

Effective the latter of July 13, 2020 or the last date of the signatories, this amends the above referenced **Contract as follows**:

1. Numbers 2 through 39 below were last addressed in Amendment #0038.
2. **A-1.1.2** is amended to add:
 - Guidance 34 – Mobile Response Team (MRT)
3. In **A-1.1.3**, the line “Template 17 – FIT Reporting Template” is amended to read “Template 17 – Deleted, effective 7/1/2020”.
4. **A-1.1.3** is amended to add:
 - Template 28 – Mobile Response Team Report
 - Template 29 – FACT Quarterly Report
5. In **A-1.1.4**, the hyperlink is replaced by:
<https://www.myflfamilies.com/service-programs/samh/fasams/index.shtml>
6. In **A2-4.2**, after the citation “Ch. 69I-42, F.A.C. Travel Expenses”, the following citation is inserted.
 - Ch. 69I-5, F.A.C State Financial Assistance
7. In **A2-4.2**, after the citation “Comptroller’s Memorandum No. 03 (1999-2000) Florida Single Audit Act Implementation”, the following citations are inserted.
 - CFO’s Memorandum No. 01 (2019-2020) Contract and Grant Reviews and Related Payment Processing Requirements
 - CFO’s Memorandum No. 02 (2019-2020) Reference Guide for State Expenditures
 - Comptroller’s Memorandum No. 04 (2019-2020) Guidance on all Contractual Service Agreements Pursuant to Section 215.971, Florida Statutes
8. In **A2-4.2**, the citation “CFO’s Memorandum No. 03 (2014 - 2015) Compliance Requirements for Agreements”, is amended to read:
 - CFO’s Memorandum No. 20 (2019 - 2020) Compliance Requirements for Agreements
9. **C-1.1.1** is amended to add:
 - C-1.1.1.6** Improves access to care.
10. In **C-1.1.1.2**, after the word “care”, the phrase “pursuant to ss. 394.4573 and 394.4955, F.S.” is inserted.
11. In **C-1.1.1.4**, after the word “regulations”, the word “and” is deleted.
12. In **C-1.1.1.5**, after the word “Stakeholders”, the period is replaced by “; and”.
13. In **C-1.1.5**, the following sentence is added.
 - The Managing Entity shall notify the Department in advance of submitting grant applications and executing contracts for additional resources impacting the Managing Entity’s service array.
14. **C-1.1.6** is amended to add:
 - C-1.1.6.5** A list and descriptions of any gaps in the arrays of services for children or adolescents identified pursuant to s. 394.4955 and recommendations for addressing such gaps.
15. In **C-1.1.6.3**, the word “and” is deleted.
16. In **C-1.1.6.4**, after the word “practices”, the word “; and” is inserted.
17. **C-1.1.7**, first paragraph is amended to read:
 - C-1.1.7 Annual Business Operations Plan**
 - No later than May 15 of each year, the Managing Entity shall submit an annual business operation plan that outlines the operational plan for the following fiscal year. The Managing Entity may, if necessary, submit an addendum to the plan no later

than 30 days after the receipt of the initial Schedule of Funds to address any operational adjustments necessitated by details in the initial Schedule of Funds for the applicable fiscal year. This plan shall be completed using **Template 4 – Managing Entity Annual Business Operations Plan**. The plan shall outline:

18. **C-1.1.7.2.5** is amended to read:

C-1.1.7.2.5 The annual regional Assisted Living Facilities-Limited Mental Health (ALF-LMH) License Annual Plan required by **Section C-1.2.3.4** and **Guidance 8**.

19. **C-1.1** is amended to add:

C-1.1.14 Coordinated Children’s System Planning

The Managing Entity shall:

C-1.1.14.1 Lead the development of the plan established in s. 394.4955, F.S., in collaboration with the agencies and stakeholders specified therein;

C-1.1.14.2 Submit a plan meeting the requirements of s. 394.4955, F.S., by January 1, 2022; subject to review;

C-1.1.14.3 Submit updates to the plan at least every 3 years thereafter; and

C-1.1.14.4 Implement the plan with the collaborating agencies and stakeholders, no later than January 1, 2023.

20. In **C-1.2.3.4**, the citation “Rule 58A-5.0191, F.A.C.” is amended to read “Rule 59A-36.011, F.A.C”.

21. **C-1.2.3** is amended to add:

C-1.2.3.18 Guidance 34 – Mobile Response Team (MRT)

22. In **C-1.2.11.6**, the hyperlink is replaced by:

<https://www.myfamilies.com/service-programs/homelessness/>.

23. **C-1.5.4** is amended to add:

C-1.5.4.5 S. 215.97 – Florida Single Audit Act.

24. In **C-1.5.4.3**, after the word “Awards;” the word “and” is deleted.

25. In **C-1.5.4.4**, after the hyperlink, the word “; and” is inserted.

26. **C-1.6.2.1** is amended to read:

The Managing Entity shall designate a lead CCP Network Service Provider responsible for services in each county within the Managing Entity’s service area. A Network Service Provider’s designation may include multiple counties. The Managing Entity shall provide a comprehensive list of said Network Service Providers to the Department’s Disaster Behavioral Health Coordinator within 60 days of execution, updated annually no later than June 1, and updated as needed within 10 days of any changes to the designated Network Service Provider.

27. **C-2.2.3** is amended to add:

C-2.2.3.8 Requirements for all Network Service Providers to provide contact information for Mobile Response Teams to parents and caregivers of children, adolescents, and young adults between ages 18 and 25, inclusive, who receive behavioral health services.

28. In **C-2.2.3.6**, the word “; and” is deleted.

29. In **C-2.2.3.7**, after the hyperlink, the word “; and” is inserted.

30. **C-2.7.1**, is amended to read:

C-2.7.1 All health care providers, including Managing Entities and Network Service Providers, are eligible to be assigned a Health Insurance Portability and Accountability Act (HIPAA) National Provider Identifier (NPI). However, Network Service Providers who are covered entities meeting the requirements of 45 CFR Part 162 must obtain and use NPIs.

31. **C-2.7.3** is amended to read:

C-2.7.3 Additional information can be obtained from one of the following websites:

C-2.7.3.1 The National Plan and Provider Enumeration System (NPPES):

<https://nppes.cms.hhs.gov/NPPES/Welcome.do>

C-2.7.3.2 The CMS NPI:

<https://www.cms.gov/Regulations-and-Guidance/Administrative-Simplification/NationalProviderStand/>

32. The highlighted portion of the table below amends **Table 2, C3-1**. The non-highlighted parts are for illustrative purposes only and are unaffected by this amendment.

Table 2 – Required Submissions				
Section	Requirement	Required by	Frequency	Due No Later Than:
C3-1	Recurring Required Reports and Plans			
	Provider Tangible Property Inventory - Template 1	Section B-7.2; Guidance 2	Initial; Annual	Initial: within 30 days of execution; Annual: July 31
	Regional planning documents	Section C-1.1.2	As Needed	As Needed
	Triennial Needs Assessment	Section C-1.1.6	Every 3 years	October 1, 2019, 2022
	Coordinated Children’s System Plan	Section C-1.1.14	Every 3 years	January 1, 2022, 2025
	Managing Entity Annual Business Operations Plan <i>Template 4, including:</i> <ul style="list-style-type: none"> • Updates to SMHTF Discharge Reintegration Plan • Updates to Triennial Needs Assessment • Updates to Care Coordination Plan • Updates to Quality Assurance Plan • Annual ALF-LMH Plan • Annual Network Service Provider Monitoring Plan 	Section C-1.1.7	Annually	Initial: May 15 Addendum, if necessary: 30 days after receipt of initial Schedule of Funds for each fiscal year
	Enhancement Plan	Section C-1.1.8	Annually, beginning 2017	September 1
	Record Transition Plan - Guidance 3	Section C-1.1.9	Once	Within 90 days of execution
	Care Coordination Plan	Section C-1.1.10	Initial	Within 60 days of execution
	Quality Assurance Plan	Section C-1.1.11	Initial	Within 60 days of execution
	Fraud and Abuse Prevention Protocol	Section C-1.2.6	Once	Within 60 days of execution
	Network Service Provider Monitoring Plan	Section C-1.3.1	Initial	Within 30 days of execution
	Information Technology Plan	Section C-1.4.6	Once	Within 60 days of execution
	Procurement Policy	Section C-2.2.5	Once	Within 90 days of execution
	Conditional Release Report -Template 22	Guidance 6	Monthly	15 th of each month
	Forensic Diversion Report - Template 23			
	Regional Action Steps to Forensic Goals - Template 26			
	National Voters Registration Act Quarterly Report	Guidance 25	Quarterly	January 10; April 10; July 10; October 10
	Forensic Multidisciplinary Team Report - Template 25	Guidance 28	Monthly	15 th of each month

33. **C3, Table 2**, Section C3-3, Family Intensive Treatment (FIT) Report, the words “Template 17” are deleted:

34. C3, Table 2 is amended to add:

Table 2 – Required Submissions				
Section	Requirement	Required By	Frequency	Due No Later Than
C3-6	Network Service Provider Supplemental Reports			
	FACT Quarterly Report – <i>Template 29</i>	Guidance 18	Quarterly	20th of month following each fiscal year quarter
	CAT Program Persons Served and Performance Measure Report – <i>Appendix 1</i>	Guidance 32	Monthly	18th of month following service delivery
	CAT Program Quarterly Supplemental Data Report – <i>Appendix 2</i>	Guidance 32	Quarterly	18th of month following each fiscal year quarter
	CAT Program Return On Investment Report – <i>Appendix 3</i>	Guidance 32	Quarterly	18th of month following each fiscal year quarter
	Mobile Response Team Report – <i>Template 28</i>	Guidance 34	Monthly	18th of month following service delivery
	Return on Investment Reports	Section C-2.2.2.2 and Exhibit C2	Quarterly	As directed by the Executive Office of the Governor

35. The highlighted portion of the table below amends E-6, Table 6. The non-highlighted parts are for illustrative purposes only and are unaffected by this amendment.

Table 6 – Network Service Provider Subcontracted Performance Measures			
Service	Required by	Subcontracted Performance Measure	Target
Prevention Services	Guidance 10, Section B.12.	Tasks and activities shall be completed as outlined in the Work Plan	80%
		Data shall be submitted no later than the 15th of every month	90%
		Department-identified errors in data submitted shall be corrected within thirty (30) days of notification	90%
Prevention Partnership Grants (PPG)	Guidance 14, Section 3	Improvements in these state priorities for consumption reductions: Underage Drinking; Marijuana Use; and Non-Medical Prescription Drug Use	As Negotiated
	Guidance 14, Section 4	Quantify the activities of a program or strategy to evaluate the extent to which a program is implemented	As Negotiated
Florida Assertive Community Treatment (FACT) Handbook	Guidance 16, Section II.I.	Stable Housing	90% or most current guidance
		Days Worked	40 days or most current guidance
		Initial Assessments	90% on day of enrollment
		Comprehensive Assessments	90% within 60 days of enrollment
		Individualized Comprehensive Recovery Plan	90% within 90 days of enrollment
		Completed psychiatric/social functioning history time line	90% within 120 days of enrollment
		Work Related Services	50%
		Housing Services	90%
		Staffing Requirements	90%
Admissions to SMHTF	30 days of discharge		

Table 6 – Network Service Provider Subcontracted Performance Measures			
Service	Required by	Subcontracted Performance Measure	Target
		Improved Level of Functioning	75%
Family Intensive Treatment (FIT) Model Guidelines and Requirements	Guidance 18	Monthly and Yearly Service Targets	As Negotiated
		Stable Housing	95%
		Stable Employment	95%
		Parenting Functioning	90%
		Caregiver Protective Capacities	90%
Central Receiving Systems Grant Revised	Guidance 27, Section F	Reduce Drop-Off Processing Time	As Negotiated
		Increase Participant Access to Community-based Behavioral Health Services	As Negotiated
		Reduce number of individuals Admitted to SMHTF	As Negotiated
		Two Additional Specific Measures	As Negotiated
Children’s Mental Health System of Care (CMHSOC) Expansion and Sustainability Project	Guidance 31, Template 20	Number in workforce trained consistent with the goals of the grant	As Negotiated
		Number people providing Mental Health Services	As Negotiated
		Number inter-agency agreements	As Negotiated
Community Action Treatment (CAT) Team	Guidance 32, Section XV	School Attendance	80%
		Improved Level of Functioning based upon CFARS or FARS	80%
		Living in a Community Setting	90%
		Improved Family Functioning, based on Child Well-being Domain, NCFAS-G+R	65%

36. F-4.3, first sentence is amended to read:

F-4.3 The Managing Entity shall submit a revised Cost Allocation Plan or a Cost Allocation Plan Addendum whenever the Managing Entity:

37. F-4.4 is amended to read:

F-4.4 The Managing Entity may request to amend or revise their Cost Allocation Plan at any time during the state fiscal year, in writing to the Contract Manager. The Managing Entity shall submit the amended or revised Cost Allocation Plan within 20 days of providing written notification. The Department will review and provide written comments within 15 days of submission. The Managing Entity must submit a revised Cost Allocation Plan or a Cost Allocation Plan Addendum addressing any revisions required by the Department, within 15 days of the date of the Department's written response.

38. F-5.1.1 is amended to read:

F-5.1.1 Any funds carried forward shall be expended in accordance with the General Appropriations Act in effect when the funds were allocated to the Managing Entity. The Managing Entity may request the Department’s advance written approval authorizing proposed alternative uses of specifically allocated funds.

39. F-5 is amended to add:

F-5.3 The Managing Entity must submit a revised **Template 15 – Managing Entity Spending Plan for Carry Forward Report** when the Managing Entity receives the Department’s advance written approval authorizing proposed alternative uses of specifically allocated funds and/or when the Managing Entity receives unearned funds associated with a prior fiscal year from a provider.

40. F-7.2.1 is amended to read:

F-7.2.1 Quarterly, after September 30, December 31, and March 31, each state fiscal year during desk reviews; and

F-7.2.2 Annually, after June 30 each state fiscal year during year end reconciliation.

41. All provisions in the Contract and any attachments thereto in conflict with this Amendment are changed to conform with this Amendment. All provisions not in conflict with this Amendment are still in effect and are to be performed at the level specified in the Contract. This Amendment and all its attachments are made a part of the Contract.

IN WITNESS THEREOF, the parties cause this amendment to be executed by their duly authorized officials.

PROVIDER:

DEPARTMENT:

SIGNED BY:

SIGNED BY:

Nan H. Rich

Patricia Babcock

NAME:

NAME:

Nan Rich

Patricia Babcock

TITLE:

TITLE:

Chairperson of the Board

Deputy Secretary

DATE:

DATE:

8/21/2020

8-27-20