**SA00-088-6000 GLOBAL FY18**

**Exhibit A
Scope of Services**

**Purpose:**

To provide addiction intervention, recovery support, and treatment services to clients/patients and their family members, as well as community intervention services. These services shall focus on the unique needs of the individual and the impacted families and communities. Services will be specified in the individual's personal treatment and recovery plan as allowable by TITLE 77: PUBLIC HEALTH CHAPTER X: DEPARTMENT OF HUMAN SERVICES SUBCHAPTER d: LICENSURE PART 2060 ALCOHOLISM AND SUBSTANCE ABUSE TREATMENT AND INTERVENTION LICENSES (hereafter referenced as Part 2060).

**Definitions:**

“Intervention" means activities or services that assist persons and their significant others in coping with the immediate problems of substance abuse or dependence and in reducing their substance use. Such services facilitate emotional and social stability and involve referring persons for treatment, as needed.

“**Treatment**” means a continuum of care provided to persons addicted to or abusing alcohol or other drugs that are designed to identify and change patterns of behavior that are maladaptive, destructive and/or injurious to health; or to restore appropriate levels of physical, psychological, and/or social functioning.

"**Recovery Home**" means alcohol and drug free housing authorized by an intervention license issued by the Department, whose rules, peer-led groups, staff activities and/or other structured operations are directed toward maintenance of sobriety for persons in early recovery from substance abuse or who recently have completed substance abuse treatment services or who may still be receiving such treatment services at another licensed facility.

"**Recovery Support**" means activities or services that assist maintenance of sobriety for persons in early recovery from substance abuse or who recently have completed substance abuse treatment services.

**Exhibit B**

**Deliverables**

Perform Screenings and Assessments for clients /patients to determine need for addiction related services. Provider will develop plan for individuals that meet their needs regarding intervention, treatment and recovery support services. Provider will deliver services in accordance to the protocols in the Current Fiscal Year DASA Contractual Policy Manual Service Protocols Section 1.

Services can be provided if approved via the Exhibit 1:

Clients need to be referred to alternate providers for services not available at this agency.

Eligible services: Billable Services for this award, applicable rates, and approved locations are listed in the DHS DASA Exhibit 1.

Eligible services recipients: Individuals, and their families/significant others, who are in need of addiction intervention and treatment services and meet the income guidelines as specified in the Current Fiscal Year IDHS DASA Contractual Policy Manual.

Special Fiscal requirements:

The provider must adhere to all fiscal rules required related to federal funding. These requirements are found within the Catalog of Federal and Domestic Assistance (CFDA) using the CFDA number listed in Exhibit A of this Community Services Agreement.

Added fiscal reporting requirements are referenced in the Current Fiscal Year IDHS DASA Program Manual/state Authoritative sources.

Services Documentation:

1. The provider shall perform and document the Intervention, Treatment, and Recovery Support services provided in accordance with Illinois Administrative Code 2060 /Section 2060.325 Patient/Client Records. (Part 2060)
2. Recovery Support and Community Services that cannot be separately documented shall be documented in activity logs.

Special Conditions/issues:

All services reporting and documentation is subject to compliance monitoring by IDHS/DASA staff upon their request.

Quarterly:

1) Reconcile Mobius reports at least quarterly for:

- Earnings accepted with earnings reported

- Openings submitted with openings accepted

2) Submit DHS DASA billing (DARTS and Manual Billing) on a monthly basis as defined in the UGA

3) Submit Award related reported earnings /expenditures that are quarterly reconciled to be within 15% of the required “year to date” earnings

4) Serve a number of clients equal to 25% of the annual clients projected for this quarter

5) Maintain the agency “in good standing” with DHS DASA contract compliance reviews

 -rule compliance

 -contract compliance

 -OMB circular reviews

 -annual audit compliance

Annually:

Submit the DHS DASA Annual Certification plan survey material within required time line

**Exhibit C**

**Payment Terms**

What is the payment method?

The payment method for this award is post services provision Grant-Fixed Rate payments based upon accepted DHS DARTS services year to date earnings.

Rates to be utilized:

All payments for services will be calculated based upon year to date earnings and related year to date disbursements. These calculations will employ the current rates for the services as specified in the most current version of the DHS DASA Contractual Policy Manual and DASA Exhibit 1.

Provider will deliver services in accordance to the protocols in the Current Fiscal Year DASA Contractual Policy Manual Service Protocols Section 1.

Service Minimum Unit of Service Code Rate

Admission and Discharge Assessment Quarter Hour AAS $65.28 - per hour $16.32 - per quarter hour

Level I (Individual) Quarter Hour OPI $62.12 - per hour $15.53 - per quarter hour

Level I (Group) Quarter Hour OPG $23.48 - per hour $5.87 - per quarter hour

Level II (Individual) Quarter Hour IOI $62.12 - per hour $15.53 - per quarter hour

Level II (Group) Quarter Hour IOG $23.48 - per hour $5.87 - per quarter hour

Level III.1 Daily HH $66.81

Level III (Detoxification) Daily DX Provider Specific

Level III.5 Daily RR Provider Specific

Case Management Quarter Hour CMH $48.08 - per hour $12.02 - per quarter hour

Psychiatric/Diagnostic per Encounter/Per Day PEV $81.31

Early Intervention (Individual) Quarter Hour EII $62.12 - per hour $15.53 - per quarter hour

Early Intervention (Group) Quarter Hour EIG $23.48 - per hour $5.87 - per quarter hour

Community Intervention Quarter Hour CIH $46.92 - per staff hour $11.73 - per qtr. staff hr

In the Current Fiscal Year DASA Contractual Policy Manual Service Protocols Section

Provider will deliver services in accordance to the protocols Current Fiscal Year DASA Contractual Policy Manual Service Protocols Section 2 for Recovery Home Services.

Recovery Home - Adult Daily RH $48.08

Recovery Home - Adolescent Daily RH $122.00

Provider will deliver services in accordance to the protocols in the Current Fiscal Year DASA Contractual Policy Manual Service Protocols Section 4 for Toxicology Services.

Toxicology per Test TOX As specified in Applicable Exhibit 1

\*Provider Specific this rate is specified within the applicable Exhibit 1

**Deliverable Billing:**

The provider shall report Community Intervention, Intervention, Treatment, and Recovery Support services using the applicable DARTS units and program numbers as identified in the attached/revised DASA Exhibit 1.

**Payment Processing:**

DARTS Mobius reports and year to date DARTS reporting are both generated monthly by DHS. DASA will employ the monthly DARTS processing reports for processing payments monthly. As a Fixed Rate award all payments processed for this contract are based upon DARTS accepted year to date services reporting related to services provided by the vendor. Payments will be made based upon year to date earnings, and if applicable DHS available federal Substance Abuse Prevention and Treatment block grant needed to process the payment.

**Special Conditions/issues:**

All services reporting and documentation is subject to compliance monitoring by DHS DASA staff upon their request.

Special Fiscal Requirements:

The provider must adhere to all fiscal required related to federal funding. These requirements are found within the Catalog of Federal and Domestic Assistance (CFDA). The applicable CFDA number for the DASA funded HIV testing and counseling services is CFDA # 93.959.

**Exhibit E**

**Performance Measures**

**Quarterly**

1) # of months reconciled earnings

- Reconciled earnings accepted with earnings reported

- Reconciled openings submitted with openings accepted

2) # of months submit DHS DASA billing (DARTS and Manual Billing) by the DASA monthly due date identified in the UGA

3) Reconcile quarterly Year to date % of actual to expected year to date earnings/expenditures

4) Number of clients admitted for this quarter

5) The maintained as is “in good standing” with DHS DASA contract compliance reviews

 -rule compliance

 -contract compliance

 -OMB circular reviews

 -annual audit compliance

**Annually Agency Wide**

As part of the foregoing reporting requirements outlined in Exhibit B, Provider shall specifically include the following Performance Measures in its DARTS submitted to DASA at least monthly:

1. # of patients completed treatment

2. # of abstinent from alcohol

3. # of abstinent from drugs.

ACP plan submitted and approved as required

**Exhibit F**

**Performance Standards**

In order to achieve the desired outcomes of this program, Provider shall meet or exceed the following Performance Standards in order to have substantially performed under the terms of this contract:

1) Reconcile Mobius reports at least quarterly for:

-Earnings accepted with earnings reported

- Openings submitted with openings accepted

2) Submit DHS DASA billing (DARTS and Manual Billing) on a monthly basis as defined in the UGA

3) Submit Award related reported earnings /expenditures that are quarterly reconciled to be within 15% of the required “year to date” earnings

4) Number of clients admitted for this quarter is consistent

5) Maintain the agency “in good standing” with DHS DASA contract compliance reviews

 -rule compliance

 -contract compliance

 -OMB circular reviews

 -annual audit compliance

Participate in a trend Analysis 3 year review

Annual Measures

1. Percent of change for # of patients completed treatment If the provider has little change for the percentage of discharges that completed treatment, the provider will be placed on the DHS DASA watch list and will be required to submit a corrective action plan within 30 days of notification of this status**.**
2. Percent of change for # of closed patients abstinent from alcohol If the provider has little change for the percentage of discharges that are abstinent from alcohol, the provider will be placed on the DHS DASA watch list and will be required to submit a corrective action plan within 30 days of notification of this status. . (current)
3. Percent of change for # of closed patients abstinent from Drugs If the provider is has little change for the percentage of discharges that are abstinent from alcohol, the provider will be placed on the DHS DASA watch list and will be required to submit a corrective action plan within 30 days of notification of this status. . (current)