
Consultant/Subcontractor	ant/Subcontractor				\$	*	\$			0.00%				
Other:	her:		\$	-	\$	-	\$			0,00%		-		
	······································		\$	-	\$		\$		 	0.00%	\$	-		
Total Operating Expenses			\$		\$	-	\$		 	0.00%	Š			
Capital Expenditures			\$		\$		1 \$	→	 	0.00%				
TOTAL DIRECT EXPENSES				14,975.00	\$		\$		 	0.00%	Add of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the contract of the con	4,975.00		
Indirect Expenses			\$	1,797.00	\$		∫. \$	<u>_</u>	 	0.00%		1,797.00		
TOTAL EXPENSES	 			16,772.00	8		\$		 	0.00%		6,772.00		
			Ι Ψ	10,112.00	1 4					U.UU 76 J	Ф 1	0,772.00		
Less: Initial Payment Recover					 		NOTES:							
Other Adjustments (DPH use o	піу)		·········		 		4							
REIMBURSEMENT					\$		1							
i certify that the information provide accordance with the contract appro claims are maintained in our office	ved for se	ervices pr	ovided ui											
Signature:					*		Date:							
Printed Name:	*************				-									
Title:			····		•		Phone:	*		····	 			
Send to: DPH Fiscal Invoic 1380 Howard St 4 San Francisco CA	th Floor				Ai	uthorized S		orization for F	Payment		Date			
ful New Contract 11.07			•				,	· · · · · · · · · · · · · · · · · · ·	CARLICICEAG	CUE 44'0'	2010 168701			

Jul New Contract 11-02

DEPARTMENT OF PUBLIC HEALTH CONTRACTOR FEE FOR SERVICE STATEMENT OF DELIVERABLES AND INVOICE

EXHIBIT C-1

,									PAGE A			•
		Con	ntrol Number	7								. : .
		المراجعة	******************		INVOICE N	UMBER:	M08	JL	0]	
Contractor: Walden House Inc.					Ct.Blanekt N	lo.: BPHM	TBD]	
Address: 520 Townsend Street, San Francis	ern CA GAANS				Ct. PO No.:	DOUM	TBD			User Cd	7	
	500, CA 54 103				CI. PO NO	PURIN]	
Tel No.: (415) 554-1100 Fax No.: (415) 554-1499					Fund Source	B:	State CD	CR IS	MIP]	•
					Invoice Peri	od :	July 2010	0]	
Contract Term: 07/01/2010 - 06/30/2011					Final Invoice	2 ;		I	(Check if Y	'es}]	
PHP Division: Community Benavioral Heal	th Services				ACE Contro	l Number:		S#8			J	
		Total Contracted	Delivered	THIS PERIOD	Delivered	to Date	% of TOTAL		Remaining Deliverables			
Unduplicated Clients for Ex	hikh	Exhibit UDC		hibli UDC	Exhibit	UDC	Exhibit	UDC	Exhibit		,	
	inojt.						Anterior de		e de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de la companya de l		1	•
"Unduplicated Counts for AIDS Use Only DELIVERABLES	T	Delivered THIS			Delive	ered			Rema	ining	1	
Program Name/Reptg, Unit Modelity/Mode # - Svc Func (ми оку)	Total Contracted UOS CLIENTS	PERIOD UOS CLIEN	Unit TS Rate	AMOUNT DUE	UOS to Da	ele CLIENTS	% of TO	LIENT	Deliver UOS	ables CLIENTS	}	
B-4 Bridges Residential RU# 85672 WH Integr	200000000000000000000000000000000000000								777		•	
05/ 65 - 79 Adult Residential - HMAD01-11	547		\$ 129.79	\$	0.000		0.00%	6	547.000		8	70,995 13
B-17 Bridges Outpatient				<u> </u>				320	***********			
05/ 65 - 79 Adult Residential - HMAD01-11	8,569		\$ 50,03		0.000		0.00%		B,569.000		•	428,707.07
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TOTAL	9,116	0.000	STATES .		. 0.000		0.00%	3	9,116.000		1	433,102,20
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		SUBTOTAL Less: Initial Pay	. AMOUNT DUE		-							
		(For DPH Use) Oth	er Adjustments								ĺ	
		NET RE	MBURSEMENT	\$ ·	<u> </u>						١.	
I certify that the information provided abo in accordance with the contract approve claims are maintained in our office at the	d for services provid	my knowledge, co ed under the prov	mplete and a ision of that c	ccurate; the an ontract. Full ju	nount reques stification ar	sted for re nd backup	imburser records	ment is for the	se			
Signature;				Date:								
Title:				=						•		
				-								
Send to: DPH Fiscal/Invoice P	rocessina	DPH A	uthorization for f	Payment					<u> </u>			
1380 Howard St 4th	Floor											
San Francisco, CA 94	103		Author	ized Signatory				Date	•			
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DEPARTMENT OF PUBLIC HEALTH CONTRACTOR FEE FOR SERVICE STATEMENT OF DELIVERABLES AND INVOICE

Appendix F

			Contro	ol Number						PAGE A			
· .]	INVOICE N	IUMBER:	M10	JL	0		1	
Contractor: Walden House Inc.						Ct.Blanekt	No.: BPHM	TBD				1	
Address: 520 Townsend Street, San Francisc	no. CA 94103					Ct. PO No.		TBD			User Cd	1	
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,											i T	
Tel No.: (415) 554-1100 Fax No.: (415) 554-1499		•			•	Fund Source	e:	State CD		AIP		!	
						Invoice Per	ied:	July 2010		.,,)	
Contract Term: 07/01/2010 - 06/30/2011			•			Final Invoic	e;			(Check if Y	es))	
PHP Division: Community Behavioral Health	Services		•	•		ACE Contro	ol Number:]	
		Total Cor Exhibit			THIS PERIOD	Deliverer Exhibi	to Date	% of TO		Rema Deliver Exhibit	ables		
Unduplicated Clients for Exh	lbit:	200 E											
*Underplace and Counts for AIDS Use Only DELIVERABLES		B-10-2-	4 7000	T		5.00							
Program Name/Reptg, Unit	Total Contracted		100	Unit		tot		% of TO		Rema Deliver	ables	Ì	
Modality/Mode # - Svc Func (ин опу) B-4 Bridges Residential RU# 85572 WH Integral	UOS CLIEN	'S UOS	CLIENTS	Rate	AMOUNT DUE	uos	CLIENTS	UOS	LIENT	UOS	CLIENTS		•
05/ 65 - 79 Adult Residential - HMAD02-11	547			\$ 129.79	\$.	0.000		0.00%		547.000		\$	70,995,13
B-17 Bridges Outpatient			L										
05/ 65 • 79 Adult Residential - HMAD02-11	7,865			\$ 50.03	\$	0.000		0.00%		7,855,000			392,985.65
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TOTAL	8,402	0.000	THE PARTY OF		-	0.000		0.00%	8265F	8,402.000	######################################	\$	463,980.78
		P. 11	DECEMBER AL	MOUNT DUE		NOTES:					-		
•	:	Less: In	itial Payme	ent Recovery		1							
	•	(For DPH C	ue) Other: NET REIME	Adjustments SURSEMENT	\$ -								
I certify that the information provided above in accordance with the contract approved claims are maintained in our office at the	for services provi	ded under th	ige, comp e provisio	plete and ac on of that co	ccurate; the an ontract. Full ju	nount reque stification a	sted for re nd backup	eimbursen records f	ent is or tho	se			
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Signature:	,				_ Date.				·		ı		
Title:					•					•			
Send to: DPH Fiscal/Invoice Pn			DPH Auth	orization for P	ayment .	- 1 1	<u> </u>	71115, 	-				
1380 Howard St 4th F San Francisco, CA 941			,	Authori	zed Signatory	Pris	٠.		Date	:			
l							jr.					Į.	

Appendix F

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				Contr	ol Number			INVOICE N	UMBER:	\$05	JŁ	0	
			I	***********				Ct. Blanket I	Mar nove	ATOD			
Contractor: Walde	n House Inc.									,			User Cd
Address; 520 Towns	end Street, San	Francisco,	CA 94103					Ct. PO No.:	POHM	TBD			lj
								Funding Sot	ırce:	GF-HIV S	et Aside		·
Tel No.: (415) 554-1												·*···	
Fax Bi,: (415) 554-14	199			•				Invoice Perio	od:	July 20	010		
Contract Term: 07	/01/2010 - 06/3	30/2011	•					Final Invoice	9:		(Check if Y	es)
PHP Division: Con	nmunity Behav	rioral Hea	Ith Service	es				Ace Control	Number:				
		T TO	TAL	DEI	IVERED	ne.	LIVERED	% (nc	DEMA	INING	T 0/.	OF
		1	RACTED	1	PERIOD		O DATE	TOT			RABLES	1	TAL
Program/E	vhihit	UOS	UDC	uos	UDC	υÖ		uos	UDC	UOS	UDC	uos	UDC
B-22 HIV Set Asid			020	- 900 -	1		- 1 	1 - 500	1 000	1 000	000	000	UDO
ASO	e Oodiamatot		 		 			#DIV/01	 			#DIV/0!	
					1				 			7.0711101	·
					 								
Unduplicated Coun	ts for AIDS Us	e Only.											
Description	escription				JDGET		PENSES S PERIOD	EXPE TO D		1	OF GET	3	AINING ANCE
Total Salaries				\$	70.000.00	\$		\$			0.00%		0,000.00
Fringe Benefits		***************************************	···		21,700.00	\$	_	\$	· · · · ·	· · · · · ·	0.00%		1,700.00
	tal Personnel Expenses				91,700.00		-	\$	_		0.00%		1,700.00
Operating Expense							·//··					,	
Occupancy				\$		\$,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	\$		1	0.00%	\$	
Materials and	Supplies			\$		\$		\$	**	1	0.00%	\$	
General Opera			•	\$	250.00	\$	_	\$. +	1	0.00%		250.00
Staff Travel				\$	-	\$	<u></u>	\$	-	1	0.00%		-
Consultant/Su	bcontractor	 		\$	3,000.00	\$	-	\$			0.00%	\$	3,000.00
Other: Genera	al Operating	***************************************		\$	5,299.00	\$	-	\$	-		0.00%		5,299.00
	<u> </u>			\$		\$	-	\$	-		0.00%	\$	
T-4-1 O					0.540.00	6		·			0.000/	•	9 5 40 00
Total Operating E			······	\$	8,549.00	\$	*****	\$	-	 	0.00%		8,549.00
Capital Expendi					20.240.00	\$		\$		 	0.00%		0,249.00
TOTAL DIRECT EX				\$	00,249.00 12,030.00	\$		\$		 	0.00%		2,030.00
Indirect Expens		***************************************	,	L	12,279.00			\$			0.00%		2,279.00
TOTAL EXPENSES				φ '	12,278.00	1 4					0.0070	Ι Ψ 11	4,415.00
Less: Initial Page Other Adjustme						 		NOTES:					
Other Adjustine	ms (DPH use	Only)				ļ		-		•		•	.]
REIMBURSEMEN	T					\$	*-	1					
i-certify that the info accordance with the claims are maintain	e contract app	roved for	services p	provided									in .
Signature:			,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				Date:			······································		
Printed Name:													
Title:								Phone:					
13	PH Fiscal Invo	4th Floor	_					DPH Autho	rization for	Payment			
Sa	ın Francisco C	A 94103-	∠614			,	Authorized S	Signatory		- .		Date	

Jul New Contract 11-02

CMHS/CSAS/CHS 11/2/2010 INVOICE

Appendix F

											PA	GE A
			Contro	Number		1	INVOICE NL	IMBER:	S06	JL	0	
_		L	****			.)	11 10 10 E 11 E	MOLIC.				
Cambranian , Makdan Carran ina							Ct. Blanket N	Io.: BPHM	TBD	***************************************		User Cd
Contractor: Walden House Inc.							Ct. PO No.:	POHM	TBD			Oser Co
Address: 520 Townsend Street, San Fra	ncisco. C	94103					Funding Sou	rca:	General	Fund		
Tel No.: (415) 554-1100							runung sou	ice.	General	runu		
Fax Bi,: (415) 554-1499		•		•			Invoice Perio	od:	July 20	310		
Contract Term: 07/01/2010 - 06/30/	2011						Final Invoice	: .		(Check if Y	'es)
PHP Division: Community Behavior	al Health	Services					Ace Control	Number:				
	ΤO	TAL	DELL	VERED	DELIV	ÆRED	%	OF	REMA	VINING	9/	OF
		RACTED	1	PERIOD		DATE	TOT		3 '	RABLES		OTAL
Program/Exhibit	uos	UDC	uos	UDC	uos	UDC	UOS	UDC	uos	UDC	uos	UDC
B-24 Project Homeless Connect												
Fiscal Intermediary		<u> </u>	_		-		#DIV/0!	#DIV/0!	4	ļ <u>.</u>	#DIV/0!	#DIV/0!
Unduplicated Counts for AIDS Use O	Dnly.	<u> </u>		<u>L</u>	<u> </u>	<u> </u>	1	<u> </u>		L	l	
					l rvor	NSES	EXPE	Nece	T	OF	T DEW	AINING
Description			Bu	DGET		PERIOD	TOD		1	OF GET		AINING ANCE
Total Salaries	· · · · · · · · · · · · · · · · · · ·	A		87,649.00	\$	LINOD	\$	/() L	DUL	0.00%		7.649.00
Fringe Benefits				24,633.00	\$		\$		0.00%			4,633.00
Total Personnel Expenses	,			12,282.00	\$	_	\$		0.00%			2,282.00
Operating Expenses:		.,,,,	4 .	12,202.00	<u>ΙΨ</u>		1 4		+	0.0076	Ι Ψ	2,202.00
			 		6		+			0.00%	0	
Occupancy Materials and Symplics			\$		\$		\$					
Materials and Supplies			\$	0.40.00			\$		+	0.00%		040.00
General Operating	·		\$	940.00	\$		\$			0.00%		940.00
Staff Travel			\$	F 400 00	\$	-	\$			0.00%		F 400 00
Consultant/Subcontractor			\$	5,128.00	\$		\$		+	0.00%		5,128.00
Other: Stipend			\$	0.007.00	\$	-	\$			0.00%		0.007.00
General Operating			\$	3,307.00	\$	•	\$. 	0.00%		3,307.00
Client Costs			\$	103.00	\$	+	\$		<u> </u>	0.00%		103.00
			\$		\$	-	\$			0,00%	\$	
Total Operating Expenses			\$	9,478.00	\$	<u>.</u>	\$	-		0.00%	\$	9,478.00
Capital Expenditures			\$		\$	-	\$	•		0.00%		
TOTAL DIRECT EXPENSES				21,760.00	\$	~	\$		+	0.00%		1,760,00
Indirect Expenses			\$	14,611.00	\$	······································	\$		 	0.00%		4,611.00
TOTAL EXPENSES				36,371.00			\$	-		0.00%		6,371.00
Less: Initial Payment Recovery	Transita III		1				NOTES:				L	
Other Adjustments (DPH use onl	y)						1.0.20.		٠	•		
]					
REIMBURSEMENT				****	\$	*						
I certify that the information provided	ahova is	to the h	aet of my	knowledde	complete	and acc	nurste: the ami	nunt reques	ted for rain	nhurseme	int is in	ε,
accordance with the contract approve												
claims are maintained in our office a												
Signature:							Date:					•
Colored and Manager		**************************************	/									
					•		Dhana					
Title:							Phone:					
Send to: DPH Fiscal Invoice 1380 Howard St 4th San Francisco CA 6	Floor	_					DPH Autho	rization for	Payment			
				<u> </u>	Aut	horized	Signatory		-		Date	
hil Mour Contend 11.02	 					ON BUIDIO DA C	10110 4475 fs					

Jul New Contract 11-02

Appendix F

•			Contro	Number			INVOICE NL	IMBER:	S07	JL_	0	GE A
			,			_	Ct. Blanket N	in · PDLM	ften	, , , , , , , , , , , , , , , , , , ,		
Contractor: Walden House Inc.							Ct. PO No.:		TBD		***********	User Cd
Address: 520 Townsend Street, San Franc	isco, CA 9	4103										
Tel No.: (415) 554-1100	٠	•					Funding Sou	rce:	General	Fund	, , , , , , , , , , , , , , , , , , , 	
Fax Bi.: (415) 554-1499	•		•				Invoice Perio	d:	July 20	010	· · · · · · · · · · · · · · · · · · ·	
Contract Term: 07/01/2010 - 06/30/20	11,			•		•	Final Invoice	:		(Check if Y	es)
PHP Division: Community Behavioral	Health Se	rvices					Ace Control	Number:				
		TAL		VERED	DELI	/ERED	% 0		1	AINING	1	OF
50		ACTED		PERIOD		DATE	TOT			RABLES		TAL
Program/Exhibit B-21 Positive Reinforcement Opport	UOS	UDC	UOS	UDC 17351	uos	UDC	uos	UDC	UOS	UDC	uos	UDC
(FY 09-10 Methamphetamine Real P		Ject (PRC	/P) KU# (1351		 	#DIV/0!	#DIV/0!	ļ	 	#DIV/0!	#DIV/0!
OP OASIS/ Central City	(01)					 	WDI VIO:	TADIVIO:	<u> </u>	<u> </u>	#010/07	#DIVIG:
Nonres-34 Nonresidnti ODF Indv												
						1						
Unduplicated Counts for AIDS Use Onl	у.								•	•		
	(NSES	EXPEN		%	OF	REM	AINING
Description	·			DGET		PERIOD	TO D	ATE	BUD	GET		ANCE
Total Salaries			\$	8,244.00	\$	-	\$		0.00%		8,244.00	
Fringe Benefits			\$	2,556.00	\$		\$			0.00%		2,556.00
Total Personnel Expenses			\$	10,800.00	\$	-	\$			0.00%	1 \$ 1	0,800.00
Operating Expenses:				04400			<u></u>	···		0.000		044.00
Occupancy			\$	314.00	\$		<u> </u>	-		0.00%		314.00
Materials and Supplies General Operating			\$	34.00	\$	<u></u>	\$			0.00%		34.00
Staff Travel		*	\$	34.00	\$		\$.			0.00%		34.00
Consultant/Subcontractor		***************************************	\$		\$		\$			0.00%		
Other: Client Costs			\$	1,100.00	\$	_	\$			0.00%		1,100.00
Transportation & Vehicles			\$	- 1,100.00	\$	-	\$,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		0.00%		- 1,700,00
General Operating			\$	148.00	\$	-	\$	······································		0.00%		148.00
		·										
Total Operating Expenses			\$	1,596.00	\$	-	\$	-		0.00%	\$	1,596.00
Capital Expenditures			\$.	-	\$		\$	-		0.00%	\$	-
TOTAL DIRECT EXPENSES			\$	12,396.00	\$	÷	\$			0.00%		2,396.00
Indirect Expenses			\$	1,486.00	\$	_	\$			0.00%	\$	1,486.00
TOTAL EXPENSES			\$	13,882,00	\$		\$	-		0.00%	\$ 1	3,882.00
Less: Initial Payment Recovery							NOTES:	•				
Other Adjustments (DPH use only)												1
REIMBURSEMENT					\$							
I certify that the information provided al accordance with the contract approved claims are maintained in our office at the	for servic	es provid	ed under	owledge, co the provision	mplete a	nd accura contract.	ate; the amour Full justificati	nt requeste on and bac	d for reim kup recor	bursemer ds for tho	nt is in se	
Signature:		**					Date:					
Printed Name:					•			,,				,
Title:						٠	Phone:					
Send to: DPH Fiscal Invoice Pr	ocessina				· ·		DPH Author	ization for	Payment	1), 1 - Tresandens		
1380 Howard St 4th Floor San Francisco CA 94103-2614									•			
South thinker of or				 	Aut	horized S	ignatory				Date	
Jul New Contract 11-02	, , , , , , , , , , , , , , , , , , , 		1				····	C	MHS/CSAS/	CHS 11/2/20		

DEPARTMENT OF PUBLIC HEALTH CONTRACTOR FEE FOR SERVICE STATEMENT OF DELIVERABLES AND INVOICE

Appendix F

			,	Contro	l Númber	ı				P	AGE A		
				Conso	rivornogi]					•	_	
						•	INVOICE NU	MBER :	S10 J	IL, O)]	
Centractor: Walden House Inc.	•						Ct Blanket: E	з Р НМ	TBD			7	
	•		**								User Cd		
Address: 520 Townsend Street, San Francisc	o, CA 9410	3	•				Ct PO No.; P	OHM	TBD			j	
Tel No.: (415) 554-1100							Fund Source:	:	GF · HIV H	ealth S	Services Patch]	
Fax No.: (415) 554-1499		•					Invoice Perior	ď:	July 2010]	
Contract Term: 07/01/2010 - 06/30/2011							Final Invoice:				(Check if Yes)]	
PHP Division: Community Behavioral Health S	Services						ACE Control	l Number:		63.02		1	
					·		,,					7	
			Total Cor	ntracted	Delivered	THIS PERIOD	Delivered	to Date	% of TOT/	AL	Remaining Deliverables	1	
the same and other states of the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and the same and th	11. 14.		Exhibit		Exh	iibit UDC	Exhibit	UDC	Exhibit UE		Exhibit UDC		
· Unduplicated Clients for Exh	ibit:	i			900000000000000000000000000000000000000		Section 200					1	
*Unsupleased Counts for AIDS Use Only,											· · · · · · · · · · · · · · · · · · ·	4	
DELIVERABLES Program Name/Reptg Unit	Total Co	advanta d	Delivere PERI		Unit	1	Delive to Da		% of TOTA	,,]	Remaining Deliverables		
Modality/Mode # - Svc Func (MH only)		CLIENTS	UOS	CLIENTS		AMOUNT DUE	UOS	CLIENTS		JENT	UOS CLIENTS	1	
B-14 CARE-Variable Length Residential RU# 38				5000				BE ST	g g		7.5.7.6		
05/65 - 79 Adult Residential	2,464				\$ 86.55	\$.	0.000		0.00%	199	2,464.000	\$	213,259,20
B-15 CARE-MDSP Residential RU# 38572			/ANTERNATION									1	
05/65 - 79 Adult Residential	1,807				\$ 193.00	<u> </u>	0.000		0.00%		1,807,000		348,751.00
B-16 CARE-DETOX Residential RU# 38572				2.2		3							
05/65 - 79 Adult Residential	1,478		·		\$ 140,64	\$	0.000		0.00%	<u>-</u>	1,478.000		207.865,92
**************************************									ā			4	
				1000000				5050	J	-			
							 	200		-			
	†								3			s	769,876;12
TOTAL	5,749	-000000 (COO)	0.000	2000/05/2004			0.000	717.77.25.55	0.00%		5,749.000	1	
	72		SUI	STOTAL A	MOUNT DUE	5 -	NOTES:						
					nt Recovery		1						
					Adjustments IURSEMENT								
I certify that the information provided above in accordance with the contract approved claims are maintained in our office at the a	for service	s provided									. ,		
· Signature:	-					Date:							
. Title:	****												
			, -			=		•					
Send to: DPH Fiscal/Invoice Pr	20000000		***************************************	DPH Auth	oncation for F	ayment			***************************************	·····			
1380 Howard St 4th F San Francisco, CA 941	-loor			······	Author	ized Signatory				Date	···········		
				-	VIII			**************	-,,-	***************************************		ı	

Appendix F

			Contr	ol Number	······································	7				•		r _M	JE N
		L			<u>-</u>	1.	ìř	VVOICE N	UMBER:	S11	JL	Ō	
Contractor: Walden House Inc.	-						C	t. Blanket	No.: BPHM	TBD			
Address: 520 Townsend Street, S	an Francis	sco, CA 94	4103				C	t. PO No.	POHM	TBD			User Cd
Tel No.: (415) 554-1100							F	und Source	e:	Second (Chance A	ct - HCSA	02-10
Fax No.: (415) 554-1499	•			•	•		ir	voice Per	iod:	July 20	10		
Contract Term; 07/01/2010 - 06/	30/2011						۴	inal Invoic	e:		((Check if Y	es)
PHP Division: Community Behav	ioral Heal	th Service	:\$				A	CE Contro	ol Number:				
		TAL		IVERED	1	/ERED	T		OF	REMA			OF
Program/Exhibit	UOS	UDC	UOS	PERIOD UDC	uos	DATE	╁	UOS	TAL UDÇ	DELIVE	UDC	UOS	TAL UDC
B-18 Second Chances Supporting				T	1	1 353	†			1 -00			
05/60 - 64 Residential Other	3,650	10				-	1	0%	0%	3,650	10	100%	100%
Unduplicated Counts for AIDS Use	Only.	<u> </u>		1	<u> </u>	<u> </u>			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	<u> </u>	l		
		······································			EYPE	NSES	7	EYPE	NSES	%	ne l	DEMA	UNING
Description		:	В	IDGET		PERIOD			DATE	BUD			ANCE
Total Salaries	*·····		\$	1,629.00			1	5			0.00%		1,629.00
Fringe Benefits		,	\$	506.00			- \$ -			1	0.00%		506.00
Total Personnel Expenses	-y-v		\$	2,135.00				<u>.</u> 5			0.00%		2,135.00
Operating Expenses:				21100.00	 	***********	+	*		 	0.0070		2,100.00
Occupancy			\$	19,635.00	\$			\$		 	0.00%	¢ 1	9,635.00
	Materials and Supplies		\$	10,000.00	\$			<u> </u>		 	0.00%		0,000.00
General Operating			\$	2,100.00				<u>}</u>	······································	 	0.00%		2,100.00
Staff Travel		*****	\$	1,247.00	\$			<u>B</u>		ļ	0.00%		1,247.00
Consultant/Subcontractor		**	\$	1,247.00	\$			\$		 	0.00%		1,247.00
Other: Client Costs			\$	165.00				\$ \$					105.00
	·		S S	19.00	\$ \$			<u>р</u> 5		 	0.00%		165.00
Client Transportation											0.00%		19.00
General Operating			\$	12.00	\$			<u>\$</u>	-	 · 	0.00%		12.00
			\$		\$		+	<u> </u>		ļ	0.00%	\$	
Total Operating Expenses	*	·	\$	23,178.00	\$	 -	+	\$		 	0.00%	¢ 2	3,178.00
Capital Expenditures		···	\$	20,170,00	\$			\$	<u> </u>	 	0.00%		3,170.00
				25 242 00	1					 	0.00%		042.00
TOTAL DIRECT EXPENSES				25,313.00 3,037.00				<u>B</u>					5,313.00
Indirect Expenses			\$		<u> </u>			5		}	0.00%		3,037.00
TOTAL EXPENSES			\$	28,350.00	1 3			5			0.00%	\$ 20	3,350.00
Less: Initial Payment Recover				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	<u> </u>		_ N	OTES:					1
Other Adjustments (DPH use of	only)						4						
REIMBURSEMENT					\$		-	·					
I certify that the information provid accordance with the contract appro- claims are maintained in our office	oved for s	ervices pr	ovided u		, complet								I
Signature:				·	•			Date:		·			
Printed Name:	Manual												
Title:		والمساورة والمساورة والمساورة والمساورة والمساورة والمساورة والمساورة والمساورة والمساورة والمساورة والمساورة		,, (1, 1 / 1 / 1 / 1 / 1 / 1 / 1 / 1 / 1 / 1				Phone:		<u> </u>			
Send to: DPH Fiscal Invoid 1380 Howard St	ith Floor						C	OPH Autho	rization for F	ayment		***************************************	
San Francisco CA		Aut	horized S	Sigr	natory				Date				

Jul New Contract 11-02

CMHS/CSAS/CHS 11/2/2010 INVOICE

Appendix F PAGE A

			Cor	ntrol	Number			1							
		<u></u>						l	Į,	NVOICE N	IUMBER:	S12	JL	0	
Charachamakana Sefutikan Benana kana															***************************************
Contractor: Walden House Inc.									(Ji. Bianket	No.: BPHM	TBD			User Cd
Address: 520 Townsend Street, Sa	an Francis	co, CA 94	4103						C	Ct. PO No.:	POHM	TBD	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
Tel No.: (415) 554-1100 Fax No.: (415) 554-1499									F	Fund Source	ce:	Second (Chance A	ct - HCS	A02-10
					•			•	J	nvoice Per	iod:	July 20)10		
Contract Term: 07/01/2010 - 06/	30/2011								F	Final Invoic	æ:		(1	Check if	Yes)
PHP Division: Community Behav	ioral Heal	th Service	5						Å	ACE Contro	ol Number:			801480)	
	TO	TAL	D	ELIV	ÆRED	D	ELÍV	ERED	T	°/6	OF	REMA	INING	(% OF
	CONTR	RACTED	TH	IIS F	PERIOD		TO D	ATE	L	TO	TAL	DELIVE	RABLES	T	OTAL
Program/Exhibit	uos	UDC	υo	S	UDC	UC	วร	UDC	L	uos	UDC	uos	UDC	uos	UDC
B-19 Second Chances-Case Mar			71			<u> </u>			1					· .	
Anc-68 Ancillary Svcs Cast Mgt	1,500	25		4		ļ			╀	0%	0%	1,500	25	100%	6 100%
Unduplicated Counts for AIDS Use	Only.	<u> </u>	<u></u>			<u> </u>						L			1
								NSES	Τ	EXPE	NSES	%	oF ;	REA	MAINING
Description			<u> </u>	BUD	GET	TH	IIS P	ERIOD	L	TOI	DATE	BUD			LANCE
Total Salaries			\$		6,065.00	\$		-		\$			0.00%		16,065.00
Fringe Benefits			\$	-	5,980.00	\$		-	_	\$	-		0.00%		35,980.00
Total Personnel Expenses			\$	15	2,045.00	\$		-		\$	_		0.00%	\$ 1	52,045.00
Operating Expenses:	perating Expenses:								I						
Occupancy			\$		7,900.00	\$		-		\$	-		0.00%	\$	7,900.00
Materials and Supplies			\$		150.00	\$		-		\$	-		0.00%	\$	150.00
General Operating			\$		2,000.00	\$			L	\$			0.00%		2,000.00
Staff Travel			\$		8,000.00	\$		-		\$	-		0.00%	\$	8,000.00
Consultant/Subcontractor			\$	15	3,760.00	\$		_		\$			0.00%	\$ 1	53,760.00
Other: Client Costs			\$		2,000.00	\$		-		\$	-		0.00%	\$	2,000.00
Transportation & Vehicle	S		\$		1,000.00	\$		_		\$	-		0.00%	\$	1,000.00
General Operating	·		\$		3,231.00	\$		٠.		\$	-		0.00%		3,231.00
			\$			\$			+	\$	····		0.00%	\$	-
Total Operating Expenses	·		\$	17	8,041.00	\$			+	\$			0.00%	<u> </u>	78,041.00
Capital Expenditures			\$		8,000.00				٠	\$			0.00%		18,000.00
TOTAL DIRECT EXPENSES	·		\$		8,086.00				_	\$		****	0.00%		48,086.00
Indirect Expenses	······································	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	\$		41,770.00					\$ \$			0.00%		41,770.00
TOTAL EXPENSES			\$		9,856.00				_	\$			0.00%		89,856.00
	~				0,000.00	╁┷╾			-	OTES:			0.0070	Ψ	30,000,00
Less: Initial Payment Recover Other Adjustments (DPH use of									<u> </u> "	101E3.					
REIMBURSEMENT			······			\$			-		•				
I certify that the information provide accordance with the contract appropriate are maintained in our office Signature:	oved for so at the add	ervices pr dress indi	ovided cated.	l unc	der the pro										
Printed Name:															
Title:						•				Phone:					· · · · · · · · · · · · · · · · · · ·
Send to: DPH Fiscal Invoice Processing 1380 Howard St 4th Floor San Francisco CA 94103-2614							Auth	norized S			rization for P	ayment		Date	

Jul New Contract 11-02

DEPARTMENT OF PUBLIC HEALTH CONTRACTOR FEE FOR SERVICE STATEMENT OF DELIVERABLES AND INVOICE

Appendix F

				Contro	si Number		•				PAGE A			
•]								
•						•	INVOICE NUME	BER:	801	JL .	C			
Contractor: Walden House Inc.	•					•	Ot.Blanket No.:	ВРНМ	TBD	*****				
Address: 520 Townsend Street, Sen Francisco, CA 94103							CI, PO No. PC	MHC	TBD	-		User Cd		
Tel No.: (415) 554-1100					• .		Fund Source:		General I	Fund				
Fax No : (415)554-1499 .							Invoice Períod :		July 2010)				
Contract Term: 07/01/2010 - 86/20/2011							Final hivoice:				(Check if Yes			
									F-17/2007					
PHP Division: Community Behavioral Health Services						****	ACE Control Nu	imber:	(E8860)	X-O. A.				
	-		Total Con			THIS PERIOD	Delivered to		% of TC		Remain Deliverab	les.		
Unduplicated Clients for Exhibit:			Exhibit I		Ex special states	hibii UDC	Exhibit U	DC	Exhibit I		Exhibit UL	OC SEASES		
"Leadurithmoore Course (or AIOS tiese Crys."			<u> </u>		4		······································	- 15-00 - 18-2				************		_
DELIVERABLES	Γ		Delivered		T	T T	Delivere	-	Ι	T	Remainin	ų į	•	
Program Name/Repty. Unit Modality/Mode # - Svc Func (wn cwy)	Total Cor	rended CLIENTS	PERIO UOS	OD FOLIENTS	Unit Rate	AMOUNT DUE	UOS 10 Date	CUENTS	% of TO	TAL	Deliverable UOS 1	CLIENTS		•
B-1 Adult Residential (Buena Vista, Hayes & Haight Res) RU# 38062 & 3		4	000	W 52.5	1,121	7411-741-7-7-					333	922.53		
05/65 - 79 Adult Residential	32,232			3	\$ 88.57	Is .	000,0		0.00%	3 3	32,232,000		\$ 2.	790,324.24
B-3 WHITS Residential RU# 38632						<u> </u>			ļ					
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B-4 Drug Court Residential Drug Court Residential-GF		447 AL TO			\$ 102.11		0,000		IONO		0.000			
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B-10 Representative Payeo Case Mgmt (RPI Program) RU# 88359		100	L		**********	ļ	ļ							
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B-2 Satellite Residential RU# TBA & 880077 05/60 - 64 Residential Other	5,598				\$ 43,24		0.000		0.00%		6,898.000			298,289,52
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B-11 Early Intervention -HIV Set Aside				0.55 71 (A)										
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B-5 Women's Hope Residential RU# TBA		が発			.,				ļ	200				
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San Francisco, CA 94					Auth	orized Signator	у			Date	9	- 1		

Appendix F

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Address: 520 Townsend Street, S	San Francis	sco, CA 9	4103		,			Ct. PO No	.: POHM	TBD			User Cd
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Fringe Benefits	····		\$	13,567.00			-	\$	**		0.00%		3,567.00
Total Personnel Expenses			\$	57,332.00	\$		_	\$.	<u> </u>	0.00%	\$ 5	7,332.00
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Occupancy			\$	5,955.00	\$			\$		ļ	0.00%		5,955.00
Materials and Supplies			\$	234.00				\$		<u> </u>	0.00%		234.00
General Operating Staff Travel		···	\$	7,023.00	\$			\$	-	 	0.00%		7,023.00
Consultant/Subcontractor			\$	-	\$	· · · · · ·		\$	<u> </u>	 	0.00%		
Other: Client Related Costs		····	\$	875.00	\$			\$			0.00%		875.00
Food		****	\$	3,025.00	\$			\$		 	0.00%		3,025.00
Household			\$	230.00				\$	-	 	0.00%		230.00
Fees			\$	675.00				\$		-	0.00%		675.00
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Capital Expenditures			\$	65,707.00	\$		-	\$			0.00%	\$ 6	5,707.00
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DEPARTMENT OF PUBLIC HEALTH CONTRACTOR FEE FOR SERVICE STATEMENT OF DELIVERABLES AND INVOICE

Appendix F . PAGE A

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Contractor: Walden House Inc.							Ct. Blanket:	врнім	TBD]						
Address 520 Townsend Street, San Francisco, CA	94103						Ct PO No . F	POHM	TBO		**************************************	User Çd)						
Tel No. (415) 554-1100							Fund Source	: :	DHS FSET	WQ (H	MHSCCADMS	37?)]						
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Contract Term: 67/01/2010 - 06/30/2011							Final Invoice	::		<u> </u>	(Check If	Yes)]						
PHP Division: Community Behavioral Health Service	es						ACE Contro	ol Number:	W 100 k		<u> </u>]						
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Unduplicated Clients for Exhibit	:												1						
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Appendix G

Dispute Resolution Procedure For Health and Human Services Nonprofit Contractors 9-06

Introduction

The City Nonprofit Contracting Task Force submitted its final report to the Board of Supervisors in June 2003. The report contains thirteen recommendations to streamline the City's contracting and monitoring process with health and human services nonprofits. These recommendations include: (1) consolidate contracts, (2) streamline contract approvals, (3) make timely payment, (4) create review/appellate process, (5) eliminate unnecessary requirements, (6) develop electronic processing, (7) create standardized and simplified forms, (8) establish accounting standards, (9) coordinate joint program monitoring, (10) develop standard monitoring protocols, (11) provide training for personnel, (12) conduct tiered assessments, and (13) fund cost of living increases. The report is available on the Task Force's website at http://www.sfgov.org/site/npcontractingtf index.asp?id=1270. The Board adopted the recommendations in February 2004. The Office of Contract Administration created a Review/Appellate Panel ("Panel") to oversee implementation of the report recommendations in January 2005.

The Board of Supervisors strongly recommends that departments establish a Dispute Resolution Procedure to address issues that have not been resolved administratively by other departmental remedies. The Panel has adopted the following procedure for City departments that have professional service grants and contracts with nonprofit health and human service providers. The Panel recommends that departments adopt this procedure as written (modified if necessary to reflect each department's structure and titles) and include it or make a reference to it in the contract. The Panel also recommends that departments distribute the finalized procedure to their nonprofit contractors. Any questions for concerns about this Dispute Resolution Procedure should be addressed to purchasing@sfgov.org.

Dispute Resolution Procedure

The following Dispute Resolution Procedure provides a process to resolve any disputes or concerns relating to the administration of an awarded professional services grant or contract between the City and County of San Francisco and nonprofit health and human services contractors.

Contractors and City staff should first attempt to come to resolution informally through discussion and negotiation with the designated contact person in the department.

If informal discussion has failed to resolve the problem, contractors and departments should employ the following steps:

- Step 1 The contractor will submit a written statement of the concern or dispute addressed to the Contract/Program Manager who oversees the agreement in question. The writing should describe the nature of the concern or dispute, i.e., program, reporting, monitoring, budget, compliance or other concern. The Contract/Program Manager will investigate the concern with the appropriate department staff that are involved with the nonprofit agency's program, and will either convene a meeting with the contractor or provide a written response to the contractor within 10 working days.
- Step 2 Should the dispute or concern remain unresolved after the completion of Step 1, the contractor may request review by the Division or Department Head who supervises the Contract/Program Manager. This request shall be in writing and should describe why the concern is still unresolved and propose a solution that is satisfactory to the contractor.

The Division or Department Head will consult with other Department and City staff as appropriate, and will provide a written determination of the resolution to the dispute or concern within 10 working days.

• Step 3 Should Steps 1 and 2 above not result in a determination of mutual agreement, the contractor may forward the dispute to the Executive Director of the Department or their designee. This dispute shall be in writing and describe both the nature of the dispute or concern and why the steps taken to date are not satisfactory to the contractor. The Department will respond in writing within 10 working days.

In addition to the above process, contractors have an additional forum available only for <u>disputes that concern implementation of the thirteen policies and procedures recommended by the Nonprofit Contracting Task Force and adopted by the Board of Supervisors.</u> These recommendations are designed to improve and streamline contracting, invoicing and monitoring procedures. For more information about the Task Force's recommendations, see the June 2003 report at http://www.sfgov.org/site/npcontractingtf index.asp?id=1270.

The Review/Appellate Panel oversees the implementation of the Task Force report. The Panel is composed of both City and nonprofit representatives. The Panel invites contractors to submit concerns about a department's implementation of the policies and procedures. Contractors can notify the Panel after Step 2. However, the Panel will not review the request until all three steps are exhausted. This review is limited to a concern regarding a department's implementation of the policies and procedures in a manner which does not improve and streamline the contracting process. This review is not intended to resolve substantive disputes under the contract such as change orders, scope, term, etc. The contractor must submit the request in writing to purchasing@sfgov.org. This request shall describe both the nature of the concern and why the process to date is not satisfactory to the contractor. Once all steps are exhausted and upon receipt of the written request, the Panel will review and make recommendations regarding any necessary changes to the policies and procedures or to a department's administration of policies and procedures.

Appendix H

San Francisco Department of Public Health <u>Privacy Policy Compliance Standards</u>

As part of this Agreement, Contractor acknowledges and agrees to comply with the following:

In City's Fiscal Year 2003/04, a DPH Privacy Policy was developed and contractors advised that they would need to comply with this policy as of July 1, 2005.

As of July 1, 2004, contractors were subject to audits to determine their compliance with the DPH Privacy Policy using the six compliance standards listed below. Audit findings and corrective actions identified in City's Fiscal year 2004/05 were to be considered informational, to establish a baseline for the following year.

Beginning in City's Fiscal Year 2005/06, findings of compliance or non-compliance and corrective actions were to be integrated into the contractor's monitoring report.

Item #1: DPH Privacy Policy is integrated in the program's governing policies and procedures regarding patient privacy and confidentiality.

As Measured by: Existence of adopted/approved policy and procedure that abides by the rules outlined in the DPH Privacy Policy

Item #2: All staff who handle patient health information are oriented (new hires) and trained in the program's privacy/confidentiality policies and procedures.

As Measured by: Documentation showing individual was trained exists

Item #3: A Privacy Notice that meets the requirements of the Federal Privacy Rule (HIPAA) is written and provided to all patients/clients served in their threshold and other languages. If document is not available in the patient's/client's relevant language, verbal translation is provided.

As Measured by: Evidence in patient's/client's chart or electronic file that patient was "noticed." (Examples in English, Cantonese, Vietnamese, Tagalog, Spanish, Russian will be provided.)

Item #4: A Summary of the above Privacy Notice is posted and visible in registration and common areas of treatment facility.

As Measured by: Presence and visibility of posting in said areas. (Examples in English, Cantonese, Vietnamese, Tagalog, Spanish, Russian will be provided.)

Item #5: Each disclosure of a patient's/client's health information for purposes other than treatment, payment, or operations is documented.

As Measured by: Documentation exists.

Item #6: Authorization for disclosure of a patient's/client's health information is obtained prior to release (1) to non-treatment providers or (2) from a substance abuse program.

As Measured by: An authorization form that meets the requirements of the Federal Privacy Rule (HIPAA) is available to program staff and, when randomly asked, staff are aware of circumstances when authorization form is needed.

Appendix I

SUBSTANCE ABUSE PROGRAMS

such as

Drug Medi-Cal,

Federal Substance Abuse Prevention And Treatment (SAPT) Block Grant, Primary Prevention or

State Funded Services

(e.g., Bay Area Services Network/BASN)

The following laws, regulations, policies/procedures and documents are hereby incorporated by reference into this Agreement as though fully set forth therein.

(Note: For the purposes of this Appendix, "DMC" shall mean Drug Medi-Cal.)

Document 2A:

Sobky v. Smoley, February 1, 1995

Document 2B:

Provider Waiting List Record

Document 2C:

California Code of Regulations, Title 22

Document 2D:

Perinatal Services Monthly Report

Document 2E:

Drug Medi-Cal Certification Standards

for Substance Abuse Clinics

CONTRACTOR and/or any other providers of DMC funded services be licensed, registered, DMC certified and/or approved in accordance with applicable laws and regulations.

CONTRACTOR'S subcontracts shall require that providers comply with the following regulations and guidelines:

- (a) Title 21 CFR Part 1300, et seq., Title 42, CFR, Part 8;
- (b) Drug Medi-Cal Certification Standards for Substance Abuse Clinics (Document 2E);
- (c) Title 22, Sections 51341.1, 51490.1, and 51516.1, (Document 2C);
- (d) Alcohol and/or Other Drug Program Certification Standards (Document 1P); and
- (e) Title 9, Sections 10000, et seq.

In the event of conflicts, the provisions of Title 22 shall control.

FOR CONTRACTS WITH DRUG MEDI-CAL, FEDERAL SAPT OR STATE FUNDS:

Subcontractor Documentation

Any agreement with a subcontractor that is not licensed or certified by State shall require the subcontractor to submit organizational documents to State within 30 days of its execution of an initial subcontract or within 90 days of the renewal or continuation of an existing subcontract. Organizational documents shall include the subcontractor's Articles of Incorporation or Partnership Agreements (as applicable), and business licenses, fictitious name permits, and such other information and documentation as may be requested by the State.

Records

CONTRACTOR shall maintain sufficient books, records, documents, and other evidence necessary for State to audit contract performance and contract compliance. CONTRACTOR will make these records available to State, upon request, to evaluate the quality and quantity of SERVICES, accessibility and appropriateness of SERVICES, and to ensure fiscal accountability. Regardless of the location or ownership of such records, they shall be sufficient to determine the reasonableness, allowability, and allocability of costs incurred by CONTRACTOR.

- Contracts with audit firms shall have a clause to permit access by State to the working papers of the external independent auditor, and copies of the working papers shall be made for State at its request.
- 2. CONTRACTOR shall keep adequate and sufficient financial records and statistical data to support the year-end documents filed with State.
- Accounting records and supporting documents shall be retained for a three-year period from the date the year-end cost settlement report was approved by State for interim settlement. When an audit has been started before the expiration of the three-year period, the records shall be retained until completion of the audit and final resolution of all issues that arise in the audit. Final settlement shall be made at the end of the audit and appeal process. If an audit has not begun within three years, the interim settlement shall be considered as the final settlement.
- 4. ... Financial records shall be kept so that they clearly reflect the source of funding for each type of service for which reimbursement is claimed. These documents include, but are not limited to, all ledgers, books, vouchers, time sheets, payrolls, appointment schedules, client data cards, and schedules for allocating costs.
- 5. CONTRACTOR'S subcontracts shall require that all subcontractors comply with the requirements of this Section A.
- 6. Should a subcontractor discontinue its contractual agreement with CONTRACTOR, or cease to conduct business in its entirety, CONTRACTOR shall be responsible for retaining the subcontractor's fiscal and program records for the required retention period. The State Administrative Manual (SAM) contains statutory requirements governing the retention, storage, and disposal of records pertaining to State funds.

- 2. Title 45, CFR, Part 96, Subpart L, as amended by PL 106-310, the Children's Health Act of 2000, contains the minimal provisions that are to be adhered to by CONTRACTOR in the expenditure of the Substance Abuse Prevention and Treatment Block Grant funds. 45 CFR 96, Subpart L, is incorporated by reference.
- 3. Documents 1C and 1D incorporated by this reference, contain additional requirements that shall be adhered to by those CONTRACTORS that receive the types of funds specified by each document and referenced in Appendix AI. These Appendixs and documents are:
 - (a) Document 1C, Driving Under the Influence Program Requirements; and
 - (b) Document 1D, Bay Area Services Network (BASN) Services to California Department of Corrections (CDC) Parolee Services Network Projects
 - (c) Document 1G, incorporated by this reference, "Perinatal Services Network Guidelines," contains the requirements for perinatal programs

Document 1T, incorporated by this reference, "Prevention Activities Data System (PADS) Forms," collects information required in the SDFSC Act and SAPT Block Grants. Reports are required from primary prevention providers on a yearly basis.

If CONTRACTOR cannot physically maintain the fiscal and program records of the subcontractor, then arrangements shall be made with State to take possession and maintain all records.

7. In the expenditure of funds hereunder, and as required by 45 CFR Part 96, CONTRACTOR shall comply with the requirements of SAM and the laws and procedures applicable to the obligation and expenditure of State funds.

Control Requirements

- Performance is subject to all applicable federal and State laws, regulations, and standards. In accepting the State drug and alcohol combined program allocation pursuant to HSC, Sections 11757(a) and (b), CONTRACTOR shall (i) establish, and shall require subcontractors to establish, written accounting procedures consistent with the following requirements, and (ii) be held accountable for audit exceptions taken by State against CONTRACTOR and its subcontractors for any failure to comply with these requirements:
 - (a) HSC, Division 10.5;
 - (b) Title 9, California Code of Regulations, Division 4;
 - (c) Government Code, Article 1.7, Federal Block Grants, Chapter 2, Part 2, Division 4, Title 2, commencing at Section 16366.1;
 - (d) Government Code, Article 7, Federally Mandated Audits of Block Grant Funds Allocated to Local Agencies, Chapter 1, Part 1, Division 2, Title 5, commencing at Section 53130;
 - (e) Title 42, United States Code (USC), Section 300x-5;
 - (f) Block Grant [Public Law 102-321 (Title 42, USC, commencing at §101)];
 - (g) Single Audit Act of 1984 (Public Law 98-502) and the Single Audit Act Amendments of 1996 (Public Law 104-156) and corresponding OMB Circular A-133 (Revised June 24, 1997);
 - (h) Title 45 Code of Federal Regulations (CFR), Part 96, Subparts B, C, and L, Substance Abuse Prevention and Treatment Block Grant;
 - (i) Title 21, CFR, Part 291 (Food and Drug Administration Requirements for Narcotic Treatment Programs);
 - (j) Title 21, CFR, Part 1300, et. seq. (Drug Enforcement Administration Requirements for Food and Drugs); and
 - (k) State Administrative Manual, Chapter 7200

CONTRACTOR shall be familiar with the above laws and regulations and shall assure that its subcontractors are also familiar with such laws.

Appendix J

Emergency Response

CONTRACTOR will develop and maintain an Agency Disaster and Emergency Response Plan containing Site Specific Emergency Response Plan(s) for each of its service sites. The agency-wide plan should address disaster coordination between and among service sites. CONTRACTOR will update the Agency/site(s) plan as needed and CONTRACTOR will train all employees regarding the provisions of the plan for their Agency/site(s). CONTRACTOR will attest on its annual Community Programs' Contractor Declaration of Compliance whether it has developed and maintained an Agency Disaster and Emergency Response Plan, including a site specific emergency response plan for each of its service sites. CONTRACTOR is advised that Community Programs Contract Compliance Section staff will review these plans during a compliance site review. Information should be kept in an Agency/Program Administrative Binder, along with other contractual documentation requirements for easy accessibility and inspection.

In a declared emergency, CONTRACTOR'S employees shall become emergency workers and participate in the emergency response of Community Programs, Department of Public Health. Contractors are required to identify and keep Community Programs staff informed as to which two staff members will serve as CONTRACTOR'S prime contacts with Community Programs in the event of a declared emergency.

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AMENDED IN COMMITTEE 7/23/14 RESOLUTION NO. 302-14

FILE NO. 140745

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Resolution approving an amendment to the contract between the Department of Public

[Contract Amendment - HealthRIGHT360 - Outpatient and Residential Mental Health and

Substance Abuse Treatment Services - Not to Exceed \$64,562,403]

Health and HealthRIGHT360 to provide outpatient and residential mental health and substance abuse treatment services to the residents of San Francisco, increasing the total contract amount of \$42,477,760 by \$22,084,643 for a total contract amount of \$64,562,403 for a five and one-half year term of July 1, 2010, through December 31, 2015.

WHEREAS, The Department of Public Health selected HealthRIGHT360 to provide outpatient and residential mental health and substance abuse treatment services to the residents of San Francisco through a Request for Proposals process; and

WHEREAS, The contracts awarded under this process were approved by the Board through Resolution No. 563-10; and

WHEREAS, The Department of Public Health wishes to enable the continuation of services under this contract and to amend the contract in an amount exceeding \$500,000, requiring the approval of the Board of Supervisors under City Charter Section 9.118; and,

WHEREAS, A copy of this contract amendment is on file with the Clerk of the Board of Supervisors in File No. 140745, which is hereby declared to be a part of this resolution as if set forth fully herein; now, therefore, be it

RESOLVED, That the Board of Supervisors hereby authorizes the Director of Health and the Purchaser, on behalf of the City and County of San Francisco, to amend the contract between the Department of Public Health and HealthRIGHT 360 to increase the total contract amount not to exceed \$64,562,403, through December 31, 2015.

RECOMMENDED:

Barbara A. Garcia, MPA

Director of Health

APPROVED:

Mark Morewitz

Secretary to the Health Commission

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City and County of San Francisco **Tails**

City Hall 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102-4689

Resolution

File Number:

140745

Date Passed: July 29, 2014

Resolution approving an amendment to the contract between the Department of Public Health and HealthRIGHT360 to provide outpatient and residential mental health and substance abuse treatment services to the residents of San Francisco, increasing the total contract amount of \$42,477,760 by \$22,084,643 for a total contract amount of \$64,562,403 for a five and one-half year term of July 1, 2010, through December 31, 2015.

July 23, 2014 Budget and Finance Sub-Committee - AMENDED

July 23, 2014 Budget and Finance Sub-Committee - RECOMMENDED AS AMENDED

July 29, 2014 Board of Supervisors - ADOPTED

Ayes: 11 - Avalos, Breed, Campos, Chiu, Cohen, Farrell, Kim, Mar, Tang, Wiener and Yee

File No. 140745

I hereby certify that the foregoing Resolution was ADOPTED on 7/29/2014 by the Board of Supervisors of the City and County of San Francisco.

> Angela Calvillo Clerk of the Board

Hyde Street Community Service, \$17,162,210;
Instituto Familiar de la Raza, \$14,219,161;
Progress Foundation, \$92,018,333;
Richmond Area Multi-Services, \$34,773,853;
San Francisco Study Center, \$11,016,593;
Seneca Center, \$63,495,327;
Walden House, \$54,256,546;
Westside Community Mental Health Center, \$43,683,160;
Regents of the University of California, \$74,904,591; and

WHEREAS, The Department of Public Health estimates that the annual payment of some contracts may be increased over the original contract amount, as additional funds become available between July 2010 and the end of the contract term; now, be it

RESOLVED, That the Board of Supervisors hereby retroactively approves these contracts for the period of July 1, 2010, through December 31, 2015; and, be it

FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the Director of the Department of Public Health and the Purchaser, on behalf of the City and County of San Francisco, to execute agreements with these contractors, as appropriate; and, be it

FURTHER RESOLVED, That the Board of Supervisors requires the Department of Public Health to submit a report each June with increases over the original contract amount, as additional funds become available during the term of contracts.

RECOMMENDED;

Mitchell Katz, M.D. Director of Health

APPROVED:

Mark Morewitz, Secretary to the Health Commission



City and County of San Francisco Tails

City Hail
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Resolution

File Number: 100927

Date Passed: December 07, 2010.

Resolution retroactively approving \$674,388,406 in contracts between the Department of Public Health and 18 non-profit organizations and the University of California at San Francisco, to provide behavioral health services for the period of July 1, 2010, through December 31, 2015.

December 01, 2010 Budget and Finance Committee - AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE

December 01, 2010 Budget and Finance Committee - RECOMMENDED AS AMENDED

December 07, 2010 Board of Supervisors - ADOPTED

Ayes: 11 - Alioto-Pier, Avalos, Campos, Chiu, Chu, Daly, Dufty, Elsbernd, Mar, Maxwell and Mirkarimi

File No. 100927

I hereby certify that the foregoing Resolution was ADOPTED on 12/7/2010 by the Board of Supervisors of the City and County of San Francisco.

Mayor Gavin Newsom

December 8, 2010

Date Approved

Angela Calvillo Clerk of the Board October 05, 2015

HealthRight 360 (Regular) \$91,125,506

FORM SFEC-126: NOTIFICATION OF CONTRACT APPROVAL

(S.F. Campaign and Governmental	Conduct Code § 1.120)
City Elective Officer Information (Please print clearly.)	City alastica of Cap(a) hald.
1	City elective office(s) held:
Members, Board of Supervisors	Members, Board of Supervisors
Contractor Information (Please print clearly.) Name of contractor: HealthRIGHT360	
Please list the names of (1) members of the contractor's board of direction financial officer and chief operating officer; (3) any person who has a any subcontractor listed in the bid or contract; and (5) any political conditional pages as necessary.	n ownership of 20 percent or more in the contractor; (4)
Chair: Hon. Harlan Grossman, Vice Chair: Elaine Howard, Secretary Members: John A. Baer, Hon. Eilen Chaltin, Tom Hofstedt, Kathryn W Koski, Ann Ma, Anjani Mandavia, Melyssa Mendoza, Victor, Ortiz, Ci and Jeanne Woodford	V. Holmes, John A. Kahler, Jamie Kasvikis, Deborah
Chief Executive Officer: Vitka Eisen, Chief Financial officer: David C	rawford, Chief Operating Officer, Warren Lyons
Contractor address: 1735 Mission Street, San Francisco, CA 49103	<u> </u>
Date that contract was approved:	Amount of contract: Not to exceed \$91.525.506
Describe the nature of the contract that was approved:	
besome the nature of the contract that was approved.	
Fiscal Intermediary – Check Writing services to approximately 30,000 community – based residential care facilities for people with mental il Comments:	
Comments.	
This contract was approved by (check applicable): the City elective officer(s) identified on this form a board on which the City elective officer(s) serves San France Prince the board of a state agency (Health Authority, Housing Authority, Board, Parking Authority, Redevelopment Agency Commission, Development Authority) on which an appointee of the City elections.	t Name of Board ity Commission, Industrial Development Authority Relocation Appeals Board, Treasure Island
Print Name of Board	
Filer Information (Please print clearly.)	
Name of filer:	Contact telephone number:
Angela Calvillo, Clerk of the Board	(415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA	E-mail: Board.of.Supervisors@sfgov.org
·	,
Signature of City Elective Officer (if submitted by City elective officer	Date Signed
Signature of Board Secretary or Clerk (if submitted by Board Secretary	or Clerk) Date Signed